

AGENDA

School Board Meeting



Wednesday, January 25, 2017

6:00 pm

**Board Chambers
33 Spectacle Lake Drive
Dartmouth, NS**

1. CALL TO ORDER

We acknowledge that this meeting is being held on Mi'kmaw territory.

2. RECORD OF ATTENDANCE

3. CONFLICT OF INTEREST DECLARATION

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES/BUSINESS ARISING FROM THE MINUTES

November 30, 2016 (Regular Board Meeting)

6. CHAIR'S REPORT

7. SUPERINTENDENT'S REPORT

8. PUBLIC PRESENTATIONS

9. COMMITTEE REPORTS

9.1 Audit Committee

9.2 Policy Development and Review Committee

9.2.1 B.023 Distribution and Display of Materials in Schools Policy

9.3 Committee of the Whole

9.4 Nova Scotia School Boards Association

10. CORRESPONDENCE

10.1 Letter dated December 3, 2016 from the Honourable Karen Casey, Minister of Education and Early Childhood Development with regard to the closure of public schools in Nova Scotia.

10.2 Letter dated December 14, 2016 to the Honourable Karen Casey, Minister of Education and Early Childhood Development with regard to the naming of the new Dartmouth South P-9 school.

11. ITEMS FOR DECISION

11.1 Board Member Nancy Jakeman provided the following notice of motion:

I move that the Governing Board request the Superintendent provide a report at a future Committee of the Whole Meeting, with regards to the Elementary Provincial Assessment Results for the 2016-2017 school year as per Recommendation 2.5 of the Auditor General 2015 report.

11.2 Board Chair Dave Wright provided the following notice of motion:

I move that the Governing Board respond to the Honourable Karen Casey, Minister of Education and Early Childhood Development's letter dated June 29, 2016 and advise her that the HRSB will be developing their strategic plan according to the Governing Board responsibilities outlined in article 64 (2) v of the Education Act.

12. NOTICE OF MOTION

13. DATES OF NEXT MEETINGS

Committee of the Whole – February 8, 2017

Audit Committee – February 15, 2017

PDRC - February 15, 2017

Regular Governing Board Meeting – February 22, 2017

14. IN-CAMERA

14.1 Approval of the November 30, 2016 In-Camera minutes.

14.2 Student Assessment Results

14.3 Contract Update

14.4 Board Member absence

15. ADJOURNMENT



**HALIFAX REGIONAL SCHOOL BOARD
REGULAR BOARD MEETING
MINUTES
November 30, 2016
6:00 p.m.**

PRESENT: Archy Beals
Suzy Hansen
Cindy Littlefair
Jennifer Raven
Dave Wright
Bridget Boutilier
Nancy Jakeman
Linda MacKay
Jessica Rose
Gin Yee

Joseph McIsaac, Student Advisor
Denise Bell, Regional Education Officer

REGRETS: Samantha Graham, Student Advisor

STAFF: Elwin LeRoux, Superintendent
Lance Bullock, Senior Staff Advisor
Natascha Joncas, Acting Corporate Secretary
Terri Thompson, Director, Financial Services
Doug Hadley, Coordinator, Communications
Ron Heiman, Director, Operations Services
Marlene Ruck Simmonds, Senior Diversity Advisor
Susan Tomie, Director, School Administration
Tracy O’Kroneg, Director, Human Resource Services
Trevor Baker, Manager, VoIP & Network Structure
Charelle Maillet, Coordinator, Human Resource Services
Sonya O’Sullivan, Coordinator, Program
Athena Leclair, Administrative Assistant to the Corporate Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 6:00 p.m.

A moment of silence took place.

2. RECORD OF ATTENDANCE

Let the record show that all Board Members were in attendance.

3. CONFLICT OF INTEREST DECLARATION

No board members declared a conflict of interest.

4. APPROVAL OF AGENDA

Board Chair, Dave Wright noted the addition of Item 10.6, a letter from the Honourable Karen Casey, Minister of Education and Early Childhood Development with regard to the Stipend Report.

It was moved and seconded (Yee/Raven) that the Governing Board approve the agenda as amended.

(CARRIED)

5. APPROVAL OF MINUTES/BUSINESS ARISING FROM THE MINUTES

It was moved and seconded (Yee/Littlefair) that the minutes from the September 28, 2016 Regular Board Meeting be approved.

