

ANGLOPHONE SOUTH SCHOOL DISTRICT (ASD-S)
DISTRICT EDUCATION COUNCIL
Minutes of Meeting – October 10th, 2012

The District Education Council (DEC) for Anglophone South School District (ASD-S) met on Wednesday, October 10th, 2012 at the St. Stephen Education Centre, 11 School Street, St. Stephen, NB. The following council members and staff were in attendance:

Council Members:

Larry Boudreau, Stephen Campbell, Gary Crossman, Don Cullinan, Rob Fowler, Joanne Gunter, Bob McDevitt, Charlotte McGill-Pierce, Sherman Ross, Wayne Spires. Regrets: Jerry Mabey, Roger Nesbitt.

ASD-S Staff:

Zoe Watson, Superintendent; Kathryn McLellan, Director of Education Support Services; Jenny MacDougall, Senior Education Officer; Paul Smith, Senior Education Officer; Debbie Thomas, Senior Education Officer; Jeff Hanson, Director of Finance and Administration; Tina Vallis, Executive Assistant.

The media was present.

1. Call to Order / Welcome /Regrets

Rob Fowler, Chairperson called the meeting to order.

2.1 Approval of the Agenda/ Approval of 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. Fowler indicated that there was an addition to item 5.1 and that the adoption of policies should also include EL10; EL 11; EL 12; EL 13. Mr. Crossman moved that the minutes be approved, as amended. Ms. McGill-Pierce seconded the motion. Motion carried.

2.2 Public Comment

Nil

3. Business Arising from Minutes

3.1 Adoption of Code of Conduct

Mr. Fowler reviewed the DEC Code of Conduct with council and requested that if there were no concerns or questions regarding this document a motion be put forward to approve. Mr. Spires moved that the DEC Code of Conduct be approved. Ms. Gunter seconded the motion. Motion carried.

3.2 Major Improvement Projects

Ms. Watson reviewed the major improvement projects with council and advised that a revision to the document was required in reference to the upgrade of the Blacks Harbour School washroom and the reevaluation of the St. Stephen Middle School roof repairs. Letter was sent to the Minister along with supporting documents for these projects and the capital priorities. Council members received a copy of the letter that was sent to the Minister along with supporting documents.

3.3 Quispamsis School K- 5

A subcommittee has been established to examine the provincial education specifications for the new K-5 Quispamsis school. The committee has met twice and has PSSC representatives from Lakefield Elementary School and Quispamsis Middle School, the Principal of Fairvale Elementary, Roger Nesbitt, the DEC member from the sub-district and staff.

3.4 PSSC Orientation

Parent School Support Committee Orientation evenings have been booked and plans are underway; October 15th – Saint John Education Centre, October 16th – Hampton Education Centre, October 17th – St. Stephen Education Centre. PSSC Chairpersons were extended an invitation to attend by Ms. Watson and Principals have communicated the dates to their respective committees. Evaluations from the previous years' meeting were reviewed by members of council. The district website www.asd-s.nbed.nb.ca has a PSSC section with various documents for members to review. Evaluations and a sign in sheet will be available for attendees during the meetings as well as various other documents.

4. Presentations

4.1 Integrated Services Delivery

Ms. Helen Johnston, Subject Coordinator, Education Support Services for the St. Stephen Education Centre presented to council an overview of the Integrated Services Delivery (ISD) pilot project that is taking place in Charlotte County. There are five government departments involved with this pilot and working toward the goal of promoting positive mental health in schools (Public Health, Education, Social Development, Public Safety and Justice). A demonstration site is currently underway with mental health workers meeting

students in schools for mental health counseling. The ISD framework is a holistic team-based approach that focuses on prevention and earlier intervention. There are plans underway to hire a regional coordinator. Mr. Fowler, on behalf of council, thanked Ms. Johnston for her informative presentation.

5. New Business

5.1 Policy Sub-Committee

The subcommittee presented the following policies to be adopted:

- EL – 1 Global Executive Constraint*
- EL – 2 Emergency Superintendent Succession*
- EL – 4 Information and Reporting to Council*
- EL – 5 Staff Evaluation*
- EL – 6 Budgeting Financial Planning*
- EL – 7 Financial Administration*
- EL – 8 Staff Compensation*
- EL – 9 Treatment of Media, Public and Stakeholders*
- EL – 10 Maintaining Viable High Schools*
- EL – 11 Property Management*
- EL – 12 Placement of Pupils*
- EL – 13 Annual Reporting to the Public*

Mr. Fowler requested, that if there were no concerns or questions regarding these documents, a motion be put forward to approve. Mr. McDevitt moved that the policies be approved. Mr. Crossman seconded the motion. Motion carried.

