



Anglophone East School District

A Better Future... Through Quality Education

MINUTES

ANGLOPHONE EAST SCHOOL DISTRICT
DISTRICT EDUCATION COUNCIL

May 21, 2024 - 6:30 PM

Livestreamed on the ASD-E District Education Council Facebook page:

<https://www.facebook.com/asdedec> <https://www.facebook.com/asdedec>

6:30 PM

1. Call to Order

The business meeting of the District Education Council, Anglophone East School District, was held in person and live streamed on May 21, 2024, at 6:49 p.m.

PRESENT:

DOYLE, HARRY, CHAIR

KNOCKWOOD, JOLYNE

HEBBLETHWAITE, IAN

MACDONALD, DUANE

VAUTOUR, DOMINIC, VICE-CHAIR

FOLKINS, MICHELLE

CAVOUKIAN, KRISTIN

OWEN, MARK

MORTON, ALEX

CHAISSON-BUTLAND, GAVIN, STUDENT DEC MEMBER

MACLEAN, RANDOLPH J., SUPERINTENDENT/CEO

CHAISSON, JANIQUE, DISTRICT EDUCATION SECRETARY AND EXECUTIVE
ASSISTANT TO THE SUPERINTENDENT/CEO



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2. Land Acknowledgement

ANGLOPHONE EAST SCHOOL DISTRICT WOULD LIKE TO RESPECTFULLY ACKNOWLEDGE THAT WE GATHER ON THE UNCEDED, TRADITIONAL TERRITORY OF THE MI'KMAQ PEOPLE. IN THE SPIRIT OF PEACE AND FRIENDSHIP, WE EXPRESS GRATITUDE FOR THE HISTORY, CULTURE, RIGHTS AND TRADITIONS OF MI'KMAQ PEOPLE AND COMMIT TO RECONCILIATION THROUGH EDUCATION AND HONORING THOSE THAT WERE HERE BEFORE US.

3. Agenda Approval

Moved by DEC member, Michelle Folkins, seconded by DEC member, Dominic Vautour, to approve the agenda as presented.

Motion carried

4. Declaration of Conflict of Interest

No declaration of conflict of interest was presented.

5. Approval of the minutes from the meeting held:

5.1. April 16, 2024 – Regular Meeting

Moved by DEC member, Ian Hebblethwaite, seconded by DEC member, Kristin Cavoukian, to approve the minutes.

Motion Carried

5.2. April 24, 2024 – Extraordinary Meeting

Moved by DEC member, Ian Hebblethwaite, seconded by DEC member, Kristin Cavoukian, to approve the minutes.

Motion Carried



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6. Correspondence

6.1. Letter from the Minister of Education

The Superintendent/CEO, Randolph J. MacLEAN, acknowledged receipt, on behalf of the District Education Council, of letters from the Minister of Education, providing the dates these letters were received and the dates responses were sent to the District Education Council and the Minister. Additionally, the Superintendent/CEO acknowledges the letter from Maplehurst School and issued a memo regarding two professional days on June 24 and 25. The last day of school will be Friday, June 21.

7. Business arising from the previous meeting.

Nothing added for this agenda item.

7:00 PM

8. Presentation

8.1. Process / Pathways, Map Introduction – Nathaniel Fells and Tracy Landy

Tracy Landry and Nathaniel took turns explaining the processes and tools used to address racism, the necessary actions and discussions during such incidents, and the alignment with the VETRA process for hate and racism training. As this training is rolled out in schools, it will be familiar to staff. They emphasized that any form of discrimination is a form of violence. The VETRA (Violent Threat Risk Assessment) program will be rebranded as ARTOS (Assessment of Risk to Self and Others), maintaining the same framework but with a more compassionate approach.

They discussed the different levels of risk and the actions required at each tier, which align with the existing processes used by educators. An example of a restorative approach was provided, highlighting how administrators can model and implement it. They credited the author and explained the dos and don'ts for staying objective when interviewing a child and creating a safe space for education. For instance, it is poor practice to have three adults in the room



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during questioning. The language used must be carefully considered, as children can sense disbelief and react accordingly. Ultimately, the goal is to avoid influencing the child's narrative.

