



# ANGLOPHONE WEST SCHOOL DISTRICT

## DISTRICT EDUCATION COUNCIL MINUTES

Thursday, January 23, 2014  
Woodstock Education Centre

**Council Members Present:**

Sheila Gallagher – SD 01  
Norma Shaw – SD 02  
Miriam Grant – SD 04  
Andrew Corey – SD 05  
David Bowen – SD 06  
James Kozlowski – SD 07  
Ron Buck – SD 08  
Jane Buckley – SD 09 - Chair  
Kimberley Douglass – SD 10  
Donald Gould – SD 11  
Elizabeth Nason – SD 12  
Mark Noël – SD 13

**Council Member Regrets:**

John Slipp – SD 03-Vice Chair

**ASD-W Staff Present:**

- David McTimoney, Superintendent
- Carol Clark-Caterini, Executive Assistant to the Superintendent and DEC Secretary
- Shawn Tracey, Director of Finance and Administration
- Jay Colpitts, SEO, Woodstock Education Centre

**Guests:**

Media (1)

**I. Call to Order / Comments by the Chair**

- The DEC Chair, Jane Buckley called the meeting to order at 6:37 p.m. and welcomed everyone. Jane also acknowledged the Vice Chair's regrets due to another commitment.
- DEC Chair and DEC manager meeting is scheduled for January 24, 2014. DEC Chair will ask for updates on last year T4 slips on behalf of members.

**II. Approval of the Agenda**

- It was suggested that the Survey Questions be removed from under "Business Arising from the Minutes" bullet. It was also suggested that an additional bullet be added under "Consent Items" called "Planning Cycle Changes". With these revisions, the agenda was approved by consensus.

**III. Approval of Minutes from Previous Meeting**

- The December minutes were approved by consensus.

**IV. Business Arising from the Minutes**

A. *Presentation – 3<sup>rd</sup> Quarter Financial Report*

- Shawn Tracey presented a power point presentation on the 2013-2014 Third Quarter Report. Shawn explained the Dept. 19 budget revenue was collected from areas such as cafeteria, international students, and school facility rentals. This revenue is divided among all schools to top-up their budgets, according to a revenue sharing model we created as a district.
- The Department of Education and Early Childhood Development determines the tuition fees for International students and currently the cost has risen to approximately \$12,000.00 per student.
- ASD-W currently has a \$116,781 surplus in our global budget, with no immediate plans for spending. We are allowed to retain \$100,000 at the end of March, but most likely the remaining surplus will be used to help offset the Provincial deficit by returning it to EECD. We follow our spending plan and do not participate in March madness spending.
- A more detailed report was shown with a breakdown of ASD-W accounts that equal \$116,781.00.
- This surplus is with the understanding that EECD will cover the over costs of our Teacher Salaries and electrical / heating costs (greater than 2.3 million).

**Motion**

.....to approve the third quarter financial report.

**Moved: Miriam Grant    Seconded: Elizabeth Nason    Motion Carried with 1 Opposition**

**B. Policy Changes**

**Policy ASD-W-ER1: Mission Statement**

**Motion**

.....that our Mission Statement read, "Each student of Anglophone West School District will achieve his/her fullest potential, continuing to be a productive citizen in an ever-evolving world".

**Moved: David Bowen**

**Seconded: James Kozlowski**

**Motion Carried**

**Policy ASD-W-GP6: Agenda**


**Motion**

..... to remove the first bullet from the bullet listing in this policy and place as a template at the end of the policy. The first bullet currently reads: The agenda for regularly scheduled District Education Council meetings will have the following included: Call to Order, Comments by the Chair, Approval of the Agenda, Approval of the Minutes from Previous Meeting, Presentation (Linkage), Business Arising from the Minutes, Correspondence – Outgoing and Incoming, New Business, Superintendent’s Report, Committee Reports, Public Comments, Closing Comments, Date for Next Meeting and Adjournment.

