



Anglophone East School District

District scolaire anglophone Est

MINUTES

ANGLOPHONE EAST SCHOOL DISTRICT DISTRICT EDUCATION COUNCIL

January 20, 2026 - 6:30 PM

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

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

1. Call to Order

The business meeting of the District Education Council, Anglophone East School District, was held in person and livestreamed, January 20, 2025, at 6:49 pm.

PRESENT:

VAUTOUR, DOMINIC, CHAIR

OWEN, MARK, VICE-CHAIR

CAVOUKIAN, KRISTIN

FOLKINS, MICHELLE

KNOCKWOOD, JOLYNE

MORTON, ALEX

MACDONALD, DUANE

COTE, VERONIQUE, STUDENT DEC MEMBER

MACLEAN, RANDOLPH J., SUPERINTENDENT & CEO

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

WITH REGRETS:

DOYLE, HARRY

HEBBLETHWAITE, IAN

ALSO PRESENT:

STEPHANIE PATTERSON, DIRECTOR OF COMMUNICATIONS

JACQUI EADLE, DIRECTOR OF HUMAN RESOURCES

AUBREY KIRKPATRICK, DIRECTOR OF FINANCE AND ADMINISTRATION



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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.

The land acknowledgment was read by Dominic Vautour

3. Agenda Approval

The agenda is approve as amended.

By unanimous consent

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. November 18, 2025

The minutes are approved as presented.

By unanimous consent

6. Correspondence

6.1. An operational note was shared regarding inflationary costs and purchasing changes, including the impact of tariff-related political shifts on procurement. The Council acknowledged the information; no action was taken.

6.2. It was noted that Kristen's mandate expired on December 20, and the Council was required to nominate a representative. Kristen indicated she would accept re-nomination on a provisional basis, noting she may be unable to serve the full term. No other nominations were brought forward.

Duane MacDonald nominated Kristin Cavoukina to retain her seat on the committee. Kristin Cavoukian accepted the nomination on a provisional basis.

By unanimous consent



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Kristin Cavoukian was appointed to the advisory committee.

- 6.3. A discussion took place regarding a welcome back letter from the DEC and the Superintendent & CEO, which would also include an invitation for principals to purchase a meal for their staff.
 - 6.4. Another welcome back letter was discussed.
 - 6.5. A letter was received from the Bernice MacNaughton PSSC regarding concerns related to portables. Kristin Cavoukian provided an overview of the issues. Aubrey Kirkpatrick will follow up and look into the matter.
7. Business arising from the previous meeting.
No business arising from the previous meeting.
8. Superintendent/CEO's Report – Randolph J. MacLEAN

8.1. Budget planning 2026-2027

The Chair referenced a pre-Christmas news article regarding potential government spending cuts of 10–15% and invited the Superintendent & CEO to comment. The Superintendent & CEO noted that despite discussions of cuts, the district continues to experience growth, with approximately 4,000 additional students and 700 new staff. A 10–15% reduction to the district's \$240M budget would represent a loss of approximately \$24M–\$37M, which would significantly impact services, as 85–90% of the budget is allocated to personnel. Inflationary pressures and transportation adjustments were also noted. A Q3 forecast indicates the budget is tracking close to balance. No official budget details have been released; internal planning is underway, and Council members expressed concern about the potential impact of such cuts.

8.2. Education Sector Plan

The Superintendent & CEO noted that the plan is intended to be aspirational, with ongoing departmental meetings and public forums supporting its development. Emphasis was placed on collaboration with districts, consultative processes, and classroom feasibility. The current plan was described as overly broad, with 54 indicators, while the revised plan is expected to be more targeted, with a focus on literacy and numeracy, as well as wellness and safe, caring schools. An announcement is anticipated in late February. A collaborative and streamlined sector plan is in development; updates will follow once the embargo is lifted.

8.3. 2026 Minister's Excellence in Education Awards

The Superintendent & CEO spoke to the role of the nomination committee and his intention to ensure representation from each school in the system. The Chair asked members to provide their feedback by this Friday and reviewed the associated timeline. Concerns were raised, including comments from Kristian Cavoukian regarding the extent of AI-generated content in submitted nominations and the need to consider formats less susceptible to this. It was noted that three



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educators will be nominated, with a small nomination committee formed (Mark Owen, Michelle Folkins, and Duane MacDonald). The Department has requested feedback on the nomination form and process, with the website expected by Friday. Nominations are expected to open over the weekend, with DEC submissions due by March 13 and final submissions to EECD by March 27. The nomination committee was established, and members were asked to submit feedback on the forms by email to the Chair as soon as possible.

