

**DISTRICT EDUCATION COUNCIL
ANGLOPHONE NORTH SCHOOL DISTRICT**

**MINUTES
September 16, 2013
Superior Middle School**

Present: Mike Mortlock, Chair
Mike Coster, Vice Chair
Andy Flanagan
Raymond Murphy
Joe Petersen
Nancy Boucher, Superintendent
Brenda Dunnett, Executive Assistant

Regrets: Sheila Rogers

	AGENDA ITEM
A.	<p>CALL TO ORDER</p> <p>Mr. Mortlock called the meeting to order at 5:50 p.m. at Superior Middle School.</p>
B.	<p>APPROVAL OF AGENDA</p> <p>IT WAS MOVED BY Raymond Murphy and seconded by Joe Petersen that the agenda be approved. MOTION CARRIED.</p>
C.	<p>PRESENTATION: Kathy Grebenc, Principal, Superior Middle School</p> <p>Ms. Grebenc welcomed the District Education Council members to Superior Middle School. She reported that her school currently has 327 students, 22 teachers, 8 educational assistants and 4 custodians. She indicated that she has been very pleased with assessment results at her school and noted that 31 out of 33 assessments written since 2005 have been above the provincial average. Ms. Grebenc also noted that the results of the “Tell Them From Me” survey revealed that 93% of the students indicated that they feel safe at Superior Middle School, and that nationally, in comparison with other grade levels, her school is below the norm for bullying incidents. In fact, 30% of these bullying incidents actually occurred after school.</p> <p>Ms. Grebenc listed some of the unique features at her school, including “teaming”. Teachers work in teams and students are placed in teams. Teachers remain with the same students for the three years that the students attend Superior Middle School. The school has a very active extra-curricular and Phys. Ed. program, and it offers enrichment in Language Arts and Math. Students receive instruction in Music, Art, and Shop throughout the school year. She noted that profits from cafeteria sales are used to purchase technology and books for the classroom. Ms. Grebenc concluded by indicating that there is a very pleasant atmosphere at Superior Middle School.</p>

	Mr. Mortlock presented Ms. Grebenc with a book for the school library as a token of appreciation for hosting the District Education Council meeting.
D.	<p>APPROVAL OF MINUTES</p> <p>IT WAS MOVED BY Andy Flanagan and seconded by Joe Petersen that the minutes of the August 19, 2013 meeting be approved. MOTION CARRIED.</p>
E.	<p>BUSINESS ARISING FROM MINUTES</p> <p>(a) District Policies and Regulations</p> <p>The approval of the revised district policies and regulations was tabled from the August 19, 2013 meeting pending final review by the Council members. IT WAS MOVED BY Mike Coster and seconded by Raymond Murphy that the revised Policies and Regulations for Anglophone North School District be approved. MOTION CARRIED. Mr. Mortlock thanked the members for their efforts and commitment in reviewing the policies and regulations.</p> <p>(b) Annual Report to the Public</p> <p>Mr. Murphy indicated that he was very impressed with Ms. Boucher's Annual Report to the Public, which was distributed to Council members for their review at the August 19, 2013 meeting. IT WAS MOVED BY Raymond Murphy and seconded by Andy Flanagan that the Annual Report to the Public be approved, forwarded to the Minister of Education and Early Childhood Development and posted to the district website. MOTION CARRIED.</p>
F.	<p>CONSENT AGENDA ITEMS</p> <p>(a) Policy Monitoring</p> <ul style="list-style-type: none"> (i) GP 1,2,3,4,5,6,7 – Meeting Review Form (ii) C/SR 4 – Meeting Review Form (iii) EL 1,7 – Meeting Review Form (iv) E-4, E-4A, EL-2, EL-4, EL-5, EL-8 - In Compliance - See Attached Briefing Notes <p>(b) New Educational Hirings</p> <p>IT WAS MOVED BY Joe Petersen and seconded by Andy Flanagan that the Consent Agenda Items be approved. MOTION CARRIED.</p>
G.	<p>CORRESPONDENCE</p> <p>Correspondence items were circulated to Council members for their review.</p>

<p>H.</p>	<p>NEW BUSINESS</p> <p>(a) Starfish and Celebrate the Spirit Awards</p> <p>Ms. Boucher requested the support of the District Education Council in restoring two recognition programs that were implemented by the former School Districts 15 and 16 – the “Starfish Award” and the “Celebrate the Spirit Award”. She noted that the “Starfish Award” recognizes employees who go above and beyond their regular work. Each recipient will be awarded a Starfish pin and a certificate in recognition of their efforts. Ms. Boucher indicated that the District Education Council members will be kept up to date with the names of these recipients.</p> <p>The “Celebrate the Spirit Award” recognizes the support of a community group or person. Ms. Boucher explained that a district committee will decide on the recipient for this award. The recipient will then be invited to a special celebration, such as the PSSC Recognition Night, where a plaque and certificate will be presented.</p> <p>IT WAS MOVED BY Raymond Murphy and seconded by Joe Petersen that the District Education Council support the implementation of the “Starfish Award” and the “Celebrate the Spirit Award” in the Anglophone North School District. MOTION CARRIED.</p>
<p>I.</p>	<p>CHAIR’S COMMENTS</p> <p>Mr. Mortlock announced with regret that Nancy Boucher will be leaving Anglophone North School District as Superintendent of Schools. Ms. Boucher was recently appointed as Assistant Deputy Minister of the Department of Education and Early Childhood Development, effective October 7, 2013. Council members congratulated Ms. Boucher on her appointment and complimented her on her excellent leadership during her tenure as Superintendent, and particularly during the amalgamation process. The members conveyed their best wishes to Ms. Boucher in her new position.</p> <p>IT WAS MOVED BY Raymond Murphy and seconded by Mike Coster that the District Education Council immediately commence the process of advertising for a new Superintendent. MOTION CARRIED.</p> <p>Mr. Mortlock provided Council members with the Parent School Support Committee manual, training and recruitment material for use at PSSC cluster meetings. Mr. Mortlock suggested that these training materials be placed on USB keys for every PSSC member in the district, with printed materials being made available to those PSSC members who do not have access to a computer. These materials will also be included on the principals’ USB keys for their information. IT WAS MOVED BY Joe Petersen and seconded by Andy Flanagan that the District Education Council purchase USB keys for every PSSC member in the district. MOTION CARRIED.</p> <p>Mr. Mortlock and Mr. Coster will coordinate cluster meetings for Subdistrict 4 and Subdistrict 6.</p>

