

ANGLOPHONE SOUTH SCHOOL DISTRICT (ASD-S)
DISTRICT EDUCATION COUNCIL
Minutes of Meeting – May 8, 2019

The District Education Council (DEC) for Anglophone South School District (ASD-S) met on Wednesday, May 8, 2019 at 490 Woodward Avenue, Saint John. The following Council members and staff were in attendance:

Council Members:

Roger Nesbitt, Vice Chair; Lory-Ann MacAskill, Bernie Regenbogen; Wayne Spires, Dan O'Connor, Linda Sherbo, Richard Malone, Heather Gillis, Justin Tinker

Regrets: Rob Fowler, Chair; Kristen Murphy; Larry Boudreau

ASD-S Staff:

Zoë Watson, Superintendent; Jessica Hanlon, Director of Communications; Allan Davis, Director of Schools, Hampton Education Centre; Paul Smith, Director of Schools, Saint John Education Centre; John MacDonald, Director of Finance & Administration; Derek O'Brien, Director of Schools, St. Stephen Education Centre; Peter Smith, Director of Education Support Services and Clare Murphy, Recording Secretary.

1. Call to Order/Welcome/Regrets

Mr. Nesbitt, Vice Chair, called the meeting to order at 7:00 pm. He advised that Chair, Rob Fowler, Larry Boudreau and Kristen Murphy were unable to attend the meeting.

2. Approvals

2.1 Approval of the Agenda

Mr. Nesbitt asked if there were no questions or concerns with the Agenda that a motion be put forward to approve. Mr. Tinker moved that the agenda be approved. Seconded by Mr. Regenbogen. Motion carried.

2.2 Approval of Minutes

Mr. Nesbitt referred to the Minutes of the April 10, 2019 meeting and asked that if there were no questions or concerns that a motion be put forward to approve. Ms. Sherbo asked to add "... at the proposed time of evening..." to a line under item 6.2 Superintendent Evaluation. The line will now read: "Ms. Sherbo advised that she would not be available at the proposed time of evening and suggested that someone else might want to step up to take her place". Mr. Tinker moved that the Minutes be amended to reflect this addition. Seconded by Ms. Gillis. Motion to amend carried. Mr. Nesbitt then asked for a motion to approve the amended Minutes. Mr. Tinker moved to accept the Minutes as amended. Seconded by Mr. O'Connor. Motion carried.

2.3 Public Comment

None.

3. Member's Notebook

Mr. O'Connor commented that the Simonds High School musical production "Greased Lightning" was a success and noted it was written by a Simonds High School teacher, Jeff Scott. He advised that Forest Hills PSSC appreciated the District's assistance with their field, and that the group is looking for ideas to attract more PSSC members. Feedback would be welcome. Mr. O'Connor thanked Mrs. Watson for clarifying that Principal Feedback forms would not be required from the PSSC for this school year.

4. Presentations ENDS #6 & #7

4.1 Jessica Hanlon, Director of Communications and Erica Lane, Community Engagement Coordinator, were in attendance to update on Council's ENDS #6 – to coordinate and maximize access to resources to support children, youth and families; and ENDS #7 - to promote the value of education through effective partnerships and positive, pro-active communication. The monitoring report was posted with Council's meeting materials for their review and is attached to and forms part of these minutes.

Ms. Hanlon highlighted strategies for ENDS #6 including developing a user-friendly site on the ASD-S site for resources available to parents, compiling a list of community partner agencies, encouraging school communities to work together in hosting information sessions for families, conducting an examination of the website and its effectiveness, promoting and celebrating school and district success stories using different social media platforms and encouraging coverage by traditional media outlets. She commented on the challenges associated with our website due to the provincial platform that is currently being used. Following some discussion, Mr. O'Connor moved that DEC write a letter to the Minister supporting the District's efforts and the need for the Province to focus on and improve the website platform currently available. Seconded by Ms. Sherbo. Motion carried.

Ms. Lane highlighted the work being done to promote and define the role of PALS and Community Schools initiatives to school stakeholders and also to expand PALS and Community Schools across the District. She shared information on the new initiatives, recent grants received, new partners and outreach to families and the community. When asked what DEC might be able to do to assist in supporting schools that do not have a Community Schools Coordinator, Ms. Lane advised that "awareness" is the key – let them know that help is available even though they do not have a Community Schools Coordinator in their building. She commented that a promotional video is in the works that will explain how the PALS & Community Schools program works and how they can help any schools who reach out.

Following the presentations, comment was shared that the companies who support PALS and Community Schools also benefit from the relationship.

Following this presentation, Mrs. Watson asked for a motion to approve the monitoring documents for ENDS #6 and 7. Mr. Spires moved that the monitoring documents be approved as presented. Seconded by Mr. Tinker. Motion carried.

Mr. Nesbitt thanked Ms. Hanlon and Ms. Lane for their informative presentation.

