

**DISTRICT EDUCATION COUNCIL
ANGLOPHONE NORTH SCHOOL DISTRICT**

**MINUTES
September 17, 2012
Dalhousie Regional High School**

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

Raymond Murphy
Joe Petersen
Sheila Rogers

Nancy Boucher, Superintendent
Brenda Dunnett, Executive Assistant

| | AGENDA ITEM |
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| A. | <p>CALL TO ORDER</p> <p>Mr. Mortlock called the meeting to order at 5:35 p.m. and welcomed everyone to Dalhousie Regional High School.</p> |
| | <p>Mr. Mortlock introduced Janet Cooper, Principal of Dalhousie Regional High School, who gave a presentation on the programs and events underway at her school. She commenced by indicating that the school's Boomerang Program is underway and that Dawn Beckingham, Vice-Principal and Boomerang Director, will describe it in more detail following her presentation. Mrs. Cooper also displayed the school's website which contains up-to-date information for parents and students. She reported that school enrolment is slightly higher than the projected enrolment. She noted that there is an increase in education support and guidance staffing as a result of the Porter Aucoin Report. The school currently has a very healthy International Student Program, with eleven International students registered for the first semester.</p> <p>Mrs. Cooper mentioned new courses that are available at Dalhousie Regional High School, including the Wellness Through Physical Education 110 course and the Grade 11 Math Curriculum course. She noted that there are 14-21 students enrolled in the various courses within the Vocational Education Program (Automotive, Metals, Construction, and Electrical courses). She was pleased to note that the Read 180 course has been very successful, and that it has been attributed to an increase in the results on the reading component of the provincial assessment results. Mrs. Cooper also stated that Dalhousie Regional High School is a pilot school for the "BYOD - Bring Your Own Device" program, which allows students the ability to access their own laptops, iPads, and other personal devices at a specified location within the school.</p> |

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| | <p>Dawn Beckingham continued with a presentation on the Boomerang Program. She indicated that there are fourteen student leaders who are trained to help Grade 9 students make a smooth transition into their new school. The Boomerang leaders plan a full day of activities and events for these new students on the opening day of school, and involve them in other special events throughout the school year. Mrs. Beckingham and several of her student leaders engaged Council members in a demonstration of some of the Boomerang activities.</p> <p>Mr. Mortlock thanked Mrs. Cooper and Mrs. Beckingham for their presentations.</p> |
| B. | <p>APPROVAL OF AGENDA</p> <p>IT WAS MOVED BY Sheila Rogers and seconded by Raymond Murphy that the agenda be approved. MOTION CARRIED.</p> |
| C. | <p>APPROVAL OF MINUTES</p> <p>IT WAS MOVED BY Glenn McAllister and seconded by Mike Coster that the minutes of the August 22, 2012 meeting be approved. MOTION CARRIED.</p> |
| D. | <p>BUSINESS ARISING FROM MINUTES</p> <p>(a) Mission Statement and Nutrition Policy</p> <p>There was consensus among the Council members to have Ms. Boucher engage the administrators to establish a mission statement and to bring a recommendation back to the Education Group.</p> <p>Discussion followed concerning the Nutrition Policy. Council members expressed their desire to adopt an Ends policy for the Anglophone North School District that will help educate students at an early age about making healthy food choices. Council members noted that in order to have more students utilize the cafeteria services, healthy food must be offered in a way that it is good-tasting and appealing. It was stated that the District Health Advisory Committees that were struck in the former school districts will be amalgamated. It was agreed that the District Education Council should continue to be represented on this committee.</p> <p>IT WAS MOVED BY Raymond Murphy and seconded by Joe Petersen that the former School District 15's Policy E-6, <i>Nutrition in Schools</i>, be adopted. MOTION CARRIED.</p> <p>(b) Catchment Areas</p> <p>Ms. Boucher displayed a PowerPoint presentation with regard to catchment areas in the Anglophone North School District. She reviewed the schools' catchment areas and noted some "grey areas" that will need to be more clearly defined. Ms.</p> |

Boucher also reviewed various points to consider with regard to catchment areas, such as the number and associated costs of out-of-zone students attending specific schools, the viability of schools, sports and extra-curricular programs offered by schools, and the point at which parents will be permitted to request out-of-zone placement when considering their children for the French Immersion program.

Council agreed that the policy for catchment areas must include the requirement that students register at the school within their zone and that there be cooperation from the principals in ensuring students are registered at the appropriate school. In the event parents are interested in an out-of-zone placement, the policy must also state that application must be submitted in writing to the Superintendent in April or May of each year, and that a specific reason(s) for their request be included. If French Immersion is being considered, this should be noted in the letter.

