



**ANGLOPHONE WEST SCHOOL DISTRICT
DISTRICT EDUCATION COUNCIL
MINUTES
Thursday, June 7, 2018
Fredericton Education Centre**

Council Members Present:

- Tanya Adams – SD 01
- Andy Saunders – SD 02
- Heather Hogan – SD 03
- Miriam Grant – SD 04
- Andrew Corey – SD 05
- Stephanie Haslam – SD 06
- Terry Pond – SD 07
- Jane Buckley – SD 09 – Vice Chair
- Kimberley Douglass – SD 10 – Chair
- Faith Kennedy – SD 11
- Wallace Carr – SD 12
- Mark Noël – SD 13
- David Perley – First Nation Representative

Council Member Regrets:

- Sean Winslow – SD 08

ASD-W District Staff Present:

- Catherine Blaney, Acting Superintendent
- Shawn Tracey – Director of Finance and Administration
- Wayne Annis – Director of Schools – FEC
- Gina Dunnett – Director of Schools – OEC
- Sue Young, Data and Accountability Supervisor
- Dianne Kay – Director of Curriculum and Instruction
- Judy Cole – Director of Communications
- Carol Clark-Caterini, Executive Assistant to the Superintendent and District Education Council

Guests:

- Media (1)

Vacancies:

- Vacant – Student Representative

Call to Order / Welcome and Comments by the Chairperson:

- Kimberley Douglass, Chairperson, called the meeting to order at 6:35 p.m. Councilor Douglas welcomed everyone to the public District Education Council meeting at the Fredericton Education Centre and she acknowledged that this meeting was held on unceded Wolastoqiyik territory.

Consent Items:

Approval of the Agenda – June 7, 2018

- The June 7th agenda was reviewed by the Council and a request was made by Councilor Haslam to add the *French Immersion Program in Rural Schools* to the agenda. A majority agreement by a showing of hands was given for this topic to be added under *New Business*. The Steps for Respect presentation had been postponed until a later date. This website can be accessed

Approval of Minutes from Previous Meeting – May 24, 2018:

- The May 24th minutes were reviewed and a revision was made to include Councilor Tanya Adams, Sub-District 1 as being in attendance. With this revision the minutes were approved by consensus.

Presentations:

- Catherine Blaney introduced district staff in attendance.

Curriculum Leads in ASD-W:

- Dianne Kay presented *ASD-W Curriculum Leads 2017-2018 Summary* which includes a total of 67 Leads who support ASD-W from Grades K-12 in a variety of various subjects. Included are a number of Ed Plan Leads (Literacy- 9, Numeracy-9, and Grade 1 French Immersion-5), with defined roles connected to the 10 Year Education Plan. Literacy Coaches have been assigned to support teachers who are interested in exploring job-embedded professional development. During the 2017-18 school year, 8 of 15 EST Literacy Leads had worked in a coaching model. The process for placing a Lead is based on various subjects: EAL, Fine Arts, French Second Language, Health & Phys. Ed, Literacy, Numeracy, and Technology/PowerSchool. A Lead Coach is assigned based on data collected; that includes the number of newcomers and the needs identified by School Administrators and EAL Tutors. The duration of time a Lead works in a school is determined by a number of factors that includes; school size, new teacher, a teacher new to a grade, review of data (Provincial Assessments), school student composition, number of EAL students, special projects and new curriculum.
- Two First Nation Subject Coordinator positions were acknowledged and the First Nation communities supported are; Madawaska First Nations, Tobique First Nations, Woodstock First Nations, Kingsclear First Nations, St. Mary's First Nations and Oromocto First Nations. A discussion followed that confirmed all First Nation students in ASD-W schools were supported by the work of these two Subject Coordinators.

Assessment Results:

- Susan Young presented the 2016-2017 Provincial Assessment results for ASD-W. Subjects included in this report are Math, Science, Reading, ELPA and French Second Language.

- Councilor Buckley asked the cost to the Province of NB's for bilingualism with a report of a low 23% proficiency reported for 88 Grade 12 Post Intensive French students during the 2016-17 school year that had met or exceeded the Intermediate Proficiency Level at the time of graduation. This information was not available.
- Councilor Perley asked if outcomes for First Nation students were tracked separately. Susan reported that at this time First Nation students were included in this data but not tracked separately. However, there is data available through the First Nation Enhancement Agreements
- Councilors inquired about the decline in assessment results over the past 4 years. It was noted that the priority unit work had been an intentional, purposeful approach that was different from the reporting 4 years ago which has had an impact on this data.
- There were concerns with Math and Science results being below 30% as students need these skills for the working world. Catherine advised the Council that the curriculum team had met with schools to investigate further. Leads are being very intentional in working with our teachers and gains are starting to be seen.
- The Assessment data was released to schools in December 2017 but under embargo until January 2018 to the general public. It was noted that this was only one piece of data collected of products used by teachers daily to formulate the mark on the report card.
- The data collected is by school and not by classrooms. This information allows us to understand what is going on in our 69 schools and to support classroom teachers if needed. The number of special need students was not tracked.
- It was noted that the Grade 6 assessment was a new assessment and because of our French Immersion program, more combined classes are necessary which complicates the English prime and Intensive French programs. It was noted that studies prior to the French Immersions program data was kept and that this appears to be a systemic problem.
- Councilor Perley requested First Nation student data (number of students and programs) that graduate from ASD-W schools. It was noted that this data could be collected from the report card, "Tell Them From Me" survey and First Nation Enhancement program. At this time, the nominal role that identifies First Nation students in Grade 9 could be tracked using the English Language Proficiency Assessment (ELPA). **ACTION:** Councilor Perley requested that an in-depth investigation be done to see what is causing the difference amongst the six First Nation communities in ASD-W.

