

**DISTRICT EDUCATION COUNCIL
SCHOOL DISTRICT 16**

**MINUTES
April 10, 2012**

Present: Patricia Lee, Chair
Jody Holmes, Vice-Chair
Bev Hubbard
Alex Loggie
Kevin McPherson

Raymond Murphy
Quentin Smallwood
Levi Sock
Lisa Watters

Nancy Boucher, Superintendent
Brenda Dunnett, Executive Assistant

Absent: LeRoy Silliker
Marilyn Underhill

	AGENDA ITEM	ACTION
A.	<p>CALL TO ORDER</p> <p>Mrs. Lee called the meeting to order at 6:10 p.m.</p>	
B.	<p>RECOGNITION AWARDS</p> <p>Mrs. Lee welcomed Mr. Rick Hayward, Technology Coordinator for District 16, and his tech team to the meeting. She acknowledged the work accomplished by Mr. Hayward and his team and thanked them for their commitment to technology in District 16. Mrs. Lee particularly recognized Mr. Hayward, who will be retiring in June. She highlighted the many achievements and awards he received during his career. Mrs. Lee expressed the Council's deepest appreciation for his superior level of dedication and conveyed its best wishes for his pending retirement. She presented Mr. Hayward with a School District 16 Award and a Certificate of Appreciation.</p>	
C.	<p>APPROVAL OF AGENDA</p> <p>By consensus, the agenda was approved.</p>	
D.	<p>APPROVAL OF MINUTES</p> <p>By consensus, the minutes of the March 22, 2012 meeting were approved.</p>	

E.	<p>INFORMATION ITEM</p> <p>i) AESOP (New Supply/Substitute Booking System)</p> <p>Mrs. Anne Heckbert, Director of Human Resources, gave a presentation on AESOP, a program implemented by District 16 as an absence management system and a substitute replacement system. She explained that this system allows the employee to report his/her absence electronically, and the system then automatically calls and books a supply teacher/substitute. She indicated that this web-based program has proven to be a better tool in which to manage absenteeism, and it has resulted in a reduction of costs and improved efficiencies in District 16. She noted that employees are more accountable for their absences and that there is a better allocation of resources, both at the district and school levels.</p> <p>Mrs. Heckbert demonstrated the program on the SmartBoard and highlighted some of the program's many features. She also gave Council members the opportunity to ask questions. Mrs. Lee thanked Mrs. Heckbert for her presentation.</p>	
F.	<p>ANNUAL COUNCIL PLANNING CYCLE MONTHLY REVIEW</p> <p>i) Policy 2.1 – Leadership Style ii) Policy 2.4 – Chair’s Role iii) Policy 2.6 – Council Members’ Code of Conduct</p> <p>Mrs. Lee noted that these policies are covered on the DEC checklist that was distributed to the members.</p> <p>iv) Policy 2.2 – Council Job Description</p> <p>Mrs. Lee reviewed the DEC card on governance.</p> <p>v) Policy 1.2 – Outstanding Volunteers</p> <p>Two nominations for outstanding volunteers were reported – Ashley Richard and Holly Wiebe. Each will receive a Certificate of Appreciation.</p>	Ms. Boucher
G.	<p>BUSINESS ARISING FROM MINUTES</p> <p>i) Infrastructure Review Update</p> <p>Mrs. Lee indicated that a meeting was held with PSSC Chairs and principals of Croft Elementary School, Gretna Green Elementary School, Harkins Elementary School, Harkins Middle</p>	

