



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

**Thursday, September 24, 2015
Woodstock Education Centre**

Council Members Present:

- Norma Shaw – SD 02
- John Slipp – SD 03
- Miriam Grant – SD 04
- Andrew Corey – SD 05
- David Bowen – SD 06
- Terry Pond – SD 07
- Jane Buckley – SD 09
- Kimberley Douglas – SD 10 – Vice Chair
- Donald Gould – SD 11
- Tim Nicholas – First Nations

Council Member Regrets:

- Sheila Gallagher – SD 01
- Ron Buck – SD 08
- Elizabeth Nason – SD 12
- Mark Noël – SD 13 - Chair

ASD-W Staff Present:

- David McTimoney, Superintendent
- Jay Colpitts, Director of Schools, WEC
- Shawn Tracey, Director of Finance and Administration
- Carol Clark-Caterini, Executive Assistant to the Superintendent and DEC Secretary

Guests:

- Media (1)
- Public (1)

I. Call to Order / Comments by the Chair

- The District Education Council (DEC) Vice Chair, Kimberley Douglas called the meeting to order at 6:30 p.m. and she welcomed everyone to the public meeting at the Woodstock Education Centre.

II. Approval of the Agenda – September 24, 2015

- The agenda was approved with the addition of the Hanwell Committee added under Committee Reports and a Request for Information added under New Business. With these additions, the agenda was approved by consensus.

III. Approval of Minutes from Previous Meeting – June 11, 2015

- The minutes were approved by consensus as presented.

IV. Business Arising from the Minutes

- David Bowen reported that the Potato Harvest Committee will soon be meeting to discuss and review data. After this meeting, a report will be provided to the District Education Council.

V. Committee Reports

- **Naming Committee** – a report was given by the Superintendent that the Minister of Education and Early Childhood Development had designated Brian Kelly, Director of Student Services and Sandra MacKinnon, Director of Education from the Department of Education and Early Childhood Development as part of the Naming Committee for two schools in ASD-W. Brian Kelly has been assigned to the Bath School and Sandra MacKinnon has been assigned to the Stanley School. The designated representatives for Anglophone West School District are Shawn Tracey, Director of Finance and Administration for Bath School and Gina Dunnnett, Data and Accountability Supervisor, for the Stanley School. At the June 11,

2015 Public DEC Meeting, a motion was passed for Kimberley Douglass, District Education Council Vice-Chair, to be appointed to the Naming Committee for the Stanley School.

Motion

..... I move that Norma Shaw be selected for the Naming Committee for the Bath School.

Moved: David Bowen

Seconded: Donald Gould

Motion Carried

- Names of potential community members to be the fourth appointee on each committee will be gathered by Norma Shaw and Kimberley Douglass. These lists will be brought back to the District Education Council and a name for each area will be chosen at the next public meeting on **October 29, 2015.**
- **Hanwell Committee** consists of David Bowen, Mark Noël, Terry Pond and Andrew Corey as DEC representatives. David Bowen requested for leniency from the DEC for him to approach the public in the Hanwell Road area to encourage community involvement. David Bowen reminded the committee that a motion was carried at the June Public Meeting to establish a committee to look at the Hanwell Road scenario and to come back to the Council with their recommendations. As a result of this motion, he had invited the Deputy Mayor of the Hanwell area to attend this public meeting and he has asked for his assistance in gathering information regarding the Hanwell study. The Hanwell Committee thanked the Deputy Mayor for his attendance tonight.