8.4. Anglophone East School District Family Survey

The Superintendent & CEO explained the survey process and presented the report. Stephanie outlined how the survey was conducted, who participated, and the timing, and sought a general temperature check from those present. It was noted that a follow-up survey is planned for May 2026. Results showed that most respondents reported being satisfied, with instructional quality and teaching effectiveness identified as the top priority, followed by a strong emphasis on professional learning. Families also highlighted the importance of safe and inclusive environments, student well-being, effective school–family communication, and facility and technology supports, while increasing student learning time ranked lowest.

The results support current focus areas, particularly professional learning, and a second survey will be used to monitor trends and increase participation.

8.5. School Pilot Calendar – Update

The Superintendent & CEO provided an update on the province-wide initiative to bring principals together, noting improved attendance for both students and staff. It was emphasized that advocacy will continue for all 39 schools, not only the 11 pilot schools, including those wishing to move to the calendar by September 2026. The Chair shared that staff feedback has been very positive, emphasizing that this is not a day off but focused professional work. He proposed sending a letter to the Minister and indicated a draft is available and open to revision. Research was referenced on reduced instructional time and teacher education and development, noting positive outcomes for approximately 95% of teachers.

Members shared comments and perspectives, including questions about research, practical experiences from school settings, and clarification that this is not a pilot, as similar models have already been implemented in and other district.

The motion to send a letter to the minister was moved by DEC Chair, Dominic Vautour, and seconded Kristin Cavoukian.

Motion passed



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Early indicators are positive. The letter will be revised based on feedback, and supporting research and the final letter will be shared to support district-wide implementation.

8.6. School Improvement Plan visit – Update

The Superintendent & CEO shared that visits to all 39 schools have been completed, providing opportunities to listen and engage in meaningful conversations. Appreciation was expressed to the schools, and it was noted that the same process will be repeated in the spring. Schools are currently in an evaluation phase, implementing interventions and reviewing projections through ongoing meetings

School visits are complete, with evaluations and interventions ongoing.

8.7. Forest Glen - Sunny Brae – Update

The Superintendent & CEO provided an update regarding the K–8 school and the composition of the committee. The committee is scheduled to begin meeting in February, and Ian Hebblethwaite will serve as a member.

8.8. New Schools Construction – Update

The Superintendent & CEO provided a high-level update regarding the Shediac school, as well as the Dieppe and Salisbury projects.

8.9. Fill the Bus – Update

The Superintendent & CEO provided an overview of the Fill the Bus initiative, acknowledging the individual who started the campaign and highlighting its long-standing positive impact on the community.

Kristin Cavoukian asked how contributions are measured, and Aubrey Kirkpatrick explained the process and results. This year marked the 26th year of the campaign, raising over \$120,000 in combined food and cash donations.

School highlights included:

- Harrison Trimble High School: \$37,933.52
- Maplehurst Middle School: \$7,466.32
- Magnetic Hill School (K–8 Champion): \$5,209.74
- Earl H. McLeod School (Elementary Champion): \$13,902.58

Food donations are weighed in bins and assigned a monetary value per pound using rates provided by the Food Depot/Food Bank. The use of a commercial scale was discussed; however, it was noted that food must remain separated by school for accurate tracking.



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Additional details included:

- Online donations exceeded \$14,000.
- Schools raised nearly \$20,000 directly.
- The estimated food value exceeded \$107,000.
- Historical totals were referenced, though exact figures were not confirmed.

Recognition was extended to volunteers, bus drivers, football teams, school coordinators (including Luc Malenfant and Dave McCormick), as well as transportation and communications staff for their support and coordination.

The initiative demonstrated strong fundraising success and community engagement.

8.10. New Office progress – Update

The Superintendent & CEO provided an update regarding the new Anglophone East central office location at 100 Westmorland Street. The initial move is scheduled to begin in February, with remaining staff transitioning in April. Once the site is no longer considered an active construction zone, the Superintendent & CEO indicated that members will be invited to tour the facility.

