

ANGLOPHONE SOUTH SCHOOL DISTRICT (ASD-S)
DISTRICT EDUCATION COUNCIL
Minutes of Meeting – August 24, 2016

The District Education Council (DEC) for Anglophone South School District (ASD-S) met on Wednesday, August 24, 2016 at 490 Woodward Avenue, Saint John. The following Council members and staff were in attendance:

Council Members:

Rob Fowler, Wayne Spires, Roger Nesbitt, Gerry Mabey, Larry Boudreau, Bernie Regenbogen, Dan O'Connor, Linda Sherbo, Rob Alexander, Richard Malone, Heather Gillis.

Regrets: None

ASD-S Staff:

Zoë Watson, Superintendent; Suzanne LeBlanc Healey, Director Curriculum & Instruction; Kate McLellan, Director of Education Support Services; Debbie Thomas, Director of Schools, Saint John Education Centre; Paul Smith, Director of Schools, Hampton Education Centre; John MacDonald, Director of Finance & Administration, and Clare Murphy, Recording Secretary.

1. Call to Order/Welcome/Regrets

Mrs. Watson, Superintendent, called the meeting to order at 7:00 pm. She welcomed new members to Council, along with PSSC Chair Ron McGrath who was also in attendance.

2. Approvals

2.1 Approval of the Agenda

Mrs. Watson asked that we move Item 3.1 (Selection of Chair & Vice Chair) to Item 2.2 on the agenda. Mr. Boudreau then asked to have an item added as well. Motion to amend the agenda to move Item 3.1 to Item 2.2 on the agenda, and add an item under section 5.3 was made. Mrs. Watson asked that if there were no questions or concerns with the amended Agenda, that a motion be put forward to approve. Mr. Spires moved that the amended Agenda be approved. Mr. Nesbitt seconded the motion. Motion carried.

2.2 Selection of Chair & Vice Chair & Term of Office

Mrs. Watson called for nominations from the floor, or interest from any Council member wanting to put their name forth as Chair, or Vice Chair.

Mr. Fowler advised that he would like to volunteer again as Chair. There were no nominations from the floor and no other member put their name forth for the Chair position. Mr. Fowler was then confirmed as Chair. The term of office is set at four years.

Mrs. Watson then called for nominations from the floor, or interest from any Council member wanting to put their name forth as Vice Chair.

Mr. Nesbitt and Mr. Mabey, both volunteered to offer as Vice Chair. Mr. Fowler then offered each member an opportunity to address Council. Following that, Mr. Nesbitt and Mr. Mabey left the table, and a vote was taken.

Mr. Nesbitt was confirmed as Vice Chair for the four year term. Mr. Fowler thanked both members for their continued service on Council.

2.3 Approval of Minutes

Mr. Fowler referred to the Minutes of the June 7, 2016 meeting and advised that if there were no concerns or questions regarding the Minutes, that a motion be put forward to approve. Mr. Spires moved that the Minutes be approved. Mr. Nesbitt seconded the motion. Motion carried.

2.4 Public Comment

None

3. Business Arising

3.1 Selection of Chair & Vice Chair & Term of Office

See Item 2.2.

3.2 Draft Council Meeting Dates & Locations

Mr. Fowler briefly reviewed the Draft Meeting Dates and Locations document that was provided for Council. He advised that Council typically has met on the 2nd Wednesday of each month with the exception of August, where it is the 3rd Wednesday. He asked Council if this schedule would work for the coming sessions, or if changes were required. He also noted that in the past, Council has travelled to different schools for their monthly meetings and that was also a possibility. Discussion followed. Mr. Fowler then asked for a motion with regard to meeting dates and locations. Mr. Boudreau moved that Council continue to meet on the 2nd Wednesday of each month and that all meetings be held at

the Saint John Education Centre in Saint John. Mr. Regenbogen seconded the motion. Motion carried.

3.3 Liaison Schools

Mrs. Watson reviewed the Liaison Schools document which outlines which schools are in each Council member's sub-district. She advised that Principals are aware of the new members on Council and will email members with information on events or happenings in the school. She encouraged members to attend upcoming Open House events along with other special events. She suggested that Council should advise the Principal when they are at an event, so the Principal knows you are in attendance. A list of Open House events in each Centre will be emailed to Council members and posted on the portal.