VI. Correspondence – Outgoing and Incoming

- Letter to Minister Rousselle from the DEC Chair requesting to delay the closing of Bath School for one year until September 2016.
- Letter to Minister Rousselle from the DEC Chair requesting to conduct a sustainability study on the Burton Elementary School.
- Letter to Minister Rousselle from DEC Chair with a requests to select two individuals from the Department of Education and Early Childhood Development for the Bath School and Stanley School Naming Committees
- Letter to Minister Rousselle from the DEC Chair requesting to delay the approval of the budget until the first public meeting in September 2015.
- Response from Minister Rousselle declining the request to delay closing the Bath Elementary School for one additional school year.
- Response from Minister Rousselle approving the recommended lists of schools for an exemption during the 2015-16 school year. The schools approved for a one year exemption are McAdam Avenue Elementary School, Chipman Forest Avenue School, Gagetown School, Upper Miramichi Elementary School, Doaktown Elementary School, Debec Elementary School (recently closed), and Coles Island School (recently closed).
- Response from Minister Rousselle regarding his appointments to the Bath and Stanley Naming Committee.
- Response from Minister Rousselle approving a request to delay the budget until the first public meeting in September.
- Response from Minister Rousselle acknowledges the sustainability study of Burton Elementary School.
- Correspondence from Gibson Neill Elementary Memorial School PSSC Chair to the DEC Chair.
- Copy of Correspondence from Gibson Neill Elementary Memorial School PSSC Chair to the Minister of Education and Early Childhood Development, in which DEC Chair was copied.

- Provincial Engagement Session invitation. Kimberley Douglass attended this meeting regarding storm day school closures. Kimberley reported to the DEC that this was a very productive meeting and recommendations had been made.
- Letter to DEC Chair from The Learning Partnership CEO/President Akela Peoples informing the committee that David McTimoney had recently been appointed as a new member of this National organization's Board of Directors.

Motion

..... I move to endorse David McTimoney on this appointment and congratulations him on this new accomplishment.

Moved: John Slipp

Seconded: Jane Buckley

Motion Carried

VII. New Business

- The 2015-2016 Annual Planning Cycle had been posted to the District Education Council Portal. The Superintendent noted that under January 2016, the Curricular or Program Presentation should be of their choice and that the Math Presentation was from last year. Math presentation will be removed from the Planning Cycle and re-posted to the portal.

Motion

..... I move that the Annual Planning Cycle be approved with this correction.

Moved: Jane Buckley

Seconded: Norma Shaw

Motion Carried

- The 2015-2016 DEC Calendar had been posted to the DEC Portal. Councilors reviewed the calendar that consists of 27 meetings in total.

Motion

.....I move that the Calendar for 2015-2016 be approved as presented.

Moved: Jane Buckley

Seconded: Terry Pond

Motion Carried

- John Slipp added that he wished Council meetings were held in schools this year instead of Education Centre's. However, he understood the reasoning with many meetings including the sustainability study on 3 schools and a cluster of schools.
- A Councilor asked why the Burton Sustainability study was not held in the in the Burton Elementary School but rather the Burton Lions Club. The Superintendent advised the committee that the Burton Elementary School was not large enough to hold such a meeting and that the Burton Lions Club was within one km. In addition to this, the Councilors will be provided with a school tour prior to the first public meeting on October 13, 2015.
- **PSSC Symposium** - David Bowen reported that he was still going through the planning stages of a PSSC Symposium. He has not concluded the cost of such an event and he has not had an opportunity to meet with his Parent School Support Committees.
- Don Gould understood that the PSSC Orientation was a separate issue than a Symposium and that a PSSC Orientation needed to be held in October for those interested in attending. There are reports of poor attendance in the past. Some Principals have been holding their own orientations, and PSSC's are equipped with senior members as when a 3 year term expires, an extension can be given through an election process.

- Hosting an invitational stakeholder session for the 10 Year Education Plan is a DEC responsibility. The 10 Year Education Plan and the PSSC Orientations could be consolidated into one meeting. This information needs to be communicated to PSSC along with meeting dates. It was determined that further discussions were needed at the next meeting. It was requested that PSSC Orientations be added to the upcoming agenda.

Motion

..... to not have a PSSC Orientation unless there is a request for one.

