

**DISTRICT EDUCATION COUNCIL  
SCHOOL DISTRICT 16**

**MINUTES  
June 13, 2005**

Present: Patricia Lee, Chair  
Winnie Wilson, Vice-Chair  
Levi Sock  
Bev Hubbard  
Edgar Mahoney

Todd MacLeod  
Jody Holmes  
Jennifer Doucet  
Pamela Beers-Sturgeon  
Hal Somers

Kathy Baldwin, Superintendent  
Sheila Bowie, Administrative Assistant

Absent: Judy Breau  
Kim Beers

	AGENDA ITEM	ACTION
<b>A.</b>	<p><b>CALL TO ORDER</b></p> <p>Mrs. Lee called the meeting to order at 6:30 p.m.</p>	
<b>B.</b>	<p><b>APPROVAL OF AGENDA</b></p> <p>The following items were added to the agenda: under G. New Business, i) Report Card &amp; PISA Results -- add Intensive French; iii) DEC Vacancy; and under C. Correspondence, i) Letter from the Millerton Home &amp; School Association; and the review of a Sports Stacking video at the end of the meeting. By consensus, the agenda was approved as amended.</p>	
<b>C.</b>	<p><b>APPROVAL OF MINUTES</b></p> <p>By consensus, the minutes of the May 30, 2005 meeting were approved.</p>	
<b>D.</b>	<p><b>BUSINESS ARISING FROM MINUTES</b></p> <p style="margin-left: 40px;"><b>i) Parent School Support Committee Budget Update</b></p> <p>As a follow-up to the last meeting, Mrs. Baldwin reported her findings on why some schools hire their secretary to take the minutes of the Parent School Support Committee meetings and how the rate of pay was determined. After a brief discussion, Mrs. Baldwin indicated that she will revisit this issue with the principals. Council requested that she monitor the situation.</p>	Mrs. Baldwin

	<p><b>ii) Capital Construction Program Priorities 2006-07</b></p> <p>Mrs. Baldwin indicated that the deadline for submission of our list of priorities under the capital construction program for the 2006-07 school year is the end of August. She noted that since the next DEC meeting is scheduled for September, she asked for council's input in this regard.</p> <p>She advised that District 16 has two capital construction projects that are currently in the architectural planning stage – a new school in Tabusintac and additions and renovations at Eleanor W. Graham Middle School. By consensus, council agreed that these projects will remain the top priorities for the district, and that a cafeteria at Ian Baillie Primary School would be next on the list.</p> <p>Mrs. Baldwin circulated the "Schools Physical Plant Status" list to council members for review. Mrs. Baldwin indicated that should something major happen during the summer months, i.e. a well run dry, the priority list would have to be revised. By consensus, the document was approved, and Mrs. Baldwin was asked to provide a final list at the September meeting.</p> <p>Council requested that Mrs. Baldwin submit District 16's list of priorities under the capital construction program to the Department of Education.</p>	<p>Agenda</p> <p>Mrs. Baldwin</p>
<p><b>E.</b></p>	<p><b>INFORMATION ITEM</b></p> <p><b>i) District Vision and Mission</b> <b>ii) Strategies for Improvement</b></p> <p>Mrs. Lee reported that District 16 has so much vision, and she hears it all the time when attending different functions. Mrs. Baldwin noted that the Telegraph Journal will be doing a series of articles on events happening in District 16.</p> <p>Mrs. Baldwin circulated the District Education Plan, and briefly went over the Implementation Plans for 2004-05. She outlined what the district wanted to achieve in each category, and reported on the progress and strategies for improvement.</p> <p>Mrs. Lee reviewed Policy 1.0, Mission Statement, and asked council members if our mission is still in line with our vision, or whether any changes were required. By consensus, council agreed that no changes were necessary.</p> <p>Mrs. Lee requested that council delay discussion on strategies for</p>	

	improvement. This topic will be dealt with under G. New Business, i) Report Card, PISA Results, & Intensive French.	
<b>F.</b>	<p><b>CORRESPONDENCE</b></p> <p><b>i) Letter from Jenny Jardine, President, Millerton Home &amp; School Association regarding their concern about the steady decline of enrolment at Millerton School.</b></p> <p>Mrs. Baldwin read the letter to council members. After a brief discussion, council requested that a letter be sent outlining their position in this matter.</p> <p>Mrs. Lee circulated the correspondence which included a copy of a letter to Robbie Tozer, Atcon Group, from Patricia Lee, Chair, expressing council's thanks and appreciation for hosting the Turnaround Achievement Awards. She also provided each council member with a copy of the Canadian Parents for French pamphlet.</p>	Mrs. Lee/ Mrs. Baldwin
<b>G.</b>	<p><b>NEW BUSINESS</b></p> <p><b>i) Report Card, PISA Results &amp; Intensive French</b></p> <p>Mrs. Baldwin circulated the District 16 report card, and briefly outlined the results in Grade 2 Literacy, Grade 5 Mathematics, Middle Level Literacy, Middle Level Mathematics, and Grade 12 French. She noted that even though the district is above the provincial average, our goal is to work on strategies for improvement.</p> <p>Mrs. Baldwin indicated that each year, the District Education Plan and District Report Card have to be submitted to the Department of Education. She requested that council members review the document. By consensus, council approved the District 16 Report Card as presented, and asked Mrs. Baldwin to forward it to the Department.</p> <p>At this point, Mr. MacLeod indicated that he had to leave the meeting. On behalf of the DEC, Mrs. Lee thanked him for his input and participation, and wished him well in his move to Moncton. Mr. MacLeod was presented with a gift.</p> <p>Mrs. Baldwin briefly commented on the PISA (Program for International Student Assessment) results. She indicated that the District 16 results are above or comparable to the International</p>	Mrs. Baldwin

