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MINUTES

The District Education Council for School District 8 met on Wednesday, June 11, 2008 in the Conference Room at the School District 8 Administrative Office located at 490 Woodward Avenue, Saint John, New Brunswick. Present were:

<u>D.E.C. MEMBERS:</u>	<u>STAFF:</u>
Burchill, Dan (S.D.13)	Susan Tipper, Superintendent
Dalling, Kathy (S.D.12)	Bev MacDonald, Director of Education
Dickeson, Gail (S.D.3)	Chris Toole, Director of Finance & Administration
Fowler, Rob (S.D.2)	Cheryl Ellis, Director of Human Resources
Galbraith, Bev (S.D.7)	Myrna London, Recording Secretary
Hamilton, Mary Jane (S.D.10)	
MacKenzie, John (S.D.8) Chairperson	
McDevitt, Bob (S.D.5)	
McPhee, Erin (S.D.9)	
Thorne, Linda (S.D.1)	

Regrets: Fred Horgan (S.D.6); Michael Hunter (S.D.4) Vice Chair; Vern Garnett (Zone A S.D.11)

The media was represented.

1. WELCOME/CALL TO ORDER:

Mr. John MacKenzie, Chairperson, called the meeting to order at 7:05 p.m. He welcomed everyone to the last meeting of the current Council's four year term.

Mr. MacKenzie acknowledged two of the newly-elected Council members in the audience, namely, Nancy Clark and Michael Erin Scott.

2. REVIEW DESIRED OUTCOMES/APPROVAL OF AGENDA:

Mr. MacKenzie reviewed the desired outcomes, as follows:

Council will have assessed reasonable interpretation, and demonstration of achievement of reasonable interpretation of Executive Limitation policies EL-6 Staff Evaluation, EL-7 Budgeting/Financial Planning, EL-8 Financial Administration, and EL-20 Closure of Schools; and will have heard a presentation on enrichment activities.

**Galbraith/McPhee: (that) the agenda be approved, as distributed.
Motion Carried.**

3. PUBLIC COMMENT:

Nil.

4. REVIEW PREVIOUS MINUTES:

Mr. MacKenzie called for a motion to adopt the Minutes of the public meeting held on May 14, 2008.

Burchill/Hamilton: (that) the Minutes of the regular monthly meeting held on May 14, 2008 be adopted, as presented. Motion Carried.

5. PRESENTATION:

Mr. MacKenzie called upon Ms. Jill Jollineau, Learning Specialist, Math and Science Education and Enrichment to inform Council about enrichment activities in the District.

Ms. Jollineau introduced Mrs. Margot Duff, Acting Enrichment Coordinator. Mrs. Duff gave a ten minute slide show showing a good sample of the enrichment activities in which students participate.

Mr. MacKenzie thanked Jill and Margot for an informative presentation.

6. BUSINESS ARISING:

a. Intensive French Core Program:

Mr. MacKenzie asked the Superintendent to comment on the following issues around the Intensive French Core Program:

- i. Has District 8 completed the teacher staffing process with respect to the Intensive French Core Program?

Ms. Tipper responded that all the Intensive French Core teaching positions in District 8 have been filled by individuals who meet the provincial requirements in terms of educational background. They will receive training in Intensive French Core over the summer.

- ii. Since it appears that there will be split classes at the Grade 4-5 levels, meaning that Grade 4 students in the English program would be in the same class with Grade 5 students in the Intensive French Core program, how will curriculum be delivered?

Ms. Tipper confirmed that potentially seven schools in District 8 will have a split Grade 4-5 class. She acknowledged that parents are concerned about split classes.

Ms. Tipper said that other school districts in the Province that have been delivering Intensive French Core longer have experience with split classes, and the Province will draw best practices from those districts that will benefit everyone. Outcomes are met successfully at both grade levels in the experience of other school districts.

She said the Department of Education is looking at the issue. District 8 has been allocated one teaching position to address a potential three level split at one of its schools.

Mr. MacKenzie suggested that Council write to Education Minister Lamrock to emphasize the level of concern respecting split classes involving Grade 5 Intensive Core French, and to ask how the Department of Education intends to ensure that split classes will not be detrimental to the success of students in the English side of the split class.

