



**ANGLOPHONE WEST SCHOOL DISTRICT
DISTRICT EDUCATION COUNCIL
MINUTES
Thursday, April 28, 2016
Woodstock Education Centre**

Council Members Present: <ul style="list-style-type: none">• Sheila Gallagher – SD 01• Norma Shaw – SD 02• John Slipp – SD 03• Miriam Grant – SD 04• Andrew Corey – SD 05• David Bowen – SD 06• Terry Pond – SD 07• Ron Buck – SD 08• Jane Buckley – SD 09• Kimberley Douglas – SD 10 – Vice Chair• Elizabeth Nason – SD 12• Mark Noël – SD 13 – Chair• Tim Nicholas – First Nations	ASD-W District Staff Present: <ul style="list-style-type: none">• David McTimoney, Superintendent• Shawn Tracey, Director of Finance and Administration• Jay Colpitts, Director of Schools• Carol Clark-Caterini, Executive Assistant to the Superintendent and DEC Secretary Guests: <ul style="list-style-type: none">• Media (1)• Member of the public• FHS PSSC Chair
Council Member Regrets: <ul style="list-style-type: none">• Donald Gould – SD 11	

Call to Order / Comments by the Chair

- The District Education Council (DEC) Chair, Mark Noël called the meeting to order at 6:30 p.m. and he welcomed everyone to the public meeting at the Woodstock Education Centre.

Approval of the Agenda – April 28, 2016

- The agenda was approved with the removal of the May 26th Public Meeting as this item will be covered under the Annual Planning Cycle. Also, the addition of an in-camera session, if time permits, after the public meeting was added. **With these additions, the agenda was approved by consensus.**

Approval of Minutes from Previous Meeting – March 17, 2016

- The minutes were approved with additional information added to conversation about the Superintendent Report – Policy ASD-W-ER6 by Councilor John Slipp; looking to include Mental Health with the Quality High School Program Report for future presentations. **With this addition, the minutes were approved by consensus.**

Business Arising from the Minutes:

- **Syrian Refugees Updates** - The Superintendent presented a report prepared by Shawna Allen-VanderToorn, Subject Coordinator. The report outlined the work involved to ensure Syrian students a successful transition to ASD-W schools, the intake process, the monitoring and support provided along with the projected future needs. The Superintendent reported 165 Syrian students now attend 17 schools within our district, with the majority of these students attending the inner-city Fredericton schools. At the time of this report, the additional cost to support these students was estimated to be \$33,108.70. Councilor David Bowen asked if the Priestman Street School was equipped to accommodate additional students when this school already has a large student population, with no “quiet space” for students when needed. Councilor Bowen asked how we are financially able to support Syrian students, and if ASD-W could ensure the Federal Government contributed financially. As well, a financial breakdown was requested. The Superintendent acknowledged that Priestman Street School was a school with a large student population, however, Syrian students were placed in their appropriate classes which did not exceed the class size set by the Collective Agreement. The Superintendent reported that The Department of Education and Early Childhood Development supported the additional costs and it was not the districts mandate to make the Federal Government accountable to contribute, as this was the Province of NB responsibility. Councilor Bowen continued to address the additional workload these students have added to school staff. The Superintendent reported of the additional positions created, as mentioned in the report, to offset the additional workload. In addition to this, the Superintendent requested that if any employee felt overwhelmed, as a result of their workload, they are invited to make him aware of their concerns. The financial snapshot was explained to be based on the allotted FTE at the time when the students first arrived. An increase will be seen as more staff are needed to support these children.

Teacher Reduction Update:

- As a follow-up to a conversation at the March 17th public meeting, Councilor Ronald Buck expressed his concerns with a recent announcement by The Minister of Education and Early Childhood Development that there would be cuts to teacher allocation for the coming year. With a significant number of refugee students now attending our schools, the support needed for inclusion, approximately 2672 Individualized Education Plans and approximately 460 Individualized Behavior Plans, Councilor Buck noted that no longer do our teachers simply teach one lesson per subject to a class. With that in mind, Councilor Buck put forward the following motion:

Motion

.....that our Chairman forward a letter to the Minister of Education expressing these concerns for the stresses on our system and the need for individual and, further, that he urge the Minister to reconsider any reduction to teacher's allocations for the 2016-2017 school year.

Moved: Ron Buck

Seconded: Terry Pond

Motion Carried

- Councilor Ron Buck asked about the Literacy Lead positions being reduced. The Superintendent acknowledged that this group had seen reductions.

