



**ANGLOPHONE WEST SCHOOL DISTRICT
DISTRICT EDUCATION COUNCIL**

MINUTES

**Thursday, June 16, 2016
Fredericton Education Centre**

Council Members Present:

- Sheila Gallagher – SD 01
- Norma Shaw – SD 02
- Miriam Grant – SD 04
- Andrew Corey – SD 05
- Terry Pond – SD 07
- Ron Buck – SD 08
- Jane Buckley – SD 09
- Kimberley Douglas – SD 10 – Vice Chair
- Donald Gould – SD 11
- Elizabeth Nason – SD 12
- Mark Noël – SD 13 – Chair

Council Member Regrets:

- John Slipp – SD 03
- David Bowen – SD 06
- Tim Nicholas – First Nations

ASD-W District Staff Present:

- David McTimoney, Superintendent
- Shawn Tracey, Director of Finance and Administration
- Carol Clark-Caterini, Executive Assistant to the Superintendent and DEC Secretary

Guests:

- Media (1)
- Members of the public (6)
- New Councilors (2)
- Director of Schools

Call to Order / Comments by the Chair

- The District Education Council (DEC) Chair, Mark Noël called the last meeting of 2015-2016 to order at 6:35 p.m. and he welcomed everyone to the public meeting at the Fredericton Education Centre.

Approval of the Agenda – June 16, 2016

- The agenda was approved with the addition of the Policy Committee Report under Committee Reports.

Approval of Minutes from Previous Meeting – May 19, 2016

- The minutes were approved with the change of Policy ASD-ER3 to reflect Policy ASDW-ER2 in the first sentence of the Superintendent Reports. With this correction, the minutes were approved.

Business Arising from the Minutes:

- The Superintendent requested that a committee be established to select three recipients for the Minister's Excellence in Teaching Award. This committee will include Councilor Jane Buckley, Councilor Sheila Gallagher and Councilor Terry Pond. A deadline of June 30, 2016 was given by the Assistant Deputy Minister of Education and Early Childhood Development.

Superintendent Reports:

- **ASD-W-EL4 – Budgeting/Forecasting (4 of 4)** - the Superintendent presented a report called **ASD-W-EL4: Financial Report** as per the Annual Planning Cycle. This report is also posted publicly on the ASD-W website. The final report for the 2015-16 fiscal year shows a final surplus of \$688,933.00 with \$100,000.00 remaining with ASD-W for the upcoming school year. This surplus occurred as a result of a milder winter, lower replacement costs and transportation efficiencies. Appendix A shows a detailed summary of global budget revenue and expenses for the 2015-16 school year. The Superintendent reported that ASD-W does not practice March madness when spending Provincial dollars, needs are identified early and included in the projected expenses. A request has been submitted to the new Minister of Education and Early Childhood Development to retain a percentage of surplus dollars rather than the current \$100,000.00 practice. The Minister's decision is still pending.
- The District Education Council's annual budget was reviewed with an opening balance of \$42,000.00. Actual expenses for the 2015-16 school year were \$46,811.81 due to the additional cost associated with conducting four Sustainability Studies. The District Education Council budget for 2016-17 will be \$42,000.00 with

expectations not to exceed this amount, as an exemption had been approved by the Minister from Sustainability Studies for the 2016-2017 school year. These studies will resume again in the 2017-2018 school year.

- The 2016-2017 global district budget had been provided to the district in the amount of **\$209,825.70.00**. The Superintendent, Director of Finance & Administration, and Budget & Accounting Manager will assign these dollars amongst: 69 school budgets, salaries, educational support, transportation, facilities, district management, operating expenses, benefits and programs. With this increase, a top-up can be assigned to Educational Support Services, Public Libraries, Educational Professional Development, and the Sistema Program. Councilor Buck asked the amount of additional funds given this year, which Shawn Tracey explained as being less than 2M but that Professional Development funding was received at a later time, which would offset this reduction. Councilor Sheila Gallagher acknowledged pay equity reports for all CUPE 2745 support staff and how this would affect ASD-W budget and why these employees were not paid a higher salary? Shawn confirmed that the additional funding will come from the Province of NB and not ASD-W. The Superintendent explained that in Part II, salaries are not equal to other parts of government for example a Principal of a large high school makes more money than their supervisor, which is the Director of Schools. Councilor Donald Gould asked why Instructional resources had been reduced and school management support was added. Shawn replied that this was the budget format when given, we take the amount and plug it into a model to cover each expense. A more detailed report will be provided in the fall to help explain this process better. It was determined that a motion was not needed to approve ASD-W-EL4 Monitoring Report.

