



**ANGLOPHONE WEST SCHOOL DISTRICT  
DISTRICT EDUCATION COUNCIL**

**MINUTES**

**Thursday, May 2, 2019**

**Woodstock Education Centre**

<p><b>Council Members Present:</b></p> <ul style="list-style-type: none"><li>• Andy Saunders – SD 02</li><li>• Heather Hogan – SD 03</li><li>• Miriam Grant – SD 04</li><li>• Andrew Corey – SD 05</li><li>• Sean Winslow – SD 08</li><li>• Jane Buckley – SD 09 – Vice Chair</li><li>• Kimberley Douglas – SD 10 – Chair</li><li>• Faith Kennedy – SD 11</li><li>• Wallace Carr – SD 12</li><li>• Thomas Gerburt – SD 13</li></ul> <p><b>Council Member Regrets:</b></p> <ul style="list-style-type: none"><li>• Terry Pond</li><li>• David Perley</li></ul>	<p><b>ASD-W District Staff Present:</b></p> <ul style="list-style-type: none"><li>• Catherine Blaney, Acting Superintendent</li><li>• Shawn Tracey, Director of Finance and Administration</li><li>• Judy Cole, Director of Communications</li><li>• Judy McIsaac, Administrative Assistant to Director of Schools</li></ul> <p><b>Guests:</b></p> <ul style="list-style-type: none"><li>• Kevin Doucet</li></ul> <p><b>Vacancies:</b></p> <ul style="list-style-type: none"><li>• Student Representative</li><li>• SD 06 Representative</li></ul>
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**Call to Order / Comments by the Chair:**

Kimberley Douglass, Chairperson, called the meeting to order at 6:30 p.m. and welcomed everyone to the District Education Council meeting held at the Woodstock Education Centre. She thanked staff for attending. Catherine Blaney, Acting Superintendent, provided introductions of district staff in attendance, Shawn Tracey, Director of Finance and Administration, and Judy Cole, Director of Communications.

**Approval of the Agenda – May 2, 2019**

The agenda was reviewed by the Council and approved as presented by consent.

**Approval of the Minutes – March 21, 2019**

The minutes were reviewed by the Council and approved as presented by consent.

**Presentations:**

Shawn Tracey introduced Kevin Doucet, Senior Manager with Ernst & Young, who has worked on feasibility studies for the DEC.

Kevin presented feasibility studies for the Chipman/Minto area and for Carleton North feeder schools, then fielded questions regarding the various scenarios which were offered.

**Chipman Minto Area** – Five scenarios were presented to assist with planning and decision-making only, they are not recommendations.

**Concerns raised for Scenarios 1 & 2: K-12 School in Each Community**

- Not easy geographically regarding bussing with Grand Lake in the middle of the area.
- There is a steady decrease in population, especially in the more rural communities, although population seems to remain steady within the town.
- Both communities of Chipman and Minto have steadily decreasing populations.
- JD Irving is planning to bring in workers (local and foreign) but these numbers are not included in the figures shown in the report presented.
- Severe flooding this year may affect planning as families may choose to relocate.
- Some of the space in existing schools would be deemed “extra” and would likely be repurposed.
- An addition to a school would require a building assessment to determine if there are any infrastructure problems in the existing building.
- Chipman Forest Avenue School could be categorized as a small school and, therefore, rooms could be repurposed and used differently than the scenario presented.

**Concerns raised for Scenarios 3-4-5: Combining Schools for Both Communities**

- Bussing is a major issue – it would mean doubling the drive for students and, therefore, seems sensible to locate a new school at a central point between the two communities, essentially taking the schools out of a specific community.

**Summary:**

The first two scenarios are more feasible especially regarding bussing. Financial concerns are addressed in the report.

**Questions:**

1. Would students who are currently being bussed in from Coles Island have to travel further distance as they are already travelling 85 minutes? Yes.
2. What is being considered when discussing flooding? Possibly people relocating, which can affect school population.
3. The concern was expressed that if a new school were built halfway between Chipman & Minto that flooding is a consideration. It could mean that the school would be closed for a couple of weeks each year, during flooding.

**Carleton North High School** – Five scenarios were presented to assist with planning and decision-making only, they are not recommendations.

The area reviewed draws from K-12 from Florenceville Elementary, Florenceville Middle, Bristol Elementary, Bath Community, Centreville Community and Carleton North High. The six schools involved are all small mixed schools except for Florenceville Elementary School, which operates the French Immersion component. The average age of these buildings is approximately 60 years. Renovations at Bath Community School have been put on hold.

