



**DISTRICT EDUCATION COUNCIL  
Superintendent Monitoring Report**

<b>POLICY NAME</b>	<b>Visions / Beliefs</b>		
<b>POLICY NUMBER</b>	<b>ASD-W-ER4</b>	<b>Number of Reports per year</b>	<b>1</b>
<b>Date of Report</b>	<b>September 11, 2017</b>		
<b>Date of Previous Report (s) This School Year</b>	<b>N/A</b>		
<b>Date of Future Report (s) This School Year</b>	<b>N/A</b>		
<b>Report Filed by:</b>	<b>Catherine Blaney, Interim Superintendent</b>		
<b>Report Supported by:</b>	<b>N/A</b>		

- **Policy states that the Anglophone West District Education Council (DEC) is committed to rigorous and continual improvement of its capacity to govern effectively, using its policies to define its vision in terms of expectation and its concern in terms of values.**
- **The Policy outlines beliefs that it sees as guiding and contributory to a good, quality public education system. These beliefs include: a) all children can learn, b) learning is a lifelong process, c) education is a shared community responsibility, d) strong leadership is critical, e) professional development is essential, and f) the DEC is accountable to the public.**
- **Anglophone West School District (ASD-W) has a Mission and Vision Statement as well as a set of Core Values that guide all staff in their daily work. The vision of our district is to see “all individuals engaged within our system (be) empowered to assist in building resilient, confident and contributing members of our communities”. Core values of engagement, shared leadership, support & recognition, collaborative relationships, trust, openness & transparency and a pursuit of excellence have been defined (Appendix A).**

**POLICY NAME****Visions / Beliefs**

- **ASD-W staff at the district and school levels share the belief that all children can learn. District staff promotes and supports effective teaching strategies that support this belief, including the philosophies of differentiation of instruction and universal design for learning. This helps us focus on student access to curriculum and learning for all. School staffs embrace the philosophy and responsibility of leading inclusive environments in their schools and classrooms that promote the belief that all children can learn. Incorporated in this is an effort to ensure a positive and safe learning and working environment. The district and the schools all prepare improvement plans and positive learning and working environment plans.**
- **ASD-W staff recognizes that learning is a lifelong process. Staff values the importance of a quality, public school education that helps provide the framework for lifelong learning. The adults in our system model lifelong learning through a commitment to professional learning, in-service and specific training in the field.**
- **ASD-W and the schools engage members of the community for a variety of different initiatives and activities. In particular, ASD-W has 6 community schools coordinators (in 13 schools) who are responsible for making strong connections with willing community stakeholders and businesses, with the goal of supporting student learning. ASD-W sees many businesses and stakeholders (UNB, for example) who invest in our schools, financially, through service or in person. ASD-W is an active member of a nationally recognized organization known as The Learning Partnership (TLP). This organization also supports student growth in the areas of literacy, transition to school, entrepreneurship and leadership development.**
- **ASD-W hosts a credible leadership development program that sees more than 30 teachers per year enroll. While this program supports teachers in their pursuit of a “principal’s certificate”, it offers quality training in educational leadership and school management skills. Further to this, ASD-W will continue with a commitment to the development of leaders. One step demonstrating this commitment is through three leadership leads. ASD-W meets with school leadership regularly in formal settings and through personal visits.**
- **ASD-W has a team of educational curriculum leads that support and coach classroom teachers. Likewise, ASD-W has a team of education support services leads that support schools in the areas of resource, guidance, intervention planning and other specific student services areas. This group of educational leaders has been maintained, with a continued focus on early years literacy, early years numeracy and the positive learning and working environment. These positions have been added as a part of the provincial investment in the new, 10-Year Educational Plan titled “Everyone at their best”.**
- **ASD-W staff support beginning teachers through the Early Career Teachers program. Mentoring is a key component of this initiative. School based mentors are supportive of our beginning teachers.**
- **ASD-W follows a professional growth model for supervision of instruction and has a**

**POLICY NAME****Visions / Beliefs**

**consistent practice for supporting and evaluation educational staff.**

- **One of the priorities in the ASD-W District Improvement Plan (DIP) is to build collaborative leadership capacity with the goal of enhancing student success. These priorities will be monitored carefully (please see the ASD-W DIP at [www.asd-w.nbed.nb.ca](http://www.asd-w.nbed.nb.ca), under "About Us").**
- **School Administration meetings are balanced with professional development / continued learning and necessary business.**
- **ASD-W actively supports professional development opportunities for all staff in a variety of ways, including the offer of financial assistance when possible and applicable. Specific professional learning days are a part of the School Calendar (Appendix C). The provincial shift to include 5 early dismissal days within the school calendar will provide opportunities for timely collaboration between staff members.**
- **The Superintendent reports regularly to the District Education Council through a formal reporting structure, as outlined in policy and according to an annual planning cycle (Appendix D). The DEC hosts public meetings in Fredericton and Woodstock, abiding by policy and posting public meeting minutes. DEC also communicates and collaborates with Parent School Support Committees (PSSCs) in their districts. The DEC has a specified section on the ASD-W website.**

