

**DISTRICT EDUCATION COUNCIL
SCHOOL DISTRICT 16**

**MINUTES
September 19, 2005**

Present: Patricia Lee, Chair
 Winnie Wilson, Vice-Chair
 Judy Breau
 Jennifer Doucet
 Pamela Beers-Sturgeon

Levi Sock
 Jody Holmes
 Kim Beers
 Bev Hubbard

Kathy Baldwin, Superintendent
 Sheila Bowie, Administrative Assistant

Absent: Edgar Mahoney Hal Somers

	AGENDA ITEM	ACTION
A.	<p>CALL TO ORDER</p> <p>Mrs. Lee called the meeting to order at 7:15 p.m. She welcomed everyone back for another year. She also welcomed Nancy Whyte, Administrator for the District Education Councils.</p>	
B.	<p>APPROVAL OF AGENDA</p> <p>The following items were added to the agenda under G) New Business, vii) Middle Level Math Results, viii) Kindergarten Registration, ix) DEC Vacancy, and x) District Educational Plan. By consensus, the agenda was approved as amended.</p>	
C.	<p>APPROVAL OF MINUTES</p> <p>By consensus, the minutes of the June 13, 2005 meeting were approved.</p>	
D.	<p>BUSINESS ARISING FROM MINUTES</p> <p style="padding-left: 40px;">i) Capital Improvement Priorities List</p> <p>Mrs. Baldwin circulated a copy of the Schools Physical Plant Status list that was submitted to the Department of Education. She noted that if anything major was to occur, then the priority list would have to change. Council was informed that it would be</p>	

	<p>December before the district would find out which items are approved.</p> <p>ii) Meeting Dates 2005-06</p> <p>The following dates were set for the 2005-06 school year: October 24, November 28, December 12, January 30, February 20, March 27, April 24, May 29, and June 12.</p>	
E.	<p>INFORMATION ITEMS</p> <p>i) Prime Resource for Mathematics</p> <p>Bruce MacDonald, K-12 Numeracy Supervisor, gave a brief presentation on PRIME, Professional Resources and Instruction for Mathematics Educators. He indicated that this resource has tremendous potential as a tool to improve student achievement. He noted that the goals of PRIME are to improve student learning by expanding what teachers know about how students become proficient mathematically, and by providing opportunities and tools to put that knowledge into practice; and to enable teachers to tailor mathematics instruction to individuals or small groups of students operating at different cognitive phases. He advised that our goal over the next few years is to train our math teacher as well as we possibly can, and this will impact on achievement over time. To this end, he noted that the PRIME resource is a worthwhile investment. Mrs. Lee thanked Mr. MacDonald for an excellent presentation.</p> <p>ii) Policies To Be Reviewed</p> <p>Council determined that all policies fall within our mission statement, and through them, our superintendent is ensuring high quality education in our district. Therefore, council felt that no changes were warranted at this time.</p>	
F.	<p>CORRESPONDENCE</p> <p>Mrs. Lee indicated that she would complete the questionnaire from the Council of DEC Chairs and give it to Nancy Whyte this evening.</p> <p>Mrs. Lee circulated the correspondence which included:</p> <ul style="list-style-type: none"> ➤ Copies of letters to the Hon. Madeleine Dubé, Minister of Education, from Districts 2, 6, and 18 Education Councils expressing their support for the continuation of the two 	

