



**ANGLOPHONE WEST SCHOOL DISTRICT  
DISTRICT EDUCATION COUNCIL  
MINUTES**

**Thursday, October 23, 2014  
Stanley High School**

**Council Members Present:**

- Sheila Gallagher – SD 01
- Norma Shaw – SD 02
- 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
- Elizabeth Nason – SD 12
- Mark Noël – SD 13

**Council Member Regrets:**

- Vacant Position – SD 07

**ASD-W Staff Present:**

- David McTimoney, Superintendent
- Carol Clark-Caterini, Executive Assistant to the Superintendent and DEC Secretary
- Philip Cliff, Facilities Manager

**Guests:**

- Stanley Elementary and High School PSSC Representatives - Nola Carr, Cheryl Kranendonk and Jodi Simpson
- Stanley High School Student Council Representatives - Bethany Goodine and Reilly McWade
- Teacher - Kay McLeod
- Media - Tara Chislette, The Daily Gleaner

**1. Call to Order / Comments by the Interim Chair**

- Jane Buckley called the meeting to order at 6:30 p.m. and welcomed Councilors and guests.
- Stanley High School, Student Council Representatives informed the District Education Council of the on-going activities at their school.

**2. Approval of the Agenda**

- The agenda was approved with the addition of Gesner Street School Kitchen, Sunbury West School and DEC vacancy in Sub-district 7, all added under New Business. As well, the election of Chair and Vice-Chair was moved to the last of the meeting.

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

- The September 25, 2014 minutes were approved by consensus with the amendment of the spelling of Meduxnekeag Consolidated School under Correspondence.

**4. Business Arising from the Minutes**

- There was no new business arising from the minutes.

**5. Correspondence – Outgoing and Incoming**

- An e-mail was received by the Interim DEC Chair, Jane Buckley, from Richard Blaquiére, a reporter from The Bugle Observer in Woodstock. Mr. Blaquiére was requesting that the additional two names submitted to the Minister of Education and Early Childhood

Development by the District Education Council, for the new Townsview School located in the Town of Woodstock, be made public. The Interim DEC Chair, Jane Buckley, had reviewed the relevant details from RTIPPA and advised that it was not required to have these names released, as they were used in the process for consideration by the Minister. The District Education Council submitted three names to the Minister for consideration, and a school name was chosen by the Minister. Jane Buckley will send a response to Mr. Blaquiere informing him of the RTIPPA section stating - *“The head of a public body may refuse to disclose information to an applicant if disclosure could reasonably be expected to reveal.... (a) advice, opinions, proposals or recommendations developed by or for the public body or a Minister of the Crown” (Section 26 .1 (a) ).*

- A letter was received by Mark Noël, from Gesner Street School PSSC requesting to provide a presentation to the DEC on their need for a new kitchen at their school. Jane Buckley had recommended at the last meeting, following an invitation from Gesner Street School, that the DEC Chair and Superintendent attend a PSSC meeting where a presentation could be provided. After a discussion by Councilors, it was suggested that we add “process for PSSC presentations to the DEC” to a working session. Gesner Street School was recognized as assisting us during the building of Lincoln Elementary School and Geary Elementary School, along with Summerhill Elementary School.

#### **6. New Business**

- The PSSC Training Sessions Calendar was reviewed and updated with the addition of the Harvey/McAdam meeting on Wednesday, November 12, 2014 at 7:00 p.m. The DEC representation will be Andrew Corey and David McTimoney will be representing the District Office. A date will follow for the Oromocto/Chipman/Minto area, represented by Mark Noël and Elizabeth Nason. A request was made by Donald Gould to include the Chipman and Minto area with Oromocto due to a lack of attendance in his area and his own availability. A date will follow for the Fredericton area, represented by David Bowen, Jane Buckley and Ron Buck. The Office of the Superintendent will send a message to Principals requesting that they forward the PSSC Orientation meeting dates to their school community.
- The Planning Cycle was approved at an earlier public meeting and this document was used in the preparation of the new DEC Policy Binders.
- David Bowen made a motion to approve the new Policy Binders as follows:

#### **Motion**

**.....that the new updated 2014-2015 District Education Council Policy Manual, including the updated Monitoring section within this binder, be our new Policy Manual going forward.**

**Moved: David Bowen**

**Seconded: John Slipp**

**Motion Carried**

- David Bowen had approached the school PSSC groups of Sub-district 7 and provided the District Education Council with three names of potential candidates interested in serving as a DEC member. A motion was brought forward to submit these names to the Minister of Education.

#### **Motion:**

**..... to submit these names to the Minister of Education and Early Childhood Development.**

**Moved: John Slipp**

**Seconded: Elizabeth Nason**

- Ron Buck proposed an amendment to the motion, which was seconded by David Bowen. An additional comment was added to this motion as follows:

**Amended Motion**

..... to submit these names to the Minister of Education and Early Childhood Development with a request for the Minister to respond to this motion with urgency.

