

ANGLOPHONE SOUTH SCHOOL DISTRICT (ASD-S)
DISTRICT EDUCATION COUNCIL
Minutes of Meeting – September 11, 2013

The District Education Council (DEC) for Anglophone South School District (ASD-S) met on Wednesday, September 11, 2013 at Kennebecasis Park School, 10 Broadway Street, Rothesay. The following council members and staff were in attendance:

Council Members:

Roger Nesbitt, Rob Fowler, Bob McDevitt, Charlotte McGill-Pierce, Wayne Spires, Stephen Campbell, Gary Crossman, Don Cullinan, Larry Boudreau and Joanne Gunter.

Regrets: Gerry Mabey, Sherman Ross

ASD-S Staff:

Zoë Watson, Superintendent; Jeff Hanson, Director Finance & Administration; Paul Smith, Senior Education Officer, and Clare Murphy, Recording Secretary.

News 88.9 and CHSJ Radio were in attendance.

1. Call to Order/Welcome/Regrets

Mr. Fowler, Chair, called the meeting to order at 7:10 p.m.

2. Approvals

2.1 Approval of the Agenda & Minutes

Mr. Fowler reviewed the Agenda with Council and advised that if there were no concerns or questions regarding the Agenda that a motion be put forward to approve. Mr. Boudreau moved that the Agenda be approved and Mr. Crossman seconded the motion. Motion carried.

Mr. Spires asked the Chair if Council could observe a minute of silence in remembrance of all those who died in the terrorists attack on the World Trade Towers on September 11, 2001. Council unanimously agreed and a minute of silence followed.

Mr. Fowler referred to the Minutes of the August 21st meeting and advised that if there were no concerns or questions regarding the Minutes, that a motion be put forward to approve. Mr. Nesbitt moved that the Minutes be approved and Mr. Spires seconded the motion. Motion carried.

Clarification was asked about the mention of Policy 409 in the Minutes. Mr. Fowler advised that it was a recommendation for all Council members to review the policy to ensure they are familiar with it.

Mrs. McGill Pierce asked if all positions within the District were now filled. Mrs. Watson advised that they were.

Mr. Boudreau asked if there was a way to rank capital projects. Mr. Jeff Hanson, Director of Finance and Administration advised that EECD was looking into putting something together to address this.

2.2 Public Comment

None

3. Business Arising from the Minutes

3.1 2013-14 Meeting Dates/Locations

Mrs. Watson reviewed the revised outline of meeting dates and locations with Council based on changes passed at the August meeting. Council had no further changes to the schedule.

3.2 Provincial Committees

Questions arose from Council with regard to who had been appointed to Committees they had volunteered for as many had not received feedback.

Mr. Fowler explained that his understanding was if you received a letter, you were on the Committee, if not, you were not. Mrs. McGill-Pierce noted that she had been advised by Minister Carr's Executive Assistant that she was on the Assessment/French Second Language Committee, however, had not received any notification.

Mr. Nesbitt advised that he was on the Provincial Curriculum Advisory Committee and Mrs. Gunter advised that she was on the Testing and Evaluation Committee.

Mrs. Watson reviewed a letter that she had received from the Minister with regard to this topic. It included ASD-S members who had been appointed to the Provincial Curriculum Advisory Committee and the Minister's Advisory Committee on Inclusive Education. She advised that she had been appointed to the Minister's Advisory Committee on Teacher Certification.

Mr. Fowler advised that he would follow up with the Deputy Minister for clarification.

3.3 School Fields

Mrs. Watson followed up on a question raised at the August 21st meeting with regard to who owns and is responsible for maintenance of the fields in ASD-S.

She provided a list outlining the ownership of the fields and who was responsible for maintenance of same, including reciprocal agreements that were in place.

Question arose from Mr. Boudreau as to whether custodial staff were in the schools during the summer months. Mrs. Watson advised that they were, however, vacation schedules would affect this. Mr. Boudreau followed up with a question about whether or not custodians were responsible for mowing fields which were owned by the District, during this time. Mrs. Watson advised that it could be a custodian or it could be District staff who might do this. Mr. Boudreau advised that the Fundy High School fields were not being kept up over the summer months. He advised that he is aware of others who would like to provide this service, using their own equipment, however, have been advised that it is not possible due to liabilities. Mrs. Watson advised that she would look into this and report back.

Mrs. Gunter advised that the field at Simonds High had been omitted from the list. Mrs. Watson advised that she will ensure the list gets updated.

3.4 PSSC/Symposium Update

Mrs. McGill-Pierce provided a draft flyer with an outline of the October 5th event for PSSC members. She went on to review the draft schedule of the day's events with Council. Mrs. McGill-Pierce advised that there would be a cross-over session with both PSSC and the students, when Mr. Charlie MacDonald would address both groups. The PSSC session would begin around 9:30 am and end around 2:30. Students would arrive around 12:30 and attend afternoon sessions, ending with a Pizza Party around 5 pm.

