

**DISTRICT EDUCATION COUNCIL
ANGLOPHONE NORTH SCHOOL DISTRICT**

**MINUTES
May 15, 2017
Campbellton Middle School**

Present: Micheal Mortlock, Chair
Ron Ecker
Andy Flanagan
Carmel Hambrook
Nancy McBain
Joe Petersen
Beth Stymiest, Superintendent
Brenda Dunnett, Executive Assistant

Regrets: Raymond Murphy
Sheila Rogers

	AGENDA ITEMS
A.	<p>CALL TO ORDER</p> <p>Mr. Mortlock called the meeting of the District Education Council to order at 6:00 p.m. at Campbellton Middle School.</p>
B.	<p>APPROVAL OF AGENDA</p> <p>IT WAS MOVED BY Andy Flanagan and seconded by Ron Ecker that the Agenda be approved. MOTION CARRIED.</p>
C.	<p>PRESENTATION: Mrs. Angela Young, Principal – Campbellton Middle School</p> <p>Mrs. Young welcomed the District Education Council members to Campbellton Middle School. She began by highlighting the enrichment opportunities that are offered this year to the students of Campbellton Middle School. Some of these activities include math competitions, French and English oratory, Heritage Fair and chess competitions. Mrs. Young noted that 19 students competed at the regional Heritage Fair, and they were successful in winning five of the eight awards. Emphasis is also placed on reading. Each classroom has its own library to help instill a love of reading among the students. There is also a reading project underway in which each student is provided with a public library card so that they can continue with their reading during the summer months.</p> <p>Mrs. Young explained the importance of educating students so that Campbellton Middle School can remain as an inclusive, safe and respectful environment. She gave Council members the opportunity to visit the school library where there are</p>

	<p>many resources available for students concerning mental health, family values, bullying, sexual orientation, First Nation culture, etc. Mrs. Young noted that these resources have generated very positive discussion among students and parents.</p> <p>As a token of appreciation for hosting the District Education Council meeting, Mr. Mr. Mortlock presented Mrs. Young with a book for her library.</p>
D.	<p>Presentation: Alistair Tulloch, Provincial SIS Lead 9-12 - Power School Program</p> <p>Mr. Tulloch explained the four components of the provincial Power School student information system, which was activated in September, 2016 and is being used in all of the schools and in the district offices.</p> <p>The four components include:</p> <ol style="list-style-type: none"> 1. Scheduling, attendance, discipline records, PLP – input of information at the school level. 2. Power Teacher – access to attendance, demographic information, PLP 3. Power Teacher Pro – input of comments for report cards, tracking student assignments and assessments. 4. Parent and Student Portal – parents can log in and find students' assignments, attendance, and course selections. <p>Mr. Tulloch outlined the training process that has been completed for principals, vice-principals, administrative assistants and casual administrative assistants. There will also be drop-in training sessions in August to provide additional support. It will then be the responsibility of the schools to manage their own training beginning in September, 2017.</p> <p>Using the Smart Board, Mr. Tulloch provided a demonstration on how student information can be entered into Power School, how information can be tracked and how various reports can be generated (attendance, course selections, report cards, interventions, infractions, bus transportation, medical information, etc.). Mr. Tulloch noted that teachers did very well this year in preparing student report cards using this new program.</p> <p>Council members were given the opportunity to ask questions throughout Mr. Tulloch's presentation.</p>
E.	<p>APPROVAL OF MINUTES</p> <p>IT WAS MOVED BY Joe Petersen and seconded by Carmel Hambrook that the minutes of the April 10, 2017 meeting be approved. MOTION CARRIED.</p>