Dalling/McPhee: (that) the Chairperson inform Education Minister Lamrock, in writing, of the level of parental concern for children in an English Grade 4 class, if they are part of a split class with Intensive French Core Grade 5 students in terms of the curriculum and meeting curriculum outcomes. Motion Carried.

Ms. Tipper confirmed that staff will inform parents of students currently in Grade 3 of the possibility of them being in a split Grade 4-5 class in September.

b. Information Presented at May 14, 2008 Council Meeting regarding Incident Involving Lorne School:

Council member, Rob Fowler, speculated that the staff of Lorne School and the police officials that were in attendance to explain the procedures followed during a police investigation in the vicinity of Lorne School on May 13 may well have left the meeting feeling unappreciated in view of the reaction of some members of the audience.

Fowler/Dickeson: (that) the Chairperson, on behalf of Council, write to the principal and staff of Lorne School, as well as Inspector Darryl Scribner and Officer Tanya LeBlanc of the Saint John City Police, informing them of Council's appreciation of the way the police investigation in the vicinity of Lorne School on May 13 was handled. Motion Carried.

7. SUPERINTENDENT'S REPORT:

Superintendent, Susan Tipper, reported.

Ms. Tipper took the opportunity to thank Council members for the many hours they donated freely to move District 8 forward in a positive direction over the past four years.

- Swearing In of New Council./August Council Meeting:
The newly -elected Council takes effect July 1. Since Council doesn't meet in July, the swearing in ceremony will take place at the August meeting scheduled for the twentieth.
- Staffing:
Ms. Tipper reviewed the changes in administrative staff for the 2008-09 school year thus far, as follows:
 - Lori Doyle was appointed Principal at Prince Charles School;
 - Andrew Loughery was confirmed as Vice Principal at Prince Charles School;
 - Matthew Bedard was appointed Principal at Seawood School;
 - Mark Blucher was confirmed as Vice Principal at Forest Hills School;

- Victoria Moseley was appointed Principal at St. Rose School; and
 - Barbara Creamer was appointed Learning Specialist – Elementary replacing Linda Perrin who is retiring.
- P.S.S.C. Appreciation Night – May 23, 2008:
Kudos to Rob Fowler and his team for organizing the Parent School Support Committee (P.S.S.C.) Appreciation Night — it was a wonderful way to show how much we value the volunteer efforts of members of the Parent School Support Committees. All aspects of the evening were delightful.
 - Split Classes:
School District 8 is projecting a Grades 4/5 split class at seven schools: Forest Hills; Glen Falls; Hazen White; M.G. Teed; St. Patrick's; St. Rose; and Westfield. The Department of Education is committed to addressing the Grades 3/5 combinations around the Province, and any other challenging combinations for which they have funding for full time equivalent (f.t.e.) positions. The Department has allocated an extra 1.00 f.t.e. at Fundy Shores School to avoid a Grades 5/6 split and the possibility of a three level split (3/4/5).
 - Lorne School:
There is a parental lobbying effort to have Lorne School close in September 2008 rather than September 2009. Ms. Tipper stated that Lorne School will be open in September 2008. It would not be possible to arrange a September 2008 closure at this late date.
 - Millidgeville North Fields:
All three fields are open and operational. The upper field no. 1 will be used mainly by the Maritime Football League this summer. The lower field no. 2 on the corner was used by the high school rugby teams in May and early June. That field will be used almost exclusively by Saint John Soccer during the summer. Field no.3, across from Samuel de Champlain, will be used almost exclusively by Fundy Soccer this summer. All three fields have been used by Millidgeville North School during the school day over the past few weeks.

All here fields will be used by Millidgeville North and the high schools in the fall. Fall sports include soccer, football and field hockey. The field usage will be rotated i.e. not always football on one field. This will ensure that all fields wear evenly and that all fields have the opportunity to “rest”.

The school district will be responsible for maintenance of the fields.

A *grand opening* of the fields will be arranged to take place in September.

- School Supplies – September 2008:
Elementary and middle school administrators have been given guidelines for school supplies and student fees. Administrators are required to submit a copy of their supplies list to District Office for review as well. It is recommended that the supplies list be posted on the school website.

