



ANGLOPHONE WEST SCHOOL DISTRICT

DISTRICT EDUCATION COUNCIL MINUTES

Thursday, April 24, 2014
Harvey High School

Council Members Present:

- Sheila Gallagher – SD 01
- John Slipp – SD 03 – Vice Chair
- Miriam Grant – SD 04
- Andrew Corey – SD 05
- David Bowen – SD 06
- Ron Buck – SD 08
- Jane Buckley – SD 09 - Chair
- Kimberley Douglas – SD 10
- Donald Gould – SD 11
- Mark Noël – SD 13
- Tim Nicholas – First Nation

Council Member Regrets:

- Norma Shaw – SD 02
- James Kozlowski – SD 07
- Elizabeth Nason – SD 12

ASD-W Staff Present:

- David McTimoney, Superintendent
- Dianne Kay, Director of Curriculum and Instruction
- Tanya Whitney, Fredericton Senior Education Officer
- Bryan Facey, Subject Coordinator Technology and Skilled Trades
- Carol Clark-Caterini, Executive Assistant to the Superintendent and DEC Secretary

Guests:

Leadership Candidates:

- Michelle O'Hara, Nashwaak Valley School
- Ann-Marie Eagles, Leo Hayes High School

I. Call to Order / Comments by the Chair

- The District Education Council (DEC) Chair, Jane Buckley called the meeting to order at 6:35 p.m. and welcomed everyone including the two ASD-W leadership candidates. Jane also welcomed and introduced Tim Nicholas as the new District Education Councils First Nation Representative appointed by the Minister to represent First Nations communities. Jane continued to welcome Tanya Whitney as the new Senior Education Officer for the Fredericton Education Centre and District staff in attendance, Bryan Facey and Dianne Kay.
- Jane thanked Crysta Collicott, Principal of Harvey High School for hosting us in her school. Jane acknowledged that it was a pleasure to be visiting her school and it was nice to see other areas that encompass ASD-W geographic. Crysta reported that although there is was no specific event or person to celebrate, there is always a full slate of athletics going on and Harvey High maintains its place on the AA map.
- Jane expressed that she was happy to report that we will have full representation at the upcoming Spring Symposium on May 23, 2014 in the Miramichi with 13 confirmed District Education Committee members and 14 Parent School Support Committee members representing Anglophone West School District. The response has been awesome and we look forward to meeting with other Districts to see how things are going. Jane will not be reporting

the specifics to Stacey Brown, EECD, until tomorrow afternoon regarding accommodations and diet restrictions. So if you have not provided her with this information, please do so tonight.

- The DEC Chair also took a moment to comment on the media attention on Education and that she was contacted by the media on Monday regarding the Provincial Education Plan, prior to the article in the paper being published. Jane felt that she was left with no option but to state that she was not aware of anything more than a draft in process. Jane was then surprised to learn that maybe the Inclusion Policy was the Education Plan. Jane made the committee aware that as we were approaching an election, to be aware that the political parties will be using every issue they can find to secure votes. Please feel free to weigh in as an elected representative but make sure you are clear that you would be speaking on your own behalf and not on behalf of the District Education Council.

Approval of the Agenda

- It was suggested that the planning cycle and the DEC audio recordings be added to the agenda. As well, add discussion under the "Date for Next Meeting" bullet. It was also suggested to remove ASD-W-GP10 and ASD-W-ER3 from the agenda and add to a future agenda. With these revisions, the agenda was approved by consensus.

Approval of Minutes from Previous Meeting

- It was suggested to remove the word "not" from Ron Bucks motion regarding policy ASD-W-EL2 and to remove "positive environment meeting" wording under Committee Reports. With these revisions, the February minutes were approved.

Presentation

- A Broad Based Technology presentation was presented by Bryan Facey, Subject Coordinator - Technology and Skilled Trades. This presentation offered elective courses with flexibility for students to work over a 90 minute block with all 6 units being compulsory.
- In addition to the Broad Based Technology presentation, a Transportation Technology video was shown and discussed. An introduction of this new program will be presented on May 29th at five chosen high schools (Canterbury, Nackawic, Leo Hayes, Stanley, and Oromocto High School), with an implementation date of September/October 2014. For schools that are not large enough for an automotive class, the school can pursue an on-line program from a Community College or a Co-op Program as an extension.
- David complimented both Dianne Kay and Bryan Facey for all their hard work and an exceptional job they both have done.

