



**DISTRICT EDUCATION COUNCIL**  
**MINUTES**  
**Thursday, November 21, 2013**  
**Woodstock Education Centre**

<p><b>Council Members Present:</b></p> <ul style="list-style-type: none"><li>• Sheila Gallagher – SD 01</li><li>• Norma Shaw – SD 02</li><li>• John Slipp – SD 03</li><li>• Miriam Grant – SD 04</li><li>• Andrew Corey – SD 05</li><li>• David Bowen – SD 06</li><li>• James Kozlowski – SD 07</li><li>• Ronald Buck – SD 08</li><li>• Jane Buckley – SD 09 – Vice Chair</li><li>• Kimberley Douglass – SD 10</li><li>• Donald Gould – SD 11</li><li>• Elizabeth Nason – SD 12</li><li>• Mark Noël – SD 13 - Chair</li></ul> <p><b>Council Member Regrets:</b></p>	<p><b>ASD-W Staff Present:</b></p> <ul style="list-style-type: none"><li>• David McTimoney, Superintendent</li><li>• Carol Clark-Caterini, Executive Assistant to the Superintendent and DEC Secretary</li><li>• Laura McCarron, Subject Coordinator, Enrichment and Social Studies</li><li>• Dianne Kay, Director of Curriculum and Instruction</li><li>• Gina Dunnett, Data and Accountability Supervisor</li></ul> <p><b>Guests:</b> Public (1) Media (1)</p>
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**I. Call to Order/Comments by the Chair**

- The DEC Chair, Jane Buckley called the meeting to order at 6:33 p.m. and welcomed everyone.

**II. Approval of the Agenda**

- It was suggested that the addition of a new item be added to the new business section of the agenda on how to handle correspondence that is received. With this addition, the agenda was approved by consensus.

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

- Review of minutes from previous meeting. Minutes were approved by consensus.

**IV. Business Arising from the Minutes**

- There was no business arising from the minutes.

## V. Correspondence – Outgoing and Incoming

- There was no correspondence to discuss.

## VI. New Business

- A presentation on Enrichment was provided by Laura McCarron and Dianne Kay. A power point guided the presentation.
- Gina Dunnett gave a presentation to members on recent Provincial Assessment Results. Specifically, the latest results on Grade 2 and 4 literacy and grade 3 and 5 numeracy were shared. DEC members and the public have access to Provincial results.
- The District Education Council participated with an on-line survey called “Monitoring Process for Governance Policies, Council-Staff Relations” as a part of the monitoring process.
- The revision of District Education Council policies was delayed until next public meeting.
- The Communication Policy was discussed and James Kozlowski felt that if a parent writes a letter to the District Education Council, then as a committee, it should acknowledge that the letter has been received, discuss the content and then respond. A mixed discussion ensued and John Slipp recommended that other than personnel issues, a mention acknowledging the correspondence had been received and on the record as presented, should be noted. James requested an amendment to the communication policy to amend all correspondence be addressed to DEC, as received; letters should be received under a broad motion to file them on the minutes, with sender and subject.

## Motion

**....to add a new bullet to Policy GP-8, section 3. I move that all letters addressed to the DEC, personnel issues not-withstanding, be received and listed under correspondence and that a broad motion to accept the correspondence is sufficient; any discussion related to the correspondence should be requested before the agenda is finalized and added to new business as time allows.**

**Moved: James Kozlowski    Seconded: David Bowen    (4 in favor and 8 opposed)    Motion Defeated**

## VII. Superintendent’s Report

- A handout called “Superintendent’s Month in Review” was provided to members outlining a list of activities David was involved in during the month of November 2013. List was reviewed by members. David Bowen thanked David McTimoney for his attendance at Garden Creek Elementary School PSSC meeting, held on November 13, 2013.

**VIII. Committee Reports**

- A Positive Learning Environment Policy Committee (PLEPC) has been established with David Bowen, John Slipp, Kim Douglas and David McTimoney as committee members. David McTimoney is ready to provide a draft to committee and would like to recognize Karla Deweyert for taking a lead in this initiative. A Recommendation was made for this committee to meet before the Christmas holidays.

**IX. Public Comment**

- No Comments.

**X. Closing Comments**

- Jane Buckley, DEC Chair, thanked everyone for travelling and attending the meeting.

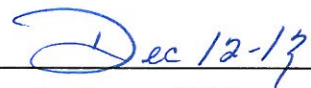
XI. **Date of Next Meeting:** Thursday, December 12, 2013 at Fredericton Education Centre, 1135 Prospect St., Fredericton.

XII. **Adjournment:** Meeting was adjourned at 8:37 p.m.

  
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Jane Buckley, Chairperson, DEC

  
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Date

  
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Carol Clark-Caterini, Secretary, DEC

  
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Date