



**ANGLOPHONE WEST SCHOOL DISTRICT  
DISTRICT EDUCATION COUNCIL  
Fredericton Education Centre  
20 Knowledge Park Drive, Fredericton, NB  
Public Meeting Minutes  
January 22, 2026**

<p><b>Council Members Present:</b></p> <ul style="list-style-type: none"> <li>• Sofia Rodriguez Gallagher Sub-district 1</li> <li>• Tanya Cloutier – Sub-district 4</li> <li>• Serena Bradford – Sub-district 5</li> <li>• Ruth Eden – Sub-district 6</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>• Rowan Seahra – Student Councillor</li> </ul> <p><b>Council Member Regrets:</b></p> <ul style="list-style-type: none"> <li>• Katelyn McGrath – Sub-district 2</li> <li>• Candice Browse – Sub-district 3</li> <li>• Charlotte Burhoe – Sub-district 7</li> <li>• Janet Dean – Sub-district 8</li> </ul> <p><b>Council Vacancies:</b></p> <ul style="list-style-type: none"> <li>• First Nation Representation</li> <li>• Sub-district 10</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>• Kendra Hatheway, Executive Assistant to the Superintendent &amp; District Education Council</li> <li>• Jon Hoyt-Hallett, Director of Curriculum and Instruction</li> <li>• Kendra Broad, Director of Education Support Services</li> <li>• Darla Day, Director of Schools – Fredericton Education Centre</li> <li>• Shawn Tracey, Director of Finance and Administration</li> <li>• Stephen Bubar, IT Technology Support Specialist</li> </ul> <p><b>Department of Education and Early Childhood Development:</b></p> <ul style="list-style-type: none"> <li>• Anna Marie Hayes, Director of Early Childhood Services</li> <li>• Kayla Steeves, Inclusion Consultant</li> <li>• Ashley Connolly, Professional Learning Consultant</li> <li>• Wanda Butt, Assessment and Improvement Consultant</li> </ul> <p><b>District Staff Regrets:</b></p> <p><b>Members of the Public</b></p> <ul style="list-style-type: none"> <li>• 1 Media</li> <li>• 2 Guests</li> </ul>
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- **Call to Order:**
- DEC Chairperson, Thomas Geburt, called the public meeting to order at **6:41 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 West School District 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.
- Chairperson Geburt welcomed everyone to the public District Education Council (DEC) meeting.
- Chairperson Geburt noted Council member regrets in Sub-districts 2, 3, 7, and 8 further stating that quorum requirements were met and the meeting proceeded as scheduled.
- Chairperson Geburt introduced ASD-W Superintendent David McTimoney, who then introduced ASD-W staff who were in attendance.

- Chairperson Geburt thanked the public for signing in and reminded everyone time will be allowed at the end of the DEC meeting for public questions and comments as per the *Governance DEC Policy ASD-W-GP5 – DEC Public Meeting Procedure*.
- Chairperson Geburt announced that 90 students nationwide were recently selected as finalists for the Loran Scholarship Awards, which recognizes young people for leadership and contributions beyond academics. Chairperson Geburt congratulated District Education (DEC) Student Councillor Rowan Seahra and Lily O’Neil, Secretary of the Council of Student Leaders, on being selected.
- **Review and Approval of the Agenda:**
- The January 22, 2026, Public DEC Meeting Agenda was reviewed and approved.

**MOTION: I move that the Council approve the January 22, 2026, DEC public meeting agenda.**

**MOVED BY: Mike Mazerolle SECONDED BY: Tanya Cloutier MOTION CARRIED**

- **Review and Approval of Previous Public Meeting Minutes (December 11, 2025)**
- The minutes were reviewed by the Council and approved.
- ACTION:** Executive Assistant will ask the Director of Communications to post the December 11, 2025, minutes on the ASD-W website.

