

ANGLOPHONE SOUTH SCHOOL DISTRICT (ASD-S)
DISTRICT EDUCATION COUNCIL
Minutes of Meeting – August 23, 2017

The District Education Council (DEC) for Anglophone South School District (ASD-S) met on Wednesday, August 23, 2017 at 490 Woodward Avenue, Saint John. The following Council members and staff were in attendance:

Council Members:

Rob Fowler, Chair; Roger Nesbitt, Vice Chair; Wayne Spires, Bernie Regenbogen, Dan O'Connor, Linda Sherbo, Justin Tinker, Gerry Mabey, Rob Alexander, Richard Malone, Heather Gillis

Regrets: Larry Boudreau

ASD-S Staff:

Zoë Watson, Superintendent; Debbie Thomas, Director of Schools, Saint John Education Centre; Paul Smith, Director of Schools, Hampton Education Centre; Derek O'Brien, Director of Schools, St. Stephen Education Centre; John MacDonald, Director of Finance & Administration; Peter Smith, Director of Education Support Services; and Clare Murphy, Recording Secretary.

1. Call to Order/Welcome/Regrets

Mr. Fowler, Chair, called the meeting to order at 7:05 pm. He welcomed Derek O'Brien, Director of Schools, St. Stephen Education Centre and Peter Smith, Director of Education Support Services to their first DEC meeting since assuming their new roles within the District.

2. Approvals

2.1 Approval of the Agenda

Mr. Fowler asked that if there were no questions or concerns with the Agenda, that a motion be put forward to approve. Mr. Spires moved that the Agenda be approved. Mr. Nesbitt seconded the motion. Motion carried.

2.2 Approval of Minutes

Mr. Fowler referred to the Minutes of the June 14, 2017 meeting and advised that if there were no concerns or questions regarding the Minutes, that a motion be put forward to

approve. Ms. Sherbo moved that the Minutes be approved. Ms. Gillis seconded the motion. Motion carried.

2.3 Public Comment

None

3. Business Arising from Minutes

3.1 Minister's Excellence in Education Awards Subcommittee Update

Mr. Fowler advised that the subcommittee met and selected the names which were then submitted to the Minister's office. The Minister will make the final decision and call the winners. The names are under embargo until the night of the awards in November; however, the winning schools will find out earlier as the department produces a video highlighting each winner to share at the awards ceremony.

Mr. Fowler also advised that during the same weekend as the awards ceremony, there will be a Minister's Forum for the DEC Chairs and Vice Chairs.

4. Business Arising from Minutes

4.1 Draft Council Meeting Dates & Locations for 2017-18

Mrs. Watson presented the draft schedule of dates for public meetings for the upcoming year. She explained that we have in the past met in schools across the District; however, they were not well attended and most recently have been holding them at the District Office. She noted that the October meeting is tentatively scheduled for the Seaside Park Elementary School so all can get a tour of the new school. She asked if there were any comments or concerns. There being none, motion was made by Mr. Regenbogen to accept the meeting schedule as presented. Seconded by Mr. Nesbitt. Motion carried.

The schedule will be posted on the ASD-S website.

Mr. Mabey advised that he was taking a tour of the new school on Monday. Mrs. Watson asked if anyone else wanted to join in on that tour; Ms. Sherbo and Ms. Gillis were interested. Mrs. Watson will get the time and send it out to everyone.

4.2 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. O'Connor suggested that Council may want to invite community groups to speak to DEC; the YMCA, BeMeKidz, Boys & Girls Club. Mr. Mabey suggested he would like to hear about the skilled trades and the transition of the Syrians. Mr. Fowler asked that any suggestions be sent to him and Ms. Murphy.

4.3 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 asked that Ms. Murphy send out the dates from last year with recommended dates for this year.

4.4 Budget Approval 2017-18

Mr. MacDonald outlined the 2017-18 budget document that was posted for Council's review. He advised that we are forecasting a break even budget. 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 the budget which will again this year include a shortfall in funding for Educational Assistants and in replacement salaries (Facilities and Transportation). He noted that minor repairs usually runs over budget as well.

He explained that as happened last year, if the District is over budget due to replacement costs, the Department is likely to help us out as the DEC is not permitted run a deficit.

Ms. Sherbo asked for clarification on the amount for instructional materials and what was included. Mr. Peter Smith noted that if the instructional budget did not cover what was required, the Principal has discretion to move money around within the overall school budget to accommodate different priorities each school year. Mr. MacDonald advised that most schools balance their budgets at year end.

There being no further questions or concerns, a motion was made by Mr. Spires that the 2017-18 budget be approved as presented. Seconded by Mr. Tinker. Motion carried.

Mr. Fowler advised Council that feedback was received from the Minister on our letter asking about a new HR/Payroll system. The letter is posted with Council's meeting materials. He also advised that the Minister will be providing an opportunity for the District to discuss budget pressure points.

