

**DISTRICT EDUCATION COUNCIL  
SCHOOL DISTRICT 16**

**MINUTES  
April 21, 2009**

Present: Patricia Lee, Chair  
Jody Holmes, Vice-Chair  
Levi Sock  
LeRoy Silliker

Andrew Donovan  
Quentin Smallwood  
Bev Hubbard

Laurie Keoughan, Superintendent  
Sheila Bowie, Executive Assistant

Absent: Edgar Mahoney  
Luc Dubé

Nora Wilson

	<b>AGENDA ITEM</b>	<b>ACTION</b>
<b>A.</b>	<p><b>CALL TO ORDER</b></p> <p>Mr. Holmes called the meeting to order at 7:00 p.m. He reported that Mrs. Lee would be joining the meeting shortly, and would assume the chair role.</p>	
<b>B.</b>	<p><b>APPROVAL OF AGENDA</b></p> <p>By consensus, the agenda was approved.</p>	
<b>C.</b>	<p><b>APPROVAL OF MINUTES</b></p> <p>By consensus, the minutes of the March 24 and April 1, 2009 meetings were approved.</p>	
<b>D.</b>	<p><b>PRESENTATION – NB HUMAN RIGHTS COMMISSION</b></p> <p>Shara Golden, Human Rights Commission, addressed the group on the New Brunswick Human Rights Commission Guideline, “Accommodating Students with a Disability”. She spoke on the legal duty to accommodate students with a disability in schools as outlined in the New Brunswick Human Rights Act. She briefly explained the basic principles of reasonable accommodation, the inclusion process, limits to the duty to accommodate, and undue hardship factors. Ms. Golden also shared information in regard to discipline, harassment, and bullying as it relates to human rights. She also made reference to Supreme Court decisions that have set standards. Mrs. Lee thanked Ms. Golden for her presentation.</p>	

	Mrs. Lee joined the meeting, and assumed the chair role, shortly after the start of the presentation from the Human Rights Commission.	
<b>E.</b>	<p><b>INFORMATION ITEM</b></p> <p><b>i) New Math Program – Grades 1, 4, 7</b></p> <p>Jacqueline Petrie, Numeracy Lead, reported on the Revised Mathematics Curriculum. Her presentation stressed the importance of NCTM (National Council of Teachers of Mathematics) and WNCP (Western and Northern Canadian Protocol) research. A particular research focus dealt with ways students learn best. Implementation timelines were presented in conjunction with some of what is included in the curriculum revisions. The presentation concluded with a quick comparison of the 1980's approach and the revised curriculum approach, and with highlighted stress on teaching mathematics through problem solving. Council had an opportunity to ask questions. Mrs. Lee thanked Mrs. Petrie for her presentation.</p>	
<b>F.</b>	<p><b>BUSINESS ARISING FROM MINUTES</b></p> <p><b>i) Update on DEC Vacancies</b></p> <p>Mrs. Lee advised that after numerous phone calls to the Department of Education, there is still no word on the DEC appointment for Zone A. There was concern expressed about the length of time for appointments. The fact that a quorum is constituted by a majority of the number of positions on a DEC, regardless of whether these positions are filled, has the potential to cause some difficulty at some future date. Mrs. Lee noted that Mr. Holmes, who will be replacing her at the next Minister's Forum, will bring this up again.</p> <p>Regarding the vacancy in Sub-district 10, Mrs. Lee reported that she has given the information to the Miramichi Leader in the hope that a local newspaper article may generate some input.</p> <p><b>ii) Update on Minister's Advisory Committee on Testing &amp; Evaluation</b></p> <p>Mrs. Lee advised that a meeting of the Minister's Advisory Committee on Testing &amp; Evaluation took place on March 30<sup>th</sup>. She noted that a new group has been put together to sit on this committee, and that this meeting was the first in five years. The group discussed its mandate, talked about assessment, and is looking at the possibility of changing the name of the committee. She noted that this group will not be pushing things through – it has to be proven and the rationale has to be there.</p>	Mr. Holmes