(CARRIED)

6. CHAIR'S REPORT

Dave Wright, Chair, presented the Chair's report. [A copy of the report is filed with the minutes.](#)

7. SUPERINTENDENT'S REPORT

Elwin LeRoux, Superintendent, presented the Superintendent's Report. [A copy of the report is filed with the minutes.](#)

8. PUBLIC PRESENTATIONS

9. COMMITTEE REPORTS

9.1 Audit Committee

9.1.1 Report #2016-11-47 – September 30, 2016 Quarterly Business Plan and Financial Update.

Board Member Linda MacKay, Chair of the Audit Committee, provided an update.

9.2 Policy Development and Review Committee

9.2.1 F.007 Acceptable Use of Computers and Internet/Intranet Technology policy

Board Member Nancy Jakeman, Chair of the Policy, Development and Review Committee, provided an update.

It was moved and seconded (Jakeman/Yee) that the Governing Board rescind the F.007 Acceptable Use of Computers and Internet/Intranet Technology policy.

(CARRIED)

9.3 Committee of the Whole

Board Vice-Chair Cindy Littlefair provided an update.

9.4 Nova Scotia School Boards Association

Board Chair Dave Wright provided an update.

9.4.1 Board of Director Member

Board Member Gin Yee nominated himself.

Board Member Gin Yee was appointed as the Board of Director Member for the Nova Scotia School Boards Association.

9.4.2 Alternate Board of Director Member

Board Member Gin Yee nominated Archy Beals.

Board Member Archy Beals accepted the nomination.

Board Member Archy Beals was appointed as the Alternate Board of Director Member for the Nova Scotia School Boards Association.

9.4.3 Communication Committee Member

Board Member Jennifer Raven nominated herself.

Board Member Jennifer Raven was appointed as the Communication Committee Member for the Nova Scotia School Boards Association.

9.4.4 Education Committee Member
Board Member Jennifer Raven nominated herself.

Board Member Jennifer Raven was appointed as the Education Committee Member for the Nova Scotia School Boards Association.

10. CORRESPONDENCE

10.1 Letter dated October 3, 2016 from the Honourable Karen Casey, Minister of Education and Early Childhood Development with regard to the appointment of the Mi'kmaq representative to the Halifax Regional School Board.

The letter was shared with the Governing Board.

10.2 Letter dated October 5, 2016 from the Honourable Karen Casey, Minister of Education and Early Childhood Development with regard to the Nova Scotia International Student Program (NSISP).

The letter was shared with the Governing Board.

10.3 Letter dated October 12, 2016 from the Honourable Karen Casey, Minister of Education and Early Childhood Development with regard to two new provincial policies: *Provincial School Network Access and Use Policy* and *Provincial Privacy of Student Information Policy*.

The letter was shared with the Governing Board.

10.4 Letter dated October 21, 2016 from the Honourable Karen Casey, Minister of Education and Early Childhood Development with regard to the Halifax Regional School Board bylaws.

The letter was shared with the Governing Board.

10.5 Letter dated November 8, 2016 from the Honourable Karen Casey, Minister of Education and Early Childhood Development with regard to assessments.

The letter was shared with the Governing Board.

Item 10.6 was added to the agenda.

10.6 Letter dated November 22, 2016 from the Honourable Karen Casey, Minister of Education and Early Childhood Development with regard to the Stipend Report.

The letter was shared with the Governing Board.

11. ITEMS FOR DECISION

11.1 Board Member Gin Yee provided the following notice of motion:

I move that the Governing Board request the Superintendent provide a report at the December 2016 Committee of the Whole Meeting, with regard to Provincial Assessment Results for Grades 8 and 10 for the 2015-2016 school year as per Recommendation 2.5 of the Auditor General 2015 report.

It was moved and seconded (Yee/Hansen) that the Governing Board request the Superintendent provide a report at the December 2016 Committee of the Whole Meeting, with regard to Provincial Assessment Results for Grades 8 and 10 for the 2015-2016 school year as per Recommendation 2.5 of the Auditor General 2015 report.

(CARRIED)

11.2 Board Member Gin Yee provided the following notice of motion:

I move that the Governing Board approve the following Bylaw Amendments and submit to the Minister of Education and Early Childhood Development for approval as requested in her letter dated October 21, 2016.

Bylaw # 5.0 CHAIR AND VICE-CHAIR

Bylaw # 5.1 Election of the Chair

- (a) The Superintendent shall appoint scrutineers.
- ~~(b) Prior to the nomination process beginning, the Superintendent will request that Members interested in running for the position of Chair, express their interest by a show of hands.~~
- (c) Nominations for the position of Chair shall be received by the scrutineers through a secret ballot process [i.e. each Member may anonymously write down the name of a candidate on a piece of paper and submit to the scrutineers].

[...]