**MOTION: I move that the Council approve the December 11, 2025, public meeting minutes with any necessary grammatical edits.**

**MOVED BY: Serena Bradford SECONDED BY: Jim Mills MOTION CARRIED**

- **Business Arising from the Minutes:**
- Currently, there is no business arising from the minutes.
- **Presentation: Early Childhood Development:**
- The New Brunswick Quality Framework (NBQF, 2025) supports and provides context for the New Brunswick Curriculum Framework - English (NBCF-E, 2008) and establishes a shared provincial understanding of quality in Early Learning and Child Care (ELCC).
- The framework applies to operators, educators, administrators, and ELCC stakeholders and emphasizes high-quality, accessible, and continuously improving early learning environments.
- The Inclusion Support Program is the primary provincial program supporting inclusion under the NBQF.
- It is free for children ages 0-12 whose parents or guardians are working or attending school.
- The program provides funding for 1:1 or share Inclusion Support Workers based on observed medical, behavioural, or developmental needs. No diagnosis is required to access support. As of December 2025, 267 children are enrolled, with numbers fluctuating monthly.
- Early Learning Consultants (ELC) support quality assessment and improvement in ELCC centres and homes using a strength-based, reflective approach. ELCs support 156 designated licenses across 402 rooms within ASD-W. Consultants provide assessment summaries highlighting strengths, areas for improvement, resources, professional learning, and in-person support.
- The NBCF-E outlines expectations for quality early learning. Supporting tools include the Collaborative Assessment Tool (CAT), CAT-Reflective Guide (CAT-RG), and CAT-Validation (CAT-V); the later includes educator and facility questions and in-room observations, requiring 4-5 hours per room. Assessment results inform annual Quality Improvement Plans (QIP), now required by legislation.
- QIPs align with the NBQF and are required for license renewal. ELCs support ELCC participation in the continuous cycle of Quality Improvement.
- Centres reflect on 7 quality areas and 16 quality indicators to guide improvement.
- The VIVA Pilot Project supports children with autism through evidence-based training for Inclusion Support Workers.
- Pyramid Model Pilot Project uses a tiered approach to support behavior and social-emotional development in ELCC settings. ELCC Services support over 1,000 educators across ASD-W.

- Professional learning focuses on literacy, curriculum, inclusion, environments, documentation, and pedagogical leadership. Learning is offered through online communities of practice, virtual sessions, and in-person workshops. This work aligns with the NBQFs emphasis on reflection, collaboration, and continuous learning.
- The NBQF, Inclusion Support Program, professional learning, assessments, and pilot projects collectively support ongoing improvement of ELCC quality in New Brunswick and promotes positive outcomes for children, families, and educators.
- Questions included:
  - o Are new ELCC licenses still being approved, and are new applications being assessed?
    - Yes, new license applications continue to be assessed where space is available. Support is being provided to centres seeking new licenses. Efforts are underway in negotiations with the federal government to increase available childcare spaces; however, the expansion of designated centres is dependent on additional funding.
  - o How are families with children who have special needs supported when they are not working and their children are not enrolled in early learning centres?
    - For children not attending ELCC centres, early intervention services are available through community-based agencies. In this district, Family Early Childhood provides in-home support for parenting and child development. The agency employs 24 family educators who provide services across the district.
  - o How are families connected with these early intervention services?
    - Referrals can be made by families directly, through Public Health, or by Early Learning staff when a need is identified. Oversight of the service is provided through a contractual relationship, working closely with the agency's executive director. Other community supports include Family Resource Centres and Talk with Me speech and language program.

- **Superintendent Monitoring Reports:**

- **Superintendent Report – ASD-W-EL4 (2 of 4): Budget & Forecasting & ASD-W-EL4 (1 of 2): DEC Finance & Budget**
- The Superintendent indicated the EL4 (Executive Limitations) Budget and Forecasting report is presented 4 times per year. This report is the second report presented, but it reflects the third-quarter financial results.
- The Superintendent indicated the EL4 monitoring report is supported by the following individuals: Shawn Tracey, Director of Finance and Administration, and Terri McKellar, Budget and Accounting Manager.
- The Superintendent reported that despite intensive global budget oversight and an earlier \$6.2M mandated budget reduction, the district is projecting a third-quarter deficit of approximately \$4.3 million. This is largely driven by sustained pressure in educational assistant staffing—where the district is currently employing about 1,003 staff against a funded allocation of 874—in order to meet human rights obligations and safely support medically fragile and high-needs students; without this staffing pressure, a deficit of this magnitude would not be forecasted. The Superintendent remains cautiously confident, based on past collaboration with the Department of Education and Early Childhood Development, that a solution can be worked out. No formal commitment has yet been made.
- The Superintendent presented the EL4 monitoring report on District Education Council (DEC) Finance & Budget, also supported by Shawn Tracey, Director of Finance and Administration, and Terri McKellar, Budget and Accounting Manager.
- The Superintendent stated the DEC annual budget was reduced from the traditional \$50,000 to \$35,000 this year; with \$18,525 spent to date and remaining expenses anticipated before March 31. The district is currently projecting a surplus within the DEC global budget, as reflected in the summary sheet included in this report.
- Kendra Broad, Director of Education Support Services explained that the district allocates additional EA support using strict criteria focused on student safety, medical needs, and personal care, supported by detailed individual reviews.
- The Superintendent concluded his presentation on the EL4 monitoring report to Council and welcomed any questions.