**Concerns:**

- Large catchment area-population is steadily decreasing.
- Enrollment Data – Projections show a decline from 1283-960 over the next ten years in this catchment area.
- If CNHS was converted to a 6-12 school, an addition would have to be made to accommodate the different programs, perhaps causing repurposing of some of the existing space. This would be an expensive change.
- Midlife upgrade could cause loss of some space and leaves future projects to contend with.

**Summary:**

Efficiency improves when you add new schools rather than repurposing and upgrading existing buildings. Have to decide the cost/efficiency of the projects.

**Questions:**

1. How will bus transportation be affected if new schools are built? Students in Centreville, Bath and Juniper are already bussing to Florenceville–Bristol, either to CNHS or for French Immersion at FES/FMS. There would be a minimal increase in time of about 15 minutes. This would not require creating new routes.
2. Where are the student population numbers coming from? They are derived from the census and include a margin of error in statistics which come from Stats Canada.

Chairperson Douglass thanked Mr. Doucet for his presentation.

**Business Arising from the Previous Minutes:**

Chairperson Douglass addressed the SD6 vacancy. The DEC is prepared to send a recommendation to the Minister for a replacement. This will hopefully take place before the end of the school year.

**Correspondence:**

1. From the Minister – Recommendations on school closures were quickly affirmed, noting closures will not happen until after new schools are built. Chairperson Douglass has contacted the Minister to let him know there are no recommendations on changes to the ASD-W sub districts at this time. The Minister has been informed that the district is too big.
2. From Tony Webber – Indicating that all of the projects underway all being requested will be included on the capital project list, identifying tasks which are currently in progress. Shawn Tracey will provide assistance with this process.

**New Business:**

N/A

**Superintendent Monitoring Report – EL5 – Asset Protection Report**

Shawn Tracey presented the Asset Protection Report, an annual report which everyone has had a chance to see and review. This policy requires the Superintendent to ensure process and procedures are established and maintained. The Superintendent gives responsibility for the assets to Shawn Tracey and relevant staff as required.

The report includes a District Asset Description Report, the Community Use of Schools, and Transportation reports, and provides evidence on compliance with requirements, a summary of facility inspections for all schools, fire sprinkler reports, elevator reports and a financial report. The Financial Expense report shows a balanced budget on the 1<sup>st</sup> quarter report. For Community Use of Schools, ASD-W follows their District policy and uses the system, School Dude, which shows management of the facilities.

**Student Voice Committee:**

Councillors Carr, Douglass, and Hogan met with the Wayne Annis, Director of Schools, to discuss rebuilding the committee as it has lost two members this year. An agenda for the next meeting was forwarded to students. A conference call is scheduled for May 9<sup>th</sup> at 12:30. This will include a review of two policies: ASDW ER 4 (Gender Identities and Sexual Orientation) and Policy 711 (Healthier Foods and Nutrition in Public Schools). The meeting can be joined through the software program, Zoom. Mr. Annis will forward the conference call information to DEC members.

It would be best to have all schools involved and limit the things to talk about so issues can be addressed properly. Councillor Carr will Chair the committee. We want students to talk about the topics the DEC is talking about. A volunteer was requested to review previous minutes to suggest topics of interest to students. Items for discussion should be forwarded to Councillor Carr. Students are welcome to suggest other topics for discussion.

**Indigenous Policy:**

Councillor Hogan, Councillor Douglass and the Superintendent reviewed the draft indigenous policy following this meeting, for discussion at a future meeting.

**Policy:**

Councillor Winslow will review notes from previous meetings. Additional members for this Committee are requested. Code of Conduct policy will be reviewed by the Committee for discussion in the future. Stacey is working on policies with ASD-S and may have some notes to help with the process.

**Symposium:**

Chairperson Douglass made note of the Symposium being held May 9-11, 2019. A list of attendees has been prepared by EECD and accommodations are booked. If unable to attend, advise the Chair. The Minister will be in attendance Saturday evening.

**Public Comments:**

N/A

**Closing Comments:**

Chairperson Douglas and the Superintendent thanked Judy McIsaac for filling in for Carol Caterini-Clark who will be out until at least June. In the meantime, Janice Miller and Janice Webber are assisting Superintendent Blaney.

Chairperson Douglass thanked everyone for attending the public District Education Council meeting.

**Date for Next Public Meeting:**

The next Public DEC Meeting will be held at the **Woodstock Education Centre** on **May 23, 2019**.

**Adjournment:**

The meeting was adjourned at **7:35 p.m.**  
Moved by Jane Buckley, Seconded by Miriam Grant

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Kimberley Douglass, Chairperson, DEC

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Date

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Judy McIsaac, Acting Secretary, DEC

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Date