

ANGLOPHONE SOUTH SCHOOL DISTRICT (ASD-S)
DISTRICT EDUCATION COUNCIL
Minutes of Meeting – August 17, 2022

The District Education Council (DEC) for Anglophone South School District (ASD-S) met in-person on Wednesday, August 17, 2022. The following Council members and staff were in attendance:

Council Members:

Roger Nesbitt, Chair; Heather Gillis, Vice Chair, Jane Logan, Wayne Spires, Amanda Hamm, Amanda Henderson-Matthews, Beth McQuinn Nixon and Jonathan Barry.

ASD-S Staff:

Zoë Watson, Superintendent; Jessica Hanlon, Director of Communications; Allan Davis, Director of Schools, Hampton Education Centre; Melissa Savoie, Director of Schools, Saint John Education Centre, Derek O'Brien, Director of Schools, St. Stephen Education Centre, Ryan Price, Director of Curriculum & Instruction, Peter Smith, Director of Education – Support Services; John MacDonald, Director, Finance & Administration, Lissa McNaughton-Dickie, Director, Early Childhood Services.

1. Call to Order/Welcome/Regrets

Mr. Nesbitt, Chair, called the meeting to order at 7:04 pm. He advised that Teresa Sewell, Shelly Merrill-MacKillop, Richard Malone and Susan Cunningham were unable to attend tonight's meeting.

Mr. Nesbitt began the meeting respectfully acknowledging the territory in which we gather as the ancestral homelands of the Wolastoqey, Mi'gmaq and Peskotomuhkati peoples. We strive for respectful relationships with all the peoples of this province as we search for collective healing and true reconciliation and honour this beautiful land together.

Our Sub District #4 Representative – Ginny Hooper was sworn in as a new council member by Don Cullinan a former member. Ginny lives on the west side of Saint John and has been a 'West-Sider' most of her life. She is a retiree of the Anglophone South School District (June 2020) and has been working for the last 22 years as an Adult Literacy Facilitator at The Saint John Learning Exchange. Ginny and her 4 children attended various schools in the district. Ginny feels she can bring a unique perspective as a former student, parent of students, employee and as an advocate for those that have come across barriers to complete their education.

2. Approvals

2.1 Approval of the Agenda

Mr. Nesbitt referred to the Agenda for the meeting and asked that if there were no questions or concerns that a motion be put forward to approve. Ms. Gillis moved that the Agenda be approved as presented. Seconded by Mr. Spires. Motion carried.

2.2 Approval of Minutes

Mr. Nesbitt referred to the Minutes of the June 8, 2022 meeting and asked if there were no questions or concerns that a motion be put forward to approve. There being no questions or concerns, Mr. Spires moved that the Minutes be approved as presented. Seconded by Ms. McQuinn Nixon. Motion carried.

2.3 Public Comment

Rob Fowler former ASD-S DEC Chair was present at the meeting.

3. Superintendent's Report & Update

Mrs. Watson advised that her report had been posted last week for Council to review.

Mrs. Watson spoke about how busy the summer months are for facilities. Custodians were very focused on the deep cleaning of the schools. A big thank you to the custodians for all the work they do especially during the warm summer months.

She mentioned the Capital Improvement Projects that were passed by the DEC in the Spring of 2021 for completion this fiscal. These projects are on track to be completed.

She mentioned how busy the summer has been for the Human Resources staff and the Directors of Schools with hiring of administrators, the recalling of D contract teachers, external competitions for teachers and the hiring of casual staff for 2022-2023. At this time 35 supply teachers have been added to the list.

Mrs. Watson spoke about the record number of changes in school leadership. There were 11 Principals and 2 Vice Principal retirements, and two Principals seeking one year leaves of absence and this resulted in 38 Principal/VP changes.

Mrs. Watson mentioned the Coordinators and Coaches offered a variety of summer learning. Professional learning sessions focused on the District Improvement Plan initiatives and new curriculum roll-outs. Twenty-five different sessions were offered on topics such as outdoor learning, assessment and grading, new science curriculum to name a few.

She spoke about the successful Summer School program which was held at St. Malachy's Memorial High School with attendance being close to 200 high school students. Summer School was also offered at St. Stephen High and Sussex Regional High Schools.

Mrs. Watson mentioned at the middle level the Behaviour Intervention Mentors offered two different types of summer programming over five weeks. They targeted programming for social emotional learning with many schools as well as a smaller direct instruction model for individualized students. The Behaviour Intervention Mentors saw positive changes in the students and identified goals they will continue in the fall.

Mrs. Watson mentioned there was a student and a staff death over the summer holidays – long-time EA Lori Campbell and a grade 9 KVHS student Maria Webster. A moment of silence took place to remember Lori and Maria. Mrs. Watson also mentioned the death of Peter Smith's father.

4. Presentation

4.1. Human Resources Annual Report

Ms. Susan Moffatt the Director of Human Resources presented the Annual Report. She began by reviewing the HR staffing and their roles.

She mentioned that accommodation requests are growing – seeing many silent accommodations being made but not documented. The administration of Policy 701 has moved to EECD but Mrs. Watson and Ms. Moffatt continue to be involved in those steps led by the District.

