



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

MINUTES

ANGLOPHONE EAST SCHOOL DISTRICT
DISTRICT EDUCATION COUNCIL

September 16, 2025 - 6:30 PM

Livestreamed on the ASD-E District Education Council Facebook page

6:30 PM

1. Call to Order

The business meeting of the District Education Council, Anglophone East School District, was held in person and livestreamed, June 17, 2025, at 7:00pm.

PRESENT:

KNOCKWOOD, JOLYNE

MACDONALD, DUANE

VAUTOUR, DOMINIC, VICE-CHAIR

CAVOUKIAN, KRISTIN

HEBBLETHWAITE, IAN

MORTON, ALEX

FOLKINS, MICHELLE

MACLEAN, RANDOLPH J., SUPERINTENDENT & CEO

CHIASSEON, JANIQUE, EXECUTIVE ASSISTANT TO THE SUPERINTENDENT & CEO,
DISTRICT EDUCATION SECRETARY

WITH REGRETS:

DOYLE, HARRY, CHAIR

OWEN, MARK

ALSO PRESENT:

STEPHANIE PATTERSON, DIRECTOR OF COMMUNICATIONS

JACQUI EADLE, DIRECTOR OF HUMAN RESOURCES

AUBREY KIRKPATRICK, DIRECTOR OF FINANCE AND ADMINISTRATION

A Better Future Through Quality Education



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

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.

The land acknowledgment was read by Ian Hebblethwaite.

3. Agenda Approval

Moved by DEC member Ian Hebblethwaite, and seconded by DEC member Michelle Folkins, 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 on:

5.1. June 17, 2025

Moved by DEC member Ian Hebblethwaite, and seconded by DEC member Duane MacDonald, that the minutes be approved as presented.

Motion Carried

6. Correspondence

- July 10: The Superintendent & CEO reported on correspondence with the Minister of Education regarding the pilot calendar, acknowledging the letter submitted by the DEC.
- The Superintendent & CEO also referenced a recent media interview related to the pilot calendar, as well as correspondence received from the Office of First Nations Education concerning the initiative.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

- September 30 – National Day for Truth and Reconciliation: Information and resources were shared with schools and the community to support recognition and learning.
- The Superintendent & CEO confirmed that, following the May 2025 voted submissions, the major project submission and accompanying letter have been formally submitted.

7. Business arising from the previous meeting.

No business to report.

7:00 PM – Reports

8. Superintendent & CEO's Report – Randolph J. MacLEAN

8.1. District Education Council Meetings – Proposed schedule

The proposed District Education Council (DEC) meeting schedule will follow a similar format to the previous year. Meetings are planned for September, October, January, February, March, April, May, and June.

A December meeting may be held at the call of the Chair (as a floater, if required).

A July meeting may also be convened at the call of the Chair, to address any issue-based matters.

Note: May is an election month. The current DEC terms extend until July 31, 2026. August will be reserved for the incoming council.

The members approved of the presented schedule.

8.2. DEC - Student Member

The DEC student member will be present in October. The student member this year will be from Salisbury Regional High School.

8.3. Minister's Forum

October 2025 - Dominic invited members to suggest topics for discussion, and all are welcome to accompany him if they wish.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

Clarification: The DEC Symposium (not the Minister's Forum) is being considered for postponement to Fall 2026 due to the upcoming May election. The Minister's Forum is scheduled for October 2025, with exact dates pending the Minister's availability.

Members are invited to email suggested topics and may also choose to attend. Final dates will be shared once confirmed.

8.4. PSSC Meetings Schedule

The Superintendent & CEO mentioned that principals were asked to submit the dates. Once received, schedules will be shared with DEC members.

8.5. 2025-2026 System & School Start-Up

The Superintendent & CEO, Randolph MacLEAN, extended congratulations to the Director of Human Resources, Jacqui Eadle and her team, for their dedication and success in ensuring all classrooms were staffed for the start of the 2025–2026 school year. Despite being short 15 positions just prior to opening week, every classroom had a teacher in place by the first day of school. The district currently maintains a daily fill rate above 95% for teachers, educational assistants, and staff. Approximately 10 positions are posted at any given time, within a total workforce of 4,000 employees.