	<p><b>iii) Teamwork Workshop</b></p> <p>Mrs. Lee reminded council members that the Teamwork Workshop will be held on Monday, April 27, at 5:30 p.m. Supper will be provided. She circulated a book entitled, “The 17 Indisputable Laws of Teamwork”, and indicated that the workshop is based upon this. She asked that council review the book prior to the session.</p> <p><b>iv) Date for Follow-up Meeting on Multi-Year Infrastructure Plan</b></p> <p>The next meeting on the Multi-Year Infrastructure Plan was scheduled for Monday, June 15, at 5:30 p.m. Supper will be provided. Mrs. Lee advised that this will be a closed meeting for planning purposes.</p>	<p>DEC</p> <p>DEC</p>
<p><b>G. CORRESPONDENCE</b></p>	<p>Mrs. Lee circulated the correspondence which included:</p> <ul style="list-style-type: none"> <li>• The 2007 “What’s on Your Mind?” Exit Survey of Grade 12 Students.</li> <li>• Summary Statistics School Year 2008-09.</li> <li>• E-mail to District 16 Education Council Members from Herman Koops requesting a reply to his March 18<sup>th</sup> letter. Council went in to a brief in camera session to discuss this item.</li> </ul>	
<p><b>H. NEW BUSINESS</b></p>	<p><b>i) Human Resources Changes (In Camera)</b></p> <p>Council remained in camera for this item. Upon their return to regular session, <b>IT WAS MOVED BY</b> Andrew Donovan, seconded by Quentin Smallwood, that the District Education Council Chair approve lieu time for the superintendent, and report back to the DEC at each meeting following time taken. <b>MOTION CARRIED. IT WAS ALSO MOVED BY</b> Quentin Smallwood, seconded by LeRoy Silliker, that council approve the carryover of 13.5 vacation days from 2008 for the superintendent. <b>MOTION CARRIED.</b></p> <p><b>ii) Department of Education’s Extra-Curricular Activity Travel Policies</b></p> <p>Mr. Keoughan explained that Policy 512 –Extra-curricular Activity Vehicles and Policy 513 – Transportation To and From Off-Site School-Related Extra-Curricular Activities were changed this spring in response to the Bathurst accident. He briefly outlined the main changes within the new policies. He also circulated a document on frequently asked questions and answers. Mr. Keoughan noted that</p>	<p>Mrs. Lee</p>

	District 16 is in compliance with the new policies.	
I.	<p><b>ANNUAL COUNCIL PLANNING CYCLE MONTHLY REVIEW</b></p> <p>i) <b>Policy 2.1 – Leadership Style</b>  ii) <b>Policy 2.4 – Chair’s Role</b>  iii) <b>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>iv) <b>Policy 2.2 – Council Job Description</b></p> <p>Council had no concerns with the policies that are in place for the superintendent.</p> <p>v) <b>Policy 2.8 – Parent School Support Committee Budget</b></p> <p>Mr. Keoughan advised that the budget has not yet been received from the Department of Education for the 2009-10 school year.</p> <p>vi) <b>Policy 4.2 – Budgeting/Forecasting</b></p> <p>Mr. Keoughan indicated that the district will have a surplus in excess of \$100,000. He noted that there are several reasons for this. The Department of Education provided a budget entry for approximately \$72,000 to cover the Canada Pension and Employment Insurance portion of the cost of the new teachers’ collective agreement. Post Teacher Salary Adjustment funding in the amount of \$78,000 was received, of which \$70,000 was given to the schools. Approximately \$30,000 of professional development funding was received late in the year that the district was unable to spend. The deficit in bus operations was approximately \$70,000 less than forecasted due to schools being cancelled for inclement weather.</p> <p>With respect to the DEC budget, Mr. Keoughan reported that the “Assessing A Threat” and “Preventing Absenteeism in District 16” pamphlets were ordered and received. He will provide a copy of each pamphlet to council members. He noted that the funding for the Teamwork Workshop has been carried forward.</p> <p>vii) <b>Policy 1.2 – Outstanding Volunteers</b></p> <p>Mr. Keoughan reported that there were three nominations for outstanding volunteers from Nelson Rural School – John Gill, Shawn Power and JD Woods. Each will receive a Certificate of Appreciation.</p>	<p>Mr. Keoughan</p> <p>Mr. Keoughan</p>

<b>J.</b>	<p><b>BRAG SESSION</b></p> <p>Mr. Silliker indicated that North &amp; South Esk Elementary School participated in the Science Fair at UNB. He noted that it went quite well.</p> <p>Mr. Keoughan reported that Jennifer Carnahan, a student at James M. Hill Memorial High School, won the Culinary Arts Competition sponsored by the New Brunswick Community College. As well, he noted that John MacMillan, a student at Miramichi Valley High School, won the Provincial Science Fair. He will be going to Canada Wide Science Fair in Winnipeg.</p>	
<b>K.</b>	<p><b>ADJOURNMENT</b></p> <p>The meeting was adjourned at 8:40 p.m.</p>	

Respectfully submitted,

Sheila Bowie  
Executive Assistant