4.5 PSSC School Budgets

Mr. MacDonald explained that the PSSC School budgets allowed for \$2.40 per student or a minimum of \$500 per school. The numbers are based on September 2016 enrolment. Question arose with regard to the enrolment numbers used for a number of schools. Mr. MacDonald will revise any errors and post the final document on the DEC portal.

There being no further questions or concerns, motion was made by Mr. Regenbogen to accept the PSSC School Budget Allocations with revisions as noted. Seconded by Mr. Spires. Motion carried.

4.6 Update on Seaside Park Elementary School Opening

Mrs. Watson advised that the District took occupancy of the building yesterday. Teachers and staff will have their first tour late tomorrow (August 24th). Furniture is being moved in as each floor is ready and this will continue for the remainder of the week. She advised that the gym is not ready at this time. Custodians are doing a final waxing today. Mr. Connors, Facilities Manager, is not anticipating any delays as of today.

Mrs. Watson noted that she and Ms. Thomas have toured the building, along with Mr. Fowler and Mr. Mabey. It is a beautiful building and there are a lot of excited people! The tender is out to have Havelock Elementary demolished and the land that it sits on will eventually become the play field.

4.7 Surplus Declaration – Seawood School

Seawood School closed as of June 30, 2017 in preparation for the opening of Seaside Park Elementary in September 2017. Seawood School will stay under the ownership of the Department of Education and Early Childhood until March 31, 2018 at which point the ownership will be transferred to the Department of Transportation and Infrastructure.

Interest has been expressed in this property and in order for it to be disposed of before ownership is turned over to the Department of Transportation and Infrastructure, it must be declared surplus by the District Education Council. There would be no financial gain or cost to the school district if the land is declared surplus.

There being no questions or concerns, Mr. Regenbogen moved that Seawood School property be declared surplus to the District. Seconded by Mr. Malone. Motion carried.

4.8 Gym Rentals

Concern was raised that the public have been advised that gyms across the District were no longer going to be available during the Christmas and March Breaks. Mr. MacDonald advised that he made this decision after his department reviewed prior bookings over these time periods and there were not many – with the exception of four basketball camps on the March Break. He noted that the Department of Education and Early Childhood Development encourage all District staff to take vacation over the Christmas period, including our custodians; this was a factor in his decision. CUPE (custodian's union) have recently served notice that they are going to enforce a section within their Collective Agreement that requires two custodians to be in a school on a Saturday or Sunday, if it is being rented after 6:00 pm. Otherwise, they will file grievances.

Mr. MacDonald apologized for not bringing this change forward prior to implementation. His department will go back and contact anyone who was interested in booking over the March Break period for the 2017-18 school year.

4.9 Summer Improvement Projects 2017 Update

Mr. MacDonald advised that St. Stephen Middle School was on the Capital Improvement list for summer 2017 for bathroom and changing room upgrades. The lowest bid on the contract came in at \$95,000 above the initial estimated price of \$200,000. In order to proceed, the District would have to find approximately \$90,000 to contribute to the project. Therefore, the decision was made to cancel this project and recommend that it be added to the top of the Capital Improvement list for 2018 at a new estimate of \$300,000. There being no questions or concerns, a motion to move the St. Stephen Middle School project to the top of the 2018 Capital Improvement list as presented was made by Mr. Spires. Seconded by Mr. Nesbitt. Motion carried.

In relation to this, the \$200,000 that was set aside for the St. Stephen Middle School project could be reallocated to other projects as needed. Facilities recommended that the money be used toward a new boiler at Saint John the Baptist/King Edward at an estimated cost of \$110,000 as it needed to be replaced (vs repaired). The balance of the money would be used on four sections of the roof at Millidgeville North School. This project had been on the list for the past two years; however, cancelled each time due to a lack of funds. Motion was then made by Mr. Nesbitt that funds be reallocated as presented. Seconded by Mr. Spires. Motion carried.

5. Information Items

5.1 Superintendent's Report and Update

Mrs. Watson advised Council of a number of deaths that occurred in the District since our last meeting in June. We had a young middle school student from Barnhill, Sadie Crilley, pass away; an EA from Bayside Middle School, Rebecca Flogeras, and from MacDonald Consolidated, grade one student Frankie Edwards.

Members of Council also asked that we remember Carol Harris, a retired teacher from Barnhill, Ray Murphy, DEC Vice Chair from ASD-N, Roy Carson and Jean Taylor who all passed away since our last meeting.

A moment of silence was observed for all.

There was lots of professional development over the summer, spreading it out over a number of weeks versus just one week time frame; sessions were well attended. Last week at UNB there were sessions on Assessment and Reporting with Sandra Herbst & Ann Davies. There were also two days for the Management Team in Bathurst on the 10 year Education Plan.

Team changes include the return of Derek O'Brien after a 2.5 year leave of absence in the role of Director of Schools for St. Stephen Education Centre; Peter Smith, former Principal at Kennebecasis Valley High School as our new Director of Education Support Services and Gary Hall, the Director of Early Childhood Services who will take on the role of Director of Curriculum and Instruction. Gary's role has been posted by the Department and interviews are tentatively scheduled for September 13 & 14. Susan Moffat will take on the role of Acting Director of Human Resources.