Mrs. Watson suggested that Council members should try and attend their school PSSC meetings and events when possible; however, some schools have them on the same night, so it may not be possible to attend all. It was noted that the PSSCs are Council's link to the schools and therefore very important to maintain.

Mr. Fowler noted that for Council members who have a number of their schools meeting on the same night, they should feel free to host a night and invite all in for a group session. Council members should also ensure they are on the mailing list for PSSC minutes from each of their schools.

3.4 Draft Annual Planning Calendar

Mr. Watson reviewed the Annual Planning Calendar and advised that it is a draft working document outlining Council's work for the upcoming year. She advised that if anyone had any additions or suggestions, to please let her know. Mr. Boudreau suggested that we invite the Minister and MLAs to a meeting sometime during the year.

Mr. Fowler advised that Council would hold a strategy and planning session in the near future to map out Council's plans for the next four years. He also noted that on October 29, 2016, there would be Policy/Governance training for members in Moncton, likely over that Friday night and Saturday time frame.

3.5 PSSC Orientations

Mr. Fowler advised that each year new and returning PSSC members are invited to attend a session, by Centre, where Council members explain their role/the PSSC budget process/how to conduct meetings and other sessions relevant to their committee. These sessions usually take place mid-October after the schools have their PSSC in place.

Mr. Fowler then asked for volunteers to help in the planning and preparation for these meetings. Mr. Spires, Ms. Sherbo, Mr. Mabey and Ms. Gillis volunteered to assist. Mr. Fowler asked that at our next meeting, staff provide recommended dates for each Centre.

3.6 Budget Approval 2016-17

Mr. MacDonald outlined the 2016-17 budget document that was posted for Council's review. He advised that normally this document is a one page outline; however, with many new Council members he added significantly more detail to give a better understanding of what is included in each category.

In his review, he addressed the categories that would likely see a small deficit and then went into greater detail on the main pressure points of this budget which include a shortfall in funding for Educational Assistants and School Intervention Workers, and a shortfall in replacement salaries. The predicted deficit is \$2.1 million. Mr. Fowler advised that as a DEC, we are not permitted to run a deficit.

Considerable discussion followed on how the deficit might be reduced and what the next steps should be with regard to passing a budget.

It was determined that the District was comfortable reducing the planned deficit in the amount of approximately \$900,000 in replacement salaries in anticipation that the new attendance management process would cover this shortfall. As well, a number of other expenses could be covered through general operating expenses. This still leaves the District with a predicted \$1.2 million shortfall.

With a deficit budget not permitted, Mr. Fowler suggested that Council contact the Minister to request an additional \$1.2 million to cover the 2016-17 budget. It was suggested that it is important for the Minister to be made aware that our actual deficit projection was approximately \$2.1 million and the ways in which the District hopes to cover the difference. Mr. Spires moved that we ask the Minister for an additional \$1.2 million in funding to balance the budget and ensure they are aware of the original \$2.1 million shortfall. Mr. Nesbitt seconded the motion. Motion carried.

3.7 Update on New West Side School in Saint John and Naming Sub-Committee

Mrs. Watson gave a brief update on the progress of the new school and showed Council pictures of the construction site. She updated new Council members on how the new school came about with the closure of St. Patrick's due to structural issues, and that Seawood and Havelock schools would join St. Patrick's students in the new school, scheduled to open in September of 2017.

She advised Council that as per Policy 409, a subcommittee would be required to determine the name of the new school. This would happen under the guidance of Gerry Mabey, as the DEC representative, a District staff member, a member of the community and a member appointed by the Minister. The District will contact the Minister's office to request a member for this committee and Mrs. Watson will appoint a staff member.

Mr. Mabey will appoint the community member to this team. He will then reach out to members of the public for suggestions. This is normally done via the District website, school websites and through PSSC meetings. The committee will review all suggestions and choose three to submit to the Minister who will choose the final name.

4. Business Arising

4.1 DEC Vacancy

Mr. Fowler advised Council that we still have a vacancy for Subdistrict 12. We did not receive any response to the ad posted in the paper last spring. Mr. Fowler advised that both he and Mr. Boudreau have reached out to prospective members; however, have not had any success to date.