	<p>curriculum implementation days.</p> <ul style="list-style-type: none"> ➤ A copy of a letter to the District 14 Education Council from the Hon. Madeleine Dubé in response to their request that the two curriculum implementation days be reinstated into the 2005-06 school calendar. ➤ A letter to Patricia Lee, Chairperson, from Mary Laltoo, Chairperson, District 2, requesting her support for the inclusion of DEC Vice-Chairs at the Minister's Forum. It was noted that the District 16 Education Council will not push for this. ➤ A letter to Patricia Lee, Chairperson, from the Hon. Madeleine Dubé, with an update on where the Student Services Review with Dr. MacKay is headed. <p>Mrs. Lee advised council that if they had any questions on any of the correspondence, to feel free to ask.</p>	DEC
G.	<p>NEW BUSINESS</p> <p>i) Curriculum Implementation Days</p> <p>Mrs. Baldwin indicated that during the last labor dispute, the NBTA did not negotiate for the two curriculum development days; therefore, they were not included in the school calendar. She noted that it is difficult to ensure that all teachers get the same inservice, and the curriculum implementation days provided an excellent opportunity. After a brief discussion, council requested that a letter be sent to the Minister of Education indicating District 16's support of the QLA and the need for the two curriculum implementation days.</p> <p>ii) New Travel Guidelines</p> <p>Mrs. Baldwin provided council members with a copy of the Travel Allowances and Other Expenses Policy.</p> <p>iii) Update of Council of DEC Chairs Meeting iv) Council of DEC Chairs Survey of Priorities</p> <p>Mrs. Lee indicated that a meeting of the Council of DEC Chairs was held on July 23. She noted that Robin Roe was the facilitator, and the focus of meeting was to discuss priorities and look at direction. She reported that a motion was passed that the Council of DEC Chairs become a formal group, speaking as one voice on identified priorities, and a chair and vice-chair will be elected to take agreed upon concerns to the Minister's Forum.</p>	Mrs. Lee/ Mrs. Baldwin

<p>Mrs. Lee noted that DEC chairs were asked to fill out a questionnaire to help give direction to those individuals elected.</p> <p>v) District Budgets ➤ DEC Budget</p> <p>Mrs. Baldwin gave a brief update on council's commitments thus far this year for the DEC budget. These included a Parent School Support Committee budget for each school, the DEC/PSSC Dinner, and the Cyber Bullying Workshop. She also reported that an additional \$3,000 has been transferred to the DEC budget from the provincial DEC budget. She advised council of the amount left in the budget, so they could make plans on how to spend it. After a brief discussion, it was determined that council would contribute to the cost of a "School District 16" sign for the front lawn. Mrs. Baldwin indicated that since the District Office building is made of sandstone, Tim Dunn has already approached the City of Miramichi to see if the district could obtain some sandstone to make the posts for the sign. Council also suggested that the sign should be lighted as well. Mrs. Baldwin was asked to bring back a price to the next meeting, and council would determine how much they will contribute. There was also some discussion on whether there was a need for DEC training, and it was determined that the district would provide it if required.</p> <p>➤ Areas of Concern</p> <p>Mrs. Baldwin advised that there are three areas of concern in the budget. She noted that the district is short approximately \$250,000 in Student Services, \$125,000 in electricity and fuel, and \$125,000 in transportation before the gas prices went up. She indicated that we are looking at those areas to determine how to readjust. She reported that she has sought guidance from Department of Education, and indicated to them that it would mean a loss of programs if the district was required to pay.</p> <p>vi) Cyber Bullying Workshop</p> <p>Mrs. Baldwin advised that the Cyber Bullying Workshop, that had been postponed, is now scheduled for Monday, October 3. She noted that the notices went out to the schools last week to ensure that they had time to print and circulate them to the parents. She reported that parents and community members are invited to see Dr. Parry Aftab live at the James M. Hill Memorial High School Theatre or via video-conference from Bonar Law Memorial School, Blackville School, or North & South Esk Regional School</p>	<p>Mrs. Baldwin</p>
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	<p>from 7:00 to 9:00 p.m. on that date. She noted that admission is free to the live performance, but tickets are required in order to plan effectively. It was determined that an invitation would be extended to PSSC chairs and Home & School presidents in the district and to DEC chairs in the province.</p> <p>vii) Middle Level Math Results</p> <p>Mrs. Baldwin advised that the middle level math results are in, and she is very pleased with the results. She noted that the provincial average is 61%, and District 16 average is 71%. She also reported that the province had 21.5% in the strong performance range, and District 16 had 29.3%.</p> <p>viii) Kindergarten Registration</p> <p>Mrs. Baldwin advised that kindergarten registration, for the 2006-07 school year, will be held the week of October 17- 21. She is encouraging parents to register their children so the district can prepare and have programs in place. She noted that this will be advertised in the papers.</p> <p>ix) DEC Vacancy</p> <p>Mrs. Baldwin advised that she checked to see when the vacancy would be filled, and was told that the letter has been typed and is awaiting the Minister of Education's signature. She reported that hopefully she would know by the end of the week.</p> <p>x) District Educational Plan</p> <p>Mrs. Baldwin provided each council member with a copy of the District Educational Plan. She noted that this document is the final version after reviewing it with council members and staff. The plan and the district report card have been forwarded to the Minister of Education.</p>	Mrs. Baldwin
H.	<p>ANNUAL COUNCIL PLANNING CYCLE MONTHLY REVIEW</p> <p>i) Policy 2.1 – Leadership Style ii) Policy 2.4 – Chair's Role iii) Policy 2.6 – Council Members' Code of Conduct</p> <p>Policies 2.1, 2.4, and 2.6 are covered on the DEC checklist.</p>	

