



**DISTRICT EDUCATION COUNCIL
Superintendent Monitoring Report**

POLICY NAME	Visions / Beliefs		
POLICY NUMBER	ASD-W-ER4	Number of Reports per year	1
Date of Report	September 22, 2016		
Date of Previous Report (s) This School Year	N/A		
Date of Future Report (s) This School Year	N/A		
Report Filed by:	David McTimoney, Superintendent		
Report Supported by:	N/A		

- **Policy states that the Anglophone West District Education Council (DEC) is committed to rigorous and continual improvement of its capacity to govern effectively, using its policies to define its vision in terms of expectation and its concern in terms of values.**
- **The Policy outlines beliefs that it sees as guiding and contributory to a good, quality public education system. These beliefs include: a) all children can learn, b) learning is a lifelong process, c) education is a shared community responsibility, d) strong leadership is critical, e) professional development is essential, and f) the DEC is accountable to the public.**
- **Anglophone West School District (ASD-W) has a Mission and Vision Statement as well as a set of Core Values that guide all staff in their daily work. The vision of our district is to see “all individuals engaged within our system (be) empowered to assist in building resilient, confident and contributing members of our communities”. Core values of engagement, shared leadership, support & recognition, collaborative relationships, trust, openness & transparency and a pursuit of excellence have been defined (Appendix A).**

POLICY NAME**Visions / Beliefs**

- **ASD-W staff at the district and school levels share the belief that all children can learn. District staff promotes and supports effective teaching strategies that support this belief, including the philosophies of differentiation of instruction and universal design for learning. This helps us focus on student access to curriculum and learning for all. School staffs embrace the philosophy and responsibility of leading inclusive environments in their schools and classrooms that promote the belief that all children can learn. Incorporated in this is an effort to ensure a positive and safe learning environment. The district and the schools all prepare improvement plans and positive learning environment plans.**
- **ASD-W staff recognizes that learning is a lifelong process. Staff values the importance of a quality, public school education that helps provide the framework for lifelong learning. The adults in our system model lifelong learning through a commitment to professional learning, in-service and specific training in the field.**
- **ASD-W and the schools engage members of the community for a variety of different initiatives and activities. In particular, ASD-W has 6 community schools coordinators (in 13 schools) who are responsible for making strong connections with willing community stakeholders and businesses, with the goal of supporting student learning. ASD-W sees many businesses and stakeholders (UNB, for example) who invest in our schools, financially, through service or in person. ASD-W is an active member of a nationally recognized organization known as The Learning Partnership (TLP). This organization also supports student growth in the areas of literacy, transition to school, entrepreneurship and leadership development. The Superintendent is on TLP National Board of Directors.**
- **ASD-W hosts a credible leadership development program that sees more than 30 teachers per year enroll. While this program supports teachers in their pursuit of a “principal’s certificate”, it offers quality training in educational leadership and school management skills. Further to this, ASD-W will continue with a leadership development initiative launched last year in conjunction with the University of New Brunswick – Fredericton (Appendix B). ASD-W meets with school leadership regularly in formal settings and through personal visits.**
- **ASD-W has a team of educational curriculum leads that support and coach classroom teachers. Likewise, ASD-W has a team of education support services leads that support schools in the areas of resource, guidance and other specific student services areas. This group of educational leaders has expanded in numbers, with a specific focus on early years literacy, early years numeracy and the positive learning and working environment. These positions have been added as a part of the provincial investment in the new, 10-Year Educational Plan titled “Everyone at their best”.**
- **ASD-W staff support beginning teachers through the Early Career Teachers program. Mentoring is a key component of this initiative. School based mentors are supportive of our beginning teachers.**

POLICY NAME	Visions / Beliefs
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- **ASD-W follows a professional growth model for supervision of instruction and has a consistent practice for supporting and evaluation educational staff.**

- **One of the priorities in the ASD-W District Improvement Plan (DIP) is to build collaborative leadership capacity with the goal of enhancing student success. These priorities will be monitored carefully (please see the ASD-W DIP at www.asd-w.nbed.nb.ca, under “About Us”).**