Acknowledgment was also given to the Facilities and Transportation departments for their collective efforts contributing to a successful start-up: Facilities - Director Aubrey Kirkpatrick and his team, managed ongoing construction projects across 39 schools. While some portable classrooms remain in progress, all are on schedule for completion. The Wabanaki bathrooms are being renovated to the originally intended non-gender-specific design.

Transportation: Serving approximately 14,100 students daily using 143 buses and 571 routes. Since the start of the school year, 1,004 address and alternate transportation changes have been processed. The department responded promptly to a recent issue, locating 9 of 11 missing buses within three hours.

System commitments were upheld: No new portables were added at Moncton High School. No enrollment increases at Lou McNairn School.

Adjustments implemented include transporting 63 students from Dieppe to Riverview High School and 74 students from Dieppe to Edith Cavell School, and alleviating capacity pressures at Lou McNairn.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

The Superintendent & CEO reported positive start-up feedback across departments. Professional development sessions and technology systems are functioning well, financial operations remain on track, and student services and curriculum teams are meeting district needs.

School Visits: The Superintendent & CEO continues regular school visits, maintaining a commitment of two half-days per week. Visits to date include Arnold H. McLeod, Beaverbrook, Edith Cavell, Forest Glen, Harrison Trimble (launch of the International Baccalaureate Program), Lewisville Middle, Lou McNarin, Moncton High, Mountain View (breakfast program visit with the Vice Chair), Riverview High, Shediac Cape, Sunny Brae (community breakfast/barbecue on opening day), and Wabanaki.

The Superintendent & CEO expressed appreciation to the 4,000 district employees who serve 20,500 students and approximately 60,000 families, guardians, and parents across Anglophone East.

Question Raised: A Council member inquired why parents are required to re-enter student address and transportation information each year.

The Superintendent & CEO explained that annual data validation is necessary to ensure accurate communication and routing. Family addresses and alternate care arrangements (e.g., daycare, grandparents) often change yearly; therefore, rolling over prior information could lead to significant errors.

8.6. Enrollment updates

The Superintendent & CEO provided an update on student enrollment, noting transitions, reasons for changes, and the overall stability in numbers.

As of September 11, total enrollment stood at 20,425 students. This number continues to fluctuate slightly due to new intakes and student movements following school start-up.

Year-over-year comparisons show a modest increase, with enrollment rising from approximately 20,086–20,440 students last year to 20,425 this year, representing a growth of roughly 350–400 students.

In response to a question from Kristin Cavoukian, it was confirmed that Hillcrest Pathways is included in the enrollment figures.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

8.7. Monitoring report schedule

The Superintendent & CEO requested that the September 16 monitoring report be moved to a later date, explaining that several documents remain under provincial embargo and therefore cannot be shared publicly at this time.

Monitoring report items typically scheduled for September include District Report Cards, Literacy and Numeracy, Safe and Caring Schools, Positive Learning Environments, and Working and Learning Conditions. Due to the embargo on provincial assessment results, the Literacy and Numeracy and District Improvement Plan reports will be presented once the embargo is lifted.

A proposal was made to move this monitoring report to November, as the embargo timing has been a recurring issue in recent years. A policy review will be required to formally amend the reporting schedule.

The following monitoring and reporting schedule was also outlined:

- October: Budget monitoring (Q1 and Q2)
- November–December: No budget reports
- January and April: Budget and Finance
- May: Facilities
- June: Budget and Staffing

8.8. District Improvement Plan

8.8.1. Provincial Assessment Results

8.8.2. 2025-2026 Provincial Assessment Schedule

8.8.3. Term dates and Parent Teacher meetings

The Superintendent & CEO provided a brief overview of the District Improvement Plan (DIP) and related components.

