

**DISTRICT EDUCATION COUNCIL  
ANGLOPHONE NORTH SCHOOL DISTRICT**

**MINUTES  
November 18, 2019  
Jacquet River School**

Present: Micheal Mortlock, Chair  
Joe Petersen, Vice-Chair  
Carmel Hambrook  
Rev. Albertine LeBlanc  
Nancy McBain  
Sheila Rogers  
Mark Donovan, Superintendent  
Brenda Dunnett, Executive Assistant

Regrets: Andy Flanagan

<b>AGENDA ITEMS</b>	
<b>A.</b>	<p><b>CALL TO ORDER</b></p> <p>Mr. Mortlock called the meeting of the District Education Council to order at 5:40 p.m. at Jacquet River School.</p>
<b>B.</b>	<p><b>APPROVAL OF AGENDA</b></p> <p><b>IT WAS MOVED BY</b> Joe Petersen and seconded by Carmel Hambrook that the Agenda be approved. <b>MOTION CARRIED.</b></p>
<b>C.</b>	<p><b>PRESENTATION: Mr. Trevor Glazier, Principal – Jacquet River School</b></p> <p>Mr. Glazier informed the District Education Council members that he and one of his teachers were among the recipients of the Personalization Learning Grants that Anglophone North School District awarded in October 2019. Mr. Glazier used the funds he received to take five at-risk students on an overnight adventure in the Nepisiquit area. He wanted to build a sense of self-worth and connection with these students.</p> <p>Under the direction and supervision of Mr. Glazier and his father, the students toured the windmill farm, participated in a sustainability study on moose, tried moose calling, picked evergreen tips to make their own Christmas wreaths, hiked and learned about the history of the Mi'kmaq Trail, and were taught some practical skills, such as operating a generator, etc.</p> <p>Mr. Glazier showed a video about the many activities in which the students participated. He stated that this experience was one that the students will always</p>

	<p>remember. Mr. Glazier also mentioned that since this adventure, these five students now drop into his office every morning to visit him.</p> <p>As a token of appreciation for hosting the District Education Council meeting, Mr. Mortlock presented Mr. Glazier with a book for his school library.</p>
<b>D.</b>	<p><b>APPROVAL OF MINUTES</b></p> <p><b>IT WAS MOVED BY</b> Joe Petersen and seconded by Carmel Hambrook that the minutes of the October 21, 2019 meeting be approved. <b>MOTION CARRIED.</b></p>
<b>E.</b>	<p><b>BUSINESS ARISING FROM MINUTES</b></p> <p>There was no business arising from the minutes.</p>
<b>F.</b>	<p><b>CONSENT AGENDA ITEMS</b></p> <p><b>Policy Monitoring</b></p> <ul style="list-style-type: none"> <li>(i) GP 1,2,3,4,5,7 – Meeting Review Form</li> <li>(ii) C/SR 4 – Meeting Review Form</li> <li>(iii) EL 1,7 – Meeting Review Form</li> <li>(iv) E-5, EL-4 – In Compliance – See Attached Briefing Notes</li> </ul> <p><b>IT WAS MOVED BY</b> Nancy McBain and seconded by Sheila Rogers that the Consent Agenda Items be approved. <b>MOTION CARRIED.</b></p>
<b>G.</b>	<p><b>CORRESPONDENCE</b></p> <p>There was no correspondence items for this meeting.</p>
<b>H.</b>	<p><b>NEW BUSINESS</b></p> <p><b>(a) Resignation of Beatrice LeBlanc, Subdistrict 7</b></p> <p><b>IT WAS MOVED BY</b> Carmel Hambrook and seconded by Joe Petersen that Beatrice LeBlanc’s resignation be accepted, effective November 18, 2019. <b>MOTION CARRIED.</b></p> <p>Discussion followed about a potential candidate who is interested in filling the DEC position in Subdistrict 7, which became vacant as a result of Mrs. LeBlanc’s resignation. The District Education Council members unanimously agreed to submit this candidate’s name to Hon. Dominic Cardy for his consideration. Mr. Mortlock will prepare a formal letter to the Minister.</p>