Moved: John Slipp

Seconded: Donald Gould

Motion Carried

- David Bowen requested that it be recorded that he was not in agreement with this motion as that he feels this is against our act and mandate.
- Kimberley Douglass requested that the four absent District Education Councilors be informed of this recent motion that was carried on September 24th.
- **10 Year Education Plan** - Karen Power provided a presentation for Councilors to communicate with Parent School Support Committees. It was expected that this be done within a reasonable time. John Slipp offered to take the lead in the Woodstock area on November 16th and Jane Buckley had offered to take the lead in the Fredericton area on November 2nd.
- David Bowen was concerned with construction projects that are still ongoing in schools. David McTimoney asked Shawn Tracey to speak to this concern. Shawn referenced that the approval of funding, a request to DTI, the tender process, the contractor order's supplies, and then the work begins. In the past construction projects were completed during the summer months, but now delays have caused projects to continue on into September. David Bowen made the committee aware of a wall and window replacement, project at Garden Creek School as being the project he was referencing. Shawn explained that because of curtain walls and cost overruns this project had been delayed. It is now expected to take 5 weeks from noon until dark to be completed. Safety concerns have been addressed at this school and there is little impact on the education provided (once the noise level was addressed).
- Other schools that have ongoing projects are; Carleton North High School, Woodstock High School, Bath School and Garden Creek Elementary School. All construction projects are considered minor except GCES and Bath. Counselors were satisfied with the update on construction projects given by Shawn and a report was not needed.
- Jane Buckley was concerned with recent assessment changes. She reported that New Brunswick Literacy rates were as low as 52% for nurses with 48% failures.
- It was reported that Woodstock Middle School had not yet been declared as surplus. Although we continue to support this building financially until March 31st, it can be declared as surplus at any time.

Motion

.....to declare Woodstock Middle School as surplus to our needs.

Moved: Donald Gould

Seconded: John Slipp

Motion Carried

VIII. Superintendent Reports

- **ASD-W-EL1 – Emergency Superintendent Succession:** the Superintendent presented a report called **ASD-W-ER1 – Emergency Superintendent Succession** as per the Annual Planning Cycle. This report is also posted publically on the ASD-W website. An emergency successor reported that ASD-W consists of a strong Senior Management Team that consists of nine Directors. The Successor to the Superintendent is

kept confidential but two Directors have been approached and accepted of this responsibility. The Superintendent reported that all Directors in ASD-W were capable of this responsibility if ever needed.

- **ASD-W-EL4 – Budgeting and Forecasting:** the Superintendent presented a report called **ASD-W-EL4 – Budget and Forecasting** as per the Annual Planning Cycle. This report is also posted publically on the ASD-W website. Shawn Tracey, Director of Finance and Administration provided handouts and reviewed a power point presentation of the 2015-16 budget of \$209,962,000.00 that had been received from the Department of Education and Early Childhood Development. This budget is used for operational costs, salaries and shared among 70 schools. School budgets have a 2.5% cap this year with respect to any reductions. Identified challenges are a decline in student enrollment, a loss of 59.4 Teachers, and the unpredictable costs of replacement salaries and heating costs. The amount of funding received is generally based on enrollment.
- In addition to this report, the District Education Council had previously requested that the Superintendent provide an update of their budget. Shawn reported that the DEC Budget for 2014-15 ended in a deficit of \$6854.52 with an opening balance of 36,000.00. The 2015-16 year was topped-up to \$42,000.00 with a total of \$21,339.96 in expenditures to date.
- Revenue from the rental of buildings, international student tuition and cafeteria proceeds are considered to be self-sustaining funds that are shared amongst 70 schools. Last year, \$723,156.43 was assigned to schools and this year \$482,047.85 has been shared through our Department 19 Revenue Sharing Model. The District also has access to these funds for additional salaries and special projects.
- The Superintendent reported that the responsibility of controlling these finances was taken very seriously. Shawn Tracey, DFA and his team work hard to ensure budgets are distributed and spent appropriately.
- The Every Day Counts program was introduced as a new attendance program for Part II employees. It is hopeful that this program will save the Province of New Brunswick money. More information about this program can be found on the Department of Education and Early Childhood Development website.
- The minor repair budget is \$1.8M.and an emergency expense of \$10,000.00 from the Department of Education and Early Childhood Development is available, if needed.