A work plan is available for review at any time, and everyone is welcome to examine it. Tracy invited the members to reach out to Randy if they have any questions or need further information.

9. Superintendent/CEO's Report – Randolph J. MacLEAN

9.1. PSSC Collaboration

Dominic Vautour, Vice-Chair, and Randolph J. MacLEAN, Superintendent/CEO, discussed ways to enhance collaboration between the PSSCs and the DEC. The Vice-Chair suggested several solutions, such as resuming annual events where PSSC chairs meet with the DEC. Additionally, all PSSCs would be invited to participate in various training sessions, with the DEC in attendance.

Proposed training topics include:

- PSSC finances
- Robert's Rules of Order
- The role of a PSSC and scope of responsibilities
- An overview of the DEC and its functions
- Leveraging the relationship between PSSCs and DEC representatives
- Issue management and resolution
- Effective communication and media interaction
- Collaboration workshops

These training sessions could be scheduled for the fall and next spring. Principals will be asked to work with their PSSCs to create a meeting calendar, and templates for agendas and minutes could be provided.



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9.2. Administrative announcements

The Superintendent/CEO, Randolph J. MacLEAN, provided updates on administrative announcements, informed the members of a few administrative approval needed and waiting for a response, and the schools impacted.

9.3. New Dieppe K-12 School

Last week's meeting, held on Wednesday morning, primarily focused on the design aspects of the Dieppe K-12 project. Infrastructure and potential enrollment were the key topics of discussion. It was proposed that the initial capacity for Dieppe would accommodate 1,600 students, with a potential enrollment reaching 1,800.

Regarding the Shediac K-12 project, The Superintendent/CEO announces that the design has received approval from the Minister, and an architect has been appointed to oversee the project. Tomorrow, a meeting is scheduled to discuss potential design templates that could be proposed for implementation.

While we have not secured land for either project yet, the department is actively collaborating with landowners to finalize the necessary arrangements for both builds.

Additionally, there was a suggestion made by a member of the DEC, Kristin Cavoukian, to include proper locking facilities, preferably with a roof, and specifically designed for electric bikes, as they do not fit in regular bike racks. The Superintendent/CEO confirms that the recommendation will be taken into consideration during the planning phase.

9.4. Boundaries – Forest Glen School and Sunny Brae School

The Superintendent/CEO has conveyed to the members that the department has put forward a request for the consolidation, K to 8 School, of Forest Glenn and Sunny Brae. The district intends to present this proposal to the DEC for their consideration. Additionally, we have submitted a separate request for the establishment of a new school in Mountainview.



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Aubrey Kirkpatrick addressed the members, informing them that the department has requested to replicate the same exercise previously undertaken for Salisbury and Dieppe. Discussion ensued, during which members were invited to indicate their preferred locations for the construction of schools for Forest Glen, Sunny Brae, and Mountain View. Aubrey then presented a visual representation of the available land. Following further deliberation on the boundaries, the following motion was proposed:

DEC Vice-Chair, Dominic Vautour, proposed that the consolidation of Forest Glen and Sunny Brae be rationalized within the boundaries of Elmwood, Highway 15 to Wheeler, Highway 2, and East of Mapleton, excluding areas beyond these specified regions. The motion was seconded by Gavin Chaisson-Butland.

Motion Carried

9.5. Boundaries – Mountainview School

The Vice-Chair, Dominic Vautour, proposed that the boundaries of Mountainview School be established within a 2 km radius of the current school location. This motion was seconded by Kristin Cavoukian.

Motion Carried

9.6. New West End School

The Superintendent/CEO has affirmed that the name for the new school has been submitted and assured that the project remains on schedule, with plans for it to open in September.

Member Kristin Cavoukian reiterated the desire of DEC members to organize a tour of the new school, a request which was confirmed by the Superintendent/CEO.



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In addition, Kristin Cavoukian, member of the DEC, proposed considering whether adjustments to the PSSC boundary might be warranted, particularly given that the new school will serve as a feeder to BMHS. Vice-Chair Dominic Vautour indicated that he and Kristin would collaborate on preparing a plan to address this, to be presented at a future meeting.

The members expressed anticipation in receiving updates from the province regarding the naming of the new school.