- **ASD-W-EL8 – Communication to Council (2 of 2)** - the Superintendent presented a report called **ASD-W-EL8: Communication to Council** as per the Annual Planning Cycle. This report is also posted publicly on the ASD-W website. This policy calls for the Superintendent to keep the Council well informed by providing information and recommendations on various matters. Communication and reporting is shared through email, DEC working sessions, public meetings and occasional conference calls. An annual planning cycle is followed, reports are posted 4-7 days prior to meetings, staffing update memos are sent on a regular basis, and media coverage is reported to the District Education Council. A more efficient report will be sought over the summer months based on feedback shared by Mark Noël, Chair, from a recent training session he had attended. Mark included that the current process was working well and that the Council has been regularly informed by the Superintendent.

- **First Nation Tuition Enhancement Report** – This program report was reported by the Superintendent on six First Nation communities that are within the boundaries of Anglophone West School District. These communities are; Madawaska First Nations, Tobique First Nations, Woodstock First Nations, Kingsclear First Nations, St. Mary's First Nations and Oromocto First Nations. The First Nation Enhancement Program is a 5 year contract that is signed between the Federal Government and the First Nation Communities. This program is funded and the responsibility of the Federal Government, where funding is paid to First Nation Communities, who then pays the Enhancement Committee 50% to enhance the opportunities of First Nation students. Anglophone West School District currently has 518 First Nation students enrolled in the public school system. The First Nation Subject Coordinator, Donna White has worked with each community to prepare a final report for the recent school year as per the service agreement. These reports have been completed for all six communities and will be provided to the Minister of Education and Early Childhood Development, as well as, each community Chief. The Superintendent reported that finances are tracked in a Department 19 Carry Forward Account and is not considered part of our Global Budget. Councilor Gallagher asked if tutoring was needed for First Nation students, how a school would go about getting this service. The Superintendent responded that a proposal could be submitted to the Enhancement Committee for consideration and approval. All First Nation Community agreements have been signed in Anglophone West School District.

New Business:

- An update was given by the Superintendent on the amalgamated Stanley Elementary and High Schools, and the Bath Elementary Middle Schools. The Bath Community School and the Stanley Consolidated School has been chosen by the Minister of Education and Early Childhood Development as a result of recent sustainability

studies. The Superintendent thanked the communities for their submissions and the committees for their dedicated work.

- The Superintendent reported that the Community Schools Coordinator for the Florenceville Schools will now be assigned to the whole Carleton County catchment area. The Superintendent acknowledged the Florenceville Principals for their support in this decision.
- The ASD-W District Education Council currently has three sub-district vacancies and one First Nation representative vacancy. A request was made for a letter to be forwarded from the DEC Chair and Superintendent to Parent School Support Committees in these areas, seeking interest. A mini resume is needed and a submission deadline of July 31, 2016 was given. The Council makes a recommendation to the Minister on the Sub-district vacancies and submits their recommended name. All submissions for First Nations are forwarded to the Minister for his decision.

Motion

.....send a letter to the schools to solicit to the Parent School Support Committees names for District Education Council and another letter to First Nation Communities for a First Nation Representative.

Moved: Jane Buckley

Seconded: Donald Gould

Motion Carried

- The Superintendent informed the Council of recent correspondence from the Minister of Education and Early Childhood Developments with his approval for repairs to be completed to the damaged wing at Nackawic High School in response to a letter written on behalf of the Council. Acknowledgement was given to Shawn Tracey, Director of Finance and Administration, and Philip Cliff, Facilities Manager for their involved work to determine their recommendation to the Council.
- The closing of the Millville Elementary School is set for June 30, 2016. Staff meetings have occurred for planning and the school year is scheduled to close three days earlier for students. Additional support has been hired to assist the Custodian, Administrative Assistant and Teacher / Principal release days has been provided. District has met with community stakeholders to determine items that need to remain in the community. Four Contract B Teachers have been secured in another school and the CUPE staff (custodial and Administrative Assistant) will follow a bumping process where both will secure positions in their bargaining unit. Students have been transitioned to their new school at Nackawic Elementary School where two Millville teachers will be housed. The building will remain in ASD-W until March 2017 when it will be declared surplus and given back to the Province of New Brunswick.
- Shawn Tracey informed the Council of a vacant piece of property (14 acres) adjacent to the Canterbury High School property that can be purchased for \$19, 020.00. The purpose of this property would be to add additional space for a student drop-off area and a safer view of the school zone from the road. Self-sustaining dollars would be used for the purchase of this land and EECD would survey the land prior to approving the purchase. The functional capacity of the Canterbury High School is 181 students.

Motion

.....to purchase this piece of property to expand the Canterbury High School driveway.

