

**DISTRICT EDUCATION COUNCIL
ANGLOPHONE NORTH SCHOOL DISTRICT**

**MINUTES
November 19, 2012
Bathurst High School**

Present: Mike Mortlock, Chair
Mike Coster, Vice-Chair
Andy Flanagan
Glenn McAllister

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 5:45 p.m. at Bathurst High School.</p>
B.	<p>APPROVAL OF AGENDA</p> <p>The following items were added to the agenda under (F) Business Arising From Minutes: (c) Policy E-4; and under (I) New Business: (d) Code of Conduct, (e) PSSC Budgets.</p> <p>IT WAS MOVED BY Joe Petersen and seconded by Andy Flanagan that the agenda, with the above revisions, be approved. MOTION CARRIED.</p>
C.	<p>PRESENTATION – Shaun MacDonald, Principal, Bathurst High School</p> <p>Mr. MacDonald welcomed the District Education Council members to Bathurst High School. He began his presentation by indicating that there are 630 students at his school, along with eleven international students. The staff includes 46.5 teachers, two vice-principals, two guidance counselors, seven educational assistants, one librarian, ten custodians, an administrative assistant, as well as First Nations coordinators. Several outside agencies also provide support to the school, including drug education counseling and public health services. In addition, the school has a Parent School Support Committee.</p> <p>Mr. MacDonald indicated that each year, students receive an agenda which outlines the school's schedule and policies. The new schedule at Bathurst High School includes five classes and a study hall between the hours of 8:30 a.m. and 3:20 p.m. He stressed that attendance is very important at his school. Teachers monitor attendance very closely and they contact parents after five and nine classes are missed. He indicated that due to these efforts, student attendance has greatly improved.</p>

Mr. MacDonald outlined various programs that are available at the school to support students, such as drug addiction therapy, an anti-bullying campaign, and a Breakfast Program. He also listed many extra-curricular activities that his school offers and was proud to note that at least one teacher is involved in each of the activities. He reviewed the Grade 9 academic results for his school and indicated that results are either on par or above the provincial and district averages.

Mr. MacDonald mentioned that the movie about the Phantoms' basketball team aired on CBC on November 18. He felt the movie was done well and that he had not received any negative comments. He stated that there will be an article included in the Sportsnet Magazine on December 10 focusing on the City of Bathurst and the aftermath of the accident.

District Education Council members were given the opportunity to ask questions following the presentation. Mr. MacDonald was asked to relay Council's appreciation for his staff's involvement in all of the extra-curricular activities at Bathurst High School. Mr. Mortlock thanked Mr. MacDonald for his presentation and indicated that as a way of showing Council's appreciation to Bathurst High School for hosting the DEC meeting, a book will be purchased for the school library.

D. PRESENTATION – “BUILDING A FUTURE”

Mr. Mortlock welcomed the group of ladies who attended the meeting on behalf of the *Building a Future for our Children Committee*. It was noted that the committee previously made their Policy 409 presentation to the former District 16 Education Council. However, the committee decided to present its proposal to the current District Education Council since there are new members now serving on the Council. Before Mrs. Eileen Bowes began her presentation, she thanked Council for allowing her the opportunity to present her committee's proposal.

Mrs. Bowes gave a brief history of Ian Baillie Primary School and St. Andrew's Elementary School. She indicated that when St. Andrew's Elementary School encountered mold in 2010, this became the catalyst that started the 409 process. Both schools are aging and are in need of upgraded facilities. She stated that the committee's vision is to close Ian Baillie Primary School, close St. Andrew's Elementary School, and build a new green energy efficient K-5 school that integrates services, and in the long run will save money and attract new families. She outlined the plan that was proposed by the former District 16 Education Council, but she explained the various reasons why the plan would not be feasible. She noted that the new school that her committee is proposing would also serve as a community center, accommodating a Family Place, Sport & Wellness, Early Intervention, Public Health Pre and Post Natal Services, Community Living, Autism Centre, and Child Care. The new school would have at least 400 students attending, with the possibility of more due to the economic growth that is anticipated in the Miramichi area.