F.	<p>BUSINESS ARISING FROM MINUTES</p> <p>(a) DEC Retreat to Review Policies</p> <p>A DEC Retreat will be held on June 16-17, 2017 for the purpose of reviewing the policies that are currently in effect in Anglophone North School District. After a short discussion, there was consensus that the retreat will be held at the Best Western in Bathurst. Mrs. Dunnett will make the necessary arrangements, and she will then provide the DEC members with more details.</p>
G.	<p>CONSENT AGENDA ITEMS</p> <p>Policy Monitoring</p> <ul style="list-style-type: none"> (i) GP 1,2,3,4,5,7 – Meeting Review Form (ii) C/SR 4 – Meeting Review Form (iii) EL 1,7 – Meeting Review Form (iv) E-2, GP-9, GP-9A, EL-6, EL-15 – In Compliance - See attached briefing notes <p>IT WAS MOVED BY Andy Flanagan and seconded by Ron Ecker that the Consent Agenda Items be approved. MOTION CARRIED.</p>
H.	<p>CORRESPONDENCE</p> <p>Correspondence items were forwarded to the DEC members for their review prior to the meeting.</p>
I.	<p>NEW BUSINESS</p> <p>(a) Policy E-11: Commitment for First Nation Education</p> <p>Mrs. Stymiest reviewed the draft copy of <i>Policy E-11: Commitment for First Nation Education</i>. This policy was recently presented at the DEC Symposium in Saint John. IT WAS MOVED BY Nancy McBain and seconded by Joe Peterson that <i>Policy E-11: Commitment for First Nation Education</i> be approved as presented and made effective as of June 30, 2017. MOTION CARRIED.</p> <p>(b) Major Capital Projects</p> <p>IT WAS MOVED BY Andy Flanagan and seconded by Ron Ecker that the following Major Capital Projects be approved:</p> <ol style="list-style-type: none"> 1. Midlife upgrade at James M. Hill Memorial High School, including a feasibility study on moving the Office of the Superintendent and Miramichi Education Center from its current location to JMH after the upgrade. The office that houses these two groups could be closed after the upgrade, thereby reducing the operating costs

	<p>for the district. There are currently approximately \$2.4 million worth of projects for this school on the capital improvement list.</p> <p>2. Midlife upgrade at Miramichi Valley High School. The school has approximately \$420,000 worth of projects on the capital improvement list. The cafeteria is undersized in the school and this upgrade would address that issue.</p> <p>3. Midlife upgrade at Bonar Law Memorial School. The school has approximately \$565,000 in projects on the capital projects list.</p> <p>MOTION CARRIED.</p> <p>(c) Capital Improvements List</p> <p>IT WAS MOVED BY Andy Flanagan and seconded by Ron Ecker that the Capital Improvements List, for the 2018-2019 fiscal year, be approved as submitted, but that the district staff have authorization to adjust the list if a situation warrants a change in priority levels. MOTION CARRIED.</p> <p>Mr. Flanagan noted that Item #62 could be removed from the Capital Improvements List, as well as any other items pertaining to St. Andrew's Elementary School and Ian Baillie Primary School, as these schools will be closing when King Street Elementary School opens in September, 2017.</p>
J.	<p>CHAIR'S COMMENTS</p> <p>Mr. Mortlock attended the DEC Symposium in Saint John on May 5-7. He received approval from the Council members to send a letter of congratulations to Stacey Brown, DEC Manager, for her excellent work in organizing the symposium. Mr. Mortlock also commented on Mr. Matthew Swezey's outstanding presentation on the First Nation policy at the symposium.</p> <p>Mr. Mortlock reported on the Policy 711 meeting he attended on May 12. He noted that participants at this meeting requested the possibility of districts being given more latitude in making adjustments to the list of food items that are offered in schools. A report will be forthcoming to specify which food items can be added. Privately-operated cafeterias and the purchase of locally grown food were also discussed. Mrs. Stymiest stated that more work is still needed in order to improve the schools' compliance to Policy 711. She suggested that in order to promote healthy eating, teachers should become role models for their students, and that more discussions are needed for parents and students.</p>

K. SUPERINTENDENT'S COMMENTS

Mrs. Stymiest reported on the following:

- Nominations for “Outstanding Volunteers” have been received for Lillian Coombs, Wendy Gionet-Landry, Alistair and Linda Tulloch and Glenn and Colleen Gauthier at Bathurst High School; Aaron Blair at Eleanor W. Graham Middle School; and Mark and Nisha Silver at Janeville Elementary School. **IT WAS MOVED BY** Ron Ecker and seconded by Nancy McBain that Certificates of Appreciation be prepared and forwarded to these volunteers. **MOTION CARRIED.**
- Starfish Awards were presented to Paula Guignard, an Educational Assistant at Bathurst High School; Heidi Ryder, Acting Principal of James M. Hill Memorial High School; and Barb Matchett, an Educational Assistant at North & South Esk Elementary School.
- Mrs. Stymiest, Craig Caldwell and Joan MacMillan have been working on staffing. Schools will soon be receiving their FTE numbers.
- Mr. Mark Donovan has been working with Mrs. Stymiest in transitioning to his new role as Superintendent, while at the same time, continuing with his responsibilities as Principal of Max Aitken Academy until the end of the school year.
- The First Nation 100 Years of Loss Exhibit has been in various areas of the district. Mrs. Stymiest plans to visit the exhibit at Dalhousie Regional High School. She noted that it is a very beautiful display that commemorates the children who were removed from their families and placed in residential schools.
- On May 13, Mrs. Stymiest had the extreme pleasure of attending the STEM Fest at James M. Hill. The theme was “Carnival”. Many activities were planned for students and adults, which were designed to promote innovation and to help find better solutions. She praised the work of the district’s technology team and teachers.
- Heritage Fairs are being held across the district.
- Efforts are being made to hire an Acting Director of Human Resources. Currently, a Director of Human Resources, from Anglophone South School District, has expressed interest in working at ASD-N for a period of one year, beginning on July 1, 2017. Mrs. Stymiest noted that having this director in place will be very helpful to the new Superintendent. She will report back with more information at the next District Education Council meeting.

	<ul style="list-style-type: none"> • Mrs. Stymiest will send out information concerning high school graduation activities. • Interviews will be held in the near future for administrative positions at Dr. Losier Middle School, King Street Elementary, Max Aitken Academy, Bathurst High School and Parkwood Heights Elementary School.
L.	<p>DEC MEMBERS' COMMENTS</p> <p>Mr. Ecker attended a PSSC meeting at North & South Esk Elementary School. At that meeting, members requested a review of the catchment areas as they relate to bus transportation. There is concern that if the current situation continues, there could be a further decline of students. Mrs. Stymiest will address this issue with district staff.</p> <p>Mr. Petersen attended a PSSC meeting at Dalhousie Regional High School. Graduation plans were discussed as well as the possibility of new cafeteria managers.</p> <p>Mrs. Hambrook sent an email to principals in her subdistrict requesting that they inform her of any changes in PSSC meeting dates. She attended the official opening of the newly upgraded Gretna Green School, and she recently participated in a student appeal process. She is looking forward to attending the DEC Retreat on June 16 and 17.</p> <p>Ms. McBain noted how well Matthew Sweezey represented Anglophone North School District at the DEC Symposium with his presentation on the First Nation policy. She enjoyed the symposium and was pleased that Parent School Support Committee members were also in attendance. Following the DEC Symposium, Ms. McBain attended an "Objective 6" meeting on May 8 with Sacha Dewolfe. She noted that a Francophone district representative attended this meeting as well. She invited the Francophone school district to attend the "100 Years of Loss Exhibit", as the exhibit is bilingual.</p> <p>Mr. Mortlock attended the Heritage Fair in his subdistrict. He noted that there has not been any PSSC meetings in his area since the last DEC meeting. Mr. Mortlock attended the Gretna Green School official opening on May 8.</p> <p>Mr. Flanagan attended the drama production of "Beauty and the Beast" at James M. Hill. Mr. Mortlock and Mrs. Stymiest also attended this production and described it as an incredible performance. This production won several awards at the Provincial Drama Festival in Fredericton.</p> <p>Mr. Flanagan will be attending a special event at St. Andrew's Elementary School on May 19 to recognize the school's closing and to auction memorabilia items to help raise money for the playground at the new King Street Elementary School. A</p>

	<p>Gala will be held on May 27 at the Riverside Entertainment Center as another fundraiser for the new playground at King Street Elementary School. It will include a dinner and auction, as well as a performance by the Sistema group.</p> <p>Since Mrs. Rogers was unable to attend this District Education Council meeting, she prepared a written report on the meetings she attended during the past month. This report was distributed to each of the DEC members.</p>
M.	<p>DATE OF NEXT MEETING</p> <p>The next regular meeting of the District Education Council will be held on June 19, 2017 at the Office of the Superintendent at 5:30 p.m.</p> <p>The meeting adjourned at 7:30 p.m. on a motion by Nancy McBain.</p>

Respectfully submitted,

Original signed by Brenda Dunnett

Brenda Dunnett
Executive Assistant to the Superintendent/DEC