The Superintendent & CEO also noted that staff who will be relocating to the new central office were brought together on Monday to discuss the move to the former Rogers Building on Westmorland Street.

Transportation and Facilities staff are expected to move in February, with remaining staff from three schools by April 30. This relocation will consolidate central office operations into a single location.

Coordination with the Department of Transportation and Infrastructure (DTI) and the Department of Education was noted.

The move will occur in stages beginning in February, with full consolidation targeted for April 30.

8.11. Enrollment update

The Superintendent & CEO reported that district enrolment continues to increase. Current enrolment is approximately 20,595 students (December/January), representing an increase of 23 students since the last meeting. Projections indicate that enrolment is expected to exceed 21,000 students by September.

Over the past three years, district enrolment has increased by more than 4,000 students. During this period, approximately 700 new staff have been added, bringing the total workforce to about



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4,000 employees. Maintenance staffing remains at 17 positions, and central office staffing has remained largely unchanged despite increased workload demands.

Since September, there have been 522 new registrants and 424 withdrawals, with approximately 400 students moving within the system. An estimated 200 students are being transported out of their designated attendance areas to landing-pad schools. Student movement is primarily concentrated in the central and northern areas of the district.

Weekly enrolment updates continue to inform us about impacts on transportation, staffing, human resources, the Welcome Centre, and classroom organization.

The district is serving a significantly larger student population with largely unchanged support functions. Continued enrolment growth and student movement within the system require ongoing monitoring and planning.

8.12. Information items:

- 8.12.1.** Indigenous Education and Equity, Belonging, Decolonization report
- 8.12.2.** Professional Support and Growth report
- 8.12.3.** Enrolment Management & Newcomer Services

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.** 2026-2027 Teacher staffing
- 9.1.2.** Volunteers in schools
- 9.1.3.** Recruitment

The Director of Human Resources provided an update on current staffing and recruitment activities. Leadership positions are being posted for a two-week period, and career fairs have begun, with several teams currently participating. The director highlighted staffing processes and considerations related to collective agreements, and noted that teacher staffing for the 2026–2027 school year is now underway, with an emphasis on early recruitment.

A daily coverage snapshot was shared:

- Teachers: approximately 99.2% coverage (121 substitutes)
- Bus Drivers: approximately 90–100% coverage
- Custodians: approximately 85% coverage
- Educational Assistants: approximately 98.8% coverage
- School Administration: approximately 86% coverage



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The number of “C contracts” has been reduced by approximately two-thirds. Most remaining contracts involve education students, with very few individuals who do not hold degrees or are not acting as facilitators.

Since the start of the year, approximately 1,000 volunteer applications have been received, with about 700 processed, including applications from coaches, parents, and community members.

Substitute coverage and quality have improved, recruitment efforts are progressing, and volunteer engagement remains strong.

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

The Budget and Accounting Department reported that the Q3 forecast was completed last week. The forecast indicates a small projected deficit, with efforts underway to eliminate the deficit by the end of March. Approximately 90% of the district’s budget is allocated to staffing, while Facilities and Transportation (excluding staffing) represent approximately 6% of the overall budget.

The Superintendent & CEO referenced recent media reports regarding potential 10–15% government spending reductions. Based on the district’s approximate \$240 million budget, a 10% reduction would represent roughly \$24 million, while a 15% reduction would exceed \$37 million.

It was noted that in the prior year, a projected \$6.7 million shortfall was partially mitigated through an \$11 million budget increase and a subsequent \$2 million injection, leaving an estimated \$4.7 million gap. Given that 85–90% of the budget is tied to personnel, any significant reductions would directly impact services. Due to seniority provisions, reductions would follow a “last hired, first out” model, potentially affecting approximately 500 teachers with fewer than three years of service, out of roughly 1,500 teachers.

Additional pressures include inflationary costs estimated at 2.5–3%, as well as potential transportation adjustments, such as changes to K–5 busing distances. The Superintendent



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& CEO emphasized that reductions of this magnitude would likely require the suspension of programs and services and could conflict with existing legislation and policy obligations.

The Q3 forecast currently projects an overall budget of approximately \$240 million, with a projected shortfall of approximately \$250,000, and a goal of achieving a near-balanced position by year-end.