The DIP aligns with the district's four focus areas: Literacy, Numeracy, Safe and Caring, and Graduation.

Key commitments include:

- All students will read, speak, and communicate in both instructional languages.
- All students will perform at grade level in mathematics.
- All students and adults will feel safe, cared for, and engaged.
- Every student will graduate.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

There are 55 indicators used to measure progress, including provincial assessments, surveys, report cards, screeners, and benchmarks. The Superintendent & CEO visits each school twice per year to review data, progress, and next steps. Central office teams are structured by pillar to support schools in achieving these outcomes.

Status of Provincial Assessment Results: Provincial assessment results remain under embargo. Once released, the results will be presented along with related literacy and numeracy data and the District Improvement Plan.

Public Availability of the DIP: The DIP is submitted annually to the provincial government in June (typically July 1).

Progress Update on DIP Outcomes: Based on available indicators and anecdotal evidence, the district is demonstrating progress and success in several areas, with some achieving full targets. While progress is not yet consistent across the system, continuous improvement remains ongoing. A more detailed update will be shared at the next meeting once results are un-embargoed.

8.9. Update - 2025-2026 School Pilot Calendar

The Superintendent & CEO thanked DEC members for their ongoing advocacy and support in advancing this initiative.

The Superintendent & CEO reported that Friday marks the launch of the Professional Learning Pilot, involving 11 participating schools. Public-facing documents have been developed to highlight the efforts underway and to support staff engagement.

The Superintendent & CEO elaborated on the resources and implementation plans submitted for approval, emphasizing alignment with the District Improvement Plan (DIP) and school improvement priorities. It was noted that district resources— including ESS team members, curriculum staff, and coordinators—are being deployed to participating schools. The approach focuses on collaboration and application, rather than a “sit-and-get” model.

Principals and leadership teams were thanked for their commitment and efforts in preparing for the pilot.

Following DEC advocacy, 11 schools have adopted the pilot calendar, which includes professional learning (PL) sessions every second Friday. The first PL day will take place this Friday. Each PL day is supported by public-facing plans that align with the DIP and



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

school-level improvement goals. Future PL sessions will be informed by ongoing learning, with updates to be shared publicly through January, as applicable.

Three schools have chosen to collaborate for the initial PL day. The focus remains on teacher-led, data-driven work, using assessments, benchmarks, screeners, and report card data, while monitoring attendance and staff participation on PL days.

Operating Dual Calendars and Transportation Impacts: The district is currently operating two academic calendars (pilot and standard). Transportation routes have been modified to accommodate the pilot schools, resulting in increased operational complexity.

Communications Strategy: The Director of Communications, Stephanie Patterson, is leading provincial communications efforts, supported by Port O'Brien as a third-party agency. Coordination is occurring across all Anglophone districts and the Department of Education to ensure consistent, centralized messaging. Public-facing professional learning plans will continue to serve as the primary communication tool. Significant media coordination efforts were noted.

8.10. Update - New School updates

8.10.1. Shediac K-12, Salisbury Elementary, Dieppe K-12

The Superintendent & CEO provided an update on the status of new school projects across the district.

Shediac K-12: Land and road have been secured, and site clearing is complete. Environmental constraints are delaying the start of construction until the required period has passed. A public engagement session is scheduled for Thursday evening in Shediac.

Salisbury School: Design work has been completed. The project is currently awaiting confirmation of the final land location. Ongoing collaboration continues with the community, municipality, Department of Education, and the Minister.

Dieppe K-12: The Superintendent & CEO thanked Ian for his ongoing support. The district is awaiting confirmation of the land location before moving forward with next steps.

8.11. Journey to Excellence – Summer Learning Week

The Superintendent & CEO reviewed the data collected following the year-end professional learning event.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

Participation increased significantly, with 542 employees attending this year, including teachers, supply teachers, behaviour mentors, educational assistants, principals, vice-principals, and district staff.

Survey results indicated:

- 97% of participants agreed the learning was relevant.
- 95% felt the event was valuable.
- 7% humorously indicated they “would attend again,” though attendance satisfaction remained overwhelmingly positive.