Ms. Boucher indicated that Anglophone North does not have the Versa Trans program, which is used by other school districts in tracking students and establishing proper zones for students. She indicated that the Anglophone North School District will attempt to secure the necessary funding to purchase and coordinate this program. Mr. Mortlock indicated that he will bring this matter to the attention of Minister Carr at his meeting on Thursday, September 20.

Ms. Boucher concluded her presentation by indicating the next steps that need to be taken before a policy can be established. Catchment areas must first be defined and Versa Trans must be secured. She noted that since Kindergarten registration will be held October, principals will be requested to check addresses and ensure that students are registered at the appropriate school. As soon as a policy on catchment areas is drafted, it will be vetted through the Department of Education and Early Childhood Development for feedback.

IT WAS MOVED BY Raymond Murphy and seconded by Andy Flanagan that Ms. Boucher prepare a draft policy on catchment areas for the Anglophone North School District and present it to Council by December, 2012. **MOTION CARRIED.**

E. CONSENT AGENDA ITEMS

(a) Policy Monitoring

- (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) EL 2,5,8 – In Compliance – See Attached Briefing Notes

IT WAS MOVED BY Sheila Rogers and seconded by Mike Coster that the Consent Agenda Items be approved. **MOTION CARRIED.**

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| F. | <p>CHAIR'S COMMENTS</p> <p>Mr. Mortlock reviewed the 2012-2013 Facility Upgrade Summary that he received from Minister Carr. Concern was expressed by Council that tenders for capital projects are often late in being issued, which results in construction still being completed when students return to school in September. Mr. Mortlock agreed to discuss this issue at his meetings with the Department of Education and Early Childhood Development.</p> <p>Mr. Mortlock will be joining the three other Anglophone District Education Council Chairs in a meeting with Minister Carr on Thursday, September 20. Mr. Mortlock indicated that discussions will include an update on the reorganization of school districts, the fact that budgets have not yet been allocated, and issues relating to the transportation of students. Mr. Mortlock reiterated his plan to discuss with the Minister the possibility of securing funds for the Versa Trans program.</p> <p>Mr. Mortlock advised Council that the Anglophone North School District has secured its own Director of Finance/Administration and Budget & Accounting Manager. These positions will no longer be shared with the Anglophone East School District.</p> <p>Mr. Mortlock informed Council that the matter relating to remuneration for DEC members has still not been finalized. He indicated that discussions will be held with the Minister concerning the remuneration policy that is being proposed by the Department.</p> <p>Laptops will be presented to Council members at their Orientation Session in Moncton on September 28 and 29. Mr. Mortlock indicated that these meetings will also provide participants with a good networking opportunity.</p> <p>A general discussion followed in which it was noted that PSSCs can access information on funding for school projects through RBC's Blue Water Project. Brief discussions were also held on school security and viability of schools.</p> |
| G. | <p>SUPERINTENDENT'S COMMENTS</p> <p>Ms. Boucher reported that as of September 12, 2012, there is an increase of approximately 110 students compared to the enrolment figures taken on September 30, 2011. She noted that official enrolment figures will be requested on September 30, 2012.</p> <p>There was a short discussion on the need to have clarification for principals on various issues relating to the Parent School Support Committee. It was noted that there may be misconceptions with regard to PSSC elections. Council stressed the importance in allowing all parents the opportunity to become a member of their school's Parent School Support Committee. Ms. Boucher indicated that she will address the matter of PSSCs at the Administrators' Meeting on October 2. Mr. Mortlock also asked that PSSCs avoid scheduling meetings on the same night as DEC meetings. He</p> |

mentioned that PSSCs should meet up to four times per year, with the minimum standard being three meetings per year. Two PSSC cluster meetings must also be held during the school year.

Discussion followed with regard to protocol that should be followed when parents are experiencing educational issues. The parent should first speak to the teacher, then the principal, then the Senior Education Officer, then the Superintendent, and then the District Education Council, if necessary, as a delegation. It was suggested that the parent should also explain their issue in writing.

Ms. Boucher indicated that copies of the former School Districts 15 and 16 Regulations were distributed to each of the Council members. It was agreed to table discussion on the Regulations until the January, 2013 meeting.

Council suggested that a motto be developed for the new school district. There was consensus among Council to refer the issue relating to the design of a new district logo to the principals and the Education Group for their feedback in involving students in this initiative. There was also consensus among Council members to consider ordering letterhead specifically for the Superintendent's use, with a suggestion that the provincial crest and the new district logo be embossed on the stationary.

H. IT WAS MOVED BY Raymond Murphy and seconded by Glenn McAllister that the meeting adjourn at 7:35 p.m.

The next District Education Council meeting will be held on October 15, 2012 at Bonar Law Memorial High School in Rexton.