	<p>iv) Policy 2.2 – Council Job Description</p> <p>Mrs. Lee indicated that she believes council is ensuring high quality education, and it is reflected in our District Educational Plan.</p> <p>v) Policy 4.3 – Financial Condition</p> <p>Mrs. Baldwin reported that we may have a deficit, and the cause is out of our control. She noted that it may take a year or two to balance the budget.</p> <p>vi) Policy 4.4 – Emergency Superintendent Succession</p> <p>Mrs. Baldwin indicated that no changes are required. She noted that if she should be out for an extended period, then it would be the DEC’s decision as to how long the plan would be in place.</p> <p>vii) Policy 4.7 – Complaints</p> <p>Mrs. Baldwin reported that any complaints are heard and handled in a timely and appropriate manner. She noted that she has been commended on her open door policy.</p> <p>viii) Policy 1.2 – Outstanding Volunteers</p> <p>No nominations for outstanding volunteers were reported.</p>	
I.	<p>“Brag” Session</p> <p>Mrs. Baldwin reported that the district received \$2,600 from the employees of Sunny Corner Enterprises Inc. to assist less fortunate families with their back to school needs. She noted that since this program started in 2001, the district has received \$13,000. Council requested that a letter be sent thanking them for their generous contribution to the students.</p> <p>Mrs. Breau noted that in the Today’s Parent magazine, Dr. Losier Middle School has been ranked within the top five schools in Canada providing students with extraordinary enhanced curriculum – making them among the top 40 schools in the country. North & South Esk Regional School was also named one of their top schools for sports in the MacLean’s website as their canoeing classes caught their attention.</p>	Mrs. Lee/ Mrs. Baldwin

	<p>Mrs. Baldwin advised that the Canadian Space Agency holds a conference in the summer and approximately 120 people are chosen to attend from across Canada. Out of those, nine were from New Brunswick, and all nine were from School District 16.</p> <p>Mrs. Lee reported that Miramichi Energy gave an awesome performance in a two hour concert at James M. High Memorial High School Theatre. She noted that three university students – Katie MacDonald, Amy Doucette, and Kelly King - decided to revive the group this summer, and worked hard for two weeks in preparation for the show. Council requested that a letter be sent to these students for a job well done. It was also noted that four adults – Eleanor McLaughlin, Nancy Hutt, Marg Hendsbee, and Emily Comeau - played a role in this event, and they will be sent letters as well.</p> <p>On behalf of the DEC, Mrs. Lee will send a “Get-Well” card to Devota Appleby.</p>	<p>Mrs. Lee/ Mrs. Baldwin</p> <p>Mrs. Lee</p>
J.	<p>ADJOURNMENT</p> <p>The meeting was adjourned at 8:55 p.m.</p>	

Respectfully submitted,

Sheila Bowie
Administrative Assistant