	<p style="text-align: center;"><b>(b) Formal Proposal to Address Projected Budget</b></p> <p>Mr. Donovan stated that Anglophone North School District's second quarter financial report projected a deficit of \$91,000. However, he informed Council members that the projected deficit is now at \$41,000. Mr. Donovan reviewed several options that could help achieve a balanced budget at fiscal year-end.</p> <p><b>IT WAS MOVED BY</b> Sheila Rogers and seconded by Joe Petersen that self-sustaining funds be used to cover Anglophone North School District's deficit at fiscal year-end, to a maximum of \$100,000. <b>MOTION CARRIED.</b> Council members will continue to monitor ASD-N's financial situation during the fourth quarter.</p> <p style="text-align: center;"><b>(c) Declaring Tide Head School as Surplus Property</b></p> <p><b>IT WAS MOVED BY</b> Carmel Hambrook and seconded by Sheila Rogers that Tide Head School be declared as surplus property, effective April 1, 2020. <b>MOTION CARRIED.</b></p> <p style="text-align: center;"><b>(d) Superintendent's Evaluation Committee</b></p> <p>Carmel Hambrook will act as Chairperson of the Superintendent's Evaluation Committee. Each District Education Council member will complete the evaluation form and return it to Mrs. Hambrook by February 28, 2020. Mrs. Hambrook will then prepare a report and present it to the members at their regular meeting on March 16, 2020.</p> <p style="text-align: center;"><b>(e) Christmas Vegetable Trays</b></p> <p>The District Education Council members reviewed the quote for the cost of Christmas vegetable trays. <b>IT WAS MOVED BY</b> Joe Petersen and seconded by Rev. Albertine LeBlanc that vegetable trays be purchased from Bathurst Superior Cafeterias Inc. and Gretna Green Food Services Inc. for distribution to all schools in Anglophone North School District prior to Christmas. <b>MOTION CARRIED.</b></p>
I.	<p><b>CHAIR'S COMMENTS</b></p> <p>Mr. Mortlock attended the Student Leadership Conference on November 14. Five of the eight ASD-N high schools were represented at this conference. Mr. Donovan, Mr. Dean Mutch and Mr. Craig Caldwell also attended, and everyone enjoyed the opportunity to interact with the students. Mr. Donovan stated that he will be sharing the students' feedback and comments at the Principals' Meeting on December 6.</p> <p>Council members discussed the effectiveness of High School Focus Group sessions verses Student Leadership Conferences. The members agreed that the focus groups, which include a delegation of 10-12 students from each ASD-N high</p>

	<p>school, allow for a greater cross-section of students, not just student leaders, to share their perspectives and opinions. Mr. Donovan and Mr. Mortlock will arrange for High School Focus Group sessions to be held at each high school in March/April. In addition to the Superintendent and the Directors of Schools, District Education Council members can also attend these sessions.</p>
<p><b>J.</b></p>	<p><b>SUPERINTENDENT'S COMMENTS</b></p> <p>Mr. Donovan reported on the following:</p> <ul style="list-style-type: none"> <li>• Nominations for “Outstanding Volunteers” were received for: <ul style="list-style-type: none"> <li>- Lita Isaac – Campbellton Learning Center</li> <li>- Justin Handrahan and Darla Young – Harcourt School</li> </ul> </li> </ul> <p>Certificates of Appreciation will be prepared and forwarded to each of these volunteers.</p> <ul style="list-style-type: none"> <li>• A Starfish Award was presented to: <ul style="list-style-type: none"> <li>- Tracy Lynds, Teacher – Rexton Elementary School</li> </ul> </li> <li>• Mrs. Dunnett will post the revised policies on the Anglophone North School District website. Mr. Mortlock asked District Education Council members to review the policies and inform him if they have any questions about the policies.</li> <li>• Mr. Donovan presented the District Improvement Plan to Council members. He also included a document that gave a quick overview of the four Pillars of Learning, the goals, how goals are achieved, and how to determine success in meeting these goals. Mr. Donovan stated that the District Improvement Plan aligns with the World-Class Education Plan that was launched by Education and Early Childhood Development, and it also reflects the information contained in the 2018-2019 Provincial Assessment Report.</li> <li>• All school district employees are in the process of completing the training modules required under the NB Occupational Health and Safety Act. Mr. Donovan confirmed that District Education Council members are not required to complete this training. However, Mrs. Dunnett will forward the link to the training modules for their information.</li> <li>• Mr. Donovan stated that Anglophone North School District is in the process of planning a job fair in Belledune. This job fair will be held to support the residents in that area who will be impacted by the closure of the Brunswick Smelter in December. Mr. Donovan noted that there are possible job opportunities in ASD-N for bus drivers, custodians, trades personnel, administrative assistants, etc. The Department of Education and Early Childhood Development has approved funding for job training.</li> </ul>