Mrs. Bowes addressed the eight criteria that are outlined in Policy 409 – low/declining enrolments; health and safety; quality of education, programs and services; transportation; finances; impact on the local community; impact on other schools; and economic development. She noted that new employment opportunities in the

Miramichi area will require new school infrastructure to support them. She also mentioned that families often look at schools when considering relocating to a new area. Mrs. Bowes reported that the *Building a Future For Our Children Committee's* proposal has received the support of many businesses and organizations in the area.

Mrs. Bowes distributed copies of the brochure her committee prepared entitled, "It's Our Time For a New School". She reviewed the information contained in the brochure, and drew specific attention to the New Brunswick map that showed areas which received new infrastructure within the last ten years. She noted that Miramichi has not received any new infrastructure during this time period. She also reviewed capital spending statistics, and noted that Miramichi has received considerably less money than many other areas in the province. She stressed the need for equitable spending across the province.

Mrs. Bowes asked for the District Education Council's support in obtaining a new school for the community in Miramichi East. She indicated that the *Building a Future for our Children Committee* will also be making their presentation to Minister Carr on December 14, 2012. Mr. Mortlock informed Mrs. Bowes that he will attempt to attend this meeting as well. DEC members complimented the committee on the incredible amount of work that was done in preparing the presentation. Mr. Mortlock assured the committee members that he will report back to them about the DEC's decision in supporting this proposal.

Following the presentation, Council engaged in further discussion. As a result, there was unanimous consensus among Council members to support the proposal of a new K-5 school in Miramichi East and to place it as a Number One priority on the Capital Project List. A suggestion was also made to have Council members tour Ian Baillie Primary School at its next scheduled meeting on December 17, weather permitting.

E. APPROVAL OF MINUTES

IT WAS MOVED BY Sheila Rogers and seconded by Glenn McAllister that the minutes of the October 15, 2012 meeting be approved. **MOTION CARRIED.**

F. BUSINESS ARISING FROM MINUTES

(a) DEC Remuneration

Mr. Mortlock noted that he had sent an email to DEC members informing them about the remuneration process pursuant to Policy 113, and that Mrs. Dunnett had forwarded the payroll forms to the DEC members for their completion. Ms. Boucher noted that the remunerations will be processed through the payroll department at the Miramichi office.

(b) Nutrition Policy & District Health Advisory Committee (DHAC)

Ms. Boucher reported that a meeting has been held with Public Health personnel and that work is progressing towards forming one District Health Advisory Committee for the Anglophone North School District. She noted that the

	<p>committee will include the Healthy Learners' Nurses, principals representing the elementary, middle and high schools, subject coordinators, as well as Sheila Rogers, who will be representing the DEC. The first meeting of the DHAC will be held in December. Minutes from this meeting will be available at the December 17 DEC meeting.</p> <p>(c) Policy E-4</p> <p>Council members discussed the revised Policy E-4 – <i>Transportation of Students To and From Off-Site School-Related Extra-Curricular Activities</i> that was presented to them for approval. The policy was revised to include the Annual Driver's Declaration and Safety Agreement, Standards for Cancellation of Extra-Curricular Travel, and Procedures for Accidents Involving a School Vehicle, and to update information on winter tires and the driver training program. IT WAS MOVED BY Joe Petersen and seconded by Mike Coster that the revised Policy E-4 be approved. MOTION CARRIED.</p>
G	<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) E5, EL4 – In Compliance – See Attached Briefing Notes <p>IT WAS MOVED BY Sheila Rogers and seconded by Joe Petersen that the Consent Agenda Items be approved. MOTION CARRIED.</p>
H.	<p>CORRESPONDENCE</p> <p>Mr. Mortlock referred to two letters received from the Parent School Support Committee at North & South Esk Regional School dated October 12, 2012 and October 17, 2012. Discussion followed with regard to the October 12, 2012 correspondence which raised concern about the addition of the DEC member to the hiring committee for principals, vice-principals and teachers. It was agreed that Mr. Mortlock will respond to the PSSC Chair's letter indicating that the District Education Council considers the addition of the DEC member to the hiring committee as an enhancement to the Education Act. He will assure the PSSC that the District Education Council does not interfere with the day-to-day operations of the district. It only participates in the process.</p> <p>A short discussion was also held with regard to the second letter from the PSSC Chair at North & South Esk Regional School dated October 17, 2012. This letter referred to the motion in the August 22, 2012 minutes that the principalship at NSER be re-interviewed. It was agreed that Mr. Mortlock will respond to this letter by explaining that the hiring process of the principal and vice-principal was a fair and just process, and the district has full confidence in the administrative team at NSER. Mr. Mortlock will thank the PSSC members for the support they have shown towards Mr. Mutch and will request their continued support for him in bringing the school forward.</p>