Correspondence – Outgoing and Incoming:

- The following outgoing and incoming correspondence was shared by Councilor Douglass. This correspondence was also saved to the DEC Portal.
 - o Letter to Minister of Education and Early Childhood Development in compliance with Policy 409, section 6.4.2.
 - o Letters to Forest Hill Elementary, Liverpool Street Elementary, Nashwaaksis Memorial and McAdam Avenue School communities informing them of the upcoming sustainability studies.
 - o Letter to Minister of Education and Early Childhood Development requesting a two year exemption for Bristol Elementary School, Chipman Forest Avenue School, Doaktown Elementary School and Upper Miramichi Elementary School. In addition, Burton Elementary, Kingsclear Consolidated, McAdam Elementary, McAdam High and Nackawic Middle Schools had been studies within the last 4 years. The Gagetown School had been previously exempted until the 2021-2022 school year.
 - o Letter to Acting Director of Facilities and Transportation in compliance with Policy 409, section 6.1.1, outlining ASD-W Major Capital Priorities, Major Capital Mid-life Projects and Feasibility Studies.
 - o Letter received from M. Daigle concerning a parcel of land requests (PID #35309657). Shawn Tracey, Director of Finance and Administration, had consulted with the School Principal to determine if this would cause a hardship for the school should they decide to sell or provide access to the individual to build a sugar shack downtown Edmundston. At this time, some trails are being used by St. Mary's Academy and is some distance away from the school. Selling of this piece of property would not be a concern to the school.
 - o The value of this piece of property had not been established.

MOTION:

.....I move that we sell this piece of property or offer the individual access.

Moved: Jane Buckley

Seconded: Miriam Grant

Motion Carried

- **ACTION:** Shawn Tracey had agreed to respond to Mr. M. Daigle with the approval given by the Council.

Business Arising from the Minutes – May 24, 2018:

- Capital Improvement Project updates will be provided to the Council by Shawn Tracey during the months of April/May with a second opportunity during the month of October with slight adjustments reported in November.

New Business

- Two options were provided of the 2018-2019 District Education Council - Meeting Schedule. These documents were reviewed with Option #1 including Information/working meetings during the four Policy 409 studies. Option II did not include working meetings

between September 2018 and January 2019.

MOTION:

.....I move that we accept Option 1 meeting schedule which includes working meetings.

Moved: Wallace Carr

Seconded: Terry Pond

Motion Carried

Minister's Excellence in Education Awards Committee:

- A call was made for Councilors interested in serving on an Awards Committee which will include a one day exercise of reviewing the nominations, selecting three candidates and preparing a write-up for the Chairperson to read at the recognition ceremonies. A recommendation will then be made to the Department of Education and Early Childhood Development. Consensus was given for Councilor Stephanie Haslam, Councilor Jane Buckley and Councilor Terry Pond to serve on this new committee.

French Immersion Program in Rural Schools: (approved addition to agenda):

- The Chairperson requested that enrollment numbers and student names received for the French Immersion Program not be mentioned during this discussion as this may identify students.
- Councilor Haslam referenced the PSSC handbook that identifies the role of the Parent School Support Committee (PSSC). It was noted that student learning was part of the PSSC and DEC mandates. Kingsclear Consolidated School (KCS) PSSC are requesting the French Immersion Program be offered to student to align with their mandate. The PSSC have expressed their concerns with declining enrollment to other schools that offer this program.
- A discussion was had amongst Councilors with support shown for the FI Program offered in rural area schools but the complexities of adhering to Provincial regulations of comparable class size.
- The Acting Superintendent acknowledged the priority to offer opportunities to all students in ASD-W which does include Intensive French being offered in all schools. The French Immersion entry points are Grades 1, 3 and 6 and when making a decision to offer this program in a school, several factors need to be considered such as Teacher FTE and their level of proficiency, space and transportation. The district works hard securing Teachers with a level of proficiency needed to teach the grade level and subjects.
- The level of proficiency needed to teach Intensive French is lower than the level of proficiency needed to teach the French Immersion program. Councilor Haslam requested additional data related to the French Immersion Program
- **ACTION:** A request was made for a French Immersion component be included in the **Superintendent Report ASD-W-ER 2**. A Further discussion was requested at the strategic planning session in September. The number of children that are bilingual in ASD-W city school in comparison to an urban school was requested. Susan Young confirmed that this information was available from The Department of Education and Early Childhood Development for Grades K – 8 only.

