

**DISTRICT EDUCATION COUNCIL
ANGLOPHONE NORTH SCHOOL DISTRICT**

**MINUTES
May 27, 2013
Terry Fox Elementary School**

Present: Mike Mortlock, Chair
Mike Coster, Vice-Chair
Andy Flanagan
Joe Petersen
Sheila Rogers
Nancy Boucher, Superintendent
Brenda Dunnett, Executive Assistant

Regrets: Raymond Murphy

	AGENDA ITEM
A.	<p>CALL TO ORDER</p> <p>Mr. Mortlock called the meeting to order at 5:35 p.m. at Terry Fox Elementary School.</p>
B.	<p>APPROVAL OF AGENDA</p> <p>Mr. Mortlock requested members to strike “GP-9” under “Consent Agenda Items, (a) Policy Monitoring, Item (iv)”. IT WAS MOVED BY Joe Petersen and seconded by Andy Flanagan that the agenda be approved with this deletion. MOTION CARRIED.</p>
C.	<p>PRESENTATION: Paula Chapman, Vice-Principal, Terry Fox Elementary</p> <p>On behalf of Shari Smith-Ellis, who was unable to attend the meeting due to illness, Vice-Principal Paula Chapman welcomed and thanked the District Education Council members for visiting Terry Fox Elementary School. She invited members to proceed to the auditorium where students performed a portion of their drama production, “Aladdin”. Upon returning to the meeting, Ms. Chapman gave a presentation on various programs underway at her school. She explained the “Tell Them For Me’ survey which was administered to Grade 4 and 5 students. This survey measures the social and intellectual engagements among students. She indicated that the students’ participation in “Aladdin” has made a definite difference in the area of their social engagement.</p> <p>Ms. Chapman indicated that Tracy MacDonald and Patrick McLaughlin are among the teachers who have been working on new initiatives for the classroom. Mr. McLaughlin and a Grade 1 student demonstrated an X-Box game called “Brain and Body Connection”, which helps to engage students in learning Mathematics skills. Ms. Courtney Woods was also available at the</p>

	<p>meeting to explain the “Genius Hour” program. This program allows students the opportunity to explore a topic in which they are particularly interested. She indicated that students often develop new friendships with other students during the process of working in groups and researching information for their projects.</p> <p>Mr. Mortlock presented a book to Ms. Chapman for the school’s library as a token of appreciation for hosting the DEC meeting.</p>
D.	<p>SWEARING IN CEREMONY</p> <p>Mr. Mortlock welcomed Stacey Brown, Provincial DEC Manager, to the meeting. Ms. Brown officiated over the swearing in of Levi Sock as the First Nations’ Representative to the District Education Council for Anglophone North School District. Mr. Mortlock welcomed Mr. Sock as a DEC member.</p>
E.	<p>APPROVAL OF MINUTES</p> <p>IT WAS MOVED BY Mike Coster and seconded by Sheila Rogers that the minutes of the April 15, 2013 meeting be approved. MOTION CARRIED.</p>
F.	<p>BUSINESS ARISING FROM MINUTES</p> <p>(a) PSSC Appreciation Dinner</p> <p>Mr. Mortlock reported that 115 people were in attendance at the PSSC Appreciation Dinner that was held on May 8th at the Gowan Brae Golf & Country Club in Bathurst. Certificates of Appreciation and the new logo pins were presented to each of the PSSC members. Mr. Mortlock indicated that the DEC will be covering the cost of travel incurred by the members who attended the dinner.</p> <p>(b) Miramichi Simulcast Opportunity</p> <p>Ms. Boucher reported that Joe Petersen and Sheila Rogers attended Leadership 2013, a Simulcast event held at the Miramichi Golf & Country Club on May 10th. She indicated that along with these DEC members, District Office staff, principals, students and members of the local business community also participated in a streamed seminar given by ten world-class leaders. Ms. Boucher was very pleased with this event and indicated that she will support it again next year.</p> <p>(c) Tabusintac Naming Committee Update</p> <p>Mr. Mortlock noted that Mr. Coster had previously been appointed to the Tabusintac Naming Committee as the DEC representative. Ms. Boucher has appointed Charlotte Casey, Senior Education Officer, as the District Office representative to the Naming Committee. Minister Carr has appointed a representative from the Department of Education and Early Childhood Development to this committee as well.</p>