I NEW BUSINESS

(a) Draft Policy – School Boundaries

Ms. Boucher presented the draft Policy E-10 – *School Catchment Policy* to the Council members for their review. **IT WAS MOVED BY** Andy Flanagan and seconded by Mike Coster that Policy E-10 be approved. **MOTION CARRIED.**

(b) Capital Project List

Following a discussion with regard to the Capital Project List, **IT WAS MOVED BY** Andy Flanagan and seconded by Joe Petersen that Council support the *Building a Future For Our Children Committee's* proposal for a new school in Miramichi East as the Number One priority on the Capital Project List for the Anglophone North School District. **MOTION CARRIED.** There was also a consensus to submit this as the only item on the Capital Project List.

(c) Provincial Assessment Results

Ms. Boucher indicated that the embargo on the Provincial Assessment Results has been lifted and results are now available on the Department of Education and Early Childhood Development website. She requested Mrs. Dunnett to forward the link to DEC members. As well, she indicated that arrangements will be made with Craig Caldwell, Data and Accountability Supervisor, to present further information on these results at the next DEC meeting on December 17. However, in the meantime, she mentioned that the district should be proud of the results.

(d) Code of Conduct

Mr. Mortlock requested Council's consideration in revising Policy GP-7, *Council Members' Code of Conduct*, by including Section 5.5, which is currently missing from the policy. This section is as follows:

5.5 A decision on discipline can only be made at a meeting of the DEC where not less than 75% of the members are present. Where discipline is deemed to be appropriate, the DEC may exercise one or more of the following options.

(a) a letter of reprimand

(b) a suspension for a period not exceeding three months

(c) a declaration that the member's seat is vacant under s. 36.7(4) of the Education Act. Declaring a member's seat to be vacant requires a majority vote by the DEC.

IT WAS MOVED BY Mike Coster and seconded by Sheila Rogers that Policy GP-7 be revised to include the above-mentioned section. **MOTION CARRIED.** The revised Policy GP-7 is effective November 19, 2012.

