



**ANGLOPHONE WEST SCHOOL DISTRICT  
DISTRICT EDUCATION COUNCIL  
Canterbury High School  
Public Meeting Minutes  
March 27, 2024**

<p><b>Council Members Present:</b></p> <ul style="list-style-type: none"> <li>• Candice Browse – Sub-district 3</li> <li>• Tanya Cloutier – Sub-district 4</li> <li>• Serena Bradford – Sub-district 5</li> <li>• Ruth Eden – Sub-district 6</li> <li>• Janet Dean – Sub-district 8</li> <li>• Michael Mazerolle – Sub-district 9</li> <li>• Jim Mills – Sub-district 11</li> <li>• Wallace Carr – Sub-district 12, Vice Chairperson</li> <li>• Thomas Geburt – Sub-district 13, Chairperson</li> <li>• Mya McAllister – Student Councillor</li> </ul> <p><b>Council Member Regrets:</b></p> <ul style="list-style-type: none"> <li>• Tanya Adams – Sub-district 1</li> <li>• Chris Harquail – Sub-district 10</li> <li>• David Perley – First Nations Councillor</li> </ul> <p><b>Council Vacancies:</b></p> <ul style="list-style-type: none"> <li>• Sub-district 2</li> <li>• Sub-district 7</li> </ul>	<p><b>ASD-W District &amp; School Staff Present:</b></p> <ul style="list-style-type: none"> <li>• David McTimoney, Superintendent</li> <li>• Dianne Kay, Director of Curriculum and Instruction</li> <li>• Jay Colpitts, Director of Schools, Woodstock Education Centre</li> <li>• Paul MacIntosh, Director of Communications</li> <li>• Susan Mabie, Principal</li> <li>• IT Support</li> <li>• Carol Clark-Caterini, Executive Assistant to the Superintendent &amp; DEC</li> </ul> <p><b>Special Guest:</b></p> <ul style="list-style-type: none"> <li>• Pascal Landry, Department of Education and Early Childhood Development</li> </ul> <p><b>Members of the Public</b></p> <ul style="list-style-type: none"> <li>• M. Grant, previous DEC Councillor for Sub-district 4</li> <li>• 1 Media</li> <li>• 4 Guests</li> </ul>
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- **Call to Order:**
  - Thomas Geburt, Chairperson, called the public meeting to order at **6:35 PM.**
- **Welcome & Comments by the Chairperson:**
  - Chairperson Geburt, on behalf of the Council, acknowledged that, with the exception of one, the land on which Anglophone School District West schools are located is the traditional unceded and unsundered territory of Wolastoqiyik (Maliseet). This territory is covered by the Treaties of Peace and Friendship which the Wolastoqiyik (Maliseet), Mi'kmaq, and Passamaquoddy peoples first signed with the British Crown in 1725. The treaties did not deal with the surrender of lands and resources but in fact recognized the Wolastoqey (Maliseet), Mi'kmaq, and Passamaquoddy title and established the rules for what was to be an ongoing relationship between nations.
- **Introductions:**
  - The Chairperson welcomed everyone to the public District Education Council (DEC) meeting. The Superintendent introduced district staff and he acknowledged Susan Mabie, Principal of canterbury High School for providing a school tour prior to the meeting.
- **Consent Items:**

**Approval of the Agenda**

  - The agenda was reviewed by the Council and approved as presented.

**MOTION:**

**..... to approve the agenda as presented.**

**MOVED BY: Candice Browse**

**SECONDED BY: Mike Mazerolle**

**MOTION CARRIED**

- **Approval of the Minutes – February 22, 2024:**

- The minutes were previously reviewed by the Council and approved by consensus.

**MOTION:**

**..... to approve the February 22, 2024, District Education Council minutes as presented.**

**MOVED BY: Tanya Cloutier**

**SECONDED BY: Jim Mills**

**MOTION CARRIED**

- **Business Arising from the Minutes:**

**Update on Academic Achievement**

- The Chairperson stated that the Council had requested an update on Academic Achievement in November 2023. This update was scheduled for March. Dianne Kay supported the Superintendent with the presentation beginning with a review of the strategies and actions that are in place to improve academic achievement in ASD-W. Dianne outlined the numeracy of learning resources called Zorbit and Knowledgehook that teachers use to enhance the pedagogy in math. Building Blocks are used to support the enhanced Literacy needs for early year students. Additional tools can be accessed online at the SharePoint site.
- Data was shared from a recent survey conducted on the role of the Academic Support Teachers (AST's). Dianne shared that 34 ASD-W schools are supported by AST's. A further breakdown reflected 220 ASD-W classrooms in total received additional support of an AST. Overall, AST's have spent a greater percentage of time supporting targeted literacy activities than numeracy activities.
- The next steps are to follow outlined Key Performance Indicators (KPIs). Report card data will be used to monitor Literacy and Numeracy scores. The Formative Assessment Tool will be used to help improve student achievement in numeracy. The Early Grades Literacy Assessment (EGLA) will be used to help improve student achievement in reading. Teachers will be supported in analyzing student data, co-constructing personalized student goals, and providing targeted small group instruction from feedback survey/focus groups.
- Councillor Carr asked if the school system was returning to where it was with specialized leads working in schools. Dianne explained that the Academic Support Teacher's role is to work with both the teacher and student which is different than a lead who only supports the teacher.
- Councillor Carr asked on an average day, how much time is spent with teachers and students. Dianne confirmed that they are 100% of the day working in the classroom.
- Councillor Mills asked if Knowledgehook is where teachers can access resources and are leads sharing this support? Leads and coaches can help support this program, but it is meant as a tool for teachers to use and not the leads.
- This report can be seen on the ASD-W website under the District Education Council.