- Celebrate Items:
 - During the week of May 26th, students, staff and community members had the opportunity to log-on to the Eye Spy What's Right website and say something that is right with the world. The results - the Celebrate Champions in each school promoted and supported the event resulting in 6, 231 responses.
 - Check out the *Celebrate* website at www.district8celebrate.org to see recent *celebrations* and monthly themes.
 - Jang woo Lee of Saint John is the first place winner at the middle school level of the Jack Kidd Council 755 United Commercial Travelers Annual Atlantic Grand Council Safety Poster Contest. The winning posters now move on to the international level that will be decided in July.
 - Allstate Insurance Company of Canada and Green Solutions North America Incorporated have come together to donate furniture including desks, chairs and computer equipment to the nine PALS schools in District 8. Green Solutions is an organization that provides corporate social responsibility solutions to companies like Allstate that have redundant assets in the form of office furniture. Green Solutions then assumes liability and ownership of these assets through the Green Solutions Charitable Trust and redistributes them to great causes free of charge. A celebration of this donation will be held at Prince Charles School on Friday, June 13 between 10:00 and 11:15 a.m.

- Whistleblower Policy:
Provincial legislation is in place in the form of the *Public Interest Disclosure Act*. Therefore, there is no need for Council to develop policy in this regard. Procedural documents are being developed by staff in terms of a communication strategy and a complaint process.

- Transportation Service for Foreign Exchange Students to Participate in Cultural Activities:
Regarding a question raised at the May Council meeting, Harbour View High School participates annually in the Beijing Exchange

where students come to Canada for a full school term. As part of the exchange, the Chinese students are exposed to many different cultural experiences that might involve travel to venues inside and outside the school district. Travel is paid by the agency in China. This year, there might have been instances where students were transported by school bus, due to the tragic event in Bathurst. There were only 14 students participating in the exchange, therefore, they would not come close to “filling the bus”.

8. POLICY DEVELOPMENT/MONITORING:

a. Monitoring Documents:

Council member, Linda Thorne, reported. Council had the opportunity to review monitoring documents for its Executive Limitations policies EL-6 Staff Evaluation, EL-7 Budgeting/Financial Planning, EL-8 Financial Administration, and EL-20 Closure of Schools.

The review assesses whether or not the Superintendent has reasonably interpreted the policy, and whether or not there is evidence of achievement of a reasonable interpretation of the policy. The following motions resulted:

Thorne/Galbraith: (that) Council affirm that the Superintendent has reasonably interpreted the conditions set out in Policy EL-6 Staff Evaluation and has provided evidence of reasonable interpretation. Motion Carried.

Thorne/Hamilton: (that) Council affirm that the Superintendent has reasonably interpreted the conditions set out in Policy EL-7 Budgeting/Financial Planning, and has provided evidence of reasonable interpretation. Motion Carried.

Thorne/Dickeson: (that) Council remove any references to *multi-year planning* in policy EL-7 Budgeting/Financial Planning, since multi-year financial planning is not within the control of school districts in New Brunswick. Motion Carried.

Thorne/Burchill: (that) Council affirm that the Superintendent has reasonably interpreted the conditions set out in Policy EL-8 Financial Administration, and has provided evidence of reasonable interpretation. Motion Carried.

Council consensually agreed to recommend that the next Council consider combining policies EL-7 Budgeting/Financial Planning and EL-8 Financial Administration to eliminate redundancies. A notation will be made in the *summary of proposed policies* document for future reference.

Thorne/McPhee: (that) Council affirm that the Superintendent has reasonably interpreted the conditions set out in Policy EL-20 Closure of Schools and has provided evidence of reasonable interpretation. Motion Carried.

[Copies of the monitoring documents for EL-6 Staff Evaluation, EL-7 Budgeting/Financial Planning, EL-8 Financial Administration, and EL-20 Closure of Schools are attached to and form an integral part of the original of these Minutes. Monitoring documents also appear on the School District 8 website at www.district8.nbed.nb.ca.]

9. COMMITTEE REPORT(S):

Nil.

10. CHAIRPERSON'S REPORT:

Mr. MacKenzie confirmed that he completed the online survey for the Department of Canadian Heritage regarding Official Languages Support Programs, as Council had requested.

Chairperson MacKenzie took the opportunity to express his appreciation to fellow Councillors and staff members at the table for their support during his term as Chairperson.

11. ISSUES IDENTIFICATION:

Nil.

12. ADJOURNMENT OF PUBLIC MEETING:

There being no further business, the meeting terminated at 7:50 p.m.

Respectfully submitted,

John MacKenzie, Chairperson

Myrna London, Recording Secretary