	<p>(e) PSSC Budgets</p> <p>The possibility of schools utilizing their PSSC budgets to purchase the School Connects program was discussed by Council. Mr. Mortlock noted that schools have purchased this program in the past and that it has become an integral part in communicating with parents through automated emails and phone calls. He reported that the Department of Education and Early Childhood Development has negotiated a province-wide rate for this program. As a result of this discussion, there was consensus among members that the PSSC budget allotment should be increased by \$1.00 per student from the previous year's allotment in order to make it feasible for schools to purchase the School Connects program. The DEC budget will be used to help offset the costs associated with this increase.</p> <p>IT WAS MOVED BY Mike Coster and seconded by Joe Petersen that the PSSC budget at each school will be based on \$4.25 per student for the 2012-2013 school year, with the understanding that schools utilize these funds to purchase the School Connects program. MOTION CARRIED. The spreadsheet showing the costs of the program at each school will be forwarded to DEC members.</p>
<p>J.</p>	<p>CHAIR'S COMMENTS</p> <p>Mr. Mortlock advised that the Minister has announced the hiring of two Bullying Awareness and Prevention Coordinators, one for each linguistic sector.</p> <p>Mr. Mortlock received notification from the Minister that the embargo has been lifted on provincial assessment results. Mr. Mortlock will forward the results to the DEC members.</p> <p>Mr. Mortlock will be attending a meeting with the Council of DEC Chairs on November 23. He will also be attending the Minister's Forum and the Minister's Excellence in Teaching Awards on November 24, 2012.</p> <p>Mr. Mortlock is expecting a letter from the Minister with the list of committees that require DEC representation. He noted that the members for the Ministerial Advisory Committee for Testing and the Provincial Curriculum Advisory Committee have not yet been selected.</p>
<p>K.</p>	<p>SUPERINTENDENT'S COMMENTS</p> <p>Ms. Boucher has kept Mr. Mortlock and Mr. Murphy apprised of the incident that resulted in a lockdown at Bonar Law Memorial High School. This lockdown was conducted as a result of a tangible threat of a weapon in the school. RCMP officers were able to apprehend the individual involved. Ms. Boucher indicated that proper lockdown protocols were followed and that she has sent a follow-up letter to Ms. Nancy McEachern, Principal.</p> <p>Ms. Boucher announced that North & South Esk Regional School was the recipient of the RBC Play Hockey Grant in the amount of \$25,000. The purpose of this grant is to keep hockey alive in the community. NSER has revived the girls' hockey team and this money is expected to help the boys' hockey program as well. Ms. Boucher noted that she sent a letter of congratulations to Mr. Dean Mutch, Principal.</p>

	<p>Ms. Boucher reported that six nominations for Outstanding Volunteers were received – Ann Tozer-Johnston, Laurie Murphy, Bryan Kenny, Tracey Kenny, Cindy Rogers, and Colleen Gauthier. IT WAS MOVED BY Andy Flanagan and seconded by Glenn McAllister that a Certificate of Appreciation be prepared and sent to each of these volunteers. MOTION CARRIED.</p> <p>Ms. Boucher was pleased to announce the recent launch of a bullying awareness website – IntimidationRestigouche.com. Ms. Boucher indicated that Darren Oakes, Guidance/Positive Learning Environment Coordinator for Anglophone North School District, has been heavily involved in working on this website. The RCMP and other outside agencies have also been partners with this project. She indicated that the district should be proud of this website, noting that it has also received approval from Queens University. It was suggested that Mr. Oakes be invited to a future DEC meeting in order to present this website to Council.</p>
L.	<p>DEC MEMBERS' COMMENTS</p> <p>A DEC member asked Council to take under advisement a request to have a librarian attend Millerton Elem./Jr. High School one day per week in order to enhance the reading for children. A question was raised about the possibility of using volunteers. However, it was noted that in cases where hours have been cut, schools cannot engage volunteers to do this work.</p> <p>As per a request from a DEC member, Ms. Boucher briefed Council with regard to an altercation that occurred at Bathurst High School. She described the events and indicated that there had been a lockdown in order to ensure the safety of the students. However, she informed Council that the situation has quieted down. Ms. Boucher also mentioned that the police and the district continue to be concerned about the purchase of airsoft guns and how closely they resemble real handguns.</p> <p>A DEC member indicated that he had concerns expressed by a principal about vehicles entering school property and parking in bus loading zones. It was noted that in these situations, the owner must be requested to move the vehicle. If this is not successful, the police should then be contacted.</p>
M.	<p>DATE OF NEXT MEETING</p> <p>The next District Education Council meeting will be held on December 17, 2012 at the Office of the Superintendent at 5:30 p.m.</p> <p>The meeting adjourned at 8:50 p.m. on a motion by Joe Petersen.</p>

Respectfully submitted,

Brenda Dunnett
Executive Assistant to the Superintendent