



**ANGLOPHONE WEST SCHOOL DISTRICT**  
**DISTRICT EDUCATION COUNCIL**  
**MINUTES (APPROVED)**  
**Thursday, August 16, 2012**  
**Office of the Superintendent, Fredericton**

<p><b>Council Members Present:</b> Sheila Gallagher – SD 01 Norma Shaw – SD 02 John Slipp – SD 03 Miriam Grant – SD 04 Andrew Corey – SD 05 David Bowen – SD 06 James Kozlowski – SD 07 Ronald Buck – SD 08 Jane Buckley – SD 09 Donald Gould – SD 11 Mark Noël – SD 13</p> <p><b>Regrets:</b> Elizabeth Nason – SD 12</p>	<p><b>District Office Staff Present:</b> Tami Mutch-Ketch – Subject Coordinator, Education Support Services K-12, Woodstock Education Centre Bryan Facey – Subject Coordinator, Technology and Skilled Trades K-12, Anglophone West David McTimoney – Superintendent Cathy Buck – Executive Assistant to the Superintendent and DEC Secretary</p> <p><b>Guests:</b> Media (1)</p>
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**I. Welcome**

David McTimoney, Superintendent, called the meeting to order at 6:50 p.m. and welcomed everyone

**II. Elections**

David introduced options for the length of term for both the Chair and Vice-chair positions. Consensus was reached for a year-by-year term.

Discussion and agreement took place on the following:

- Preference for nominations
- Approval for the absent DEC member's e-mail vote to be counted
- If a tie vote takes place, vote again
- Cathy Buck to act as returning officer, being witnessed by Bryan Facey and Tami Mutch-Ketch

David began by asking if there were any nominations for Chair.

Donald Gould nominated Mark Noël; it was seconded by James Kozlowski. Mark accepted.

Ronald Buck nominated Jane Buckley; it was seconded by Andrew Corey. Jane accepted.

David asked three times if there were any other nominations from the floor. With no response, there was a call for nominations to seize.

The voting took place by private ballot. Ballots were counted. Mark Noël was voted in as Chair of the DEC.

David asked if there were any nominations for the Vice-chair.

Ronald nominated Jane Buckley; it was seconded by James. Jane accepted.

Mark nominated Donald. Donald declined.

Sheila Gallagher nominated Norma Shaw; it was seconded by Dave Bowen. Norma accepted.

David asked three times if there were any other nominations from the floor. With no response, there was a call for nominations to seize.

The voting took place by private ballot. Ballots were counted. Jane Buckley was voted in as Vice-chair of the DEC.

#### **Motion**

**...Move to destroy the ballots.**

**Moved: Don Gould**

**Seconded: John Slipp**

**M/C**

### **III. Orientation of Anglophone West**

David McTimoney presented information on the demographics of the Anglophone West School District. The presentation covered such things as:

- the number of schools, students, and employees
- staffing
- grade configuration in schools
- Literacy, French Immersion, and Numeracy data trends
- final expenditures for District 14, 17, and 18
- special purpose funds for the former three districts
- First Nation funding and enhancement agreements
- pupil transportation
- facilities
- budget – currently operating status quo as ASD-W has not yet received the allotted budget for the 2012-2013 school year
- district improvement plan – need to bring the plans for the three former districts together to form one which will come to DEC for approval. The three priorities are: student achievement, early childhood, and inclusive practices.

#### **IV. Potato Harvest Education Plan**

Tami Mutch-Ketch, Subject Coordinator for Education Support Services at the Education Centre in Woodstock, spoke with passion about the education plan that is in place to ensure that students who have been permitted to participate in the potato harvest, a tradition of 54 years. Staff have developed a Carleton North High School virtual school for all classrooms through the Portal. Students are allowed a total of 12-15 days for planting. Upgraded teacher laptops will be provided to them. On rainy days when the students are in school, the support of a certified teacher is housed in the learning centre.

David referred to a letter, signed by the Minister of Education and Early Childhood Development, that states that the above-mentioned initiative is supported by the Department.

#### **V. Website Orientation**

Bryan Facey, Subject Coordinator for Technology and Skilled Trades, walked through the district website, both the old versions and the new. He showed such things as video announcements, generated by students to showcase their own school; on line school report card; user friendly format and function.

For now, the former district websites remain status quo, with transition to the new ASD-W to take place over time.

#### **VI. Policy Review Update**

The policy review committee, consisting of Mark Noël, Jane Buckley, John Slipp, and David Bowen, will continue meeting to review and merge the policies from the three former districts. The next meeting is August 28<sup>th</sup>. A draft of the policies will come back for DEC review approval.

#### **VII. Public Communication**

- Need to find a way to promote DEC and PSSC meetings
- Will request that principals not schedule school meetings on established nights for DEC meetings.
- Podcasts of the public DEC meetings will be posted on the website.
- PSSC elections will be completed by late September, early October.
- Sue Haanstra, Community Engagement Coordinator, is looking after community schools, media relations, and will be looking into starting a Twitter account. This is a new position to the plan of establishment and will help with improved communication for ASD-W.

#### **VIII. Other**

- A list of schools and contact information was distributed.
- A staff list for the Office of the Superintendent and the Education Centres was distributed.
- A schedule for DEC meetings was distributed.
- DEC members may wish to look at the list of schools in their sub-district that they represented. If a member wishes to visit a school in another area, it can certainly be requested. Some

schools may, in fact, be closer to another member and that member would be the best one to attend those school meetings. Areas will be reviewed one year at a time.

**Motion**

**...That members make a reasonable attempt to attend and take part in PSSC and school meetings where applicable.**

**Moved: Ronald Buck**

**Seconded: David Bowen**

**M/C**

- Appointment of Councillors – The vacancies for sub-district 10, First Nations, and members at large with a particular skill set were discussed. The DEC is hopeful that they will have some input in the decision. The traditional process has been that the Minister makes the final decision on appointments. The DEC requested that David contact the Department to find out more information on how and when these vacancies will be staffed.

**IX. Next Meeting** – September 20, 2012 at 6:30 in Woodstock.

**X. Adjournment** – The meeting was adjourned at 8:47 p.m.

*Original signed by*

*September 20, 2012*

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Mark Noël, Chairperson, DEC

\_\_\_\_\_  
Date

*Original signed by*

*September 20, 2012*

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Cathy Buck, Secretary, DEC

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Date