Councillor Eden inquired what the reasoning is behind the increased number of staffed Education Assistants. The Superintendent and Director of Education Support Services explained that the increase in staffed EAs is driven by growing and increasingly complex student needs, including an influx of students moving into the district from other provinces who previously received one-to-one or specialized supports, a significant rise in kindergarten students requiring EA support (notably for toileting and personal care), higher number of students diagnosed with autism, students remaining beyond Grade 12 as post-graduates, and fewer students exiting the system overall—resulting in a sustained shift in demand across the district.

- Councillor Eden stated that as part of the mandated fiscal adjustment, the district reduced its operating budget and returned approximately \$6 million to the province. What kind of project would we have been spent that money on? What are we not doing now that we would have with that money? The Superintendent acknowledged that the district has implemented cost-containment measures including limiting out-of-province travel to externally funded opportunities only, reducing Community School Coordinator positions, scaling back business meeting expenses, deferring minor maintenance and repairs, significantly reducing the number teacher leads, and tightening business operations—while adding limited capacity in finance and human resources to meet workload demands; the district is continually working to adhere to the approved reduction plan.
- Councillor Mazerolle commended district leadership for managing ongoing fiscal pressures imposed by the provincial budget decision, acknowledging that increasing EA staffing is unavoidable to meet student needs and mitigate legal risk to taxpayers, and cautioned that despite already significant cuts—including staffing and programming reductions—continued further reductions could place the education system and student outcomes at further risk.
- The Superintendent confirmed the ASD-W EL4 report will be posted publicly on the ASD-W website and reported compliance of the policy; the Council accepted.

- **Superintendent Monitoring Reports:**

- **Superintendent Report – ASD-W-EL6: Effective Use of Schools**

- The Superintendent presented the EL6 monitoring report on Effective Use of Schools.
- The Superintendent indicated the EL6 monitoring report is supported by the following individuals: Shawn Tracey, Director of Finance and Administration; Jon Hoyt-Hallett, Director of Curriculum and Instruction; Susan Young, Director of Data and Improvement; and Nadine Peters, Facilities Manager.
- The Superintendent stated that this report provides Council with key information on enrolment, programming, functional capacity, and capital planning to support informed decision-making regarding the effective use of schools, grounded in authorities outlined in the Education Act and relevant provincial policies.
- This report notes a modest overall decline to 24,599 students (down 114) as of September 30, continued delivery of French Immersion and Indigenous supports, and the use of data and planning tools to support long-term capital, sustainability, and feasibility planning. Looking ahead to September 2026, the district has received 1,073 kindergarten registrations to date (total typically rises to 1,525 – 1,700), and is advancing multi-year infrastructure and demographic planning. A feasibility study is underway for Garden Greek Elementary School and Kingsclear Community School, and the district is monitoring progress on several major capital projects, including the opening of Sunset Acres Elementary School and proposed new schools in Carleton North, downtown Fredericton, and Skyline Acres.
  - Updates on current and planned capital projects include completion of the education specification for a new school in the Doak Road/Lincoln Heights area (to be presented next month), progress on Tier 1 projects such as Saint Mary’s Academy in Edmundston, and long-term planning for new and replacement schools in Oromocto, Fredericton, McAdam, and Keswick Ridge. Council was encouraged to review detailed appendices containing functional capacity data for all 70 schools, noting the use of 59 modular classrooms across the district, enrolment breakdowns by school level, and five-year enrolment trends, including the first overall enrolment decline since 2020. Additional appendices provide historical kindergarten registration data, current kindergarten projections, and information on French Immersion programming by school and entry point, supporting broader demographic and infrastructure planning across the district.

- The Superintendent concluded his presentation on the EL6 monitoring report to Council and welcomed any questions.
- Councillor Rodriguez Gallagher inquired about how many students are required to delivery a French Immersion class.
- The Superintendent explained that there is no fixed minimum enrollment to offer French Immersion; decisions are guided by provincial Policy 309 and consider student interest, long-term program sustainability, staffing capacity, and viable alternatives such as busing to neighbouring schools, with past experience showing that small cohorts may not be sustainable over time.
- The Superintendent confirmed the ASD-W EL6 report will be posted publicly on the ASD-W website and reported compliance of the policy; the Council accepted.