The event continues to be a “delivered by staff, for staff” initiative, reflecting strong internal leadership and engagement.

Next year’s sessions are scheduled for June 24–26, 2026. Participation has grown from just over 300 in the first year to nearly 550 in the second year.

8.12. Superintendent’s Leadership Team Meetings, August 19, 20 and 21, 2025

The Superintendent & CEO provided an overview of the three-day year-end leadership learning event and the collaborative work accomplished.

Held during the final three days of the month of August, the event focuses on conversation and collaboration rather than lecture-style sessions. The agenda includes extended working blocks dedicated to school and district improvement planning, supported by data review and reflection.

Highlights included Indigenous-focused learning experiences at Wabanaki cultural session featuring dancers and a drum group, with approximately 150 participants.

Department-led sessions were structured as two-hour or half-day conversation-based engagements, intentionally designed to foster meaningful participation, shared learning, and collective leadership growth.

8.13. Provincial Breakfast Program

The Superintendent & CEO provided an overview of the partnership between the provincial and federal governments to support the Provincial Breakfast Program. Government representatives will be visiting schools to observe the implementation and impact of the program.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

It was noted that the Provincial Lunch Program is scheduled to be rolled out in September of next year.

8.14.10-year Provincial Education Plan public consultations

The Superintendent & CEO reported that the provincial government will be conducting a public consultation on October 23.

A separate consultation session will be held with the DEC, with further details to be provided at a later date.

8.15.Information items:

- 8.15.1.** Indigenous Education report
- 8.15.2.** Anti-racism report
- 8.15.3.** Professional Support and Growth report
- 8.15.4.** Enrolment Management & Newcomer Services
- 8.15.5.** 2025-2026 Administrative Announcements

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

9. Director of Human Resources' Report – Jacqui Eadle

9.1. Department updates

9.1.1. Staffing update

The Director provided additional context regarding ongoing payroll operations as the team continues to navigate and adapt to new technology systems.

Acknowledgment and appreciation were extended to the Payroll and Human Resources teams for their continued efforts, accuracy, and dedication during this transition period.

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

10.1.Department updates

- 10.1.1.** Finance
- 10.1.2.** Transportation
- 10.1.3.** Facilities
- 10.1.4.** Community



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

Budget and Accounting

Over the past six weeks, \$388,777 has been collected online for various student fees through School Cash Online, based on 246 catalog items created and purchased.

District-wide adoption of School Cash has increased from 84.83 % in 2024 to 88.13 % in 2025.

Top 5 Schools - September 2025

- Havelock – 100 %
- Riverview Middle – 99.13 %
- Riverview East – 97.92 %
- Frank L. Bowser – 97.32 %
- Mountain View – 97.08 %

Top 5 Schools - Adoption Increases (2024-2025)

- Havelock: +15 % (85.14 % → 100 %)
- Forest Glen: +13 % (73.17 % → 85.92 %)
- Dorchester Consolidated: +9% (37 % → 45.65 %)
- Edith Cavell: +8 % (49.84 % → 58.09 %)
- Arnold H., Bessborough, Moncton High, Queen Elizabeth, Riverside Consolidated, and Wabanaki each increased adoption by 7 %.

Community

Including fundraisers, in-kind donations, grants, and volunteer hours, the Community Schools Team sourced more than \$400,000 in additional funding for the Anglophone East School District last year.

The team successfully coordinated this year's School Supplies Drive, distributing 318 supply bags to schools. Going forward, the team will seek a community partner to assume this initiative, similar to HeadStart's past involvement.

Facilities

- 172 maintenance requisition work orders were closed last week.
- 1,102 new requisitions were received, averaging 100+ new orders per day.

A Better Future Through Quality Education



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

Current staffing includes:

- 17 primary maintenance staff
- 3 plumbers
- 5 carpenters (1 vacancy, 1 retiring in January; carpenter posting advertised twice with no applicants)
- 2 millwrights
- 7 electricians

Transportation

Transportation continues to expand, currently serving over 14,000 students daily. Five new bus routes were added this year, with potential need for an additional bus in Dieppe anticipated.