Appendix A – Agenda School Board Meeting

~~*Let me begin with our deep thanks to the Mi'kmaw people. We are gathered today in the Sipekni'katik (and or district Eskikewa'kik) of Mi'kma'ki, and we are grateful.*~~

We acknowledge that this meeting is being held on Mi'kmaw territory.

This item was a Notice of Motion and will therefore be decided upon at the next Regular Board Meeting in January.

11.3 Motion to cancel the December 2016 Regular Board Meeting

Board Chair Dave Wright provided the following notice of motion:

Article 6.2 (a) of our Bylaws state the following: “the Board shall hold a Regular Board Meeting on the fourth Wednesday of each month”. I move that in light of this Board meeting being held on November 30 and Christmas vacation starting on December 22, 2016 that we cancel the December Regular Board Meeting scheduled for December 28, 2016.

It was moved and seconded (Wright/Jakeman) that in light of this Board meeting being held on November 30 and Christmas vacation starting on December 22, 2016 that we cancel the December Regular Board Meeting scheduled for December 28, 2016.

(CARRIED)

- 11.4 Report #2016-11-53 – Naming of the new South Dartmouth P-9 School, Elwin LeRoux, Superintendent and Adrienne Blumenthal, Principal

This item was tabled until Adrienne Blumenthal, Principal arrived.

It was moved and seconded (Yee/Rose) that the Governing Board name the new South Dartmouth P-9 School “Dartmouth South Academy”.

(CARRIED)

- 11.5 Board Member Gin Yee provided the following notice of motion:

I move that the Governing Board appoint Gin Yee as the Halifax Regional School Board representative to the NSSBA’s Governance Action Plan Steering Committee.

Board Member Gin Yee noted an amendment to the motion to replace *appoint* with *recommend*.

It was moved and seconded (Yee/Beals) that the Governing Board recommend Gin Yee as the Halifax Regional School Board representative to the NSSBA’s Governance Action Plan Steering Committee.

(CARRIED)

- 11.6 Board Member Gin Yee provided the following notice of motion:

I move that the Governing Board request an Information report to be presented at the future Committee of the Whole meeting in fall 2017 for the following recommendations outlined in Department of Education and Early Childhood report entitled “Individual Program Plan (IPP) Review Themes and Recommendations”

“1. Use the revised Program Planning Modules to support professional learning for teachers to ensure that specific strengths, challenges and interests are used to inform programming decisions (Adaptations and/ or IPPs).

2. Continue to engage in professional development for teachers regarding TIENET. Ensure that teachers and program planning team members keep up-to-date records in TIENET, including all meeting minutes and a log of correspondence with parents/guardians.
3. Support educators to consider equity education issues as a part of the program planning process and to promote culturally responsive instruction for all students, and in particular for students of Aboriginal ancestry and African descent.
4. Ensure that there are mechanisms in place to consider input from Student Support Workers and Native Student Advisors in the program planning process.
5. Ensure that Transition Planning is included in IPPs where appropriate.
6. Do random audits to ensure compliance with the IPP criteria.”

It was moved and seconded (Yee/Jakeman) that the Governing Board request an Information report to be presented at the future Committee of the Whole meeting in fall 2017 for the following recommendations outlined in Department of Education and Early Childhood report entitled “Individual Program Plan (IPP) Review Themes and Recommendations”

- “1. Use the revised Program Planning Modules to support professional learning for teachers to ensure that specific strengths, challenges and interests are used to inform programming decisions (Adaptations and/ or IPPs).**
- 2. Continue to engage in professional development for teachers regarding TIENET. Ensure that teachers and program planning team members keep up-to-date records in TIENET, including all meeting minutes and a log of correspondence with parents/guardians.**
- 3. Support educators to consider equity education issues as a part of the program planning process and to promote culturally responsive instruction for all students, and in particular for students of Aboriginal ancestry and African descent.**
- 4. Ensure that there are mechanisms in place to consider input from Student Support Workers and Native Student Advisors in the program planning process.**
- 5. Ensure that Transition Planning is included in IPPs where appropriate.**
- 6. Do random audits to ensure compliance with the IPP criteria.”**

(CARRIED)

11.7 Board Member Gin Yee provided the following notice of motion:

I move that the Governing Board establish an Ad Hoc Governance Committee to continue the work of the previous Governing Board's Ad Hoc Governance Committee, advancing the investigation of coherent and policy governance models including introductory sessions on each and finally, making a recommendation on which model best serves the needs of the Halifax Regional School Board.