9.7. School Improvement Planning – ELPA Results

The Superintendent/CEO sought to share encouraging results with both the members and viewers, highlighting their positivity.

DEC member, Alex Morton, inquired about any existing plans concerning non-participation. The Superintendent/CEO confirmed the existence of such plans and assured that a strategy is in place.

9.8. Enrollment update

As of May 21, our school district boasts an enrollment of 19,690 students. Looking ahead to next September, as of May 6, we have already received registrations for 1,177 kindergarten students.

Furthermore, our Student Welcome Center remains committed to facilitating year-round registrations, providing ongoing support to families. Additionally, it will offer a language program to further enhance educational opportunities for our students.

9.9. High School Graduations

The Superintendent/CEO has outlined the graduation dates for each high school, including the date for the Indigenous graduation ceremony. District education council members are encouraged to attend. For RSVPs or inquiries, please reach out to Janique.



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Tantramar Regional High School: Seat reserved for Jolene and one guest.

Caledonia Regional High School: Seat reserved for Harry.

Riverview High School: Seat reserved for Duane.

9.10. Changes to *Policy 311*

The Superintendent/CEO provided information regarding the cell phone policy and continued by reading section 6.13 of the policy and provide the updates and the changes.

9.11. Long term recommendations

The superintendent /CEO invites the members to read the provided document.

9.12. Information items:

9.12.1. Inspire Awards

Opening remarks: Dominic Vautour

Master of Ceremony: Duane MacDonald

Readers: Mark Owen, Kristin Cavoukian, and Ian Hebblethwaite

9.12.2. Minister's Forum

Ian Hebblethwaite and Kristin Cavoukian will provide information to Dominic regarding the items to be brought up during the Minister's forum.

9.12.3. Indigenous Education report

Invited to read at the members' convenience.

9.12.4. Anti-racism report

Invited to read at the members' convenience.

9.12.5. Teacher Support and Growth Team

Invited to read at the members' convenience.



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9.12.6. Student Welcome Center report
Invited to read at the members' convenience.

9.12.7. ADDED ITEM – Dragon Boat Festival
Ian Hebblethwaite, DEC member, invited and encouraged the DEC members to be present during the festival, and cheer the students on as it's the biggest turnout ever.

These items are accepted and approved in a consent agenda format.

10. Director of Human Resources' Report – Jacqui Eadle

10.1. Teacher staffing update

Everything is progressing well. The staffing update encompasses more than just teaching; it includes all staff, leads, leave requests, transfer requests, reconfigurations, and more.

DEC member, Alex Morton, provided feedback from a PSSC meeting regarding staffing shortages in Petitcodiac and Salisbury. Despite ongoing efforts, the situation is not improving. He is not implying that no work is being done, but that it is insufficient. He asked what different strategies we can employ to eliminate these shortages. The Director of Human Resources mentioned that addressing these issues is a continuous process, and although these areas are not far off, a dedicated team is working on it.

DEC member, Kristin Cavoukian, highlighted that this is also a financial issue. She compared rural and urban schools, noting that mileage is not reimbursed for rural areas. The Superintendent/CEO, who is part of the provincial committee discussing this issue, explained that there are opportunities for negotiation and that progress is being made. He emphasized the importance of both recruitment and retention, stressing the need to keep and engage current staff.



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10.2. Enterprise Resource Planning (ERP) / Oracle Fusion update

The payroll system is now up and running, and I extended her gratitude to everyone involved for their hard work. The extensive effort put in has been greatly appreciated, and the system has been very well received.

10.3. CUPE 2745 – Year End Staffing Session

For 10-month employees, there will be a virtual session on Thursday, May 20th. We have a strong relationship with the CUPE representatives.

11. Director of Finance and Administration's Report – Aubrey Kirkpatrick

11.1. Monitoring Report

11.1.1. Budget

Vice-Chair, Dominic Vautour, moved that the DEC accept the budget report as presented, and Michelle Folkins seconded the motion.

Motion carried

11.2. Department updates

During the presentation, Aubrey meticulously reviewed the details pertaining to the Major Capital project, explaining the rationale behind proposed initiatives. Notably, circumstances of rapid growth enable expedited progression in certain instances, aging infrastructures, necessitating strategic adjustments. An essential aspect highlighted was the allocation of grants to preserve playgrounds when portables are introduced, ensuring continuity within school environments.