Agenda Development for the Strategic Planning Meeting:

- French Immersion, Policies, Format for Superintendent reports and Student Success Stories

School Success Stories:

- Councilors read stories of activities taking place at their area schools. School success stories are saved to the District Education Council Portal and also shared with the public on the ASD-W website.

Acting Superintendent Monitoring Report:

- **ASD-W-EL4: Budgeting / Forecasting (Final Report for Fiscal Year, Expenditure Plan Approval)** – Shawn Tracey, Director of Finance and Administration presented a report called **ASD-W-EL4: Budgeting/Forecasting** as per the Annual Planning Cycle. This report is presented four times per year and is also posted publically on the ASD-W website.
- The 2017-2018 fiscal year ended with a final global surplus of \$52,685.00. The District Education Council budget ended with a surplus of \$18,432.91 which is included in the final global surplus. The 2018-2019 budget provided by The Department of Education and Early Childhood Development is \$226,589,400.00 which is allocated to staffing, transportation and facilities.
- The 2018-2019 budget currently is projected as a deficit of \$762,249.00 as additional funding was needed for Educational Assistance salaries. Conveyances and average teacher salaries have been included in this projection. Areas to monitor are salaries and replacement costs for all bargaining groups, heating and fuel costs, and minor repairs.
- Clarification was requested for employees that are using their sick leave or employees that are assigned to home. Shawn added that an absence code is added in payroll that separates the absence reason but the current system is aging with a new Provincial ERP system being developed. Shawn confirmed that it is one pot of money for all absences.
- The remaining 2017-2018 surplus will carry forward as approval has been granted for funds under \$500,000.00 to remain with district.

MOTION:

.....to approve the Expenditure Plan for 2018-2019.

Moved: Jane Buckley Seconded: Wallace Carr Motion Carried

- **ASD-W-CSR6: Evaluation of the Superintendent** – this DEC policy was discussed in May 2018 with a motion and request for Catherine Blaney to remain as Acting Superintendent for the 2018-2019 school year. An evaluation was not needed for the 2017-2018 school year.

Committee Reports:

- The Policy Committee provided revised policies for ASD-W-EL0, ASD-W-EL1, ASD-W-EL2, ASD-W-EL 4, ASD-W-EL5, ASD-W-EL 6 (“not failed to:” added to the top as a header prior to each bullet), ASD-W-EL8 (the superintendent shall not submit monitoring data...last sentence add “failed to”), ASD-W-EL9 and ASD-W-EL10. As well, policies ASD-W-GP0, ASD-W-GP2 (revisions under section 2C, at the end of the sentence...the work and is to remain), ASD-W-GP3, ASD-W-GP4, ASD-W-GP6 and ASD-W-GP10 for approval. With policy ASD-W-EL3 and ASD-W-EL7 being deleted as these policies are absorbed in other policies. A discussion was had and the following motion was moved.

MOTION:

.....to adopt policies ASD-W-EL0, ASD-W-EL1, ASD-W-EL2, ASD-W-EL4, ASD-W-EL5, ASD-W-EL6, ASD-W-EL8, ASD-W-EL 9 and ASD-W-EL10. Also adopt policies ASD-W-GP0, ASD-W-GP2, ASD-W-GP3, ASD-W-GP 4, ASD-W-GP 6 and ASD-W-GP 10. Delete policy ASD-W-EL3 as this policy has been absorbed in other policies and delete policy ASD-W-EL7 as these steps are covered under Policy 409.

Moved: Mark Noël Seconded: Heather Hogan Motion Carried

- **ACTION:** The Code of Conduct Policy will be discussed at the Strategic Planning Session in September.
- The Student Voice Committee reported to have another meeting with the DEC manager and a document on student voice was added to the DEC Portal.

Public Comments:

- The Parent School Support Committee (PSSC) Chairperson from Kingsclear Consolidated School (KCS) commented that if the French Immersion Program was offered at their school, student enrollment would be expected to increase to 80 students this school year. Within 2 years the expectation is to see student enrollment increase to 100 students. The PSSC Chairperson requested for the District Education Council, Acting Superintendent and the Director of Schools to work with them to find a solution to this problem. Garden Creek Elementary School (GCES), which offers the French Immersion program, is adding a mobile to their school as their class sizes are at capacity. Students zoned for KCS but enrolled in the French Immersion Program attend GCES. KCS is the only school to score 100% in Grade 2 Assessments. Therefore, the PSSC feel strongly about this program being offered at their school and have circulated a petition with over 100 signatures in support of the French Immersion Program being offered at KCS.

Closing Comments:

- Councilor Douglass thanked everyone for attending tonight’s final public DEC meeting for the 2017-2018 school year.

Date for Next Public Meeting: September 20, 2018 at the Woodstock Education Centre

Adjournment

The public meeting was adjourned at **9:10PM** moved by Councilor Jane Buckley.

Kimberley Douglass

Kimberley Douglass, Chairperson, DEC

Oct 18, 2018

Date

Carol Clark-Caterini

Carol Clark-Caterini, Secretary, DEC

Oct. 18, 2018

Date