Board Member Gin Yee amended his motion to remove the words *and finally, making a recommendation on which model best serves the needs of the Halifax Regional School Board.*

It was moved and seconded (Yee/MacKay) to accept the proposed amendment.

(CARRIED)

It was moved and seconded (Raven/Littlefair) to postpone Board Member Gin Yee's motion until the Regular Board Meeting in January.

(DEFEATED)

It was moved and seconded (Yee/MacKay) that the Governing Board establish an Ad Hoc Governance Committee to continue the work of the previous Governing Board's Ad Hoc Governance Committee, advancing the investigation of coherent and policy governance models including introductory sessions on each.

(DEFEATED)

12. NOTICE OF MOTION

13. DATES OF NEXT MEETINGS

Committee of the Whole – December 14, 2016

Committee of the Whole – January 11, 2017

Policy Development and Review Committee – January 18, 2017

Regular Board Meeting – January 25, 2017

Audit Committee – February 15, 2017

14. IN-CAMERA

It was moved and seconded (Yee/Beals) to move in-camera.

(CARRIED)

The Chair called for a 15 minutes recess at this time.

It was moved and seconded (Yee/Hansen) to move out of in-camera.

(CARRIED)

14.1 Approval of September 28, 2016 In-Camera minutes

It was moved and seconded (Yee/Jakeman) to approve the following motions en bloc:

- **Approve the minutes/business arising from the September 28, 2016 In-Camera session.**

14.2 Contract Award Approvals

14.2.1 Board Services

- **Approve the recommendation from Board Services and award the Contract as presented.**

14.2.2 Operations (1)

- **Authorize the expenditure over \$500,000 as required by the HRSB Purchasing Policy E.001.**

14.2.3 Operations (2)

- **Authorize the expenditure over \$500,000 as required by the HRSB Purchasing Policy E.001.**

(CARRIED)

14.3 Staffing Issue

A discussion ensued regarding staffing.

15. ADJOURNMENT

It was moved and seconded (Yee/Beals) that the meeting be adjourned.

(CARRIED)

Meeting adjourned by the Governing Board a 9:20 p.m.

Dave Wright
Chair
Halifax Regional School Board

Natascha Joncas
Acting Corporate Secretary

Prepared by Athena Leclair
Administrative Assistant to the Corporate
Secretary

DRAFT

Distribution and Display of Materials in Schools Policy

Policy Overview

The purpose of the Distribution and Display of Materials in Schools Policy is to provide guidelines regarding a decision about the distribution or display of materials to parents/guardians, students, and the community.

Table of Contents

- 1.0 Legislative Context
- 2.0 Principles
- 3.0 Approval Process
- 4.0 Authorization
- 5.0 Policy Review

Policy and Procedures History

Policy and Procedures were approved in April 2005.

1.0 Legislative Context

The Distribution and Display of Materials in Schools Policy aligns and complies with the following:

- 1.1 *Nova Scotia Education Act 2015*
- 1.2 *Human Rights Act 2012*
- 1.3 *HRSB B.020 Religious Education in Schools Policy*
- 1.4 *HRSB B.011 Race Relations, Cultural Understanding and Human Rights in Learning Policy*
- 1.5 *HRSB F.001 Use of Board Facilities Policy*

2.0 Principles

- 2.1 The Halifax Regional School Board believes in promoting strong school and community partnerships. As part of this commitment, the HRSB recognizes

Distribution and Display of Materials in Schools Policy

Approved: April 27, 2005

Revised: January 25, 2017

schools' role in distributing and displaying communications that support such partnerships.

2.2 In any decision regarding the display or distribution of materials, staff will ensure that all materials are in keeping with the HRSB's commitment to upholding the principles of publicly-funded education and with all HRSB and provincial policies and legislations.

2.3 For the purposes of this policy, **materials** include:

- Leaflets, brochures or posters;
- Electronic communications;
- Signs and banners, placed inside or outside of schools;
- Petitions; and
- Any other media or documents used to transmit information to students, staff or parents/guardians.

3.0 Approval process

3.1 Approval of materials intended for distribution to all schools will be at the discretion of the Superintendent or designate.

3.2 Approval of materials for distribution or display at individual schools will be at the discretion of the principal or designate.