- **Superintendent Monitoring Reports:**

**Superintendent Report (3 of 4) - ASD-W-EL4: Budgeting / Forecasting**

- The Superintendent presented the report *ASD-W-EL4: Budgeting / Forecasting*, as per the Annual Planning Cycle. This report is presented four times per year and is posted publicly on the ASD-W website and the DEC Portal. The interpretations were reviewed, and a reminder was given of the fiscal year ending on March 31<sup>st</sup>. Various subcategories were reviewed, and it was noted that Education and School Services reflect a deficit of \$1.8M due to the salaries of additional Educational Assistant staff needed. The Superintendent explained that the Instruction and School Services reflected a surplus of \$2.2M that will offset the deficit for Educational Assistant salaries. This additional revenue was, in part, from the recent contract signing that resulted in additional funds being provided.
- Councillor Carr noted that the January budget report reflected a larger deficit in the Education and School Services budget line than what was reflected now. The Superintendent responded that this may be a result of vacancies and fewer student needs. This would be the same for the Transportation budget line due to a savings on snow removal from fewer storms this winter. The Superintendent reported compliance of this monitoring report and the Council accepted the compliance.

**Superintendent Report (1 of 1) - ASD-W-EL2: Staff Treatment**

- The Superintendent presented the report *ASD-W-EL2: Staff Treatment*, as per the Annual Planning Cycle. This report is presented one time per year and is posted publicly on the ASD-W website and the DEC Portal. It was noted that should a significant incident occur, this confidential information will be shared with the Council privately.



- The Superintendent shared that over 3000 staff belong to 5 different union groups in ASD-W. Policy is followed and managed in the appropriate way. A division of resources is managed by Karen Morton, Director of Human Resources. An employee process policy is available to help find resolution to their concerns. Staff understand the process and a memo was shared with all employees, as per the DEC Policy. Evidence of Compliance data was included in the report and shared by the Superintendent.
- **ACTION:** The Chairperson requested that the Evidence of Compliance data be broken down further for future presentation.
- The Superintendent reported compliance of the monitoring report and the Council accepted compliance.

• **New Business:**

**Land Request – Central New Brunswick Nursing Home (Boiestown)**

- The Chairperson informed those in attendance that a request was made for an additional piece of land at the Central New Brunswick Nursing Home. The Council has reviewed the request, and it has been determined that releasing the land would not impact Upper Miramichi Elementary School.

**MOTION:**

**... I move that the requested parcel of land, adjacent to Upper Miramichi Elementary School and identified in the diagram attached to the request submitted by the Central New Brunswick Nursing Home in Boiestown, in accordance with Section 45 of the Education Act, be declared surplus to the needs of ASD-West.**

**MOVED BY: Mya McAllister**

**SECONDED BY: Candice Browse**

**MOTION CARRIED**

- **ACTION:** The Superintendent will advise the Department of Education and Early Childhood, and the Central New Brunswick Nursing Home Administrator.