Motion

..... to approve the budget as presented.

Moved: Donald Gould

Seconded: Jane Buckley

Motion Carried

- **ASD-W-EL6 – Effective Use of Schools:** the Superintendent presented a report called **ASD-W-EL6 – Effective Use of Schools** as per the Annual Planning Cycle. This report is also posted publically on the ASD-W website. The Superintendent reported that ASD-W currently has 26 modular classrooms and 48 schools that consists of combined classes. The Millville Elementary School has more than one combined grade level with a K, 1, 2. Enrollment has declined over the past few years, with seven schools closing in 2014-15. Two new schools were built in the Woodstock area. Various grade configurations are found without our district and 48 schools offer French Immersion. Community stakeholders have shown an interests in reciprocal agreements of our buildings that brings in revenue for our Self-Sustaining budgets that is shared with schools. Challenges include; a decline in enrollment, the concerns with a lack of space at Priestman Elementary School, Gibson Neill Memorial Elementary School, and Leo Hayes High School, balancing teaching staff as quickly as possible, ongoing sustainability studies and finding a non-conventional way to address our challenges with stakeholders.

- A recent adjustment of schools in Centres (Woodstock Education Centre, Fredericton Education Centre and Oromocto Education Centre) resulted in 5 schools being moved from FEC to the OEC and 1 from the WEC to FEC. This adjustment was well received as Directors had a one on one conversations with the Principals affected and this information was communicated appropriately amongst the school communities.
- Donald Gould thanked David McTimoney for reports being posted early to the DEC Portal. He appreciated this as it gave the Councilors time to review the information prior to coming to a meeting.
- It was suggested that French Immersion should be implemented in our 10 Year Education Plan.
- **ASD-W-EL7 – Sustainability of Schools:** the Superintendent presented a report called **ASD-W-EL7 – Sustainability of Schools** as per the Annual Planning Cycle. This report is also posted publically on the ASD-W website. Currently there are 4 studies underway and a sample timeline is included in this report. Communication has happened with the parents of schools and last year, 2 new school opened as a result of a Sustainability Studies and 5 schools closed. There is a public website with a discussion board available for comments and inquiries. A sustainability study requires a commitment of everyone, it is an emotional event with a level of high impact, an interpretation of data, and in some cases the Judicial Courts can become involved. The Superintendent reported that our studies were well done last year and we follow Policy 409.
- David McTimoney asked for feedback from Councilors on the new style of reporting the monitoring reports. David has committed to remain dedicated to posting these reports between Thursday and Sunday prior to the public meeting.

IX. Public Comment

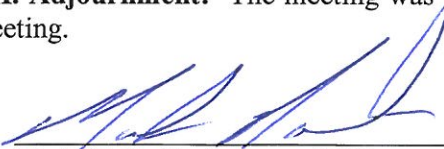
- The Deputy Mayor of Hanwell, and PSSC member of many schools thanked the committee for allowing to speak at this meeting and for the invitation for him to attend.

X. Closing Comments:

- Kim Douglass thanked everyone for coming to the public meeting.

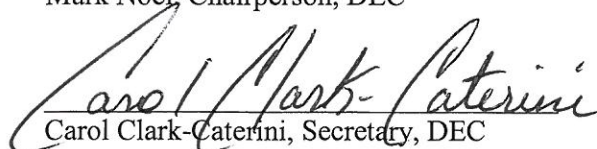
XI. Date for Next Public Meeting: October 29, 2015 at The Office of the Superintendent

XII. Adjournment: The meeting was adjourned at 8:55 p.m. following a move by John Slipp to adjourn the meeting.



 Mark Noël, Chairperson, DEC

Nov 26-15
 Date



 Carol Clark-Caterini, Secretary, DEC

Nov 26-15
 Date