She reminded all Council members that in order for this to be successful, they would need to play a role in the breakout sessions. She asked that members let her know how they would like to participate.

Mrs. McGill-Pierce advised that more information would follow.

4. Presentations

4.1 Work Room and NBTAP Presentation

Mrs. Watson introduced Mrs. Joan Wilkins, School to Work Coordinator and her colleagues; Theresa Murray (Work Room Coordinator Belleisle & Sussex) and Michelle Francis-Doyle (Work Room Coordinator at Kennebecasis Valley High School).

Mrs. Wilkins explained that all three Education Centres now have career work rooms. This has been possible due to a partnership with the Department of Post Secondary Education, Training and Labour. ASD-S is a vital project partner and contributes to the centres by providing space to operate, maintenance, IT support, Human Resources support, monitoring/maintaining budgets and project supervision.

Ms. Murray went on to explain that we currently have Work Room Career Resource Centres physically located in 6 high schools in ASD-S and one office in the Department of Post Secondary Education, Training & Labour (PETL) in St. Stephen. These centres provide career planning and employment resources for high school students as well as members of the public. They also have an extensive set of online resources and services that extend their reach beyond the physical centres to rural communities throughout Southwestern NB. A seventh Work Room is scheduled to open this fall at PETL Agar Place Office Building to service the uptown high schools and general public.

These services are provided free of charge and include, but are not limited to the following: resume writing, job search technology, interview preparation, information on financing post secondary education – student loans, grants, scholarships, etc., career planning tools for parents and students (PACE), custom workshops on topics such as Workplace Essential Skills, post secondary recruiters and employer presentations.

The website www.careerthatwork.ca is very integral to the success of the program. Statistics are kept which reflect website visits year over year and well as the tracking of foot traffic to all Centres.

Mrs. Wilkins provided an overview of The NB Teen Apprentice Program (NBTAP). She explained that students taking trades in high school, who demonstrate the attitude, aptitude and commitment are eligible for this program. They must maintain a 70% average at school (including Math & English), maintain good attendance and have no discipline issues.

She advised that during the summer of 2012 the first group of 6 student apprentices from Simonds High School worked for Jacobs at the Irving Oil Refinery. The second year of this pilot was the summer of 2013, which saw 29 students participating from 5 high schools, with 16 employers providing training in 16 different apprenticeable trades. She said that this program is industry driven and it will expand based on needs. Feedback from employers on the students was positive; with some employers advising that some students were performing above a 1st year apprentice level.

The current focus of NBTAP is to look at training processes and communication and at securing partner employers and schools for year 3 expansion into more areas across NB for the summer 2014 work terms.

Many questions were raised by Council and addressed by Mrs. Wilkins and her colleagues, including what the DEC might do to assist, how students are selected and discussion around the employers' commitment to the program and student.

Mr. Fowler thanked Mrs. Wilkins and her colleagues for their informative presentation.

5. New Business

5.1 Expenditure Plan 2013-14

Mrs. Watson advised Council that we would require their approval on the expenditure plan which Mr. Hanson was about to present. This included the PSSC allocations for 2013-14.

Mr. Hanson, Director of Finance and Administration reviewed the budget in detail. Highlights included a new line item under Support Services to Education which accounted for employees from Health & Social Development who moved over in 2013 and was not on last year's budget. He pointed out that the budget was not too different from last years, but down a bit due to decreasing enrolment numbers.

Mr. Boudreau questioned whether or not there was any move by the Province to automate lights to help conserve power. Mr. Hanson advised that it was an initiative that came up during budget discussions; however, it would need a capital investment to make it happen. He went on to say that there are things we can do to help, including reducing temperatures in all rooms by only 1 degree, and closing off areas that are not in use. Mr. Hanson also mentioned that there was pressure to combine bus routes and decrease the number of buses. ASD-S will be down two buses this year.

The PSSC allocations were reviewed by Mr. Hanson who stated that schools received \$2.41 per student but for smaller schools, there was a minimum amount of \$500 allocated regardless of enrolment numbers.

Mr. Boudreau advised that a correction was required to the PSSC listing ... Grand Bay/White Head Elementary should read "Grand Manan/White Head Elementary". Mrs. Watson advised that this will be corrected.

Motion was made by Mr. Spires and seconded by Mr. Nesbitt that the Expenditure Plan for 2013-14, including the PSSC Allocations be approved. Motion carried.

5.2 Improvement Projects – Summer 2014

Mrs. Watson advised that she and Mr. Hanson met with Facilities to develop a prioritized list. The Department also requested a 2nd priority listing for roofs. She advised that we will require approval on the Improvement Projects at this meeting; however, the Roofing request does not need an approval, it will automatically go forward.