Student Nutrition Program

It was confirmed that the breakfast/lunch program will move forward in September, with all existing contracts being honoured across the province. Nine schools will be opened for bidding to offer the program.

Kristin Cavoukian asked whether there was a rough cost estimate. At this time, Arnold H. McLeod School is serving as the pilot site, with a projected cost of \$3.25 per student. Jolyne Knockwood asked whether the program would be available to all students regardless of background, and it was confirmed that it would be.

Additional Updates

- Internal budget scenario planning has begun; no official budget details have been released at this time.
- An Occupational Health and Safety new hire at EPCD is expected to begin shortly.
- Transportation inventory has been added.
- Construction in Shediac is proceeding as planned.

While no formal budget direction has been received, council members expressed concern that potential reductions would be extremely problematic. The current financial forecast is near balance, and planning continues alongside ongoing program implementation and staffing initiatives.

11. Director of communications' Report – Stephanie Patterson

11.1. Communications update

11.1.1. French Immersion information session

A virtual information session was held for families entering kindergarten or Grade 5 (early and late French immersion), hosted by Director of Curriculum and Instructions, Pam Wilson, with team members. Approximately 90 participants attended. Session materials, including a recording, were posted under French Language Learning. Registration forms are now available online, with paper copies offered as needed.



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The session was successfully delivered, resources are available online, and digital registration is now in place.

12.1 Chair's Report

12.1.1 Review of DEC bylaws

The Chair reviewed the content currently posted on the website and advised that no motions would be brought forward at this meeting. A draft of governance document was reviewed, which the Chair indicated would be brought forward for a future vote. The draft includes an added section addressing remote participation, in-camera sessions, and the responsibility to ensure confidentiality.

Key areas outlined in the document include:

- The ability for members to request a vote of confidence at any time
- Prohibitions related to district-wide mandates
- Standards of care
- Transparency and communication
- Decorum
- Staff relations, noting that council interactions are limited to the Superintendent & CEO

Members were invited to review the document and be prepared to discuss it at the next meeting.

Kristin Cavoukian asked whether the original document remains on the website, and it was confirmed that it does. The updated draft will be shared with members through TEAMS.

12.1.2 Unified code of conduct

Discussion focused on proposed protocol updates, including prohibitions related to data collection, data integrity, and district-wide mandates. Emphasis was placed on transparency, conflict of interest, integrity, decorum, and respectful communication. It was noted that DEC business must be discussed in full council settings only, and that once a motion is adopted, members should not publicly undermine council decisions.

Staff relations were reviewed, emphasizing adherence to the chain of command, with council interactions limited to the Superintendent & CEO, in accordance with Policies 701 and 703.

A draft update was presented to initiate discussion. The current protocol remains in effect and posted on the website. Members were asked to review the draft, which will be shared in TEAMS for collaborative comment. The matter will be revisited at the next meeting to determine next steps (email consensus or committee review).



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Members will review the draft protocols and continue discussion at the next meeting.

12.1.3 Robert's Rules of Order: Cheat Sheet for PSSC Chairs

A brief cheat sheet was prepared for distribution. These materials will be shared by email and made available in the meeting resources.

Cheat sheets will be distributed to support consistent meeting procedures.

12.1.4 NB Election

The election date was confirmed as May 11. Election forms were provided, and members were encouraged to take copies and share them with PSSCs and other interested individuals to support DEC candidate recruitment. Additional copies are available as needed, and forms may be scanned for digital distribution. Election information, including District Education Council details, is available on electionsnb.ca.

Members are encouraged to distribute recruitment materials and support candidate outreach.

12.1.5 CDC meeting (January 13, 2026)

The Council of DEC Chairs met on January 13, and the minutes were mentioned. Discussion included engagement with the Deputy Minister regarding potential realignment of responsibilities to the DEC level for items previously centralized, noting that any changes remain subject to ministerial discretion.

An informal committee was formed to develop an action plan related to governance and process matters. It was also noted that the office of a local MLA is supportive of issuing a letter and has requested that the DEC draft a version for signature, pending council consent.

The Superintendent & CEO referenced recent meetings and school visits with PSSC members, noting that a weather-related meeting cancellation was later followed by a drop-in visit.

Coordination with the Department and Superintendent & CEO continues, with letter drafting to proceed pending council direction.

