

MINUTES

The District Education Council for School District 8 met on Wednesday, August 21, 2002 in the Conference Room at the School District 8 Office located at 490 Woodward Avenue, Saint John, New Brunswick. Present were:

<u>D.E.C. MEMBERS:</u>	<u>STAFF:</u>
Beyea, Don (S.D.5)	Terry McInerney, Superintendent
Burchill, Dan (S.D.13)	Bev Henneberry, Director of Education
Dickeson, Gail (S.D.3)	Chris Toole, Director of Finance & Administration
Horgan, Fred (S.D.6)	Cheryl Ellis, Director of Human Resources
Hunter, Michael (S.D.4)	Myrna Gillis, Recording Secretary
Lucas-Jefferies, Marian (S.D.1)	
MacKenzie, John (S.D.8)	
Mahaffy, Barbara (S.D.11)	
Milner, Pauline (S.D.9)	
Reardon, Donna (S.D.7)	

Regrets: Don Dalling (S.D.12); Robert Munro (S.D.2);
Norman Thompson (S.D.10)

Media representatives were in attendance. The Home and School Association was represented.

1. WELCOME/CALL TO ORDER:

Mr. John MacKenzie, Chair, called the meeting to order at 6:30 p.m. He welcomed everyone to the first meeting of the 2002-2003 school year, and acknowledged in particular the presence of media representatives; Mr. Vern Garnett, the Home and School representative; Mr. Blair Clark, the newly-

appointed Vice Principal at Glen Falls School; and Ms. Nancy Whyte, Administrative Manager for the District Education Councils provincially.

2. REVIEW DESIRED OUTCOMES/APPROVAL OF AGENDA:

Chair MacKenzie reviewed the desired outcomes for the meeting, as follows:

By the end of the meeting, Councilors will have:

- Approved a District Expenditure Plan for 2002-03;
- Approved a List of Recommended Capital Improvement Projects, Major Projects for 2003-04;
- Considered and acted upon Council membership items;
- Received information on the status of high school registrations;
- Received information on funding for the International Baccalaureate Program (IB) and Advanced Placement Courses (AP); and
- Adopted a governance policy on instructional time.

**Bevea/Dickeson: (that) the agenda be approved as amended.
MOTION CARRIED.**

3. PUBLIC COMMENT:

The Chairperson invited comments from the public.

Mr. Vern Garnett, President of the Home and School Association for School District 8 welcomed Councilors back after their summer break. He thanked Council and Staff for a successful 2001-2002 school year and expressed best wishes for the 2002-2003 school year as well.

4. REVIEW PREVIOUS MINUTES:

Mahaffy/Horgan: (that) the minutes of the meeting of the District Education Council held on June 12, 2002 be approved, as distributed. MOTION CARRIED.

5. BUSINESS ARISING:

i. Canadian School Board Association (CSBA) Conference, St. John's, Nfld., July 4-6, 2002:

Mrs. Barbara Mahaffy presented a written report respecting her attendance at the Canadian School Board Association Conference that was held in St. John's, Nfld. from July 4 to 6.

The report details the resolutions that were passed and highlights the panel discussion and sessions that she attended. A workshop, *School Choice: The Alberta Experience*, in her view was noteworthy and Mrs. Mahaffy suggested that the handout material she has merits reading.

She found that conference participants shared similar educational concerns regardless of where they were from in Canada. Governance and the language of governance seemed also to figure prominently in discussions.

Mrs. Mahaffy gave high praise for the conference, indicating that Council should maintain its membership in the CSBA in view of the networking and information sharing value it holds for members.

ii. Council Retreat – July 10, 2002:

Chair MacKenzie informed those present that Councillors and senior staff members met on July 10th to discuss, among other things, the proposed District Expenditure Plan and related educational priorities. He expressed the view that such meetings are useful and worth continuing on a regular basis.

iii. District Expenditure Plan [2002-2003]:

Legislation requires that District Education Councils submit a District Expenditure Plan to the Minister of Education in July annually.

A proposed District Expenditure Plan for the 2002-2003 school year was considered and agreed upon in principle at a meeting held on July 10, 2002. This being the first public Council meeting since that time, the following motion was put and entered into the record.

Burchill/Hunter: (that) the District Expenditure Plan for the 2002-2003 school year, a copy of which is attached to and forms an integral part of the original of these minutes, be approved as presented. MOTION CARRIED.

iv. List of Recommended Capital Improvement Projects/Major Projects [2003-2004]:

Legislation requires that District Education Councils prepare annually, for submission to the Minister of Education, a report that identifies priorities respecting capital construction projects within the school district.

Staff presented a briefing note outlining the recommended capital improvement projects for the 2003-2004 fiscal year. A copy of the

briefing note is attached to and forms an integral part of the original of these minutes.

Repairs and renovations that carry a dollar value of over \$20,000 are considered to be capital improvement projects. The majority of the projects are compiled through the physical plant review study that was completed. That study looked at all schools to determine what was necessary to bring all of them up to the 1995 National Building Code. Priority is given to projects involving such things as roofs, windows, and masonry.

Council was informed that we might reasonably expect to receive approximately \$1.3 million of the total \$4,814,725 requested, which would allow the school district to complete the first 12 or 13 projects of the 36 projects listed.

It was noted that the school district submits to the Catholic Diocese annually a list of recommended repairs to Parish owned schools. Such repairs are the responsibility of the Parish, although the school district does liaise with Parish representatives in this regard.

Having discussed the recommended projects for the 2002-2004 Capital Construction Program, the Chair called for a motion to approve the recommendation.

