



**DISTRICT EDUCATION COUNCIL
Superintendent's Monitoring Report**

Policy Name	Effective Use of Schools		
Policy Number	ASD-W-EL-6	Number of Reports per year	1
Policy	<p>The Superintendent shall not fail to adequately inform the District Education Council of proposed changes to grade level configurations and / or school facilities.</p> <p>Accordingly, the Superintendent shall not:</p> <ol style="list-style-type: none"> 1. Fail to report annually to the District Education Council on the district's enrolment projections and related functional capacity ratings. 2. Fail to report program changes that may impact the effective use of schools. 3. Fail to outline the steps to be followed per Policy 409 when a school closure is proposed. 4. Fail to provide to the District Education Council a prepared multi-year school infrastructure proposal. 		
Date of Report	January 16, 2020		
Date of Previous Report (s) This School Year	N/A		
Date of Future Report (s) This School Year	N/A		
Report Filed by:	David McTimoney, Superintendent		
Report Supported by:	Shawn Tracey, Director of Finance and Administration Angus Smith, Facilities Manager Dianne Kay, Director of Curriculum		

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<p><u>Interpretation:</u></p> <ul style="list-style-type: none"> • Policy requires the Superintendent to ensure the District Education Council (DEC) has all relevant information required to make decisions regarding the effective use of schools. • Policy requires the Superintendent to ensure the DEC has current and accurate information available to them regarding schools as facilities and their programs, enrolment information and the related functional capacity of schools. • Policy requires the Superintendent to ensure the DEC is aware of relevant program changes that could affect how the school is used and the capacity to serve students. • The District Education Council is required under the Education Act to prioritize the Capital Improvement list for ASD-W. The list is submitted to the Department of Education and Early Childhood Development. • The District Education Council is responsible for determining where sustainability studies are to be completed within ASD-W. <p><u>Justification:</u></p> <ul style="list-style-type: none"> • The District Education Council has the authority under the Education Act, Sections 2, 3, & 3.1, to establish, operate and propose closure of schools in Anglophone West School District. • The District Education Council has the responsibility under the Education Act, Section 36.9(5)(h)(i), to submit a report that identifies priorities respecting capital construction projects within the school district on an annual basis. • The District Education Council (DEC) has the responsibility under the Education Act, Section 45(2) that the DEC, at all times, have management, care and control of all school property in the school district for which the DEC is established, until such time as the school property is declared surplus by the DEC. • The Superintendent has the responsibility under the Education Act 48(1) to be accountable to the District Education Council concerned for the management of programs and resources for the quality of learning. • In the Education Act 11(1), the superintendent concerned shall determine the placement of pupils in classes, grades, programs, services and schools according to the needs of the pupils and the resources of the school district. 	

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<ul style="list-style-type: none"> • EECD Policy 409 (3) states that Grade level configurations refers to the addition or removal of an entire grade level or levels from a school. • EECD Policy 409 6.1, 6.2, 6.4, 6.5, 6.6, 6.7 & Appendices A,B,C establish criteria for Multi-Year Infrastructure Planning requirements, grade reconfiguration and criteria for looking at school sustainability. <p><u>Compliance:</u></p> <ul style="list-style-type: none"> • District Facilities staff prepares a Functional Capacity report which is shared with the District Education Council as per planning cycle. • The Director of Curriculum will prepare Enrollment Projections and Program reports to share with the District Education Council as per planning cycle. • The Director of Finance and Administration and Facilities Manager will prepare the Multi-Infrastructure Plan for District Education Council review and approval as per planning cycle • The Director of Finance and Administration shall share all information regarding Feasibility Studies with the District Education Council. 	
<p><u>Evidence:</u></p> <ul style="list-style-type: none"> • Education Act: Section 2: Establishment of Schools • Education Act: Section 3: Operation of Schools • Education Act: Section 3.1: Closure of Schools • Education Act: Section 36.9(5)(h)(i): Authority and responsibility of the District Education Councils • Education Act: Section 45 (2): School Property • Education Act: Section 48 (1): Duties of Superintendent • Education Act: Section 11 (1): Placement of Pupils <p>http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf</p> <ul style="list-style-type: none"> • Policy 409: Multi-Year School Infrastructure Planning <p>https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/409A.pdf</p> <p>https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/409AA.pdf</p>	

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	<p>https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/409AB.pdf</p> <p>https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/409AC.pdf</p> <ul style="list-style-type: none"> • Functional Capacity Report – Appendix A • Official Enrolment by Grade Level and Program – Appendix B • Minutes from May 2019 when the group decided to do 409 studies, feasibility study and Major Capital list approval (please note...the schools to be studied were actually changed with a September 2019, motion during the Public DEC Meeting). <p>http://web1.nbed.nb.ca/sites/ASD-W/DEC/DECMeetings/DEC-Archives/2018-19/2018-19%20Minutes/Minutes%20-%20Public%20Meeting%20-%20May%202019.pdf</p> <p>https://secure1.nbed.nb.ca/sites/ASD-W/DEC/DECMeetings/DEC-Approved-Minutes/Minutes%20-%20Public%20Meeting%20-%20September%202019.pdf</p> <ul style="list-style-type: none"> • Multi-infrastructure Presentation: Capital Improvement, Major Capital Priorities – Appendices C
	<p>Compliance: I report compliance with this policy.</p>

<p>Superintendent's Signature: _____</p>	
<p>DEC Chair Signature: _____</p>	
<p>Date: _____</p>	