4.0 Authorization

4.1 The Superintendent is authorized to develop and implement procedures in support of this policy.

5.0 Policy Review

5.1 This policy will be reviewed every five (5) years or on an as needed basis.

Distribution and Display of Materials in Schools Procedures

Table of Contents

- 1.0 Roles and Responsibilities**
- 2.0 Approval of Materials for Distribution and Display in Schools**

1.0 Roles and Responsibilities

- 1.1 The Superintendent or designate will be responsible for:
 - 1.1.1 Reviewing any materials intended for system wide distribution to ensure that they are in keeping with the HRSB's commitment to publicly-funded education, HRSB and provincial legislation and the guiding principles outlined in section 2.0 of this policy.
- 1.2 Department Coordinators and Supervisors will be responsible for:
 - 1.2.1 Directing all requests for the system wide display or distribution of materials to the appropriate Director(s).
 - 1.2.2 Responding to any requests from principals for assistance in the evaluation of materials for distribution or display at the school level.
- 1.3 Principals will be responsible for:
 - 1.3.1 Ensuring that reasonable efforts are made to educate all staff, School Advisory Council (SAC) members and other parent/guardian or community volunteers of the requirement for the principal's (or designate) approval of all materials prior to their display or distribution.
 - 1.3.2 Ensuring that the approval process is used to evaluate the appropriateness of materials that are received by their organizations for possible distribution.
 - 1.3.3 Evaluating materials to ensure that they are in keeping with the guiding principles outlined in section 2.0 of this policy.

Distribution and Display of Materials in Schools Procedures

Approved: April 27, 2005

Revised: January 25, 2017

- 1.3.4 Requesting assistance through the School Administration department should questions arise regarding the appropriateness of materials intended for distribution or display at the school level.

2.0 Approval of Materials for Distribution and Display in Schools

- 2.1 When approving materials for distribution and display in schools, the following questions need to be considered to ensure that the materials are of an educational nature and align with the principles outlined in section 2 of this policy:

2.1.1 Are the materials educational in nature?

2.1.2 Do the materials reflect current issues in school communities or support school-community partnerships?

2.1.3 Do the materials promote a particular:

1. religion;
2. set of beliefs;
3. political party; or
4. group or personal point of view?



DEC 07 2016

Education and Early Childhood Development
Office of the Minister

PO Box 578, Halifax, Nova Scotia, Canada B3J 2S9 • Telephone 902 424-4236 Fax 902 424-0680 • www.ednet.ns.ca

December 3, 2016

Dave Wright, Chair
Halifax Regional School Board
33 Spectacle Lake Drive
Dartmouth, NS B3B 1X7

Dear Mr. Wright:

Re: Notice re Public Schools in Nova Scotia: closure to students due to safety concerns-- Effective December 5, 2016

The Nova Scotia Teachers Union's (NSTU) directive to its members is above and beyond what is typical for a work-to-rule strike action. It is directing their members to withdraw voluntary, contractual and statutory duties - not simply a withdrawal of voluntary services such as extracurricular activities including concerts and school sports. To that end, I consulted with senior staff of all school boards in Nova Scotia for a better understanding of the impact the NSTU's directive could have on student safety. After hearing from all eight school boards, I have concluded the NSTU Work to Rule 2016 Directives for all NSTU member employees (Teachers, Principals, Vice-Principals as well as other school and non-school based staff) and other NSTU directives will create unacceptable risk to our ability to maintain an orderly and safe learning environment.

As a result, pursuant to the *Education Act* we have made the decision to close all public schools in Nova Scotia to students only effective 12:01a.m. Monday, December 5, 2016.

Please ensure all necessary steps are taken to provide for the safety of students and the security and safety of all public school facilities. Please take immediate steps to ensure students and parents are informed that schools are closed to students only, effective December 5, 2016. Work locations (including schools) remain open for all employees, including teachers. Staff and teachers will continue to be required to report to work in accordance with their existing employment agreements.

Classes will resume on further notice.

Yours truly,

Karen Casey
Minister of Education and Early Childhood Development

c Elwin LeRoux, Superintendent of Schools

Chair

December 14, 2016



The Honourable Karen Casey
Minister of Education and Early Childhood Development
4th Floor, Trade Mart Building
2021 Brunswick Street
P.O. Box 578
Halifax, NS
B3J 2S9

Dear Minister Casey:

At the Regular Board Meeting of November 30, 2016, the Halifax Regional School Board (HRSB) passed the following motion:

"To name the new Dartmouth South P-9 school, 'Dartmouth South Academy' as recommended in Report #2016-11-53: Naming of the new South Dartmouth P-9 School."

I would ask that you share this information with the school construction project team to assist in the planning for the completion and opening of the new school.

Thank you for your attention to this matter.

Regards,



Dave Wright
Chair

cc: Governing Board Members, Halifax Regional School Board
Ron Heiman, Director, Operations, Halifax Regional School Board
Adrienne Blumenthal, Principal, Southdale-North Woodside Elementary