

**PRINCE EDWARD ISLAND HOME AND SCHOOL FEDERATION**  
**BOARD MINUTES Wednesday, March 8, 2017, 6:30 P.M.**  
**Location: Startup Zone, 31 Queen Street, Charlottetown**

In attendance: Lisa MacDougall (President), Peter Rukavina (Past President), Shelley Muzika (Treasurer), Heather Mullen (Secretary), Sandy Nicholson (Colonel Gray), , Donna MacLeod (Kinkora), Nathan Jay (Morell), Virginia Doyle, (Three Oaks) Windsor Wight (Bluefield), Shirley S. Jay (Executive Director)  
SKYPE: Cory Thomas (Vice President) and Kelly Herget (Westisle) Regrets: Tami Lewis (Charlottetown Rural), Trevor Moase (Kensington), Leah Munro (Montague), Tara Hill Burke (Souris)

**1. Welcome/Call Meeting to Order**

President Lisa MacDougall called the meeting to order at 6:33 p.m.

**2. Approval of Agenda March 8, 2017**

**MOTION:** To approve agenda as circulated.

Moved by Sandy. Seconded by Windsor. Motion carried.

**3. Approval of Minutes January 26, 2017**

**MOTION:** To approve minutes as circulated.

Moved by Cory. Seconded by Donna. Motion by carried.

**4. Business Arising**

1. Nominating Committee – Peter is nominating committee chair with support from the current Board. Regional representatives who are at the end of their term are asked to recruit locally and send interested names to Peter.
2. Public Schools Branch meeting- Pending following the current school review 60 day process period.

**5. Reports**

- 5.1 President's Report – Lisa's report is being compiled for the Annual Book of Reports to be presented at the AGM, April 8, 2017.
- 5.2 School Food Update – Rotary Club application
  - PEIHSF applied for Rotary Club of Charlottetown Royalty grant on February 28<sup>th</sup>; to be used towards the school food project (i.e. Youth Forums, Coordinator). We will know the results in 6 weeks.
- 5.3 Coalition For Healthy School Food and other school food updates –
  - Chef Michael Smith has been asked to be spokesperson for The Great Big Crunch. ATV Morning Show will feature Smith and the Coalition on March 9, 2017. Lisa is meeting with CHSF (teleconference) next week and will have more to share following the meeting. The national focus is to provide a healthy meal at \$1 per child per day. CHSF is seeking federal funding, looking to be ready for any changes federally.
  - Pending meeting with John Jamieson, Deputy Minister of Agriculture and Fisheries about status of school food program. **ACTION:** Office to follow up with John Jamieson.
  - Windsor met with Charla, Registered Dietician hired by Health and Wellness – there is a misconception that it costs more to eat healthier. Charla says that 2018 is more logical for a school food program to be implemented; she is keen to make it work. General note that there was discussion about the 11% schools that receive from Chartwell's sales
  - ADL, Jamie MacPhail contacted Federation office and is interested in partnering regarding school food. Shirley invited ADL to set up display at the AGM. Purity Milk and other businesses will be interested.

#### 5.4 Office Report

- Shirley submitted a report: Emphasized how the collaboration and facilitation course has been beneficial for thinking, writing and speaking when communicating with members and anyone who contacts the Federation office. Thanked the Board for the opportunity. Lisa/Shirley plan to meet with Scholars to organize the Round Table.
- Heather's request to thank locals for all their work on school review.
- BYOD – Bring your own device was piloted at Colonel Gray High school. As soon as students plugged in, the bandwidth went down - was overused immediately. How much bandwidth is required? The pilot results are being reviewed with a second pilot planned, perhaps in another school. PEIHSF will keep an eye on this Pilot project.

5.4 District Advisory Councils – Board representatives discussed local DAC meetings, overall feeling from representatives was there was room to improve the process and further collaboration with key stakeholders would be required moving forward.

#### 5.5 Learning Partners Advisory Council

Peter Rukavina reported that the Learning Partners Advisory Council has not met since December; a meeting has been scheduled for early April.

#### 5.6 Autism Lending Library

As a way of engendering cooperation within partners working with children with autism, Peter Rukavina, not on behalf of PEIHSF but independently, requested that the Province of PEI work to better spread the word of its Autism Lending Library and that it integrate cataloging information on the collections of Stars for Life and the Autism Society into the online public catalog for the library. Carolyn Simpson, Director of Early Childhood Development, has been given the task looking into this: autism consultants and other staff have been asked to remove items specific to their job functions from the collection, and from there plans will be made.

#### 5.7 Meeting with Jason Doiron

Peter Rukavina reported that he met with Jason Doiron, a professor in the UPEI Psychology department, and former English Language School Board trustee to discuss school psychologists' approach in schools. It was an exploratory conversation only, but we may wish to engage Dr. Doiron and others in a broader discussion of the role of inclusive education in the public school system.

#### 5.8 Dr. Ross Green

Peter Rukavina asked directors to take note that Dr. Ross Green, Psychologist and author of “The Explosive Child,” and “Raising Human Beings” will speak in Summerside, April 28th about his collaborative approach to dealing with challenging behaviours; educating parents to teach kids how to cope now and later as adults.

### 6. Finance Report

#### 6.1 Finance update

Statement to be circulated: Surplus 60,000; There was no adjustment in the budget for funds not received. Deficit 45,000 includes expenses: 9000 –scholarships; 900 school food; Semi-Annual – Speaker Chef Tony's food, accommodations, airfare, six day speaking tour; Jeff Eagar, Videographer; RRSP contribution to executive director. Shelley presented AGM notice of motion to increase membership fees from 50 to 100 for schools having under 200 students, and 100 to 200 for over 200 students; 2/3rds majority vote? Steps regarding increments to succession planning – do not deplete where we are now – we have safe cushion. 25,000 in GIC now. Approximately 30,000 in bank now. Deferred Revenue – 20,000. Grant request to Dept. Education for Operations 2017-2018; the budget was approved at November meeting; grant submitted to Minister Currie Dec. 23/16.

**MOTION:** To approve treasurer's up-date.  
Moved by Shelley. Seconded by Windsor. Motion carried.

## **7. New Business**

7.1 AGM final details are being finalized. The artwork on the AGM registration brochure was provided by Trevor's daughter, Megan Moase. Lisa will send a thank you and gift to Megan.

7.2 Discussion to rename volunteer award in memory of the late, Steve McQuaid. Steve served as Glen Stewart Home and School president; community-minded; stayed in contact with provincial federation over past (20) years; very interested in our school food initiative to point of raising the topic with Rotary Club of Charlottetown, Royalty; met a number of times with Federation reps and Peter separately to discuss school food.

**MOTION:** To rename Volunteer of the Year Award in memory of Steve McQuaid  
Moved by Peter. Seconded by Sandy. Motion carried.

7.2 Healthy School Food video clip – Viewing of draft school food video prepared by Jeff Eagar and offered feedback which was provided to committee to be summarized for Jeff to complete final video. Lisa kept notes of comments to pass on to Jeff.

**ACTION:** Lisa to arrange meeting with Jeff to discuss final edits to video.

**8. Next Meeting:** Doodle Poll to be circulated for a May 2017 meeting in Summerside.

**9. Adjournment** at 9:28 pm

Respectfully submitted by,

Heather Mullen, Recording Secretary

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## **ACTION LIST**

1. Office to follow up with Mr. Jamieson.
2. Lisa to send thank you to Megan Moase.
3. Lisa to arrange meeting with Jeff to discuss final edits to video.