Reardon/Dickeson: (that) the District Education Council approve the List of Recommended Capital Improvement Projects for submission to the Department of Education to be considered in the capital budget process for the 2003-2004 fiscal year. MOTION CARRIED.

v. Status of High School Registrations:

The Superintendent, Mr. Terry McInerney, informed those present that there are no waiting lists at any of the high schools in District 8. He commended staff for the work involved in monitoring the registration process.

6. COUNCIL MEMBERSHIP:

Mr. MacKenzie told Council that Mr. Robert Munro, who represents Sub-District 2, has requested a six month leave of absence from his duties because of a job related assignment that will require him to live in China.

Legislation states that *“A position on a District Education Council is considered to be vacant where a councilloris declared by the District Education Council to have failed to attend three regular meetings in a twelve month period without cause.....”* Mr. Munro’s absence is deemed by Council to result from a reasonable and just cause. Therefore, the following motion was put:

Dickeson/Reardon: (that) the District Education Council accept Robert Munro’s request for a six month leave of absence beginning August 2002 while he is on a work assignment in China. MOTION CARRIED.

Marian Lucas-Jefferies who represents Sub-District 1 kindly offered also to be the liaison person for the schools located in Sub-District 2 until Mr. Munro’s return. Grand Bay Elementary, Inglewood, River Valley Middle and Westfield schools are located in Sub-District 2.

The Chair informed Council that a letter of resignation, dated August 19, 2002, was received from Mr. Norman Thompson (Sub-District 10), and called for a motion to accept Mr. Thompson’s resignation.

Beyea/Lucas-Jefferies: (that) the District Education Council accept the resignation of Norman Thompson, Sub-District 10, effective immediately. MOTON CARRIED.

Mrs. Barbara Mahaffy, Sub-District 11, kindly offered to fill in as liaison person for Simonds Middle School until a ministerial appointment can be made to fill the vacancy created by Mr. Thompson’s resignation. Ms. Pauline Milner, Sub-District 9, kindly offered to fulfill that role for Bayside Middle School and Bayview School, also located in the sub-district formerly represented by Mr. Thompson.

7. SUPERINTENDENT’S REPORT:

Mr. Terry McInerney, Superintendent, reported as follows:

- Facilities are ready for school opening, including Lakewood Heights School, which has undergone a major renovation project.
- A longstanding concern regarding windows that could not be opened at Simonds High School has been addressed in B and C blocks, and it is expected that the project will be completed next year. Also, work on the

playing field at Simonds High has been completed and the field is ready for use.

- Much of the masonry work required at Harbour View High School has been completed with the expectation that the remainder of the project will be completed next year.
- Effective the 2002-2003 school year, Forest Hills Elementary School and Forest Hills Middle School will be merged under the administrative leadership of Ed Bates. The soccer field grounds at Forest Hills School are unstable and the field has been closed. The District is waiting for an official report on the test results that were conducted. Council will receive a further report when those test results are known.
- Two insertions will appear in the Telegraph Journal outlining opening of school information for parents, including the hours of instruction. As well, staff is in the process of sending letters to parents of students in Grades K, 1, 3, and 9, as well as to the home of any student that will have a change in their bus schedule. Principals also will communicate the changes to parents. Any glitches that might occur will be addressed, as they become known.
- District 8 has been awarded two technology teacher mentor positions, grades K-12, that will be funded for a three year period commencing the 2002-2003 school year. Such positions will be open to teachers through a competition process. They will work closely with District 8 Education Supervisors and will be expected to be in schools to support students and teachers.
- Nancy Steele was the successful candidate for the position of Supervisor, Guidance/Health commencing the 2002-2003 school year. Ms. Steele will be seconded from her current position at St. Malachy's Memorial High School.
- All District 8 teachers will be welcomed to the beginning of another school year at meetings that will be held on August 27th at Bayside Middle School. Teachers from the western cluster will meet in the morning, while teachers from the central and eastern clusters will come together in the afternoon. Councillors are welcome to attend one or both sessions.
- An N.B.T.A. Teacher Wellness Seminar will be held at UNB-SJ on August 28th. Councillors are welcome to attend.

BREAK [5 minutes]

8. POLICY DEVELOPMENT:

Council considered a proposed Executive Limitation policy dealing with the effective use of instructional hours to ensure the maximum benefit for students. The intent of the policy is to ensure that the hours of instruction are used to deliver prescribed curriculum, that activities outside the classroom have a strong educational component, and that recesses be used efficiently and not extended beyond the allotted timeframe. After a brief discussion, the following motion resulted:

**Horgan/Beyea: (that) the District Education Council adopt Executive Limitation policy entitled “Instructional Hours”.
MOTION CARRIED**

9. PRESENTATIONS:

At the May 15, 2002 meeting of Council, information was requested regarding the funding of exams for students in the International Baccalaureate (IB) Program and for students writing exams in connection with Advanced Placement (AP) courses. Staff provided a briefing note, a copy of which is attached to and forms an integral part of the original of these minutes.

Historically, the school district has provided exam subsidies to students in the IB Program while the cost of writing AP exams has been borne solely by students. Staff determined that it would cost an estimated \$4,000 to provide the same exam subsidy to AP students that is enjoyed currently by IB students. In the interests of fairness and wishing to support both academic enrichment opportunities, staff has decided to proceed with an exam subsidy for AP students effective the 2002-2003 school year. This decision will be reflected in the 2003-2004 fiscal year for budget purposes.

Although there was discussion regarding the AP courses and IB Program generally, there being no policy implications that Council wished to address, staff will proceed in this matter.

10. ISSUES IDENTIFICATION:

Nil.

11. TERMINATION OF PUBLIC MEETING:

There being no further business, the Chair terminated the meeting at 7:25 p.m.

Respectfully submitted,

John MacKenzie, Chair

Myrna Gillis, Recording Secretary