5. Business Arising from Minutes

5.1 Spring Symposium

ASD-S currently has 12 PSSC, 7 DEC and 4 staff members registered to attend the symposium this weekend in the Miramichi.

5.2 August Retreat Update

The event has been cancelled due to unavailability of enough members for the times suggested. Mrs. Watson asked if another date and time could work. Discussion followed including whether or not to include a Friday evening event, or just a Saturday, and the best time of the year to hold it. Mrs. Watson was asked to look into an event for a time after the September 11th Council meeting and conduct a doodle poll to determine the best date.

5.3 Superintendent Evaluation Committee Update

Mr. Tinker, Mr. Spires and Chair Rob Fowler met with DEC Manager, Stacey Brown to begin the process. From that meeting they have gathered the relevant policy monitoring reports and tasked the Superintendent with providing an overview of any challenges or mitigating circumstances faced in striving for compliance. A package will be put together, and a time arranged for the DEC to sit down with the Superintendent to review the year.

6. New Business

6.1 Executive Limitations EL-12

Mrs. Watson reviewed for Council her monitoring document for Executive Limitations policy EL-12 (Annual Reporting to the Public) which was posted with Council's meeting materials for their review.

Mr. Nesbitt asked that if there were no questions or concerns, that a motion be put forward to approve. Ms. Sherbo moved that Council accept the monitoring report as presented. Seconded by Mr. Regenbogen. Motion carried.

6.2 Functional Capacity Report Update

Mr. MacDonald began with an overview of what functional capacity calculations are based on and he noted that capacity numbers are based on an Office of the Comptroller Audit completed in 2010. He reviewed which spaces are counted and which are not. Discussion arose on threshold indicators (previously referred to as triggers) which have been identified in the updated provincial Policy 409. DEC's will be required to complete a summary review for any school that is at or below one or more of the established threshold indicators. The purpose of the review will be to determine if a sustainability study is warranted - if a sustainability study is warranted, then the Minister will be advised in writing.

Question was raised about section 6.1 in the revised Policy 409 document with regard to the development and submission of a district multi-year school infrastructure proposal and the documents it must include as part of a submission to the Minister by May 31 each year. Mr. MacDonald advised that he will be meeting in June with EECD Facilities Branch and will get clarification on this requirement as the template which is attached as Appendix A would take significant time and resources to complete yearly.

It was suggested that Mr. MacDonald add a notation to the report for schools that have undergone a 409 process. There being no further comments, Mr. Regenbogen moved that the Functional Capacity Report be accepted as presented. Seconded by Ms. Sherbo. Motion carried.

6.3 Report on Self Sustaining Funds

Mrs. Watson advised that going forward, the best place to report on self-sustaining funds will be to include it with the final expenditure plan each June. She advised that there was some missing information in the document posted with Council's materials for tonight. She will revise and repost for the June meeting.

Mrs. Watson reviewed where the funds have been spent over the last year. Discussion arose on the use of these funds and a suggestion was made that the District should be allocating these dollars to improve educational programs. Mrs. Watson advised that schools have needs and that the distribution of self-sustaining funds is part of her role as Superintendent. She noted it is not a lot of money based on a budget of \$236M and recommended that she and the management team continue to use the funds for projects which are above and beyond our budget. She cited the requirement for up to 50 additional EAs next year as an example where the District may be required to fund the cost on their own. Mr. MacDonald noted that it would be a concern if the funds were significantly reduced.

7. Information Items

7.1 Superintendent's Report

Mrs. Watson advised that her report was posted with Council's meeting materials for their review.

She noted the death of a long-time bus driver, Susan Walsh, from the Sussex area. Mrs. Walsh worked over 30 years as a driver and would have transported many staff members who work in the area. She was driving until the March break and shortly after was hospitalized. The Sussex and area drivers met at Sussex Middle and a convoy of yellow buses made their way through the town to the church in honor of their colleague. She asked for a minute of silence in Susan's memory.

Mrs. Watson wanted to acknowledge and thank all of our bus drivers who safely transported students during the recent challenging weather and flooded road conditions. She also wanted to pass on her appreciation to our Transportation Manager, Jamie Tait, and his team for their time and efforts to safely re-route buses during this time. Ms. Sherbo added a note of thanks to Assistant Transportation Manager in the Hampton Education Centre, Karen McCully, who was riding the buses to check out the routes her drivers were taking.

Mrs. Watson advised that nominations were now open for the Minister's Excellence in Education Awards with a deadline for submission of June 18th. The information was sent to all PSSC Chairs and members of Council.

7.2 Chair's Report and Update

Mr. Fowler was not in attendance.

7.3 Correspondence

None. All correspondence was posted for Council's review.

8. Adjournment

Mr. Nesbitt thanked all who attended this evening's Council meeting and reminded Council the next meeting will be held at 490 Woodward Avenue, Saint John on Wednesday, June 12, 2019 beginning at 7:00 p.m.

There being no further business the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Roger Nesbitt, Vice Chair

Clare Murphy, Recording Secretary