



**ANGLOPHONE WEST SCHOOL DISTRICT
DISTRICT EDUCATION COUNCIL
Fredericton Education Centre
20 Knowledge Park Drive, Fredericton, NB
Public Meeting Minutes
March 19, 2026**

<p>Council Members Present:</p> <ul style="list-style-type: none"> • Sofia Rodriguez Gallagher Sub-district 1 • Katelyn McGrath – Sub-district 2 • Candice Browse – Sub-district 3 • Serena Bradford – Sub-district 5 • Ruth Eden – Sub-district 6 • Charlotte Burhoe – Sub-district 7 • Jim Mills – Sub-district 11 • Wallace Carr–Sub-district 12, Vice-Chairperson • Rowan Seahra – Student Councillor <p>Council Member Regrets:</p> <ul style="list-style-type: none"> • Tanya Cloutier – Sub-district 4 • Janet Dean – Sub-district 8 • Michael Mazerolle – Sub-district 9 <p>Council Vacancies:</p> <ul style="list-style-type: none"> • First Nation Representation • Sub-district 10 • Sub-district 13 	<p>ASD-W District & School Staff Present:</p> <ul style="list-style-type: none"> • David McTimoney Superintendent • Kendra Hatheway, Executive Assistant to the Superintendent & District Education Council • Paul MacIntosh, Director of Communications • Jon Hoyt-Hallett, Director of Curriculum and Instruction • Kendra Broad, Director of Education Support Services • Ross Campbell, Subject Coordinator – Health and Physical Education • Peter Trusiak, Subject Coordinator – Science, Social Studies and Experiential Learning, Career Pathway Mentorship • Eric Church, Education Support Lead – Social Studies • Shawn Tracey, Director of Finance and Administration • Stephen Bubar, IT Technology Support Specialist <p>District Staff Regrets:</p> <p>Members of the Public</p> <ul style="list-style-type: none"> • 1 Media • 1 Guests
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- **Call to Order:**
- DEC Vice-Chairperson, Carr, called the public meeting to order at **6:40 PM.**
- **Welcome & Comments by the Chairperson:**
- Vice-Chairperson Carr, 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 unsurrendered 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.
- Vice-Chairperson Carr welcomed everyone to the public District Education Council (DEC) meeting.
- Vice-Chairperson Carr noted Council member regrets in Sub-districts 4, 8, and 9 further stating that quorum requirements were met and the meeting proceeded as scheduled.
- Vice-Chairperson Carr introduced ASD-W Superintendent David McTimoney, who then introduced ASD-W staff who were in attendance.

- Vice-Chairperson Carr 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*.

- **Review and Approval of the Agenda:**

- The March 19, 2026, Public DEC Meeting Agenda was reviewed and approved.

MOTION: I move that the Council approve the March 19, 2026, DEC public meeting agenda.

MOVED BY: Charlotte Burhoe **SECONDED BY:** Katelyn McGrath **MOTION CARRIED**

- **Review and Approval of Previous Public Meeting Minutes (January 22, 2026)**

- The minutes were reviewed by the Council and approved.

ACTION: Executive Assistant will ask the Director of Communications to post the January 22, 2026, minutes on the ASD-W website.

MOTION: I move that the Council approve the January 22, 2026, public meeting minutes.

MOVED BY: Candice Browse **SECONDED BY:** Ruth Eden **MOTION CARRIED**

- **Business Arising from the Minutes:**

- The Superintendent informed council that Thomas Geburt resigned as District Education Council (DEC) Chairperson and Sub-district 13 councillor effective February 1, 2026, leading Wallace Carr, Vice-Chair, to serving as Acting Chairperson.
- The Superintendent referenced the Education Act and relevant regulations to clarify the process for leadership transitions, ensuring compliance with governance requirements.
- Council moved and seconded a motion to appoint Wallace Carr as District Education Council (DEC) Chairperson, which was carried unanimously.

MOTION: I move that Wallace Carr be appointed as District Education Council (DEC) Chairperson.