	<p>School, and Miramichi Valley High School on April 2, 2012 with regard to the infrastructure plan. Following a discussion, Council agreed to commence the process of establishing a five-year infrastructure plan for these schools, with the intent of having it in place prior to amalgamation. Council scheduled the first public consultation meeting for April 25, 2012 at 6:30 p.m. in the main theatre at Miramichi Valley High School. The second meeting is scheduled for May 22, 2012. Mrs. Lee will forward a letter to the Minister of Education informing him about these dates. The public will also be informed.</p> <p>ii) FSL Update</p> <p>Ms. Boucher referred to a News Release from the Department of Education and Early Childhood Development indicating that the entry point for Early French Immersion will remain at Grade 3 for the 2012-2013 school year. She stated that the Department will continue to work with the ministerial advisory committee concerning this issue.</p> <p>iii) Report on Inclusion Update</p> <p>Ms. Boucher indicated that the Report on Inclusion is expected during the third week of April.</p> <p>iv) Boundaries/Amalgamation Update – Student Representation</p> <p>Mrs. Lee indicated that Election Day is May 14 and that the deadline for submitting applications for District Education Council positions is Friday, April 13, 2012, at 2:00 p.m.</p> <p>A brief discussion followed with regard to student representation on the DEC following amalgamation. Alex Loggie indicated that there is a consensus among the students in the district that there are many deterrents that will affect a student’s decision in running for a Student Representative position. Council also expressed concern about the challenges in having one student represent such a large area. Mrs. Lee indicated that she will share these concerns at her next provincial meeting.</p> <p>Ms. Boucher indicated that the location of the District Office has not yet been announced. She noted that this continues to cause a great deal of uncertainty and stress among the District Office staff. She also mentioned that staffing will remain on hold until this announcement is made.</p>	<p>DEC</p> <p>Mrs. Lee Ms. Boucher</p> <p>Mrs. Lee</p>
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<p>H.</p>	<p>CORRESPONDENCE</p> <p>Mrs. Lee circulated the correspondence which included:</p> <ul style="list-style-type: none"> • Letter to Ron White, Department of Education and Early Childhood Development, from Patricia Lee, DEC Chair, declaring the Miramichi Learning Center as surplus and requesting that District 16 be given until August 31, 2012 to remove the contents from the building. • Letter to Principals and Teachers of District 16 Middle Schools, from Patricia Lee, DEC Chair, congratulating them on the outstanding results students received on the Grade 7 Literacy Assessments. • Letter to Honourable Jody Carr, Minister of Education and Early Childhood Development, from Patricia Lee, DEC Chair, requesting his approval in declaring two DEC positions vacant and excluding them from the quorum requirements. • Letter to Rick Hayward, Technology Coordinator, from Patricia Lee, DEC Chair, inviting him and his team to attend the April 10, 2012 DEC meeting to be recognized for their dedication to technology in District 16. • Letter to Kim Aridano from Patricia Lee, DEC Chair, accepting her resignation as DEC member and thanking her for her contributions to the District 16 Education Council. • Letter to Laurie Keoughan from Patricia Lee, DEC Chair, congratulating him on his recent award from the Canadian Association for Community Living. • Copy of letter from Eileen Bowes, Chair, Building a Future for our Children, to Patricia Lee, DEC Chair, dated March 28, 2012 regarding the Policy 409 process. There was consensus among Council members that this letter be retained as a link between the Correspondence file and these minutes. As well, Council directed Mrs. Lee to forward the letter that was prepared in response to Mrs. Bowes' letter. 	<p>Incoming DEC</p> <p>Mrs. Lee</p>
<p>I.</p>	<p>NEW BUSINESS</p> <p>i) NB Youth Centre</p> <p>Ms. Boucher reported that she recently took part in a tour of the NB Youth Centre. She informed Council that the Youth Centre is interested in relinquishing its educational responsibilities and having its teachers fall under District 16. She indicated that there are currently three teachers at the Youth Centre and that District 16 has already been providing professional development</p>	

	<p>and student services' support to them. Ms. Boucher noted that the Youth Centre will provide District 16 with the necessary funding for these teachers. She suggested that the Youth Centre could be regarded as an alternate site. Ms. Boucher indicated that seniority is an important issue that will need to be addressed before these teachers can join District 16. As a result, meetings with Human Resources and the NBTA/NBTF will be necessary to determine each teacher's seniority. It is hoped that arrangements will be finalized and that these teachers can become part of District 16 in time for the opening of the new school year in September, 2012.</p> <p style="text-align: center;">ii) Drug Prevention & Awareness Forum</p> <p>Ms. Boucher indicated that a Drug Prevention & Awareness Forum was held on April 4, 2012 at District 16 Office with district and school personnel as well as members of the Miramichi City Police. The purpose of the forum was to discuss drug use in schools. Ms. Boucher described some of the many issues and challenges that the schools, police, and parents are facing with regard to drug use among students. A discussion followed and Council agreed that the use of police canines could possibly be a deterrent to drug use in schools. Council suggested that this be pursued further with the police authorities. This item will be added to the May 8, 2012 DEC agenda as a follow-up.</p>	<p>Mrs. Lee Ms. Boucher</p> <p>Agenda</p>
J.	<p>BRAG SESSION</p> <p>Mrs. Lee announced that Rob Gronkowski, an NFL player with the New England Patriots, will be visiting Nelson Rural School on April 11 as part of the NFL "Take a Player to School" Program. This event is being held as a result of Alex Allain, a student at Nelson Rural School, winning an on-line contest. Mr. Gronkowski will be speaking to the students about physical activity, self-esteem, and bullying. The school will also receive signed footballs and helmets for use as school fundraisers.</p>	
K.	<p>ADJOURNMENT</p> <p>Mrs. Lee adjourned the meeting at 7:35 p.m.</p>	

Respectfully submitted,

Brenda Dunnett
Executive Assistant

Patricia Lee, Chair
District 16 Education Council