Ms. Moffatt spoke about:

- Employee conflict and how the HR department supports the Principals for difficult conversations.
- Sick leave has been high with Covid which made challenges for replacements and discretionary leaves have not been able to be approved.
- Recruitment and retention of staff is on-going.
- HR Systems have a manual manipulation and calculations however the system is outdated.
- 2021 – 2022 there were 3500 permanent employees and 1000 casual.
- Grievance complaints have increased due to testing and vaccine protocols.

- Work Safe claims are up a bit over last year specifically with the types of claims – slip, trip/fall, etc, working with equipment, injury by student. Highest number of claims are with custodian/maintenance and EA's.
- Homewood Health is our Employee Family Assistance service provider. The strike last November and the pandemic have been stressful, and we want to remind employee of their services. There is support from EECD/NBTA with 2 counsellors for teachers.
- Manulife – low participation and the need is there for more education on this service.
- Retirements – 59 teachers and 60 non-teaching staff.
- Recruitment – casual EA – had bi-weekly interviews. Added 146 EA's last year, 21 clericals, 22 custodians, 30 drivers and 167 supply teachers.

5. Business Arising from Minutes

5.1 Sub District #4 DEC Representative – Ginny Hooper

Mr. Spires officially welcomed Ginny Hooper as a DEC Representative after being sworn in at the beginning of the meeting.

5.2 Sub District #7 DEC Representative – Sarah Craig

Unable to attend the meeting.

5.3 Expenditure Plan 2022-2023 – special meeting June 27, 2022

Mr. Nesbitt read the notes regarding the Expenditure Plan 2022-2023 from the special meeting which occurred on June 27, 2022.

A special meeting of the ASD-S DEC was held virtually on Monday, June 27, 2022. In attendance were: Roger Nesbitt - Chair, Heather Gillis - Vice Chair, Wayne Spires, Amanda Hamm, Jane Logan, Richard Malone, Beth McQuinn Nixon, Amanda Henderson-Matthews. Also in attendance were: Zoe Watson Superintendent, John MacDonald Director of Finance and Administration and Susan Cunningham Recording Secretary.

The meeting was called to order at 6:02 PM by the Chair and Mr. MacDonald was asked to lead the members through the expenditure plan which was shown on screen and each member had earlier received a copy by email. Following discussions, a motion was made as follows:

MOVED THAT the expenditure plan for the 2022-2023 school year be approved as presented.
Moved by Wayne Spires. Seconded by Amanda Henderson-Matthews. Motion carried.

6. New Business

6.1 Liaison Schools

Mrs. Watson reviewed the list of schools assigned to each DEC member. Mrs. Watson will see that the list gets to all the Principals and will advise the Principals to add their DEC liaison member to their PSSC group distribution keys.

6.2 Draft Annual Planning Calendar (2022-2023)

A draft was reviewed showing the months for policy review and reports.

6.3 PSSC Orientations

Mr. Nesbitt indicated this may not be the year to put a lot into training with the governance changes that may be coming. Ms. Hamm spoke about each DEC member taking a lead at their liaison schools to support the Principal with PSSC training this fall. Ms. Gillis mentioned that the DEC could have a session on the role of the PSSC at the September private session given that we have new DEC members. Mrs. Watson explained PSSC information will be sent to all Principals and she will facilitate a session for new Principals so they are clear on their role with PSSC.

Meeting dates for the DEC will continue to be the second Wednesday of each month in Saint John.

6.4 PSSC Budgets (2022-2023)

Mrs. Watson reviewed the PSSC Budgets (2022-2023) which had been posted last week. The budget is based on \$2.40/student or minimum of \$500.

Mr. Nesbitt asked if there were no questions or concerns that a motion be put forward to approve. Mr. Spires moved that the motion be approved as presented. Seconded by Ms. Hamm. Motion carried.

7. Information Items

7.1 Member's Notebook

Ms. Gillis spoke about some school gyms which were rented out over the summer.

Ms. Hamm mentioned the ventilation projects and how they are moving forward.

Mr. Spires mentioned that parents have asked about masks – it is up to the individual person.

7.2 Chair's Report and Update

Dates

Friday, July 8, 2022 – First Virtual Meeting of the Superintendent Search Committee with KBRS.

Wednesday, July 13, 2022 – Virtual update with Porter O'Brien and the Council of DEC Chairs and the Francophone Chairs.

Tuesday, July 26, 2022 – Virtual meeting of the Search Committee with KBRS.

Friday, August 5, 2022 – AM Appeal Hearings

Wednesday, August 10, 2022 – Virtual update with Porter O'Brien.

Wednesday, August 10, 2022 – Virtual candidate presentations to the Superintendent Search Committee.

Superintendent Search Update

The Search Committee has been working with KBRS personnel and the search is progressing on schedule.

Governance Update

During the summer updates have been held with Porter O'Brien, the public relations and lobbying firm. Tim O'Brien has met informally with the Minister of Education and Early Childhood Development and plans a second more formal meeting to further explain the position of the Anglophone and Francophone DEC's .

7.3 Correspondence

Posted for this meeting and dealt with during the meeting.

8. Adjournment

Mr. Nesbitt thanked all who attended this evening's Council meeting.

There being no further business the meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Roger Nesbitt, Chair

Zoë Watson, Superintendent