There have been over 1,004 alternate transportation requests (after-school childcare and secondary addresses), each requiring individual route adjustments and notifications to drivers, schools, and parents.

The most recent training session in August produced 8 new drivers, with 7 additional candidates from Coach Atlantic. Another training session is planned for late October or November. The district currently operates 11 Lion E electric buses.

Occupational Health and Safety

The OHS Coordinator has departed for another opportunity. The replacement process is underway. In the interim, duties are being covered with assistance from other district's OHS Coordinators.

11. Director of communications' Report – Stephanie Patterson

11.1. Communications updates

It was reported that the focus over the past several weeks has been on media engagement and supporting a smooth start to the school year.

Since August 1, the Superintendent has completed seven media interviews, with six conducted prior to August 30. These interviews covered key topics related to school readiness, staffing, transportation, and district initiatives.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

An upcoming interview is scheduled regarding the pilot calendar initiative, which has been positively received by media outlets and the broader public.

8:00 PM

12. District Education Members' Updates

Alex Morton – It was noted that there were no significant PSSC updates at this time. The member shared a personal highlight, having successfully participated in an Ironman event over the summer.

Ian Hebblethwaite – No member's update.

Duane MacDonald – No member's update.

Michelle Folkins – No member's update.

Dominic Vautour – Reported having an eventful summer, including corrective surgery on a personal level.

On school-related matters, he met with the principal of Mountain View School and participated in discussions concerning Moncton High School. He also met during the summer with a PSSC Chair to discuss the new Shediac Cape School project.

Dominic mentioned that a town hall meeting will be held tomorrow, hosted by the Vice-Chair and the Superintendent & CEO, to further discuss the new Shediac Cape School. He extended an open invitation to DEC members who wish to attend.

Jolyne Knockwood - No member's update.

Kristin Cavoukian – Reported that Wabanaki School is participating in the Indigo Love of Reading Foundation's annual Adopt-a-School fundraiser. Donations received between now and October 5 will be used to purchase curated books for the school library. Students are expected to participate at the Indigo location near Champlain Mall on Saturday, September 25, to promote donations.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

Jolene raised concerns regarding the management of surplus donated books, often received from libraries closing or schools revamping collections. She noted that these donations can create logistical challenges, including multiple copies of the same title and the accumulation of hundreds of extra books without a clear process for redistribution.

Kristin offered to coordinate with the school librarian to develop a solution. The possibility of a district-wide approach to redistribute and manage surplus books was also suggested for consideration.

Kristin proposed the establishment of a Standard Operating Procedure (SOP) for school visits and photo opportunities involving elected officials (municipal, provincial, federal). The initial proposal suggested that the Chair, Vice-Chair, and sub-district DEC members be cc'd or invited when officials contact the Superintendent & CEO.

Discussion points included:

- Notification of the full DEC via distribution list to ensure transparency, highlight DEC contributions, and maintain protocol, particularly when federal officials are present.
- The SOP supports optics, networking opportunities, and informal engagement with ministers.
- Members expressed preference for an SOP rather than a formal policy to avoid rigid accountability if an invitation is missed.
- Members would not be obliged to attend every event due to workload constraints, a view echoed by others.
- The Superintendent will be accountable for ensuring the procedure is followed.

Decision: All members agreed that an SOP will be implemented, ensuring DEC members are notified of school visits by elected officials. A formal motion to adopt a policy was not carried, but the SOP will serve as standard practice.

Motion not carried.

8:30 PM

13. End of meeting

8:10 pm, meeting adjourned, Ian Hebbletwaite.



Anglophone East School District

1077 St. George Boulevard, Moncton, NB, E1E 4C9

Original signed by Harry Doyle

Harry Doyle, Chair

Original signed by Janique Chiasson

Janique Chiasson, Secretary to the District Education Council