12.1.6 Long Term Recommendations Executive Steering Committee Meeting (January 14, 2026)

The LTR Executive Steering Committee met on January 14. The education plan is expected on January 23, with member feedback due by February 6. The plan will be circulated immediately upon receipt.



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The change plan is anticipated to be shared in February–March and reviewed at the March 21 meeting. As the LTR work concludes, a committee renaming is expected and will be addressed at the March meeting.

Members should be prepared to provide timely feedback on the education plan by February 6.

12.1.7 Minister’s Forum – February 18, 2026

Members were advised that the Council of DEC Chairs and DEC Managers has prepared a list of 15–16 proposed questions for an upcoming Minister’s Forum. Members were invited to review the list and provide feedback by submitting two to three preferred question numbers.

The next Minister’s Forum is scheduled for February 18 in Moncton. The Chair, The Vice-Chair, and the Superintendent & CEO will be attending. Members who wish to participate are welcome to do so and were asked to notify the Chair. The forum is a full-day event.

Members will review the question list and submit their preferred selections for consideration.

12.2 Members’ Updates

Mark Owen – Talked about the white line on the soccer field and looking for anyone who knows how those are done for a certain school. One PSSC meetings - Magnetic Hill, Maplehurst Middle School, Harrison Trimble High School and their great performance with fill the bus.

Michelle Folkins – One PSSC meeting was attended by the member.

Duane MacDonald – Reported on the PSSC meetings he attended, noting that many of the discussions were similar across schools. Updates included Frank L. Bowser School creating an additional piece of equipment, and Riverview Middle School implementing a temporary solution using music due to a malfunctioning bell system.

Veronique Cote – A concern was raised by Port Elgin Regional School regarding a calm-down space that was discontinued due to a lack of approval. The Superintendent & CEO advised that the Fire Marshal has final authority in such matters and confirmed that the district is working with the Fire Marshal.

Alex Morton – Asked whether the DEC election document could be shared electronically with PSSCs. Dominic Vautour advised that it is not available electronically at this time. The Superintendent & CEO indicated that the steps for sharing election information will be communicated to all PSSCs.



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It was also reported that four out of five PSSC meetings were attended, with productive discussions focused on School Improvement Plans (SIP). Updates included Petitcodiac's 75th anniversary celebrations and improved staffing compared to last year. An update was also noted from Riverview East.

Kristin Cavoukian – Shared several updates. At Bernice MacNaughton High School, improved lighting on St. George Street has resulted in fewer parents using the church exit. She also noted an upcoming theatre information night on January 28 for those interested in getting involved. At Wabanaki School, activities are reported to be going well.

Kristin noted that the PSSC engaged in productive discussion regarding a Hillcrest proposal to create networking opportunities among principals and selected staff to share practices with other schools offering similar programs. Dominic Vautour advised that this suggestion will be brought forward at the DEC Symposium.

Additional updates included the need for a new vice-principal at Hillcrest to support the principal. At Beaverbrook School, participation in the professional learning day was reported positively, with activities aligned to a district goal and shared on the school website. It was also noted that Beaverbrook PSSC parents are supportive of the pilot school calendar.

Alex Morton – It was noted that there have been no negative comments received regarding the pilot school calendar.

Jolynne Knockwood – No member's update.

Dominic Vautour – It was reported that two PSSC meetings were attended at Birchmount and one at Frank L. Bowser School. A Major Capital discussion took place, including a review of the QBL list and related processes. Reference was made to the December 1 Minister's Forum, as well as a subsequent meeting with the Deputy Minister. Positive feedback was noted, with openness to returning certain responsibilities that had been centralized back to the DEC level, particularly in relation to the Superintendent & CEO.

An update was provided regarding the Order of New Brunswick nomination for Harry Doyle. Dominic Vautour, Norval McConnel, and Ian Hebblethwaite met on December 22 to discuss next steps. MPA, Dominic LeBlanc, expressed full support and requested that a letter of support be drafted. Dominic Vautour will share materials received from the MPA to support this work.



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On January 15, an informal visit took place at Arnold H. McLeod School. A letter received regarding Bernice MacNaughton High School was also discussed.

13. End of meeting

Meeting adjourned at 9:14 pm.

Original signed by Dominic Vautour

Dominic Vautour, Chair

Original signed by Janique Chiasson

Janique Chiasson, Secretary to the District Education Council