	<p>average, and below the Canadian average. She noted that PISA performance of students differs widely among provinces and within New Brunswick school districts because of differences in socio-economic status (SES). Based on this factor, Mrs. Baldwin indicated that District 16 did quite well.</p> <p>Mrs. Lee requested council to think about Intensive French as a possible strategy for improvement in District 16. She made reference to the document, “An Examination of Intensive French: A Pedagogical Strategy for the Improvement of French as a Second Language Outcome in Canada”. She indicated that this document supports the fact that Intensive French is really working. She asked that council members review the document, which is available on the website <a href="http://www.caslt.org">www.caslt.org</a>. Mrs. Baldwin briefly explained the program, and indicated that it was piloted in two of our schools, with excellent results. She indicated that Intensive French is one way to improve assessment results, but it would require parental support to implement the program in all of our schools. Mrs. Lee asked that council read the document and think about it over the summer. Council will meet to discuss this topic further at 6:00 p.m. on September 19, prior to the regular meeting on that date.</p> <p>Mrs. Baldwin provided a brief overview of the 2005-06 budget. She indicated that 84% of the \$41.6 million budget goes to salary/benefit costs, 7% to plant operation costs, 5% to transportation costs, and 4% to “other”. She also provided a breakdown of “other” funding – the percentage provided to schools, DEC funding, and professional development.</p> <p><b>ii) Meeting Dates 2005-06</b></p> <p>Council reviewed the meeting dates for 2005-06. It was determined that the first meeting for the next school year would be held on September 19, and at that time, the dates for the remainder of the school year would be scheduled.</p> <p><b>iii) DEC Vacancy</b></p> <p>There was concern expressed about waiting until September to deal with the council vacancy. Council requested that Mrs. Lee and Mrs. Baldwin compile a list of names, and forward it to the Minister of Education during the summer months.</p>	<p>DEC</p> <p>DEC</p> <p>Agenda</p> <p>Mrs. Lee/ Mrs. Baldwin</p>
H.	<p><b>ANNUAL COUNCIL PLANNING CYCLE MONTHLY REVIEW</b></p> <p><b>i) Policy 2.1 – Leadership Style</b></p>	

	<p><b>ii) Policy 2.4 – Chair’s Role</b>  <b>iii) Policy 2.6 – Council Members’ Code of Conduct</b></p> <p>Policies 2.1, 2.4, and 2.6 are covered on the DEC checklist.</p> <p><b>Policy 1.3 – Smoke Free Environment</b></p> <p>Mrs. Baldwin indicated that there have been no complaints this year.</p> <p><b>iv) Policy 2.2 – Council Job Description</b></p> <p>Mrs. Lee indicated that council is ensuring high quality education through the efforts of our superintendent, and this is consistent with the district vision.</p> <p><b>v) Policy 3.1 – Delegation to the Superintendent</b></p> <p>Mrs. Lee advised that Mrs. Baldwin is doing her job well.</p> <p><b>vi) Policy 3.2 – Superintendent’s Performance</b></p> <p>Mrs. Lee indicated that Mrs. Baldwin is fulfilling her role through DEC policy. She asked council if any policies needed to be changed, and they felt no changes were required.</p> <p><b>vii) Policy 1.2 – Outstanding Volunteers</b></p> <p>Mrs. Baldwin reviewed four nominations for outstanding volunteers. Each will receive a certificate of appreciation.</p>	Mrs. Baldwin
I.	<p><b>“Brag” Session</b></p> <p>Mrs. Doucet reported that Croft Elementary had its carnival on June 4, and \$3,600 was raised. She noted that a lot of people came out in support their efforts, and it was a good community event.</p> <p>Mrs. Baldwin indicated that staff of Dr. Losier Middle School organized a soapbox relay race which involved special needs students in a special technology class. She noted that the students built their own soapbox cars which took four months in the making. She stated that she had an opportunity to go to the site to watch the race, and it was phenomenal. Council requested that a letter be sent to Daryl Matthews, the organizer of the event, congratulating him and the students on a job well done.</p>	Mrs. Baldwin

	<p>Mrs. Baldwin informed council that the interviews for the position of Director of Education will be held tomorrow. She provided details pertaining to the interview committee, the candidates, and the interview process.</p> <p>Mrs. Lee indicated that she and Kathy will be meeting over the summer to put something together for the hiring of a superintendent. She noted that council can work on it over the next few years so that when the time comes to hire, the criteria will be in place.</p> <p>Mrs. Wilson informed the group that the students of Bonar Law Memorial School raised \$1,100.00 for the Relay for Life.</p> <p>Mrs. Lee advised that Glenda O'Neill has won an award for the most sportsmanlike coach in New Brunswick.</p> <p>Mrs. Wilson presented Mrs. Lee with a gift and a poem on behalf of the DEC.</p> <p>Mrs. Baldwin showed portions of a video on Sports Stacking, and encouraged the group to practice with the sports stacking cups that were presented to them.</p>	
<b>J.</b>	<p><b>ADJOURNMENT</b></p> <p>The meeting adjourned at 9:50 p.m.</p>	

Respectfully submitted,

Sheila Bowie  
Administrative Assistant