

**DISTRICT EDUCATION COUNCIL  
SCHOOL DISTRICT 16**

**MINUTES**

**February 11, 2008**

**(Combined Agenda – January 28 and February 25, 2008 Meetings)**

Present:	Patricia Lee, Chair	Jennifer Doucet
	Winnie Wilson, Vice-Chair	Pamela Beers-Sturgeon
	Levi Sock	Jody Holmes
	Judy Breau	Bev Hubbard

Laurie Keoughan, Superintendent  
Sheila Bowie, Administrative Assistant

Absent:	Hal Somers	Nora Wilson
	Edgar Mahoney	

	AGENDA ITEM	ACTION
A.	<b>CALL TO ORDER</b>  Mrs. Lee called the meeting to order at 7:00 p.m. She noted that tonight's meeting has a combined agenda to accommodate the January 28 and February 25 meetings which had to be cancelled for various reasons.	
B.	<b>APPROVAL OF AGENDA</b>  The following item was added to the agenda under G) New Business, viii) Premier's Award of Excellence in Education. Item E) Information Items, ii) Musical Literacy Intervention was taken off the agenda, and will be rescheduled on a future agenda. By consensus, the agenda was approved as amended.	
C.	<b>APPROVAL OF MINUTES</b>  By consensus, the minutes of the December 19, 2007 meeting were approved.	
D.	<b>BUSINESS ARISING FROM MINUTES</b>  i) <b>DEC Budget</b>  Mr. Keoughan gave a brief update on the DEC budget. He reported that the DEC has already earmarked some commitments which are yet to come out of the budget, leaving approximately \$1,600	

	remaining to be spent by March 31. Mrs. Lee indicated that one possible suggestion on how to spend some of the money is outlined in the correspondence folder.	
<b>E.</b>	<p><b>INFORMATION ITEMS</b></p> <p><b>i) Community Schools</b></p> <p>Mrs. Peggy Gorman-Mitchell, District Coordinator of Community Schools, gave a presentation on the Community Schools Initiative. She explained how community resources are used to create a stronger alliance between the district schools and the community. She acknowledged the long existence of this concept and pointed out its tie to the provincial education plan. Mrs. Gorman-Mitchell also addressed the specifics of the two-phase action plan and used this as a backdrop to explain the local vision and the provincial goals. Duties of the coordinator were highlighted and followed by a listing of current examples of community schools and partnerships in action. She concluded her presentation by distributing handouts, among those was the Memorandum of Understanding between the New Brunswick Department of Education and the New Brunswick Business Council. Mrs. Lee thanked Mrs. Gorman-Mitchell for her presentation.</p>	
<b>F.</b>	<p><b>CORRESPONDENCE</b></p> <p>Mrs. Lee circulated the correspondence which included:</p> <ul style="list-style-type: none"> <li>• Memo to Patricia Lee, Chair, from Peggy Gorman-Mitchell, District Coordinator of Community Schools, requesting financial support from the District Education Council towards the three day technology sessions on Responsible Use of Technology.</li> <li>• Thank you card to District 16 Education Council and Laurie Keoughan, Superintendent, from Winnie Wilson, Vice-Chair, following the death of her mother.</li> </ul>	
<b>G.</b>	<p><b>NEW BUSINESS</b></p> <p><b>i) Minister's Forum Update</b></p> <p>Mrs. Lee advised that the Minister's Forum scheduled for January 26<sup>th</sup> was cancelled, and rescheduled for March 15<sup>th</sup>. She noted that feedback was received from council members on the Supporting Small Schools in Rural New Brunswick document, and that a summary of the responses will be sent to the Department of Education prior to the February 15<sup>th</sup> deadline.</p>	Mr. Keoughan