- **School Administration meetings are balanced with professional development / continued learning and necessary business.**

- **ASD-W actively supports professional development opportunities for all staff in a variety of ways, including the offer of financial assistance when possible and applicable. Specific professional learning days are a part of the School Calendar (Appendix C).**

- **The Superintendent reports regularly to the District Education Council through a formal reporting structure, as outlined in policy and according to an annual planning cycle (Appendix D). The DEC hosts public meetings in Fredericton and Woodstock, abiding by policy and posting public meeting minutes. DEC also communicates and collaborates with Parent School Support Committees (PSSCs) in their districts. The DEC has a specified section on the ASD-W website.**

Appendices

- **Appendix A - Mission, Vision, Core Values**
- **Appendix B - UNB Leadership Initiative**
- **Appendix C – School Calendar and Professional Learning Opportunities**
- **Appendix D – DEC Annual Planning Cycle**

Superintendent’s Signature:	_____
DEC Chair Signature:	_____
Date:	_____



ANGLOPHONE WEST SCHOOL DISTRICT

Our Mission

Excited. Involved. Prepared.

Core Values

Pursuit of Excellence

Act consistently with our values

Commit to continuous learning and teaching

Identify strengths, weaknesses and opportunities to ensure improvement

Welcome performance feedback

Trust, Openness and Transparency

Act in a manner that is honest, trustworthy and with integrity

Act in a professional and respectful manner

Communicate challenges, difficulties and expectations openly and constructively

Collaborative Relationships

Invest in people

Promote teaming

Support group decision-making and problem solving

Welcome and encourage participation

Support and Recognition

Express concern for others

Recognize progress

Celebrate achievements

Build and leverage strengths

Shared Leadership

Structure an environment of shared decision making

Focus on building capacity

Share responsibility

Address difficult situations

Engagement

Commit to the vision

Collaborate to move forward

Focus on solutions

Support a culture of creativity

Our Vision

All individuals engaged within our system are empowered to assist in building resilient, confident and contributing members of our communities.

ASD-W Leadership Project and Partnership with UNB

September 2016

To all principals,

Last school year, we were pleased to participate in a partnership between the Faculty of Education at UNB and ASD-W, "Learning to Lead- Leading to Learn". This initiative was created to support schools in finding an effective balance between management and leadership functions in our schools by learning about, and leading the development of strong school improvement processes. As a learning organization this initiative aligns with our District Improvement Plan priority that focuses on schools developing *collaborative* leadership capacity to enhance student success.

Last school year, the schools that participated engaged in sessions and dialogue that focused on the following:

- School improvement processes
- Culture of collaboration
- Culture of leadership and learning

We would like to extend the opportunity for a new cohort of schools to participate for the 2016-17 school year.

The format will include four sessions throughout the year: two will be on Fridays and two will be on Saturdays. The dates for the 2016-17 sessions are:

Friday, October 21,

Friday, December 2,

Saturday, February 11,

Saturday, May 13

Participating schools will identify a team of up to 4 members that include at least one administrator and two teachers. District directors and subject coordinators will also have an opportunity to join in this initiative. The district will provide for the cost of supply teachers for both of the Friday sessions. UNB will provide lead facilitator(s), facilities and share costs for the food service. Schools are responsible to provide any costs associated with travel.

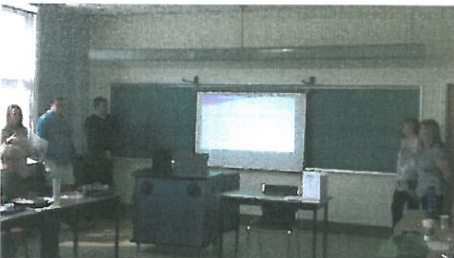
Full participation in all sessions may be considered for course credit at UNB.

To provide more info/answer any questions, Please contact your **Director of Schools** as soon as possible

Schools planning on participating **must inform their Director of Schools by October 3rd.**

This is a great opportunity to build leadership capacity in our schools and across the district while supporting important work around strategic improvement planning. We are looking forward to this opportunity to learn together.