	<p>IT WAS MOVED BY Joe Petersen and seconded by Mike Coster that Jody Holmes be appointed to the Tabusintac Naming Committee as the community representative. MOTION CARRIED.</p> <p>Ms. Boucher will arrange a mutually acceptable time for these committee members to meet. The committee will be requested to select three names from the “Naming Your New School” submissions. These names will be presented to the DEC at its next meeting on June 17, and, if approved, the names will be forwarded to Minister Carr for his final decision on the name of the new school in Tabusintac. She noted that the Director of Finance & Administration has been involved in the school construction process as well.</p>
<p>G.</p>	<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 1,2,3,4,5 – Meeting Review Form (iii) EL 1,7 – Meeting Review Form (iv) E2, E3, GP8, EL6, EL15 - In Compliance – See Attached Briefing Notes <p>(b) New Educational Hirings</p> <p>IT WAS MOVED BY Sheila Rogers and seconded by Andy Flanagan that the Consent Agenda Items be approved. MOTION CARRIED.</p>
<p>H.</p>	<p>CORRESPONDENCE</p> <p>Correspondence items were circulated to Council members for their review.</p>
<p>I.</p>	<p>NEW BUSINESS</p> <p>(a) PSSC Spending Guidelines</p> <p>DEC members were given the opportunity to review the PSSC budget expenditures by school. Mr. Mortlock noted that in some cases, there are funds remaining as a result of the School Connects program not being implemented before fiscal year-end.</p> <p>Mr. Mortlock advised that it is necessary for the District Education Council to revise Policy GP-9 in order to clearly define acceptable PSSC expenditures.</p> <p>IT WAS MOVED BY Joe Petersen and seconded by Mike Coster that Policy GP-9, “Parent School Support Committee Budget” be amended, effective immediately, by adding “in accordance with expenditure guidelines in Policy GP-9a” to the policy description. MOTION CARRIED.</p> <p>IT WAS MOVED BY Andy Flanagan and seconded by Sheila Rogers that Policy GP-9a, “Parent School Support Committee Budget – Spending</p>

	<p>Guidelines” be approved. MOTION CARRIED. This policy is effective immediately and includes the types of purchases deemed to be acceptable under the Public Purchasing Act. This policy will be made available to the principals at their next Administrators’ Meeting on May 30th.</p> <p>(b) High School Graduation Ceremonies</p> <p>Mr. Mortlock invited members to extend greetings to the graduates in their subdistricts on behalf of the District Education Council. Graduation ceremonies will be attended by DEC members as follows:</p> <ul style="list-style-type: none"> -Micheal Mortlock – Sugarloaf Senior High School and Blackville High School -Mike Coster - North & South Esk Regional School and Miramichi Valley High -Joe Petersen – Dalhousie Regional High School -Sheila Rogers – Bathurst High School -Raymond Murphy – Bonar Law Memorial High School -Andy Flanagan – James M. Hill Memorial High School <p>Ms. Boucher indicated that she plans to attend graduation ceremonies at Bonar Law Memorial High School and Bathurst High School. District Office staff will also be in attendance at the various ceremonies. She advised that principals will be informed about the specific DEC members who will be attending their graduations and will determine what principals require. A follow-up email will be sent to members.</p>
<p>J.</p>	<p>CHAIR’S COMMENTS</p> <p>Mr. Mortlock reflected on the past month as being extremely busy. He first thanked everyone for attending the Spring Symposium on May 24-26. He noted that he would like to order the books that were listed within the information packages that DEC members received at the symposium. He indicated that these resources would be fantastic tools for the DEC members. Stacey Brown indicated that she will provide the purchasing information to Mr. Mortlock. Mr. Mortlock also suggested that some sessions at next year’s symposium should be planned specifically for PSSC members.</p> <p>The DEC members discussed and reflected on the excellent sessions that were held at the symposium during the May 24-26 weekend. IT WAS MOVED BY Mike Coster and seconded by Andy Flanagan that a letter of thanks be sent to Stacey Brown congratulating her on her excellent work in planning such a successful symposium. MOTION CARRIED.</p> <p>Mr. Mortlock attended the meeting of the Governance Committee on May 21st in Fredericton. The next meeting is scheduled for June 27th and will be held via conference call. There are currently some great recommendations and Mr. Mortlock is confident that the committee will move forward this time. He will keep DEC members apprised of any further developments.</p> <p>Mr. Mortlock stated that the minutes have still not been received from the Minister’s Forum held on February 15-16. However, he is hopeful that they will soon be available.</p>