**Appendices**

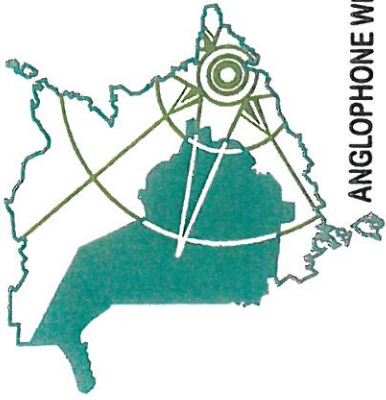
- **Appendix A - Mission, Vision, Core Values**
- **Appendix B - School Calendar and Professional Learning Opportunities**
- **Appendix C - DEC Annual Planning Cycle**

**Superintendent's Signature:** \_\_\_\_\_

**DEC Chair Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_





ANGLOPHONE WEST SCHOOL DISTRICT

# Our Mission

Excited. Involved. Prepared.

## Core Values

### Pursuit of Excellence

- Act consistently with our values
- Commit to continuous learning and teaching
- Identify strengths, weaknesses and opportunities to ensure improvement
- Welcome performance feedback

### Trust, Openness and Transparency

- Act in a manner that is honest, trustworthy and with integrity
- Act in a professional and respectful manner
- Communicate challenges, difficulties and expectations openly and constructively

### Collaborative Relationships

- Invest in people
- Promote teaming
- Support group decision-making and problem solving
- Welcome and encourage participation

### Support and Recognition

- Express concern for others
- Recognize progress
- Celebrate achievements
- Build and leverage strengths

### Shared Leadership

- Structure an environment of shared decision making
- Focus on building capacity
- Share responsibility
- Address difficult situations

### Engagement

- Commit to the vision
- Collaborate to move forward
- Focus on solutions
- Support a culture of creativity

## Our Vision

All individuals engaged within our system are empowered to assist in building resilient, confident and contributing members of our communities.





# School Calendar – 2017-2018

AUGUST 2017						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 28 – Administration Day – School Based  
 August 29 – NBTA Council Day – District Based  
 August 30 – NBTA Council Day – School Based  
 August 31 – Administration Day – School Based

OCTOBER 2017						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October 9 – Thanksgiving Day  
 October 10-13 – Registration for Students Entering Kindergarten 2018-2019 (Students Attend School)  
 October 24 – Professional Learning – Early Dismissal

DECEMBER 2017						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

December 22 – Last Day of Classes  
 December 25-29 – Christmas Holidays

FEBRUARY 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

February 19 – Family Day  
 February 27 – Professional Learning – Early Dismissal

APRIL 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April 2 – Easter Monday  
 April 9 – Report Cards Issued  
 April 13 – Parent/Teacher Interviews Half Day / Professional Learning Half Day  
 April 24 – Professional Learning – Early Dismissal

JUNE 2018						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 22 – Last Day for Students  
 June 25 – Full Administration Day – School Based  
 June 26 – Full Administration Day – School Based / Last Days for Teachers

SEPTEMBER 2017						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September 1 – Professional Learning (Full Day)  
 September 4 – Labour Day  
 September 5 – First Day for Students  
 September 26 – Professional Learning – Early Dismissal

NOVEMBER 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

November 10 – Professional Learning Day (Full Day)  
 November 13 – Remembrance Day (Day in lieu of November 11<sup>th</sup>)  
 November 20 – Report Cards Issued  
 November 24 – Parent/Teacher Interviews Half Day / Professional Learning Half Day

JANUARY 2018						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 1-5 – Christmas Holidays  
 January 8 – First Day for Students  
 January 22-26 – Exam Week - High School Only  
 January 29-30 – Turnaround Days - High School Only  
 January 31 – Semester 2 Begins – High School Only

MARCH 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

March 5-9 – March Break  
 March 30 – Good Friday  
 March 27 – Professional Learning – Full Day (K-8 Report Cards ½ & PL ½; 9-12 PL full day)

MAY 2018						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14*	15	16	17	18**	19
20	21	22	23	24	25	26
27	28	29	30	31		