*All were in favour*

**7. Superintendent's Reports**

- **ASD-W- ER1 – Mission Statement** - The Superintendent presented his monitoring report on DEC Policy *ASD-W- ER1 – Mission Statement* as per the Annual Planning Cycle. This report is posted publically on the ASD-W website.
- The Alternative Education Review has been provided to district and we have examined our process for alternate education. The Alternative Education Review report has helped guide us when making decisions. A request was made for this report to be shown to the DEC and the Policy Committee would like a printed copy. In November Policy 322 will be presented to the DEC and David will be working with Catherine Blaney to see if this could be incorporated.
- **ASD-W-ER4 – Visions/Beliefs** - The Superintendent presented his monitoring report on DEC Policy *ASD-W-ER4 – Visions/Beliefs* as per the Annual Planning Cycle. This report is posted publically on the ASD-W website.
- Inclusion and Learning Environment – how do you help schools where they no longer have a School Intervention budget? A reorganization of SIWs was done to sustain our budget, and help support 75 schools with our 30 allotted SIWs. The ESS team supports SIWs and schools with training on PBIS.
- **ASD-W-ER7 - Potato Harvest** - The Superintendent presented his monitoring report on DEC Policy *ASD-W-ER7 - Potato Harvest* as per the Annual Planning Cycle. This report is posted publically on ASD-W website.
- **Policy 409 – Closure of Schools** – The Superintendent presented his monitoring report on DEC *Policy 409 – Closure of Schools* as per the Annual Planning Cycle. This report is posted publically on the ASD-W website.
- A review of the process was given and we are currently at step 4. Appendix B was also reviewed showing enrollment in nine schools with less than 100 students. Keeping in mind that the 2014-2015 student enrollment had not been finalized and reviewed, this data was based on the 2013-14 school year.
- Councilors thanked David for doing an exceptional job with his reports and research on the sustainability studies. Mark reminded everyone that this is not about closing schools but a study. Mark thanked David on his very well prepared reports.

**Motion:**

..... that the Superintendent's report (on ASD-W-EL7) be accepted and his recommendations of three sustainability studies be acted upon.

**Moved - Norma Shaw**

**Seconded – Miriam Grant**

**Motion Carried**

- An update was given by David on the New Woodstock Schools transitions with a couple of important dates to keep in mind. New furniture will be delivered to the schools in December. Students will be released one day early. On the January 5<sup>th</sup> – PD day, these teachers will be

exempt from PD to allow for the move. Students arrive at their new school on the follow day. John Slipp thanked David for keeping the DEC so well informed during this transition.

- Sunbury West School Administration and PSSC Leadership connected with the Superintendent and Elizabeth Nason and recommended that we stop moving forward with the process to re-align school boundaries. With the decline of student enrollment in three schools in the Oromocto area to move Sunbury West students, with hopes to increase numbers for this school, it was not seen as a positive move at this time. We will look at other avenues to increase enrollment in future. A reminder was given to monitor rural area schools and support where we can. With this report, the Councilors were in agreement to close the study on this particular catchment area.

## 8. Committee Reports

- Policy Committee - Mark Noël, David Bowen, and Norma Shaw
- Superintendent Evaluation – (Mark, Kim, Ron, Elizabeth, Don, and Norma) – this committee evaluated the Superintendent, prepared a document, and met with David on July 14<sup>th</sup> in-camera. The committee sent the Superintendent’s evaluation (ASD-W-ER 6 and Action Plan) to the Minister of Education and posted on the DEC portal with letter to HR and Minister. An agreement was made to remove the confidential evaluation from the Portal and be placed in his personnel file. David agreed to keep his Action Plan on the DEC Portal

### Motion

..... all those in favour of the Superintendent Evaluation, as provided.

**Motion: John Slipp**

**Seconded: Ron Buck**

**Motion Carried**

- For the upcoming 5 year review of the Superintendent, Jane Buckley commented that in former District 18 an outside agency was hired to prepare an interpersonal assessment. This may be something to consider for the upcoming evaluation and potential renewal of the Superintendent. Jane asked for the DEC to consider a motion of intent on how we would conduct this process. Mark suggested an in-camera session to discuss this topic. A motion will be followed at the next public meeting.
- An election was held for the Chair and Vice-Chair as during the previous meeting there was a tie between Mark Noël and Jane Buckley. Publically Jane announced her withdrawal from the election for Chair, leaving Mark as the only nominee as Chair. A “yes-no vote” confirmed Mark in the position of Chair. The election continued with the Nomination of Kim Douglass as Vice Chair by Norma Shaw and seconded by John Slipp. Jane Buckley nominated David Bowen as Vice Chair and Ron Buck seconded. Shelia Gallagher nominated John Slipp and Kim Douglas seconded the motion. It was decided that ballots would be cast and, if a tie vote, the removal of the third name would follow and a second ballot would occur. The new Vice Chair elected was Kim Douglass with a consensus to destroy the ballots.
- On November 6, 2014 there will be a function at the Delta Hotel in Fredericton for Student Council representatives that the Superintendent will be attending. DEC members are encouraged to attend.

## 9. Public Comment

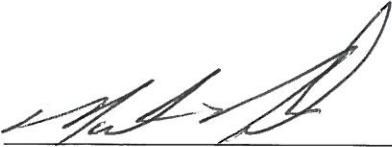
- There were no public comments.

**10. Closing Comments**

- Jane Buckley and David McTimoney will be on CBC radio in the morning to discuss the outcome of this public DEC meeting and the sustainability study on Bath Middle School, Coles Island School and the Stanley High and Elementary Schools.

**Date for Next Meeting: Thursday, November 20, 2014 – Coles Island School**

**Adjournment:** The meeting was adjourned at **9:00 p.m.**



Mark Noël, Chairperson, DEC

Dec 11 2014  
Date



Carol Clark-Caterini, Secretary, DEC

Dec 12, 2014  
Date