**Motion: Mark Noël**

**Seconded: James Kozlowski**

**Motion Carried**

 **Policy ASD-W-EL4: Budgeting/Forecasting**


**Motion**

.....to remove bullet #2 from this policy as it doesn't align with the Education Act.

**Motion: Ron Buck**

**Seconded: Don Gould**

**Motion Carried with 1 Opposition**

 **Policy ASD-W-GP10: District Hiring Process**

**Motion**

.....to remove the statement "Councillor involvement is limited to participation in the selection process for the Director of Curriculum and Instruction, Director of Education Support Services, Director of Finance and Administration, Director of Human Resources, and Senior Education Officers" found in the second line of this policy and add, "The Council shall not participate in decisions or actions involving the hiring, evaluating, disciplining or dismissal of any employee other than the Superintendent, except as required by law" as this is more in line with the Education Act and consistent with Policy ASD-W-CSR4.

**Motion: Mark Noël**

**Seconded Ron Buck**

**Motion Carried**

 **Policy ASD-W-CSR4: Authority of the Superintendent**

**Motion**

.....to add the statement ....Councillor involvement may be limited to participation in the selection process for the Director of Curriculum and Instruction, Director of Education Support Services, Director of Finance and Administration, Director of Human Resources, and Senior Education Officers, as requested by Superintendent.

**Motion: Mark Noël**

**Seconded: Kimberley Douglass**

**Motion Carried**

 **Policy ASD-W-GP8: Communication**

This policy continues to be discussed, with no final conclusion.

 **Planning Cycle Changes**

**Motion**

**..... to change the planning cycle evaluation, Policy EL2, to February 2014 and move Policy EL6 to April 2014, for this year**

**Motion – Mark Noel**

**Seconded - Norma Shaw**

**Motion Carried**

**C. New Woodstock Area Schools**

- A naming committee is needed for two new Woodstock area schools before the end of January, 2014. Committee needs to consist of a staff member from ASD-W appointed by the Superintendent, a DEC member appointed by Council, Community Member appointed by Council, Department member appointed by Minister. Each new school needs a separate committee.
- David – appointed Shawn Tracey for Woodstock School and Stephen Tourunski for Bedell School.
- Minister of Education has appointed Brian Kelly for Woodstock School and Donna LaHache for Bedell School.

**Motion**

**.....that John Slipp be appointed as DEC Representative for committee of Woodstock School and Miriam Grant as DEC Representative for Bedell School.**

**Motion: Ron Buck**

**Seconded: Sheila Gallant**

**Motion Carried**

**Motion**

**.....that John Slipp and Miriam Grant make DEC aware of community members to be considered.**

**Motion: Norma Shaw**

**Seconded: Kimberley Douglass**

**Motion Carried**

**Motion was amended to say**

**.....the Superintendent and DEC Chair make the final approval.**

**Motion: Donald Gould**

**Seconded: Mark Noël**

**Motion Carried**

- Committee is not prepared for community meeting at this point. Date will follow.

**V. Correspondence – Outgoing and Incoming**

- There was no correspondence to discuss.

**VI. New Business**

- Approval was given by consensus for Erica Nason to provide a presentation about School Psychologists role at next meeting.
- The agenda, as a whole, was established for the next meeting.

**VII. Superintendent's Report**

- David presented the Superintendent's "Month in Review" for December 2013 and January 2014 with more details of each event.

**VIII. Committee Reports**

- The Positive Learning Environment Committee had a meeting in January 2014 with nothing formal to report.

**IX. Public Comment**

- No Comments

**X. Closing Comments:**

- Jane informed the Committee of a pilot project between LHHS and the Fredericton Soup Kitchen to provide lunches for students in need. An expansion from two days per week to three days per week is planned in second phase. School in turn will fundraise for Soup Kitchen.

**XI. Date for Next Meeting:** February 20, 2014 at Gibson Neill Memorial Elementary School in Fredericton.

**XII. Adjournment:** meeting was adjourned at 7:41 p.m.

  
Jane Buckley, Chairperson, DEC

Feb 20/14  
Date

  
Carol Clark-Caterini, Secretary, DEC

February 21-2014  
Date