	<p><b>ii) Assessing A Threat Pamphlet</b></p> <p>Mr. Keoughan reported that the cost of printing the Assessing A Threat pamphlet would be \$699 plus tax. He noted that this would enable a distribution of one per student in the district with some extras available when needed. <b>IT WAS MOVED BY</b> Jennifer Doucet, seconded by Jody Holmes, that council approve the spending of the funds for the printing of the Assessing A Threat pamphlet. <b>MOTION CARRIED.</b></p> <p><b>iii) Superintendent's Role (In Camera)</b></p> <p>Council went into a brief in-camera session.</p> <p><b>iv) Proposal for Provincial DEC Budget Money</b></p> <p>Mrs. Lee advised that since there was no symposium this year, an additional \$5,000 is available to each District Education Council from the provincial DEC budget. To access these funds, the DEC must submit a written request to the DEC administrator detailing how the funds will be spent. As well, to ensure accountability, once the money has been spent, copies of invoices paid are to be forwarded, for attachment, to the funding proposal. Mrs. Lee asked council members for suggestions on how they would like to spend the money. Council determined that the \$5,000 provincial DEC money would be used to offset expenses related to the DEC/PSSC dinner since this is an excellent form of communication with parents and has become a yearly event. Council felt that the funds originally earmarked for this expense could then be used to help support other initiatives in the district.</p> <p>Mrs. Lee also indicated that \$2,000 is available to DEC chairs to attend a workshop. She indicated that she was interested in attending a workshop entitled, The Basics of Writing Policies and Procedures, and asked if any other council members would like to attend as well. She provided details on the workshop, and asked those, who expressed an interest in attending, to contact her within the next few days.</p> <p>Further discussion ensued on how council would like to spend the remainder of the DEC budget. Council asked Mr. Keoughan if there were any projects he could identify that the council could contribute funding. Some of his suggestions included:</p> <ul style="list-style-type: none"> <li>• Miramichi Go Girl Festival – provide transportation for approximately 200 girls in the district to the Golden Hawk Recreation Center for a physically active, fun, social day to</li> </ul>	<p>Mr. Keoughan</p> <p>Mr. Keoughan</p> <p>DEC</p>
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	<p>interact with others while being introduced to a wide variety of healthy active living activities.</p> <ul style="list-style-type: none"> <li>• ILF Project - details were provided on converting the former St. Michael's convent into a cultural center. The district would like to set up a conference room in this building.</li> <li>• Support the Responsible Use of Technology Sessions by purchasing flashdrives with the resources parents would need to help them understand the technology.</li> <li>• Purchase the book "Let's Play and Learn" for the kindergarten students in the Rexton area. The local Family &amp; Community Services provides this book to kindergarten students in the Miramichi and surrounding area, but the Rexton area does not fall under their jurisdiction.</li> </ul> <p>Discussion ensued on the possibility of purchasing an assessment tool and on providing training for the same. This tool would provide base-line assessment of the academic level of students at the New Brunswick Youth Center, for which District 16 has a partnership.</p> <p><b>IT WAS MOVED BY</b> Winnie Wilson, seconded by Judy Breau, that the District Education Council support the technology sessions on Responsible Use of Technology by providing \$500.00 to populate flashdrives. <b>MOTION CARRIED.</b></p> <p><b>IT WAS MOVED BY</b> Jennifer Doucet, seconded by Bev Hubbard, that the District Education Council provide \$3,400 for the purchase a SmartBoard for the conference room at the cultural center at the former St. Michael's Convent. <b>MOTION CARRIED.</b></p> <p><b>IT WAS MOVED BY</b> Pamela Beers-Sturgeon, seconded by Winnie Wilson, that \$1,500 be approved for the purchase of an assessment tool and training. <b>MOTION CARRIED.</b></p> <p><b>IT WAS MOVED BY</b> Winnie Wilson, seconded by Levi Sock, that \$700 be approved for the purchase of 50 books for the kindergarten students in the Rexton area. <b>MOTION CARRIED.</b></p> <p><b>IT WAS MOVED BY</b> Judy Breau, seconded by Jody Holmes, that the remainder of the District Education Council budget go towards the transporting of girls to the Miramichi Go Girls Festival. <b>MOTION CARRIED.</b></p> <p><b>v) 15 Passenger Van Suspension</b></p> <p>Mr. Keoughan reported that following the aftermath of the Bathurst tragedy, the Minister of Education suspended the use of 15 passenger vans. He noted that districts have been asked to track all</p>	<p>Mr. Keoughan</p> <p>Mr. Keoughan</p> <p>Mr. Keoughan</p> <p>Mr. Keoughan</p> <p>Mr. Keoughan</p>
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	<p>of the expenditures related to the rental of buses for extra curricular activities, and the costs will be reimbursed. He indicated that the moratorium is for a year, but should this move become permanent, the districts will have to look at some form of alternate purpose for the vans. An update will be brought back after the next Minister's Forum.</p> <p><b>vi) District 16's Response to the Bathurst Tragedy</b></p> <p>Mr. Keoughan advised that the District 16 Crisis Team spent the whole week in Bathurst. He reported that the work of Kora Hayward, Connie Daley, and Michael Hovey was very much appreciated by School District 15, and they did a great job in a very difficult situation. Council requested that a letter of thanks and appreciation be sent to those involved for making themselves available.</p> <p><b>vii) Election Brochures</b></p> <p>Mrs. Lee advised that the district has requested 6,600 copies of the election brochure. The brochure will be distributed to all students in the district, and 200 copies will be reserved for distribution to parents at the DEC/PSSC dinner.</p> <p><b>viii) Premier's Awards of Excellence in Education</b></p> <p>Mr. Keoughan provided details on the Premier's Awards of Excellence in Education, which has replaced the Minister's Excellence in Teaching Award. The Awards Banquet will be held at the Playhouse in Fredericton on June 3. He noted that the criteria for the awards have changed. There are now two categories – District Awards and Provincial Awards (six awards in this category). The deadline for submission of applications to the DEC Chair is March 10, and the DEC must forward their selections to the Provincial Awards Committee by March 24. Council determined that the same process would be used, and asked Mr. Keoughan to set up a selection committee to choose the candidates for these awards, and to send the names to Fredericton by the deadline date. Mr. Keoughan will provide an update at the March meeting.</p>	<p>Mrs. Lee/ Mr. Keoughan</p> <p>Mrs. Lee</p> <p>Mr. Keoughan Agenda</p>
<b>H.</b>	<p><b>ANNUAL COUNCIL PLANNING CYCLE MONTHLY REVIEW</b></p> <p><b>i) Policy 2.1 – Leadership Style</b>  <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>	