May 4 – Provincial NBTA Council Day (No Classes for Students)  
 \*May 14 – NBTA Branch Meeting – All ASD-W schools except St. Mary's Academy in Edmundston (No Classes for Students)  
 \*\*May 18 – NBTA Branch Meeting (St. Mary's Academy in Edmundston ONLY)  
 May 21 – Victoria Day  
 May 29 – Professional Learning – Early Dismissal

JULY 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Teacher Work Days, No Classes for Students  
 Classes for Students with an Early Dismissal Around Lunch Time  
 Students First / Last Days  
 Turnaround Days – No Classes for Students in Grades 9-12 Only  
 Holidays for Teachers and Students



## Anglophone West School District District Education Council 2017-2018

### The Annual “Must Do’s”

#### July

- Rest

#### August

- Planning Priorities for the Year – DEC Strategic Planning Session

#### September

- Superintendent Report (1 of 1) – ASD-W-ER1: Mission Statement
- Superintendent Report (1 of 1) – ASD-W-ER4: Visions/Beliefs
- Superintendent Report (1 of 1) – ASD-W-EL1: Emergency Superintendent Succession
- Parent School Support Planning

#### October

- Superintendent Report (1 of 4) – ASD-W-EL4: Budgeting/Forecasting (2<sup>nd</sup> Quarter Report)
- Superintendent Report (1 of 1) – ASD-W-EL8: Communication to Council

#### November

- Superintendent Report (1 of 2) – ASD-W-ER2: Academic Excellence (DIP, Assessment Results)
- Superintendent Report (1 of 1) – ASD-W-ER7: Academic Support for Students Involved in Potato Harvest
- Member of Legislative Assembly (MLA) Meeting

#### December

- Superintendent Report (1 of 1) – ASD-W-ER6: Quality High School Program
- Governance Process ASD-W-GP1 to ASD-W-GP10 – Council Self Evaluation
- Curricular or Program Presentation

#### January

- Superintendent Report (2 of 4) – ASD-W-EL4: Budgeting/Forecasting (3<sup>rd</sup> Quarter Report)
- Superintendent Report (1 of 2) – ASD-W-EL6: Effective Use of Schools
- Superintendent Report (1 of 2) – ASD-W-EL7: Sustainability of Schools

#### February

- Superintendent Report (1 of 1) – ASD-W-ER5: Healthy Living, Nutrition, and Physical Activity
- Council Staff Relations ASD-W-CSR1 to ASD-W-CSR6 – Council Self Evaluation
- Curricular or Program Presentation

#### March

- Superintendent Report (1 of 1) – ASD-W-EL2: Staff Treatment
- Superintendent Report (3 of 4) – ASD-W-EL4: Budgeting/Forecasting (4<sup>th</sup> Quarter Report)
- Capital Improvement Projects and Major Capital Construction Projects - Discussions

## April

- Superintendent Report (1 of 1) – ASD-W-ER3: School Culture
- Superintendent Report (1 of 1) – ASD-W-EL3: Employment, Compensation, and Benefits
- Superintendent Report (1 of 1) – ASD-W-EL5: Asset Protection
- ASD-W-GP10: District Hiring Process – Discussion

## May

- Superintendent Report (2 of 2) – ASD-W-ER2: Academic Excellence (DIP, Assessment Results)
- Superintendent Report (2 of 2) – ASD-W-EL6: Effective Use of Schools
- Superintendent Report (2 of 2) – ASD-W-EL7: Sustainability of Schools
- Governance Process ASD-W-GP1 to ASD-W-GP10 – Council Self Evaluation
- Capital Improvement Projects and Major Capital Construction Projects - Approvals

## June

- Superintendent Report (4 of 4) – ASD-W-EL4: Budgeting/Forecasting (*Final Report for Fiscal Year, Expenditure Plan Approval*)
- ASD-W-CSR6: Evaluation of the Superintendent
- First Nations Tuition Enhancement Report

### **Additional Topics That Could Be Considered For Agenda Items**

- ***Discussion and Review of Any of the DEC Policies, Including But Not Limited To:***
  - ASD-W-GP2/3/4: Role of Council, Chair and Members
  - ASD-W-GP5: Councilor's Code of Conduct
  - ASD-W-GP6: Agenda
  - ASD-W-CSR4: Authority of the Superintendent
- ***Curricular and Program Presentations***
  - Literacy
  - Numeracy
  - Science
  - Social Studies
  - Enrichment
  - French
  - Technology
  - Physical Education and Health
  - Fine Arts
  - First Nations
  - International Programs
  - Education Support Services
  - Community Engagement
- ***Policy – New and for Review; DEC, School, District or Provincial***
- ***Transportation and Catchment***