Subsequently, the District Education Council (DEC) was presented with a new set of Major Capital Project Recommendations for consideration. These recommendations included the following projects for consideration:

- Marshview and Salem upgrade
- Tantramar Midlife upgrade
- New K-8 school in the North End
- Riverview Middle School Midlife upgrade



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The member of the DEC, Michelle Folkins, moves to approve the presented major capital project list. DEC member, Duane McDonald, seconded the motion.

Motion Carried

Aubrey Kirkpatrick, Director of Finance and Administration, then proceeded to expand upon the needs and importance of the eight capital projects recommended for 2025, amounting to a total investment of \$3,549,999. With this said, DEC member, Michelle Folkins, is moving to prioritize the top 16 projects, duly seconded by Jolene Knockwood. The motion was again carried, reflecting a consensus on the allocation of resources for optimal efficacy and alignment as the infrastructures are aging and need to be maintained and updated.

DEC member, Michelle Folkins, proposed prioritizing the top 16 projects based on current market prices. She emphasized the need for additional funding to maintain and update the aging infrastructures, considering today's costs. DEC member, Jolene Knockwood, seconded the motion.

Motion Carried

12. Director of communications' Report – Stephanie Patterson

12.1. Updates

Spoke of her opportunity to attend the national CAPSIL conference in Toronto and being a great experience.

Working through day-to-day files and projects and by June, she will be providing an update.

8:00 PM

13. Members' Updates

Jolyne Knockwood – Attended two PSSC meetings.



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Kristin Cavoukian – Met with the Harrison Trimble PSSC to discuss security issues and the challenges in making progress. To alleviate some of the pressures, private security has been found and utilized for the time being.

Mark Owen – Attended three PSSC meetings where the issue of enforcement presence was discussed.

Gavin Chaisson-Butland – Was unable to attend the PSSC meeting because it coincided with the DEC meeting. Provided an update on the work done on the field and the activities planned for the 29th.

Ian Hebblethwaite – Involved in meetings with the Dieppe school, which included many interesting conversations. Notably, the representative from Dieppe highlighted that 1 in 5 new residents in New Brunswick is now settling in Dieppe.

Duane McDonald – Visited West Riverview with DEC member, Jolyne Knockwood. At Riverview High School, there's a lot going on this May! Riverview Middle School's Home and School association is active. Frank L. Bowser will soon welcome a new principal. At West Riverview, they discussed their School Performance Reports (SPRs) and expressed gratitude for the sewage upgrade due to recent circumstances. They also mentioned welcoming 10 sets of twins in the fall and highlighted their new fun and play zone, along with a Zen den.

Alex Morton – There haven't been many PSSC meetings recently, but feedback regarding staffing shortages was received during the last meeting as previously mentioned.

Michelle Folkins – Anticipates that the last week of June will be very busy. Participated in Heritage Week and found it to be a fantastic experience and day.



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Dominic Vautour – Had a busy month with PSSC, beginning at Birchmount School with DEC member, Jolyne Knockwood. Acknowledged a retirement event and

extended best wishes to the retirees. DEC member, Jolyne Knockwood added and highlighted the grade 4 win for the Big Idea event. Special shout out to Nick Mattatall for his new appointment. And finally, visited Arnold H. McLeod and toured the site to determine the placement of the new portable.

Harry Doyle – Commended the efforts of the members. Addressed the issue of students not attending school at Riverside Albert, which will be addressed with the principal and Superintendent/CEO. Caledonia will soon celebrate its 50th anniversary and plans are underway for a commemorative event in September. They are requesting \$3,000 for the festivities.

Following the Chair's member update, the Superintendent/CEO reported that last week, we distributed 68 pins to recognize 25 years of service. He extended thanks to senior staff members who assisted with distributing the pins.

8:30 PM

14. End of meeting

10:00 pm, motion to adjourn made by Ian Hebblethwaite.

Meeting adjourned

Original signed by Harry Doyle

Harry Doyle, Chair

Original signed by Janique Chiasson

Janique Chiasson, Secretary to the District Education Council