Rick, Jay, and Tanya



Use of Professional Learning Days in School Calendar – 2016-2017



ANGLOPHONE WEST SCHOOL DISTRICT SCHOOL CALENDAR 2016-2017

MONTH	DATES	EVENTS	NUMBER OF DAYS FOR STUDENTS	NUMBER OF DAYS FOR TEACHERS
August	29	Full Administrative Day - School Based		
August	30	NBTA Council Day - District Based		
August	31	NBTA Council Day - School Based	4	3
September	1	Full Administrative Day - School Based		
September	5	Labour Day		
September	6	First Day for Students	19	20
October	6	Professional Learning Day #1 for Staff (No Classes for Students)		
October	7	Professional Learning Day #2 for Staff (No Classes for Students)		
October	10	Thanksgiving Day		
October	13-14	Participation for Students Schooling Resumes from 13 th - 2016	18	19
November	11	Remembrance Day		
November	14-24	K-12 Report Card Time		
November	25	Parent-Teacher Interviews - Half-Day Professional Learning Day (No Classes for Students)	20	21
December	23	End of Year (Last Day of Classes)	19	20
January	9	Professional Learning Day #3 for Staff (No Classes for Students)		
January	10	First Day for Students	16	17
February	23-27	Exam Week		
February	1	High School Students 2 Days		
February	24	Professional Learning Day #4 for Staff (No Classes for Students)	19	20
March	6-10	March Break		
March	13	Professional Learning Day #5 for Staff (No Classes for Students)	18	19
April	3-7	Parent Report Card Time		
April	10	Parent-Teacher Interviews - Half-Day Professional Learning Day (No Classes for Students)	16	17
April	14	Good Friday		
April	17	Easter Monday		
April	28	Professional Learning Day #6 for Staff (No Classes for Students)	20	21
May	5	NBTA Branch Meeting Day (No Classes for Students)		
May	19	NBTA Branch Meeting Day - St. Mary's Academy ONLY in Edmondson		
May	22	Victoria Day		
May	23	Last Day for Students - Final Report Card Day (2016)	17	18
May	24	Administrative Day		
May	27	Administrative Day - Last Day for Teachers	17	19
Total Number of Days for Students			180	
Total Number of Days for Teachers				196

Planning for Professional Learning 2016-2017

Day/Date	What	Who (Owner of the Day)	Organized By (Responsible for Delivery)
August 29	Admin. Day	Full Day Admin	NBTR collective agreement
August 30	Council Day	Full Day District PL	Principal
August 31	NBTA Council Day	Full Day School-based PL	ASD-W NBTA Branch PL Chairs in partnership with District
September 1	Admin Day	Full Day Admin	NBTR collective agreement
September 5	Labour Day	HOLIDAY	NBTR collective agreement
September 6	Classes - First Day	Full Day PL	NBTR collective agreement
September 6	Classes - First Day	Full Day PL	Principal
October 6	Day #1	Full Day PL	(More Details to Follow)
October 7	Professional Learning Day #1	Full Day PL	(More Details to Follow)
October 10	Thanksgiving Day	HOLIDAY	
November 11	Remembrance Day	HOLIDAY	
November 23	Parent-Teacher	1 Day Parent-Teacher 1 Day School Based PL	Principal
December 23	Classes - Last Day	(Half Day)	Principal
January 9	Professional Learning Day #3	Full Day PL - School Improvement Planning and Monitoring / positive Learning and Working Environment Planning and Monitoring	PRINCIPAL
January 10	Classes - First Day	Full Day PL	
February 24	Professional Learning Day #4	Full Day PL	
March 6-10	March Break	HOLIDAY	
April 10	Parent-Teacher	1 Day Parent-Teacher 1 Day School-Based PL	Principal
April 14	Good Friday	HOLIDAY	
April 17	Easter Monday	HOLIDAY	
April 28	Professional Learning Day #5	Full Day PL	
May 5	NBTA Council Day	Full Day PL	NBTR collective agreement
May 15 (May 19 th St. Mary's Academy)	Branch AGM (multiple dates selected by NBTA Branch through Superintendent)	1/2 Day Branch PL 1/2 Day Branch AGM	NBTA Councils - Alternate Proposal process for teachers unable to attend - School based PD Committee
May 22	Victoria Day	HOLIDAY	
June 23	Classes - Last Day		NBTA Branch PD committee in consultation with Branch Executive
June 27	Teachers - Last Day		