	<p>Mr. Mortlock distributed governance booklets to each District Education Council member. The information contained in these booklets is also contained on CD's, which are available to the members as well. Mr. Mortlock also indicated that governance training modules and exercises are available on the provincial website.</p> <p>Mr. Mortlock stated that the Anglophone North District Education Council has been requested to host the DEC Spring Symposium on May 23-25, 2014. Following discussion on this matter, IT WAS MOVED BY Joe Petersen and seconded by Raymond Murphy that a letter be forwarded to Stacey Brown, DEC Manager, formally requesting that Bathurst be considered as the location for the Spring Symposium. MOTION CARRIED. Mrs. Dunnnett was directed to prepare this letter.</p> <p>Mr. Mortlock indicated that the district is in need of new Information Technology equipment to replace equipment that is aging and deteriorating. He stated that Information Technology personnel should be provided with the funds needed in order to purchase this equipment. IT WAS MOVED BY Joe Petersen and seconded by Raymond Murphy that money from the Special Purchases Fund be allocated to purchase Information Technology equipment and to maintain the district website. MOTION CARRIED.</p>
J.	<p>SUPERINTENDENT'S COMMENTS</p> <p>Ms. Boucher presented the draft Educational Improvement Plan for the period of September, 2014 to June, 2017. She indicated that the plan represents a collaborative effort on the part of several district staff members. She stated that these staff members could possibly attend the October District Education Council meeting if any further information is needed. Following a brief review of the document, Ms. Boucher invited Council members to review it in its entirety before the next District Education Council meeting on October 21, 2013. Approval of the Educational Improvement Plan, therefore, was tabled until that meeting. Following its approval, a copy will be forwarded to each of the schools. The plan will also be reviewed with the new Superintendent.</p> <p>Ms. Boucher distributed copies of the 2013-2014 Physical Plant Status report prepared by Ron Lavigne, Facilities Manager. Ms. Boucher indicated that this report includes a prioritized list of school capital improvement projects, which cost \$10,000 or more, as well as a separate list of roofing projects. IT WAS MOVED BY Joe Petersen and seconded by Andy Flanagan that the 2013-2014 Physical Plant Status report be approved and that Anglophone North School District be given the flexibility to amend the list to reflect any issues which may arise until work on the projects commence. MOTION CARRIED. The Physical Plant Status report will be forwarded to the Department of Education and Early Childhood Development, Facilities Branch, for consideration.</p> <p>Ms. Boucher distributed the 2013-2014 Expenditure Plan to Council members. She noted that this report represents a collaborative effort on the part of the Budget and Accounting Department and the Department of Education and Early Childhood Development. Ms. Boucher noted that the Expenditure Plan represents an attempt to create a balanced budget at the end of the fiscal year.</p>

	<p>IT WAS MOVED BY Andy Flanagan and seconded by Raymond Murphy that the Expenditure Plan, totaling \$87,369,000.00 be approved. MOTION CARRIED. This plan will be reviewed on a quarterly basis.</p>
<p>K.</p>	<p>DEC MEMBERS' COMMENTS</p> <p>Mr. Murphy indicated that the Rexton Health Care Foundation recently held a golf tournament. He commended the Rexton-area students who turned out to volunteer their time at this tournament by posting signs at each of the 18 holes, providing pop, water and muffins to the participants, and by serving a turkey dinner. He also acknowledged Julie Hudson, a teacher at Bonar Law Memorial School, who supervised these students. Mr. Murphy added that a fun time was had by all. IT WAS MOVED BY Raymond Murphy and seconded by Mike Coster that a letter of appreciation be sent to Julie Hudson and the students in recognition of their excellent efforts during this tournament. MOTION CARRIED.</p> <p>Mr. Petersen indicated that he continues to be in contact with Eel River Bar First Nations in an attempt to canvass for a First Nations Representative for the Anglophone North District Education Council.</p> <p>Mr. Mortlock stated that Campbellton Middle School will be hosting an "Anti-Bullying" evening for parents and the public on September 25, 2013. Mr. Bruce Van Stone, Provincial Learning Specialist for Bullying Awareness and Prevention, will be in attendance at this event. Mr. Mortlock also plans to attend, and indicated that Campbellton Middle School is doing an excellent job in promoting "Anti-Bullying".</p> <p>Mr. Mortlock indicated that the appointment of the DEC representative for Subdistrict 6 has not yet been announced by the Minister of Education and Early Childhood Development. As soon as this announcement is made, Mr. Mortlock will advise Council members.</p>
<p>L.</p>	<p>DATE OF NEXT MEETING</p> <p>The next District Education Council meeting will be held on October 21, 2013 at Rexton Elementary School.</p> <p>The meeting adjourned at 6:45 p.m. on a motion by Joe Petersen.</p>

Respectfully submitted,

Brenda Dunnett
Executive Assistant to the Superintendent