Public Presentation:

- **Hanwell Rural Community** – this presentation was provided by the Village of Hanwell Councilor Darren Mackenzie. An Executive Summary outlined the functional capacity and enrollment of the Priestman Street Elementary School. Early bus arrivals times were highlighted with small children being tired as a result of their early start to the day. The recent growth in the Hanwell area has increased the student population at the Priestman Street Elementary School causing a strain on this school and a need for a portable classroom. Busing data was provided with a report of 447 students transported by bus from this area every day. Stats Canada reported a population of 4740 living in the Village of Hanwell, with a potential to increase further as a result of a multi-million dollar expansion at the Kingswood Park. Hanwell was founded in 1825 and incorporated in 2014 with 8 major subdivisions. This presentation provided several reasons why a new school was needed in the Hanwell area and support letters from the Mayor of Hanwell and local MLA were read.
- Chair Mark Noel requested that David provide “hard-data” on the Hanwell busing and report back to the Committee at the May Public Meeting.

Superintendent Reports:

- **ASD-W-EL3: Employment, Compensation, and Benefits** - the Superintendent presented a report called **ASD-W-EL3 – Employment, Compensation, and Benefits** as per the Annual Planning Cycle. This report is also posted publically on the ASD-W website. Anglophone West School District currently employs 2851 permanent employees that belong to various bargaining and non-bargaining groups. Anglophone West School District is considered to be the second largest district in the Province of New Brunswick. Collective Agreements and hiring procedures are guidelines set to be followed, and annual audits are held. There are times when grievances are filed, with 20 currently pending in ASD-W. Ten of these are related to the new attendance program. The Superintendent reported of an automated software called “AESOP” that is used to replace employees when absent and track attendance. A new initiative called “In Education, Every Day Counts Program” has been in effect since September 2015, with positive results being shown. An employee assistance program called In-Confidence assists employees when needed. Councilor Mark Noël asked what “having a decision rendered” meant from the report. David responded that when adjudication is needed a final decision is reached for the employee and employer by a adjudicator.
- **ASD-W-EL5: Asset Protection** - the Superintendent presented a report called **ASD-W-EL5: Asset Protection** as per the Annual Planning Cycle. This report is also posted publically on the ASD-W website. The preparation of this report was assisted by Karen Morton, Director of Human Resources and Shawn Tracey, Director of Finance and Administration. The Superintendent reported that ASD-W had four categories that carefully monitor ASD-W Asset Protection, with those being the Facilities Department, Human Resources Department, Budgeting & Accounting Department and Transportation Department. ASD-W had established Core Values in September 2015 as a guiding framework that is practiced and followed in day to day activity and decision making. The Superintendent outlined challenges with Workplace Safety guidelines that we are required to follow that are more an industrial environment and not education, such as forklift training. ASD-W has currently 70 schools, Maintenance buildings, 320 + buses, a Woodstock Education Centre, Fredericton Education Centre and Oromocto Education Centre to maintain. The plan of establishments designed in 2012 for the amalgamation of three districts required some adjustments to ensure the district was properly staffed and facility

assets were operational. Mark Noël asked if a school suffered water damage, the Province is self-insured and they are just going to fix the damage, so why does a school community fundraise. The Superintendent responded that a combination of both contribution is sometimes needed to repair a damaged; school.

- **ASD-W-ER3: School Culture** - the Superintendent presented a report called **ASD-W-ER3: School Culture** as per the Annual Planning Cycle. This large report of 23 pages is posted publically on the ASD-W website. Several individuals assisted with the preparation of this report. Partnerships had been recognized in assisting the schools throughout ASD-W. Annual surveys occur throughout the schools to allow students to provide their feedback on their school environments. Councilor Mark Noël asked about the role of the Community Engagement Coordinator Support, Ms. Dempsey-Nicholson. The Superintendent responded that this role was to work with reciprocal agreements and the rental of ASD-W facilities. However, ASD-W also employs 9 Community Schools Coordinators that are housed in schools that have community connections and apply for school grants such as Cambridge Narrows Community School that was just awarded \$25,000 grant from Staples Canada. John Slipp commented that putting money into additional regional coordinators to oversee a few schools would greatly benefit the district.
- **ASD-W-ER7: Academic Support for Students Involved in Potato Harvest** – the Superintendent was prepared to present a report called **ASD-W-ER7: Academic Support for Students Involved in Potato Harvest** as per the Annual Planning Cycle. This report is also posted publically on the ASD-W website. The Chair asked if the Potato Harvest Committee would be speaking to policy changes and making recommendations. Consensus was given to listen to the Potato Harvest Committee report prior to the Superintendent report.