<p>K.</p>	<p>SUPERINTENDENT’S COMMENTS</p> <p>Ms. Boucher reported that twelve nominations for Outstanding Volunteers were received – Eric Bourque, Barb Vanderbeck, Calma Harding, June and Laurie Butler, Reba Taylor, Angela Murray, Bonnie Nowlan, Kathy Norton, Natalie Forrest, Cheryl Hare, and John Schenkels. IT WAS MOVED BY Andy Flanagan and seconded by Mike Coster that Certificates of Appreciation be prepared and forwarded to each of these volunteers. MOTION CARRIED.</p> <p>Ms. Boucher updated members on logo pins and letterhead. The district recently ordered and received the new logo pins. These were presented to the PSSC members at their Recognition Dinner on May 8th. New letterhead and business cards will soon be available as well. DEC members will receive revised business cards with the new logo and new colors.</p> <p>Ms. Boucher announced that the district now has a Mission Statement. The vision statement is almost completed. The district will also be ordering Starfish Award pins. The Starfish Award program is being adopted from the former District 16 which used these awards to recognize employees who went above and beyond their regular work.</p> <p>The artifacts for the Celebrate the Spirit Award will be available at the August retreat.</p> <p>Ms. Boucher is preparing for the staffing process. She indicated that interviews have been scheduled for administrative positions, and she is hopeful that all principals’ and vice-principals’ positions will soon be finalized.</p> <p>Ms. Boucher updated members on the recent transfer of new staff by indicating that there is still a position available for a speech language pathologist in the Miramichi and Bathurst areas. She noted that the new members from Social Development and the Regional Health Authority are settling in. Ms. Boucher indicated that these employees have indicated that they have felt very welcome and that they have been happy with their transition.</p> <p>There will be a “Team-Building Day” at Camp Sheldrake on June 28. All District Office and Education Center staffs will come together for a day of team-building activities and a dinner at the Miramichi Golf & Country Club. She noted that arrangements will be made for a casual replacement to cover the reception desk while staff members attend this event.</p> <p>Ms. Boucher thanked DEC members for emailing her and keeping her informed of situations and issues within their subdistricts.</p>
<p>L.</p>	<p>DEC MEMBERS’ COMMENTS</p> <p>Mrs. Rogers reported that May 26-June 1 is designated as “Disability Awareness Week”. She invited schools to participate in walks that are being planned at various locations throughout this week.</p>

	<p>Mr. Mortlock indicated that he recently attended a PSSC meeting at Campbellton Middle School. During this meeting, the PSSC members presented their SIP Plan as well as an anti-bullying plan. He noted that the anti-bullying plan also involves the parents. He commended Jennifer Grass, Guidance Counsellor, for doing such a great job in creating an excellent anti-bullying plan. The school is planning to include this in the student agendas. It will define the roles and responsibilities of parents and will include a sign-off portion for the parents. Ms. Boucher also noted that this fall, she and Beth Stymiest will be forming a focus group for middle and high school students. The purpose of this group will be to identify programs that could be helpful in stemming the problems associated with bullying. She is hopeful that Anglophone North School District will become a model for leaders across the province.</p> <p>Despite NSER's championship at the Drag Racing competition last year, Anglophone North School District did not win this year. Mr. Mortlock indicated that he is still interested in having the name of the competition changed from "Drag Racing" to "Performance, Testing and Evaluation".</p>
M.	<p>DATE OF NEXT MEETING</p> <p>The next District Education Council meeting will be held on June 17, 2013 at the Office of the Superintendent.</p> <p>The meeting adjourned at 6:50 p.m. on a motion by Sheila Rogers.</p>

Respectfully submitted,

Brenda Dunnett
Executive Assistant to the Superintendent