Moved: Miriam Grant

Seconded: Sheila Gallagher

Motion Carried

- The Superintendent updated the Council on a recent approval from the Minister to secure a consultant for a feasibility study on the Fredericton South Elementary and Middle Schools (K-8). Shawn will stipulate with Ernst & Young that two points are needed to be made; a K-5 scenario and a K-8 scenario. Two problem statements were read by the Superintendent; a new Hanwell area school considered the Fredericton South-West end be built that will impact students from Kingsclear Consolidated School, Garden Creek Elementary School, Connaught Street School, Priestman Street School, George Street Middle School, with boundaries be re-aligned and potential closure of schools. The second problem statement read was outlining the South East Fredericton

area; Liverpool Street School, Forest Hill Elementary School, and Montgomery Street Elementary School. Ernst & Young was given a deadline of October 1st to report their findings back to ASD-W.

Committee Report:

- The Potato Harvest Committee findings were presented by Councillor Norma Shaw. Recommendations were made following feedback from a recent questionnaire sent to local farmers in April 2016. Training opportunities (first-aid, farm safety and equipment operating) are to be made available for participating students, school partnership with farmers to communicate, promote recruit and track data from the Fall Harvest Program, and student exit surveys be submitted upon completion of the program. In addition to this, a recommendation was made for the Superintendent to investigate ways that this program could be considered equivalent to similar programs, such as, the Co-op Program. These recommendations were requested to be included in the DEC policies, to begin in 2016, and that the Superintendent report back to the council in the fall of 2016.

Motion

.....to accept the report as presented and give these recommendations to the Superintendent to report back to the Council in the fall 2016.

Moved: Norma Shaw

Seconded: Miriam Grant

Motion Carried

Policy Committee:

- A final report had been prepared and read by Councillor Sheila Gallagher. A review had been done on various DEC policies and the core issues found by the Policy Committee is the power that the Chair has within the policies and how DEC Agendas were established. In addition to this, a lack of information had been provided to the Council by the Chair was identified as also being a great concern and recommendation were given for a new Policy Committee be established to review the DEC Policies. Recommendations were made for DEC Policies be added to the Strategic Planning Meeting in August 2016. Committee members were Councillor Sheila Gallagher and Councillor David Bowen.

Correspondence:

- Correspondence had been previously discussed in meeting.

Council Farewell Notes:

- Councillor David Bowen's final thoughts were read by Councillor Sheila Gallagher. Councillor Ronald Buck acknowledged the dedicated work of the district staff and for keeping politics out of sustainability studies, Councillor Norma Shaw reported to have enjoyed the past 4 years of intense, challenging and sometimes upsetting, but enjoyable time spent as a Councillor. Councillor Elizabeth Nason reported to have represented Sub-district 12 for the past 7 years and that she had made several friends during this time. Councillor Nason also acknowledged the great deal of respect she has for ASD-W Superintendent. Councillor Terry Pond reported to have joined later than other Councillors and that he may return if needed, Councillor Donald Gould thanked everyone and reported to be leaving as he is now the newly elected Mayor in the Village of Minto.
- Returning Councillors are; Mark Noël-Chair, Kimberley Douglass-Vice-Chair, Sheila Gallagher-Sub-district 1, Miriam Grant-Sub-district 4, Andrew Corey-Sub-district 5, and Jane Buckley-Sub-district 9.
- Councillor Mark Noël thanked the committee for their involvement over the past 4 years and for their support and commitment to this Council. Councillor Sheila Gallagher reported on over 100 volunteers participating at the Donald Fraser Elementary School and that this school had just received \$3400.00 in grant money to purchase fruit for students and the school was also awarded \$3000.00 for their hard work with recycling of grocery bags. Councillor Gallagher also reported that Perth Andover Middle School was recognized at a recent recognition banquet where the Principal and Vice-Principal Harding team had an 87% turnout from the community.

Public Comments:

- Lisa Jones – Chair Maugerville LSD Committee, thanks David, Jane and Kim for attending their recent meeting and that their presence helped alleviate some of the stress

Closing Comments:

- Councillor Kimberley Douglass announced a vigil that was taking place downtown at 6:00 p.m. by the Fredericton Gay Alliance as a memorial for those recently killed in a mass shooting at a Florida night-club.

Date for Next Meetings:

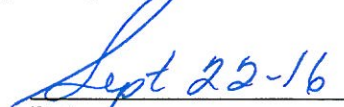
- To be announced in September 2016

Adjournment:

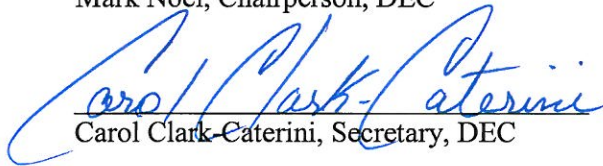
- The public meeting was adjourned at 8:45 p.m. with a motion to adjourn by Councillor Miriam Grant.



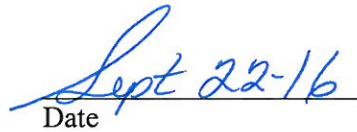
Mark Noël, Chairperson, DEC



Date



Carol Clark-Caterini, Secretary, DEC



Date