A list of Administrator changes for the 2017-18 school year has been posted on the portal for your information. On Monday of this week, we hosted new administrators here at District Office for an orientation session. There is not a large number of "new" folks but many have moved between schools. The Principals and Vice Principals were at the Algonquin today for their start up session and service provider Manulife gave a lengthy presentation, Tiffany Bastin presented information on the 10 Year Education Plan, and the Premier popped in to say hello! They will meet by Centre on Thursday.

On Monday, August 28 our 1600 teachers will be back at school. Tuesday and Wednesday of that week are NBTA Professional Development days; Thursday is an admin day in their classrooms; and Friday there will be a provincial, self-directed professional development module on First Nations. The 2017-18 school calendar is on our website.

Mrs. Watson wanted to acknowledge our Facilities department staff who have worked hard over the summer months cleaning, painting and doing repair work at our 70 schools. They work in the summer heat with no air conditioning and we thank them for their dedication and hard work. There are improvement projects that are still going on from the Capital Improvement list and there are new bleachers at Simonds High – they are beautiful!

Principals are working on finalizing dates for PSSC elections/Open House events. They have been asked to add their DEC representative to their PSSC group distribution list so that you will be aware of what is happening in your schools. Once the lists are finalized, we will post on the DEC portal.

The District is introducing a new transportation system this fall – Bus Planner – where families will be able to log on, put in their address, and get their busing information and receive notifications of closures and late buses. We are prepared as we know there will be some glitches as 23,000 families begin to sign up for these notifications, etc.

Mr. O'Connor asked Mrs. Watson for an update on the Belleisle Pool which she provided. The District is awaiting communication from the community pool committee with regard to repairs that will be required prior to it being open to the public. Mr. MacDonald met with the committee in June.

Mr. Spires noted that the Fundy Middle and High School PSSC budget should now be one amount. Mr. MacDonald will adjust on the allocation sheet.

Ms. Sherbo suggested that Council should send a letter to the Custodians to personally thank them for their hard work over the summer months, getting our schools in shape for the start of school. Mr. Fowler agreed and a letter will be sent.

Question was raised about how our teachers reacted to the change in professional development days being scheduled as half days this year. Mrs. Watson advised that the half day model was proposed by educators and she has not heard any teacher concerns.

Mr. Regenbogen asked for clarification on the role of Kings Church in our schools. Mrs. Watson advised that there are many churches who partner with the schools in our District and all are very aware that there is no soliciting or recruitment allowed by businesses or churches. Staff did follow up with representatives from Kings Church.

5.2 Chair's Report and Update

Mr. Fowler advised that he now has the Minutes from the Council of DEC Chairs annual summer retreat and he will send them out to Council. Their focus going forward will be on communication between the Minister/Deputy Minister and the DEC; the Minister's Forum on September 5th; self-sustaining funds (i.e. the Department cannot ask the District to use these funds to cover shortfalls); and the Superintendent's Performance Evaluation process, including salary compression. The Superintendent's salary has been frozen for years as well as some Director positions. Mr. Fowler also indicated that we now have a situation whereby staff who report to our Directors, make more than who they report to.

Mr. Fowler also advised that clarification will be made with regard to who signs what expenses. This will be delegated by motion when determined.

Request has been made for Council of DEC Chairs to become a member of the Canadian Association of School Boards. Mr. Fowler will be attending a meeting on behalf of the Council (and funded by the Council of DEC Chairs) to determine if membership would be of benefit. The Assistant Deputy Minister, Chris Treadwell, has advised that the Department would look to find the \$16,000 membership fee.

Policy ENDS #5 – Sexual Orientation and Gender Identities – has been passed in ASD-S and ASD-E. It has hit roadblocks in the North and West. The Council of DEC Chairs has asked the Province to adopt it provincially.

Mr. Fowler advised that there will be an increase in the budget for the DEC Chairs with additional funds coming from the Department. Following an election, he remains the Chair of the Council of DEC Chairs.

The Spring Symposium next year will take place in Fredericton.

5.3 Correspondence

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

5.4 Member's Notebook

Ms. Sherbo enquired if Mr. Fowler would be bringing forth comments raised in the Superintendent's Evaluation Subcommittee process for ASD-S in the discussion with the Council on DEC Chairs on this process. Mr. Fowler advised that he would.

Mr. Tinker updated Council on his work as Chair of the Provincial Curriculum Evaluation Advisory Committee which met in April. They have looked at K-5 physical education, outdoor education, a grades 3-10 science framework and other curricular areas. He noted that they should also be looking at vocational learning - space/class size guidelines – with regard to safety.

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 13, 2017 beginning at 7:00 p.m.

There being no further business the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Rob Fowler, Chair

Clare Murphy, Recording Secretary