It was suggested that Mr. Spires and Mr. Boudreau might split this region and reach out to those schools until a Council member could be appointed.

4.2 Minister's Excellence in Education Awards

Mr. Fowler advised that the District has submitted our names for the Excellence in Education Awards that will be held on November 19th. This is a highlight of the year, honouring three teachers for their hard work and dedication to their students. The Minister will announce the winners later in the fall.

5. Information Items

5.1 Superintendent's Report and Updates

Mrs. Watson advised Council of the deaths of two students over the summer months. Elizabeth Landers was a grade 10 student at Kennebecasis Valley High School and Jada Anderson was a grade 7 student at Barnhill. Crisis response teams were made available at the school for the family and the community. She asked for a moment of silence in their memory.

Mrs. Watson outlined summer activities in the District including the staffing process during June and July; a workshop on Developing Successful Schools in July where 9 staff attended; Summer Learning Week; ISD preparation for the Hampton and Saint John Education Centres and the Syrian summer camps for middle and high school. She also wanted to extend her appreciation to our Facilities staff who over the summer worked very hard to get the schools ready for the fall.

Mrs. Watson advised that Power School training is continuing and there is a lot involved to get everyone ready for this fall.

The Attendance Matters posters/brochures/website will again be promoted in all of our schools. We are hoping for more traction following the initial launch last year.

Mrs. Watson explained 'transition' days for grade 6 and 9 students who will be moving to another school/building and noted that Kindergarten students would have a staggered entry. The 2016-17 school calendar is on the ASD-S website.

Open House events at the schools will begin shortly and a list will be provided to each member for their area. Council members are encouraged to attend when they can.

Principal and Vice Principal meetings took place today at the Delta and they will meet again by Centre tomorrow. Next week there will be 2 administration days and 2 professional learning days that are sponsored by the local NBTA branches.

5.2 Correspondence

None, all correspondence posted on the portal for Council's information.

5.3 Members' Notebook

Mr. Fowler advised new members that this portion of the meeting was an opportunity for Council to provide any updates or information on schools in their subdistrict.

Mr. Spires enquired if the elementary school supply lists are consistent across the District. Mrs. Watson clarified that grade levels work together within each school but that there are different needs at different schools. School supply lists are posted on the school websites.

Mr. Fowler noted that he was pleased to have had the opportunity to welcome and speak with the Principals and Vice Principals this morning at the Delta. Mrs. Watson acknowledged the significant amount of time and effort Mr. Fowler spends working for the District.

Mr. Fowler advised that the DEC Chairs are trying to get a meeting together and were waiting on West to name their Chair before that could take place. He noted that he would be in Fredericton tomorrow for a meeting with PulseNB.

Mr. Boudreau asked if it were possible to receive the Agenda and meeting materials a week or two earlier than we do now. It was noted that information for the Agenda and documents for presentation to DEC are completed by various staff within the District and it would not be possible to get any earlier.

Mr. Boudreau brought forward the item he had earlier added to the Agenda. His request was that DEC declare land located in the Town of St. George (tennis courts) as surplus to the District. Mrs. Watson noted that she was aware of the request, but that it had come in during time when staff were on summer vacation. She noted that this would require Mr. MacDonald contacting the school Principal (who was away), DTI and developing briefing notes for Council's review prior to a motion to declare surplus. She confirmed that it will be on the September meeting agenda.

Mr. Alexander advised that he felt that we have not yet fully realized the impact of the mine closure in Sussex. He suggested we show our support to schools in the area. Mrs.

Watson noted that she would connect with Principals in the area schools to see how things stand with students leaving the area.

Mr. Alexander asked if there had been any communication to parents on ISD integration. Ms. McLellan noted that it had not happened yet but that Bob Eckstein and his team were starting to develop a launch plan.

Mr. O'Connor asked if DEC could get a brief overview on Power School after it is up and running.

Mr. Mabey suggested possibly a session on the trades and Bee Me Kidz.

6. Adjournment

Mr. Fowler thanked all who attended this evening's Council meeting and advised that the next meeting will be held at 490 Woodward Avenue on Wednesday, September 14, 2016 beginning at 7:00 p.m.

There being no further business the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Rob Fowler, Chair

Clare Murphy, Recording Secretary