



HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
Safe Schools Advisory Committee
PUBLIC MEETING MINUTES

Monday June 24, 2013 – 9:00 to 11:00 am

- Present:** Lucille Kyle, Trustee Thelma Goodfellow, Trustee, Earle Wright, Principal, Queen Elizabeth Public School (Belleville), Colleen DeMille, Assistant Superintendent, Jason Surgent, ETFO, Pierre Martin, 2nd Vice-President, ETFO, Melanie Crawford, CYC, Donna Howes, CUPE, Wendy Sutherland, Safe Schools Team, Anthony Mann, Prince Edward O.P.P, Kerry Donnell, Communications Officer, Therese McMahn, Curriculum Coordinator, Shelley Steele, Safe Schools Supervisor, Kelly Towers, Attendance Counsellor, Maribeth DeSnoo, Executive Director Food For Learning, Kelvin McQuarrie, ITS Supervisor, Suzanne Cox, Bancroft O.P.P, Tina Jones, Student Success Lead, Marion Moon, OSSTF, Scott Burke, Stirling Rawdon Police Services.
- Regrets:** Kathleen Manderville, Principal, Quinte Mohawk School, Meghan Peckham, Student Trustee, Dwayne Stacey, Highland Shores Children's Aid Society. Heather Seres, Principal, Deseronto Public School.
- Minutes:** D. Burshaw

Welcome and Introductions:

Superintendent Savery- Whiteway welcomed and thanked the committee for attending the meeting. She shared information with regard to the re-structuring of the senior team responsibilities with the new portfolio "School Climate and Student Well-Being Services Team." She explained the new portfolio. It will include Safe Schools, Mental Health, Attendance Counsellors and the Child and Youth Counsellors. Safe, inclusive and accepting schools are essential for student achievement and well-being. That is why the government introduced Bill 13, the *Accepting Schools Act*. The new portfolio will support conditions for supporting learning cultures that actively promote mental health and well-being. She introduced Assistant Superintendent Colleen DeMille who is the lead in this new portfolio.

Update on AiM System Plan

Superintendent Savery-Whiteway gave updates on the 2013-2014 goals and priorities of the Achievement in Motion for Student Success System Plan, (AiM System Plan). She explained that the plan is a framework of past and future priorities.

There are seven key priorities within the plan. They are:

1. Reach high levels of student achievement
2. Create conditions for student success
3. Advance mental health initiatives for students
4. Promote HPEDSB as the service provider of choice
5. Implement full-day kindergarten
6. Support employee growth and wellness
7. Promote safe, healthy, respectful and inclusive schools and workplaces.



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Achievement in Motion regional meetings were held to gather feedback from the community. Meetings were held in the North Hastings, Centre Hastings, Belleville, Picton and Trenton areas. All Trustees were involved in each of the meetings.

The senior team and the Trustees have been working very hard revising the Achievement in Motion System plan for 2013-2014. It will be shared with staff in “draft” form at the next System meeting in August. The plan will be brought to the Board for approval.

Superintendent Savery-Whitway asked the committee to break into groups and provide feedback on what we continue to do and what is working now. Some of the feedback included:

- Mental Health awareness for staff
- Automated External Defibrillators are now in all schools
- Schools are becoming more safe in regard to blinds being installed along with new door entry systems
- School Climate Surveys to be done this year with a vision to analyze the data and make the surveys more streamline, less complicated and more accessible, making this a whole school approach
- Mental Health awareness to focus on students, staff and community.
- Make sure community leaders/partners are aware of the new AED's in the school buildings
- Make community partners/leaders aware of the programs being offered in secondary and elementary schools
- Make the community more aware of school activities and renovations
- More awareness in the community around mental health and progressive discipline
- What is happening in our communities that we should be aware of
- We continue to have food insecurities that need to be communicated and what action is being taken

School Climate Surveys

Superintendent Savery-Whitway introduced Tina Jones, Student Success Lead to talk about Bill 157. She told the committee of the Ministry mandate of completing a school climate survey every two years. This coming school year the board will be completing its second survey. She explained the first survey was very cumbersome and lengthy and not convenient or accessible to all staff, students and parents/guardians. The draft survey for the 2013-2014 school year has been developed by staff based on feedback from the system. Tina shared the draft survey with the committee for their reflection and feedback. She explained some of the new questions and drop down boxes. The committee was asked to look over the draft and write down any changes/deletions/suggestions they had. Some of the feedback included:



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- Discussion occurred around Bullying Awareness and Prevention Week. The definition of the word bullying needs to be incorporated in the draft. On the website there is a power point presentation on bullying and the types of bullying. It takes approximately ten minutes to read.
- Include on the survey the date the survey was filled out
- Keep language as simple as possible
- Sections 1, 2 and 3 were not clear. In any given time frame students can feel welcome and a week later not feel welcome
- Stipulate time frames e.g., in the last two weeks/in the last two months
- Missing too much school and their reception upon their return will affect a student's inclusivity
- Headings could be a little more clear and precise
- More student focused language
- Explain to the students what exactly value means to them
- Explain to the students about feeling safe, e.g., do you feel safe at home?
- Include a "not applicable" note
- Icon use for elementary and secondary students
- Greater participation is needed and the audiences know that the data will be shared with everyone.
- Offer a reward for completing the survey
- Put the survey on the web page without sending individually to staff. This may deter staff from filling it out with the worry of their email address being tracked
- The survey can be done more than once by an individual, i.e.; parent and a teacher

The surveys were collected and Tina thanked everyone for their expertise and suggestions. A pilot project will be sent to a couple of schools in the fall. The final survey will be rolled out around Bullying Awareness and Prevention Week, which is November 17-24, 2013.

Accepting School Act and Whole School Approach

Superintendent Savery-Whiteway talked about the *Accepting School Act* passed in 2012. The Act requires all school boards to take preventative measures against bullying, and support students to promote understanding and respect for all. She referenced Procedure 378 Student Discipline, Bullying Prevention and Intervention, and talked about our approach to making our students feel safe at school. Procedure 378 also outlines the Progressive Discipline approach. Progressive discipline promotes positive student behavior and enables the schools to choose the appropriate consequences to address inappropriate student behavior. She shared a story about a very positive experience that just occurred with two students who had just successfully completed the criteria in the expulsion program and graduated from high school.



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She expressed concern over getting parents interested in coming out to bullying awareness seminars within the school communities. One initiative that had to be cancelled last February included working with all Trenton school groups including Quinte West Ontario Provincial Police. The agenda included such things as, cyber bullying, bullying behaviours etc. She asked the committee for input on reaching out to parents on this. Some suggestions were:

1. Have Student Voice get involved
2. Having an information session during the day
3. When having "meet the teacher" have other classrooms designated for an information session that same evening
4. Last minute approach for after school, have meeting and then hotdogs and a drink outside
5. Show video's during lunch periods or after school in the hallways of student activities and positive messages by students
6. Provide child care for any activity after school
7. Do a survey and send home to find out what would work for them

Restorative Practices Update

Superintendent Savery-Whiteway called upon Shelley Steele, the Safe Schools Supervisor to give the committee an update of the Restorative Practices activities this past school year.

Shelley reported the aim of Restorative Practices is to manage conflict and tension by repairing the harm and strengthening relationships as a way of building community. She spoke about the Restorative Practices Symposium held in Cobourg this past May in conjunction with 14 other school boards across Ontario. This symposium was very successful. There were approximately 150 staff members, members of the Ministry along with approximately 100 students participating in the day. Data was collected by Brock University. A special thank you was made by Shelley to Angela Harvey our research coordinator for her assistance in the setup and collection of the survey tool. A video was also made of the day's activities.

June 11, 2013 was this board's Restorative Practices Symposium held at the Education Centre. Administrators and staff came together to report success's of their implementation of the Restorative Practices in their individual schools. It was a very powerful and rewarding day with lots of feedback.

She said that currently 10 schools are fully trained in Restorative Practices and circles training. One secondary school is making the transition to becoming an RP school. She noted that for the upcoming school year three schools have already signed up for the training.

Earle Wright, Principal for Queen Elizabeth School (Belleville) told the committee about his success with the Restorative Practices circles training in his school. This training included all staff. Staff were creating their own restorative questions with great consistency in their classrooms. He mentioned their school climate has changed for the better since implementing restorative circles approach. Students are listening more attentively and working more collaboratively in working groups.



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It was mentioned that one of the Child and Youth Counsellors, Wendy Fouts has created a character and developed restorative practices questions for students who cannot read yet. The character is called Earl. He will help students to become more visual and better understand key questions.

Superintendent Savery-Whiteway commented that restorative practices training also is very helpful with long term suspensions and expulsions in transitioning students back to the classroom.

Restorative practices can also be used to support staff.

Bullying Awareness and Prevention Week

Superintendent Savery-Whiteway advised the committee that Bullying Awareness and Prevention Week is November 17 – 24, 2013 and the first planning session will be held at the Education Centre September 9, 2013 from 9 – 11 a.m. in the Board Room.

CTAP Review and updates

Shelley Steele, the Safe Schools Supervisor stated that 29 school level 1 cases were reported this school year with only five at the community level. She reported that a two day training took place on April 11 and 12, 2013 at the Education Centre for Level 1 Violence Risk Assessment (VTRA) training. Level 2 VTRA training is scheduled for October 8 and 9, 2013, at the Education Centre in conjunction with Limestone District School Board. She also stated the Safe Schools team travelled to Ottawa in the spring to re-certify trainers. Our team shared some teaching strategies with the Ottawa team.

Superintendent Savery-Whiteway thanked the committee for their time and effort put forth on this committee.

The meeting adjourned at 11:10 a.m.