Business Arising from the Minutes

Motion

.... I move that the following adjustments be made to our annual planning cycle:

- **Policy ER3 - School Culture not be reviewed or reported on this year and take its rightful place in the planning cycle for next year.**
- **Capital Improvement Project and Major Capital Construction Project lists be finalized at our May public meeting.**
- **Policy EL6 - Effective Use of Schools policy be placed on our September public meeting**

- **Policy EL5 - Asset Protection report be moved from our May public meeting to the June public meeting.**
- **The annual update on our District Improvement Plan be moved from our May public meeting to the April public meeting.**

Motion: Mark Noel

Seconded: John Slipp

Motion Carried

- A discussion was previously had to determine if it was necessary to continue with the audio recording of minutes at the public District Education Council meetings. A report from Mike White, Information Systems – Level II, that the analytical data has been reviewed and the number of hits since September was 1-3, with one possibly being himself in testing.

Motion

.....to not record meetings and post on portal, effective April 24, 2014.

Motion: Donald Gould

Seconded: Ron Buck

Motion Carried

Correspondence – Outgoing and Incoming

- Jane acknowledged correspondence received from Gesner Street School regarding a request for an expansion at their school and if they could present their ideas to the DEC members at an upcoming DEC meeting.
- Jane read a thank you Note from Erica Nason for allowing her to come to present at a previous meeting.

New Business

- Dianne Kay provided the DEC members with a District Improvement Plan Update. In moving forward, Dianne will engage Gina Dunnett and Catherine Blaney to review extensive data and determine where we are with the changes made to the District Improvement Plan. Catherine Blaney will be looking at the learning environment aspect and Gina Dunnett will be working with a Subject Coordinator team. The feedback from the 1 year plan has been positive, with many schools using the same format as the DIP.
- To date a draft DIP has been established, and has been shared with the Senior Administrator Team (SAT), a small working group of Subject Coordinators has been established and information will be shared with the remaining Subject Coordinators and Principals next week at the Principal meeting.
- Dianne identified priorities and changes to the DIP, proposing DIP be based over a 3 year period with annual goals.
- Stakeholders are encouraged to be involved by establishing committees of separate focus groups to bring a different level of expertise to the DIP.
- The DEC members were recommended to establish a focus group, as the plan was to involve an Administrator, DEC, and Subject Coordinate group (separate focus groups). John Slipp volunteered to be part of this committee and requested a summarized format and time allowed to review data. Mark Noel and Ron Buck also expressed an interest in volunteering with this committee.
- Don Gould suggested that current data collected from schools surveys should be used as research material. Dianne made the committee aware that 30 schools are part of the

school survey; as well as, the Wellness Survey and Tell Them From Me. Donald Gould also volunteered to be a part of this committee and Dianne will send an e-mail to the new DEC Committee (Mark, Ron, Don and John), regarding information on upcoming planning sessions and updates.

- Dianne thanked them for their interest and advised that a submission date will follow, with a goal to unveil the District Improvement Plan in August 2014 at the upcoming Administrator meetings.
- The Parent School Support Committees will work with their schools on the School Improvement Plans (SIP) and their deadline can be postponed to accommodate all schools, if needed. Schools will continue to work on their School Improvement Plans and District, with the assistance of newly established committees, will work on the District Improvement Plan.

Synrevoice Communication System

- David provided a handout to DEC members outlining the background of the voice message manager system; as well as, the current usage and cost associated with having this program.
- The District had invested \$50,000.00 in the 2013-2014 school year to increase the ability of schools communication with families of students attending their schools.
- David reported that not all schools are on board, and that there had been delays with schools access to this program due to IT difficulties of combining all three previous district databases into one.
- As of March break, ASD-W has 35 of our 74 schools that have not sent messages. Of these 35 schools, 17 have now created new accounts, 10 are having challenges with data base, and technicians are trying to sort it out.
- In the past, the Parent School Support Committees (PSSC) or school budgets had covered this cost to run this program. The cost is approximately \$2.50 per student with an administration fee for each contract. This falls within their mandate of..."strategies for providing communication between the school and families residing in the area served by the school..." (Section 33 (1d), Education Act). PSSC Budget would need to contribute approximately 70% of their budgets for this service.
- David identified that in the 2014-2015 fiscal year, the finance team will need to prioritize spending in preparation of an Expenditure Plan for DEC approval. One of the decisions to make is if the District Office will continue to cover the cost or if it should be returned to schools for payment from their global or PSSC budgets.
- A discussion was had and Don Gould expressed concern with the potential motion discussed. Don felt that the DEC is an observer, and it is not our place to make recommendations on how PSSC should spend their budget.
- John Slipp expressed concerns with School Administration / PSSC expected to pay for this service and suggested we make a motion as follows:

Motion

.....I move that we draft and send a letter to all PSSC Chairs and administrators in our district informing them of the Synrevoice budget issue and explain that while they may choose to fund this service in

whole or in part that there is no requirement to do either and that how they spend their PSSC budget is entirely up to their respective PSSC.

Motion: John Slipp

Seconded: Sheila Gallagher

Motion Carried

- Ron Buck requested that the Superintendent speak with School Principals and request that they make their PSSC aware of this motion and the potential of synrevoice in their schools.
- David Bowen expressed concerns of International families with children attending our schools, especially FHS, with so many different nationalities, and the communication that is being delivered to them. Especially when it is a sensitive announcement such as a bomb threat.
- David McTimoney will speak with Principals and make them aware of this motion and request that they inform their school PSSC.

Superintendent's Report

- David reviewed the Month in Review for March and April 2014 with the committee.
- Sheila Gallagher expressed condolences on recent death of a teacher at Hartland High School.
- David made the committee aware of another transition meeting for the new Woodstock and area schools on May 12, 2014 (6:30 p.m.) at Woodstock High School.
- A request was made for the District Education Council to mandate a committee for Teacher Excellence Awards in ASD-W. A decision was needed to be made at tonight's meeting.

Motion

...that we establish a Teacher Excellence Award Committee at tonight's meeting.

Motion: John Slipp

Seconded: Miriam Grant

Motion Carried

- The Teacher Excellence Award Committee for ASD-W will be; Kimberley Douglass for Fredericton Education Centre, Elizabeth Nason for Oromocto Education Centre and Sheila Gallagher for the Woodstock Education Centre.
- David will prepare packages and deliver to Committee when they meet at the Spring Symposium in the Miramichi on May 23rd and 24th.

Committee Reports

- John Slipp, from the Naming Committee updated the members that they have narrowed down the suggested new schools names to three for both new schools in the Woodstock area. The final letters of suggested names for both new schools have been submitted to the Minister of Education.
- The Positive Learning Environment Committee reported that they had misunderstood their mandate and a policy was prepared instead of a plan.
- David will arrange for a meeting with Catherine Blaney and DEC members (Kim, John, David) involved with the Positive Learning Environment Committee to establish a plan. All plans should be created and formed from previous data.

Public Comment

- No public comments

Closing Comments:

- Jane commented that the upcoming Spring Symposium has been funded for 6 PSSC and all DEC members by the Province of NB. The additional 8 PSSC members are not covered by the Province, but ASD-W will need to cover this expense.

Motion

... DEC to pay for remaining PSSC chairs to attend Spring Symposium.

Moved: John Slipp

Seconded: Kimberley Douglass

Motion Carried

- Jane commented that the District Education Council's Budget will need to be discussed in near the future.
- The ASD-W District Education Council is still missing a Student Representative; with new SRC being elected at all High Schools, now would be a good time to try and fill this position again. Jane will contact all Student Council groups in ASD-W High Schools.
- A suggestion was made that due to travelling, to have a student representative for each Education Centre beginning in the new school year.
- The committee decided on the upcoming public meeting date and location. With May 15th and May 29th as options. A motion was made to hold the next public meeting in Grand Falls on May 29th at the John Caldwell School.

Motion

...to move May public meeting to May 29th at John Caldwell School in Grand Falls, NB.


Moved: John Slipp

Seconded: Miriam Grant

Motion Carried

Date for Next Meeting: Thursday, May 29th at John Caldwell School in Grand Falls, NB

Adjournment: Meeting was adjourned at 8:18 p.m.



 Jane Buckley, Chairperson, DEC

Date

May 30/14



 Carol Clark-Caterini, Secretary, DEC

Date

June 3/14