In reviewing the improvement list, Mrs. Watson was clear that we would not get everything on this list. Mr. Fowler mentioned that the priority within the Department would be health/safety, accessibility and then perceived need.

Mr. Boudreau enquired why the Fire Marshall would order sprinklers installed in certain schools when many do not have them. Mrs. Watson advised that she would get some clarification on it.

Discussion turned to the quoted estimate of cost to do these improvements. Some Council members felt that the price listed was too high and wanted to know if combining projects with other Districts, would help reduce cost.

Mrs. Watson advised that the Department of Transportation & Infrastructure was responsible for pricing and that in the end, some projects would come in above, and some would come in below. She advised that when we submit the improvement list, we will address the question of combining projects in an effort to reduce costs.

Motion was made by Mrs. McGill-Pierce that the Improvement Projects 2013-14 be approved. It was seconded by Gary Crossman. Motion carried. Mr. Spires and Mr. Boudreau voted against the motion.

Mrs. McGill-Pierce asked if Council could see what final costs actually are when projects are completed. Mrs. Watson will follow up.

6. Information Items

6.1 Superintendent's Report & Update

Mrs. Watson reported the death of bus driver, Lisa Hamilton, of the Hampton Education Centre who passed away last week. The crisis response protocol was implemented to assist staff and students in dealing with this loss.

She advised that on August 26th – 29th there were four days of administrative meetings and professional development including; a Mental Health First Aid professional development session focusing on mental health and fitness, a Branch 20 meeting for teachers at Bayside Middle School and a half-day Branch 19 meeting at KVHS.

Mrs. Watson advised Council that later this month the Hampton Education Centre would be moving their offices to a wing at the Hampton Elementary School. Work is being done to transform classroom areas into office spaces for about a dozen staff that will be moving, along with the Senior Education Officer, Paul Smith.

Mrs. Watson was happy to advise Council that initial feedback on the transition days for grade 6 and 9 students seem to be positive. There were fewer incidents of rookying reported in Saint John. She also advised that data from a follow up survey by the students and parents would be available at our October meeting.

Mrs. Watson reported that a small committee had met a few times to re-visit an initiative very well known in two of our Centres, "Celebrate What's Right With The World." This has been identified as a strategy to support our goal on positive learning environment and the focus on mental fitness initiatives. We are starting with a quick inventory in SJ and

Hampton Centres to determine who has a banner, the kit and the DeWitt Jones DVD purchased a few years ago but still relevant today. We have so much to celebrate in our communities and schools and need to focus on being intentional to make it happen in our words and actions.

Mrs. Watson advised that we have three new positions funded by the Department of Education and Early Childhood Development to support inclusion in the District. Our Inclusion Facilitators are Mark Perry, a teacher from KVHS and formerly of Hampton High, Lesley O'Leary, Principal of Vincent Massey and Lori Wall, Principal of Belleisle Regional High. These three educators were selected by the Department and will be working closely with us on professional development, working with the Department on module development, and as the role unfolds, they will be in schools attending team meetings and supporting the implementation of the year two inclusion actions.

Mrs. Watson reported that many new international students arrived with a group from Brazil landing earlier in the month to meet up with their home stays in each Centre. They are in the District for several months and are so excited to be here. Seven grade six girls from Columbia landed a few days ago to spend the next few weeks in Valley middle schools. She felt that this was certainly something to celebrate in our District - the growth of the international student program under the direction of Lynn MacDonald.

Mrs. Watson provided Council members with the “unofficial” enrolment numbers as of September 11th. She cautioned these were preliminary, that we would have a more accurate count later in the fall.

6.2 Chairperson’s Report & Updates

Mr. Fowler advised members that the District Education Council is currently responsible for reviewing School Improvement Plans for all 74 schools in ASD-S. He then recommended that a motion be made to delegate this responsibility to the Senior Education Officers in each Centre, with the Superintendent bringing their recommendations forward to Council for review.

Motion was made by Mr. Spires and was seconded by Mr. Cullinan. Motion carried.

Mr. Fowler reported that progress was being made on professional development training modules/PSSC training. These modules will eventually be available on District sites as the provincial DEC portal is not being utilized.

Mr. Fowler advised that DEC Chair meetings have been scheduled with the Deputy Minister and the Assistant Deputy Minister and therefore we should be able to get more traction on topics needing to be addressed.

6.3 Correspondence

None.

6.4 Members Notebook

Mr. Spires asked about the timing of the Fall DEC retreat. Mr. Fowler advised that it would likely be held on a Friday night, and Saturday in November. Members were asked to recommend locations and timing and a final date would be set at the October meeting.

7. Adjournment

Mr. Fowler thanked all who attended this evening's council meeting. Members were advised the next meeting will be held at St. Stephen High School, St. Stephen NB on Wednesday, October 9, 2013 at 7:00 p.m.

There being no further business the meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Rob Fowler, Chair

Clare Murphy, Recording Secretary