I.	<p><b>“BRAG” SESSION</b></p> <p>Mrs. Doucet informed council that Croft Elementary School has received approximately \$80,000 in funding for an ILF project to establish an outdoor-forest classroom to promote learning across the curriculum.</p> <p>Mrs. Doucet reported that Harkins Middle School has partnered with the Kinsmen Club to do a Pay It Forward Program. The school received \$1,000 from the Kinsmen, and the school will give it back to people in the community who are having or facing hardship.</p> <p>Mrs. Doucet indicated that Harkins Middle School received a classroom composition grant to expand their “hands on program” to full-time status. The school is having great success with this program in terms of keeping at-risk students interested in school.</p> <p>Mrs. Wilson noted that the District 16 Chess Tournament is slated to be held at Rexton Elementary School on March 15. Diane Wilson and Maurice Richard, the principals of Rexton Elementary and Harcourt Schools, respectively, will supervise the event.</p> <p>Mrs. Breau advised that Ian Baillie Primary School has received approximately \$20,000 in funding for an ILF project. A series of children’s books will be written to help students with issues related to bullying, obesity, healthy choices, etc.</p> <p>Mr. Holmes advised that Tabusintac School has also received approximately \$90,000 in funding for an ILF project that will provide an outdoor education program with a focus on the First Nations Culture. The Elders of the First Nations will have a strong involvement in training, storytelling, etc.</p> <p>Mr. Holmes announced that the Tabusintac School has one of the largest libraries of a school its size in the district. To date, there is \$113,000 worth of books.</p> <p>Mr. Holmes indicated that Tabusintac School is involved in the Can/Dutch project. This is a collaboration of four rural schools in the district, along with St. Canisius in Holland. A school in Estonia and one in Turkey have also agreed to be a part of the project. The students will be presenting their perspective on living along the river, with a focus on the fishery, recreation, and First Nations culture.</p> <p>Mr. Keoughan reported that District 16 will receive 1.3 million in ILF Funding.</p>	
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	<p>Mr. Keoughan announced that Patrick Scully, for his commitment to inclusive education, will be awarded a National Recognition Certificate by the New Brunswick Association for Community Living. The presentation ceremony will take place at the Lieutenant Governor's House in Fredericton on February 20.</p> <p>Mrs. Lee indicated that Teacher &amp; Staff Appreciation Week is being celebrated in schools this week.</p>	
<b>J.</b>	<p><b>ADJOURNMENT</b></p> <p>Mrs. Lee reminded council members that the DEC/PSSC dinner will be held on Monday, March 31, at the Kin Center. Council will meet at 5:00 p.m. in the conference room at the Kin Center for their regular meeting.</p> <p>The meeting was adjourned at 8:50 p.m.</p>	

Respectfully submitted,

Sheila Bowie  
Administrative Assistant