**ACTION:** Executive Assistant will ask the Director of Communications to post the Superintendents Monitoring Reports on the ASD-W website.

- **New Business:**
- **Review DEC Council Staff Relations Policies – CSR 1.0; CSR 1.1; CSR 1.2; and CSR 1.3**
- Chairperson Geburt noted Council completed their annual review of Council Staff Relations Policies. Council agreed that at this time, no amendments to the current policies were required.

**MOTION:** I move that the Council-Staff Relations 1.0, 1.1, 1.2, and 1.3 have been reviewed by Council and that it has been determined that these policies do not require amendments at this time.

**MOVED BY:** Serena Bradford **SECONDED BY:** Michael Mazerolle **MOTION CARRIED**

- **Excellence in Education Awards**
- Chairperson Geburt reported that guidance for this year’s Excellence in Education Award nominations has been drafted and will be sent to schools shortly, outlining committee membership, timelines for electronic submissions by March 13, selection completion by March 25, and final submission to the province by March 27, with awards scheduled for June 2026. Nominations Committee consists of Councillors Bradford, Browse, Cloutier and Carr.
- **DEC Meeting Schedule - Update**
- Chairperson Geburt provided an update on adjustments to the DEC meeting schedule, including converting the April 9<sup>th</sup>, 2026, meeting to a public session.

**ACTION:** Executive Assistant will ensure the ASD-W website is updated with the most current DEC meeting schedule.

- **Capital Budget / Infrastructure Concerns– Update**
- Chairperson Geburt cited the December 22, 2025, correspondence to Minister Johnson which outlines the DEC concerns with the newly released capital budget and priority lists; during a subsequent meeting, those in attendance used the letter to guide discussion. A formal written response was requested, and specific issues were raised such as the omission of Garden Creek/Kingsclear project and the ongoing need to advance Devon Middle School as the district’s top capital priority.
- Chairperson Geburt referenced staff concerns with the province’s use of the Quadruple Bottom Line (QBL) tool for capital prioritization, noting that district-identified priorities are not consistently reflected in provincial rankings, and outlined a proposal to revise the weighting criteria—particularly increasing the weight given to district priorities—while emphasizing that local councils and staff are best positioned to access infrastructure needs.

- Chairperson Geburt reported on discussions with the Minister, who acknowledged the need for improved communication and agreed to explore quarterly meetings, confirmed departmental support for sustainability studies that include site-area recommendations to streamline capital planning, and advised that early childhood spaces will not be included in new school buildings due to federal funding constraints – raising concern about the availability of childcare infrastructure, particularly in rural communities.
  - Chairperson Geburt clarified that, under the Education Act, the authority to place students and establish or adjust school catchment areas rests with the Superintendent, not the Department, and that any changes are undertaken with consultation, a role and responsibility that was acknowledged and accepted.
  - Chairperson Geburt discussed the planned builds for Saint Mary’s Academy and the Southeast Fredericton School may not meet current or projected enrolment needs, noting that both projects are being designed with capacities close to or below existing populations, prompting the district to provide additional data to the department and seek reconsideration while the projects remain in the design phase.
  - Chairperson Geburt updated Council on the status of three major capital projects—George Street, Liverpool/Forest Hill, and Carleton North—outlining progress on planning and design, preferred general locations, and noting that advancement in all cases is currently dependent on final site selection and land acquisition approvals.
- **Public Comments:**
    - DEC Chairperson, Thomas Geburt asked the public if they had any questions, comments, or concerns. There were no public comments at this time.
  - **Closing Comments:** Chairperson Geburt offered appreciation to those who attended this evening.
  - **Date of Next Working Meeting:** Thursday, February 5, 2026, at the Fredericton Education Centre 20 Knowledge Park Drive, Fredericton, NB E3C 2B5
  - **Date of Next Public Meeting:** Thursday, February 19, 2026, at the Fredericton Education Centre 20 Knowledge Park Drive, Fredericton, NB E3C 2B5
  - **Meeting Adjournment:**
    - Chairperson Geburt adjourned the meeting at 8:30 PM.

*David M° Jurey for*  
 \_\_\_\_\_  
 Thomas Geburt, Chairperson

*March 23/26*  
 \_\_\_\_\_  
 Date

*Kendra Hatheway*  
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 Kendra Hatheway, Executive Assistant  
 to the Superintendent & DEC

*March 23/2026*  
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 Date