Anglophone West School District District Education Council 2016-2017

The Annual "Must Do's"

July

- Rest

August

- Planning Priorities for the Year – DEC Strategic Planning Session

September

- Superintendent Report (1 of 1) – ASD-W-ER1: Mission Statement
- Superintendent Report (1 of 1) – ASD-W-ER4: Visions/Beliefs
- Superintendent Report (1 of 1) – ASD-W-EL1: Emergency Superintendent Succession
- Parent School Support Planning

October

- Superintendent Report (1 of 4) – ASD-W-EL4: Budgeting/Forecasting (2nd Quarter Report)
- Superintendent Report (1 of 1) – ASD-W-EL8: Communication to Council

November

- Superintendent Report (1 of 2) – ASD-W-ER2: Academic Excellence (DIP, Assessment Results)
- Superintendent Report (1 of 1) – ASD-W-ER7: Academic Support for Students Involved in Potato Harvest
- Member of Legislative Assembly (MLA) Meeting

December

- Superintendent Report (1 of 1) – ASD-W-ER6: Quality High School Program
- Governance Process ASD-W-GP1 to ASD-W-GP10 – Council Self Evaluation
- Curricular or Program Presentation

January

- Superintendent Report (2 of 4) – ASD-W-EL4: Budgeting/Forecasting (3rd Quarter Report)
- Superintendent Report (1 of 2) – ASD-W-EL6: Effective Use of Schools
- Superintendent Report (1 of 2) – ASD-W-EL7: Sustainability of Schools

February

- Superintendent Report (1 of 1) – ASD-W-ER5: Healthy Living, Nutrition, and Physical Activity
- Council Staff Relations ASD-W-CSR1 to ASD-W-CSR6 – Council Self Evaluation
- Curricular or Program Presentation

March

- Superintendent Report (1 of 1) – ASD-W-EL2: Staff Treatment
- Superintendent Report (3 of 4) – ASD-W-EL4: Budgeting/Forecasting (4th Quarter Report)
- Capital Improvement Projects and Major Capital Construction Projects - Discussions

April

- Superintendent Report (1 of 1) – ASD-W-ER3: School Culture
- Superintendent Report (1 of 1) – ASD-W-EL3: Employment, Compensation, and Benefits
- Superintendent Report (1 of 1) – ASD-W-EL5: Asset Protection
- ASD-W-GP10: District Hiring Process – Discussion

May

- Superintendent Report (2 of 2) – ASD-W-ER2: Academic Excellence (DIP, Assessment Results)
- Superintendent Report (2 of 2) – ASD-W-EL6: Effective Use of Schools
- Superintendent Report (2 of 2) – ASD-W-EL7: Sustainability of Schools
- Governance Process ASD-W-GP1 to ASD-W-GP10 – Council Self Evaluation
- Capital Improvement Projects and Major Capital Construction Projects - Approvals

June

- Superintendent Report (4 of 4) – ASD-W-EL4: Budgeting/Forecasting (*Final Report for Fiscal Year, Expenditure Plan Approval*)
- ASD-W-CSR6: Evaluation of the Superintendent
- First Nations Tuition Enhancement Report

Additional Topics That Could Be Considered For Agenda Items

- ***Discussion and Review of Any of the DEC Policies, Including But Not Limited To:***
 - ASD-W-GP2/3/4: Role of Council, Chair and Members
 - ASD-W-GP5: Councilor's Code of Conduct
 - ASD-W-GP6: Agenda
 - ASD-W-CSR4: Authority of the Superintendent
- ***Curricular and Program Presentations***
 - Literacy
 - Numeracy
 - Science
 - Social Studies
 - Enrichment
 - French
 - Technology
 - Physical Education and Health
 - Fine Arts
 - First Nations
 - International Programs
 - Education Support Services
 - Community Engagement
- ***Policy – New and for Review; DEC, School, District or Provincial***
- ***Transportation and Catchment***