• **Educational Design Specification - Carleton North K-8 School Designs:**

- Pascal Landry acknowledged that the Executive Council had approved a recommendation by the DEC for a new school to be built in the Carleton North area. A planning committee was secured that consisted of various vested people, (ASD-W, DEC, EECD, and Community Members). A target enrolment of 612 students from Grades K-8 is planned for the new school that is expected to open in September 2027. A new school design vision was shared by Mr. Landry with the Council that included groupings of K-2, 3-5, and 6-8 with speciality areas such as cafeteria, gymnasium, and library to be shared by all students. It was noted that color patterns could be used to direct students from one area of the building to another, moveable walls to create open spaces, and speciality rooms will be included to be inclusive of all students.
- Councillor Mills asked if outdoor classrooms were included in the build. Mr. Landry reviewed the site details that included bus and drop-off zones, parking area, play fields, and playgrounds.
- Councillor Cloutier asked if a location had been secured. Mr. Landry confirmed that the location had not been determined, but more than one location will be studied and presented to the Minister. It is expected that when an architect is secured, the purchase of land will also be secured.
- Chairperson Geburt asked if the washroom design was open to view from the hallways, with stall doors from the floor to ceiling. Mr. Landry responded that specialized washrooms for mobility issues are to be at the front of the washroom for easier access. Further details will be determined later with the architect input.
- Councillor Carr commented that 20 designated parking spots in the drop off area is not enough. Councillor Mazerolle concurred that a parking area needed to be large enough for when special events were planned at a school.
- Chairperson Geburt inquired about the ground floor grade configuration and keeping in mind that younger students have activities that require them to be seated on the floor. Mr. Landry shared that the ground floor classrooms will have heated flooring.
- Chairperson Geburt inquired to know if a special care washroom was planned for the 2<sup>nd</sup> floor and asked if this specialty washroom could be included on each floor of the building. Also, in previous school visits, calming rooms were being created from existing space and thus he asked that consideration be given to these much-needed rooms for today's students.
- Chairperson Geburt enquired whether ventilation systems that have been added to schools can be recovered from classrooms should the schools no longer require them. Mr. Landry confirmed that this could occur.

**MOTION:**

**... I move that the Education Specifications for the new K-8 School to be built in Carleton North which have been agreed upon by the appointed Planning Committee, be approved by the Council and, in accordance with Annex B of Policy 409, submitted to the Minister of Education for final approval.**



**MOVED By: Candice Browse**

**SECONDED By: Serena Bradford**

**MOTION CARRIED**

- Councillor Carr asked if their recommendations will be reflected in a revised document. Mr. Landry noted that he would take the requests into consideration.
- **Sustainability Studies (Policy 409): Town of Oromocto and Burton Area – Update:**
  - The Chairperson shared the recorded public attendance for meeting #1 on January 27<sup>th</sup> to be 44. The public attendance on March 16<sup>th</sup> was 57 in the morning and 17 in the afternoon. On March 23<sup>rd</sup> there was only 1 person from the public in attendance. A special public meeting will be held on **Thursday, May 9<sup>th</sup>** at Oromocto High School, where the Council will discuss and share the outcome of the Town of Oromocto Elementary/Middle Schools and Burton Elementary School.
- **Naming of New School on Cuffman Street, Fredericton, NB:**
  - On March 14<sup>th</sup> the naming of the new school on Cuffman Street process was reviewed. Those in attendance were provided with the Planning Committee's (District, DEC, PSSC, community members) recommendation.

**MOTION:**

**.... I move that the name of the new K-5 school located on Cuffman Street on the north side of the City of Fredericton and selected by the Council during an in-camera meeting held on 14 March 2024, be submitted to the Minister and that a joint public announcement be made as soon as scheduling allows.**

**MOVED BY: Councillor Mazerolle**

**SECONDED BY: Tanya Cloutier**

**MOTION CARRIED**

- **North Side Catchment Area Revision:**
  - Section 11.1 of the Education Act gives authority to the Superintendent to set school boundaries. This section allows for changes and if needed, the boundaries can be reviewed. The current catchment area for Gibson Neill Memorial Elementary School (GNMES) was shown with approximately 700 students being re-zoned for two schools. Various boundaries were considered, but the original recommendation was found to be the best scenario with additional support and resources added to meet the needs of staff and students in the new school. The school boundaries were shown, and the Superintendent requested the Council's support of this recommendation.
  - The Council agreed and consensus was given in support of the Superintendent's boundary recommendation.  
**ACTION:** The Superintendent will inform parents/guardians the following day of the new school boundaries.
- **Student Councillor Vacancy – Advertising Poster:**
  - The Chairperson acknowledged that there will be a District Education Student Councillor vacancy on July 1, 2024 and a reminder was given for current Grade 10 and 11 students to apply prior to the **April 26<sup>th</sup>** deadline. Councillors will then review the applications and vote on who will be replacing Student Councillor McAllister as she will be graduating in June 2024.
- **Correspondence:**
  - There was no correspondence to discuss.
- **Public Comments:**
  - There was no request for public comments.
- **Closing Comments:**
  - The Chairperson reminded the Council of the Solar Eclipse occurring on Monday, April 8<sup>th</sup> and that an early dismissal will occur for all students.
  - The Chairperson thanked everyone for attending the public DEC meeting.

**Date of Next Public Meetings: Thursday, April 25, 2024 at Townsview School in the Town of Woodstock**

**MOTION:**

**..... I move to adjourn the meeting.**

**MOVED BY: Jim Mills**

**SECONDED BY: Ruth Eden**

**MOTION CARRIED**

- **Adjournment:** The meeting was adjourned at **8:23 PM.**

Thomas Geburt  
Thomas Geburt, Chairperson

25 April 2024  
Date

Carol Clark-Caterini  
Carol Clark-Caterini, Executive Assistant  
to the Superintendent & DEC

April 25, 2024  
Date