Mr. Fowler advised council that a monitoring document for each of the executive limitations policies would be submitted by the Superintendent to ensure that she is in compliance.

The subcommittee presented the following group of Governance Process policies to be adopted:

- GP – 1 Governance Commitment*
- GP – 2 Governing Style*
- GP – 3 Role of the District Education Council*
- GP – 4 Chairs Role*
- GP – 5 Council Sub-committee Principals and Structure*
- GP – 6 Agenda Planning*
- GP – 7 Pupil Appeals*
- GP – 8 Effective Communications*
- GP – 9 Quorum*
- GP – 10 Linkage Opportunities*

Mr. Fowler requested, that if there were no concerns or questions regarding these documents, a motion be put forward to approve. Mr. Boudreau moved that the policies be approved. Mr. Spires seconded the motion. Motion carried.

It was suggested that the document *Council/Staff Relationship* be placed on next month's agenda. This document will be added to the November agenda for further discussion and possible adoption.

5.2 District Improvement Plan

Ms. Watson reported that the education management team looked at the Ends policies of all three former districts and determined the priority items, as follows:

1. Student achievement (numeracy, literacy)
2. Positive learning environment
3. Positive learning and working environment
4. Inclusive education

Ms. Watson asked council to consider these priority items and to submit to her what council felt was the best direction. Staff will then submit to council the interim district improvement plan for Anglo South.

6. Information Items

6.1 Superintendent's Report and Updates

Ms. Watson advised council that the process for establishing teacher professional growth goals has been shared with Principals. The first step is for all teachers to identify their goals with a deadline for this task to be completed by mid-October. Across Anglophone South, an evaluation will take place mid-way through the school year and in May 2013. There are three separate growth goal templates: Vice Principals / Principals; Principals who also teach; and Teachers.

October 9th was professional learning day for all Anglophone schools throughout the province. The agenda included a video clip of Minister Carr who reviewed a presentation on inclusive education. Each Superintendent prepared a video clip which was played during these meetings. The agenda also included group activities and case studies. Educational Assistants were also in attendance. The reviews were very positive.

Anti-bullying week was held the week of September 24th to the 28th. Each school planned its own anti-bullying activities for staff and students. Ms. Watson acknowledged the hard work of Pam Miller, Subject Coordinator for Guidance who supported the schools with their various initiatives.

A district newsletter was launched this month. Copies will be emailed to council members. A name for the newsletter has yet to be confirmed. Potential newsletter names were placed on a ballot and council members were asked to vote.

It was requested that council members receive a copy of the growth goal templates.

6.2 Chairperson's Report and Updates

Mr. Fowler advised council that a DEC Chair conference call with the Minister was planned for October 11th and that hopefully DEC remuneration would be addressed. He thanked council for attending the governance refresher in Moncton on September 28th and 29th. Council members received laptops during the Moncton event. A DEC portal will be available in the near future.

6.3 Correspondence

Nil

6.4 Agenda Planning Calendar

Council will look at dates before the end of December 2012 in order to make plans for a DEC retreat. It was requested to add to the planning calendar, a presentation by the University of New Brunswick Faculty of Education and a vocational training presentation. Possible November agenda items will include assessments and the expenditure plan. Ms. Watson will request Moira Sherwood, Subject Coordinator, Skilled Trades and Technology to present to council at either the November or December meeting.

Mr. McDevitt asked if council could receive an enrolment update by grade level for all schools within the Saint John Education Centre. There was a short discussion on the importance of revisiting the former District 8 policy on reviewing four viable high schools in Saint John. A subcommittee was formed of; Charlotte McGill-Pierce, Debbie Thomas, Derek O'Brien, Bob McDevitt, Joanne Gunter and Don Cullinan.

6.5 Members Notebook

Ms. McGill-Pierce advised council of a presentation by the Rothesay Regional Police on October 11th at 7:00 p.m. on bullying. The event will be held at the Superstore and is open to the public.

7. Adjournment

Mr. Fowler thanked all staff who attended this evening's Council meeting. The next meeting will be held at Fundy High School, on November 14th at 7:00 p.m.

Since there was no further business, the meeting was adjourned at 8:45 p.m. A motion to adjourn was put forward by Mr. Crossman. Ms. McGill-Pierce seconded the motion.

Respectfully submitted,

Rob Fowler, Chairperson

Tina Vallis, Recording Secretary