**K. DEC MEMBERS' COMMENTS**

Rev. Albertine LeBlanc attended a Parent School Support Committee meeting at North & South Esk Regional School on October 28. She attended the Remembrance Day Ceremony at Blackville School and laid a wreath on behalf of the District Education Council. Rev. LeBlanc also attended the "Be Alive Program" meeting in Miramichi and learned about programs that will be implemented in the schools.

Carmel Hambrook attended the Remembrance Day Ceremony in Miramichi. She stated that everyone was impressed with a presentation made by MVHS Teacher, Mr. Brandon Savage, and two students. Mrs. Hambrook did not attend the Remembrance Day Ceremonies at Gretna Green School and Max Aitken Academy, due to a scheduling issue. She also noted that she was not able to attend another Parent School Support Committee meeting, as the school scheduled it for the same time as the District Education Council meeting. At the Principals' Meeting in December, Mr. Donovan will remind principals not to schedule PSSC meetings on the same night as DEC meetings.

Nancy McBain is interested in learning more about inclusivity as it relates to First Nation students and Early Childhood services. Mr. Donovan noted a bridging project that was implemented in ASD-N by Melanie Cortes, Regional Director of Early Childhood Education.

Ms. McBain attended the Remembrance Day Ceremony at L. E. Reinsborough School.

Joe Petersen will be attending the Minister's Forum in Fredericton on November 27. He was unable to attend a PSSC meeting at L.E. Reinsborough School as he did not receive notification before the meeting.

Sheila Rogers reported on the following:

- She attended a PSSC meeting at Parkwood Heights Elementary School on October 24 and at Janeville Elementary School on October 30. Both schools gave a presentation on the role of the Parent School Support Committee.
- The Provincial Curriculum Evaluation and Assessment Committee (PCEAC) will meet in Fredericton for two days on November 27-28. Ms. Rogers will share the minutes with the District Education Council members as soon as those minutes are approved.
- Ms. Rogers attended the Remembrance Day Ceremony at the K.C. Irving Center in Bathurst on November 11. She noted that the Student Council presidents of the two Bathurst high schools laid wreaths. She is pleased that the youth are represented at these ceremonies.

	<ul style="list-style-type: none"> <li>• Ms. Rogers attended a meeting of the Canadian Deafblind Association. She noted that there is a project underway to provide information to people with disabilities.</li> </ul> <p>Micheal Mortlock reported as follows:</p> <ul style="list-style-type: none"> <li>• He attended the Remembrance Day Ceremony at Sugarloaf Senior High School. He received invitations to three ceremonies; however, due to the ceremonies taking place at the same time, he was unable to attend all of them. He noted that the veterans were also disappointed that they could not attend each of the ceremonies. Mr. Donovan will look into the possibility of the three Campbellton schools coordinating their ceremonies in the future.</li> <li>• Mr. George Daley, former Vice-Principal of Bathurst High School, is the new Deputy Minister of Education and Early Childhood Development. Mr. Daley will replace John McLaughlin, who will be retiring in December.</li> <li>• Mr. Mortlock attended the Minister’s Excellence in Education Awards in Fredericton on November 16. Lesley Stewart and Angela Young were among the ten teachers, in the Anglophone sector of the province, to receive these prestigious awards.</li> <li>• Mr. Mortlock distributed copies of the pamphlet, “How To Be a DEC Member Candidate”, and he asked Council members to share the pamphlets with the PSSC members in their subdistricts.</li> </ul> <p>Several District Education Council members expressed their appreciation to the organizers of the DEC Retreat for very enjoyable and productive meetings on October 25-26.</p>
<b>L.</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The next regular meeting of the District Education Council will be held on December 16, 2019 at the Office of the Superintendent.</p> <p>The meeting adjourned at 7:35 p.m. on a motion by Sheila Rogers.</p>

Respectfully submitted,

*Original signed by Brenda Dunnett*

Brenda Dunnett  
Executive Assistant to the Superintendent/DEC