New Business:

- **Individualized Education Plans (IEP)** – this report was presented earlier Teacher Reductions Update.
- **The May 26th Public Meeting** – as referenced on the agenda was removed as this will be covered under the Annual Planning Cycle.
- **Capital Improvement Projects and Major Capital Construction** – the approval of projects is needed during the month of May 2016. David Bowen asked if specific questions could be explained now and the report appeared to again be a political lists. In particular item #7 was questioned as to why so much information was provided for particular projects in this report. Shawn Tracey explained that details are provided by DTI as a scope of additional information. Shawn will ask why this additional scope was provided for certain projects.
- **Annual Planning Cycle** – May meeting date change

Motion

.....to change the date of the next public meeting from May 26, 2016 to May 19, 2016 at the Office of the Superintendent.

Moved: Ron Buck

Seconded: Miriam Grant

Motion Carried

Committee Reports:

Potato Harvest Committee

- Councilor Sheila Gallagher provided handouts and acknowledged those that had assisted with this committee. Councilor John Slipp referenced the work that had been done to date and a binder was established that will be provided to Carol for the DEC files. Councilor Norma Shaw reported that this program was a unique program that assisted farmers during their busy season. Recommendations were made by this committee to include training opportunities, recruitment promoted between Carleton North High School and farmers, a log of hours students work kept by the school, and communication to start in May of each year to invite all students to register for the Fall Harvest Program. Additional recommendations were made for the district to model the program similar to the Coop Program and for feedback be provided, following the program, from the students and farmers involved in the Program. Councilor Mark Noël asked what this committee wanted moving forward, if we adopt the report.

Motion

.....that the council accept the report as presented.

Moved: John Slipp

Seconded: Norma Shaw

Motion Carried

- Councilor John Slipp asked that we add this report added to the May working meeting along with changes to ASD-W-ER7.

School Naming Committee Report (Stanley School & Bath School):

- Superintendent reported that the two committees have completed their mandate and the work of the two committees recommendations need to be forwarded to the Minister of ED.

Motion

.....to send these letters with the recommendations to the Minister

Moved: John Slipp

Seconded: Terry Pond

Motion Carried

- Acknowledgement was given to Shawn Tracey for the template he had provided

Leo Hayes High School Catchment Report:

- Councilor Ron Buck reported on this committee that have met three times. Committee feels that they have not had the time to completely study and time to discuss and report to the DEC. Defer report to May working meeting at the beginning of the agenda as it needs to be discussed and reviewed.

Correspondence – Outgoing and Incoming:

- Letter to Minister requesting damaged wing at Nackawic High School be repaired.
- Letter to Minister requesting functional capacity be studied for schools that could not support 100 students.
- Letter from Minister including a lists of 2016-2017 Trigger Schools was reviewed by the Superintendent. Trigger schools of an enrollment of 100 or less or functional capacity of 30% or less are on this list. Schools that have been studied can be exempted for 4 years. 5 triggered schools due to enrollment of 100 or less or functional capacity; Kingsclear Consolidated School (94), McAdam Avenue School (79), Upper Miramichi Elementary School (99), Doaktown Elementary School and Chipman Forest Avenue School. Questions were raised about the functional capacity of CFAS as we believe that this school functional capacity is above 30%. Councilor Mark updated the committee on a statement from the Minister that he would consider exempting studies due to recent DEC elections. A quick snap shot would be needed to provide the Minister.
- Councilor Ron Buck acknowledge that at least 5 councilors would not be returning, 3 vacancies, some acclaimed and some to be awarded. Sustainability studies should be a serious topic.

Move

.....that we request an exemption, because of the elections, on sustainability studies of all trigger schools next year.

Moved: John Slipp

Seconded: Kimberley Douglass

Motion Carried

Public Comments:

- Jeannie St. Amand - if approximately 280 students moved out of Priestman, Liverpool, and Montgomery School, Priestman functional capacity would be 70% and other schools, Connaught, Garden Creek would remain around 72% capacity based on 2014 enrollment. Education act – establishing schools was urged to be considered as a number one priority for DEC.

Closing Comments:

- Councilor Mark Noel asked the council if they want to go in camera. Consensus was given that we needed to discuss this matter tonight.

Motion

.....to move to an in-camera session.

Moved: Ron Buck

Seconded:

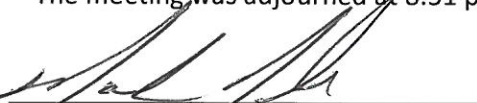
Motion Carried

Date for Next Meetings:

- Thursday, May 19, 2016 at the Office of the Superintendent

Adjournment:

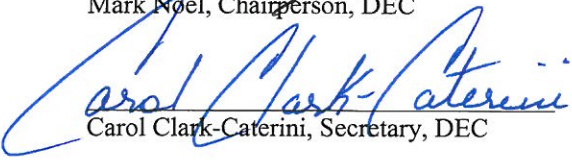
- The meeting was adjourned at 8:51 p.m. Council then moved to an in-camera meeting.



Mark Noel, Chairperson, DEC



Date



Carol Clark-Caterini, Secretary, DEC



Date