MOVED BY: Sofia Rodriguez Gallagher **SECONDED BY:** Serena Bradford **MOTION CARRIED**

- Following Wallace Carr's appointment as Chairperson, the Superintendent held three calls for nominations to elect a DEC Vice-Chairperson. Serena Bradford was nominated by Councillor Mills, seconded by Candice Browse. Serena Bradford accepted the nomination and was acclaimed as District Education Council (DEC) Vice-Chairperson for the remainder of the mandate, ending June 30, 2026.

- **Superintendent Monitoring Reports:**

- **Superintendent Report – ASD-W-ER2.3: Healthy Living**

- The Superintendent indicated DEC Policy ER2.3 Healthy Living monitoring report is supported by the following individuals: Jon Hoyt-Hallett, Director of Curriculum and Instruction; Susan Young, Director of Data and Improvement; and Ross Campbell, Subject Coordinator for Physical Education, Personal Wellness K-12 and Outdoor Learning (and Healthy Learners in Schools).
- The Superintendent indicated the district follows provincial curriculum for healthy living, including mental health, nutrition, and physical activity, with resources such as Explore Your World and personal wellness courses. The curriculum is being digitised for high school by 2027.
- The Superintendent discussed the school breakfast programs, and the universal lunch program expected to be unveiled next year, which will be supported by two new district staff and funded by the Department of Education and Early Childhood Development. These staff are preparing schools, assessing equipment needs, and liaising with vendors.

- The Superintendent acknowledged proactive and preventative health initiatives such as the promotion of smoking/vaping cessation programs, following concussion protocols, staffing School Counselors and School Social Workers, & intramurals and extra curriculars for students to engage in healthy lifestyles. He also noted opportunities to participate in researched strength-based programs such as Positive Mental Health, PBIS (positive Behavior Intervention and Supports).
- The Superintendent elaborated on Anglophone West School Districts partnership with Scouts Canada and other provincial partners to create the ASD-W Outdoor Learning Center at Yoho Lake.
- Schools' foster practices to support healthy school environments that enhance resiliency and personal growth.
- The Superintendent concluded his presentation on ER2.3 Healthy Living monitoring report to Council and welcomed any questions.
- Councillor Eden inquired about how to expand the proactive anti-vaping/tobacco/cannabis programs into more schools. Ross Campbell explained that the program uptake depends on grants, school-identified need, voluntary participation, and using short-term data to guide expansion.
- Student Councillor Seahra asked how many schools participate in the PBIS strength-based program and how they are selected. Kendra Broad noted participation is roughly in the 30s (about half of schools), with schools invited annually by the Department of Education and Early Childhood Development.
- The Superintendent confirmed the ASD-W DEC Policy ER2.3 Healthy Living monitoring 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-EL4: Budget & Forecasting**

- The Superintendent indicated the DEC Policy EL4 (Executive Limitations) Budget and Forecasting report is presented 4 times per year. This report is the third report presented, but it reflects the fourth-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 a global budget of \$342.6 million with actual and projected expenditures totalling \$344.5 million, resulting in a projected \$1.929 million deficit; a substantial decrease from the \$4.3 million deficit reported in January.
- The Superintendent stated the district employs 1,010 Educational Assistants (EAs) while funding covers 874 EAs, which created the \$4.5 million deficit in the Education and Support Services Line. The over-employment is attributed to supporting medically fragile students and those with significant safety or personal care needs.
- The Department of Education and Early Childhood Development provided written assurance to cover the current years deficit, with the understanding that this support is intended for this year only. The district anticipates a new global budget for 2026-27, with significant provincial investment in EAs, and is preparing to manage within future allocations.
- The Superintendent concluded his presentation on the EL4 monitoring report to Council and welcomed any questions.
- Councillor Mills asked why the transportation budget was showing an \$749,000 deficit, and what was driving the shortfall? Shawn Tracey noted that transportation costs vary based on operating days, snow days, cancelled runs, breakdowns, and variable asset costs; actuals improved from Q3 to Q4.
- Councillor Mills asked if the district was considering electric buses as part of a long-term plan? Shawn Tracey acknowledged ASD-W currently has three operational electric buses in Fredericton, but operationally face challenges in cold weather, with heating efficiency and battery range.
- Discussions took place surrounding budget pressures as a result of the rising cost of diesel.
- 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.

- **Presentation: ASD-W Civics and Social Studies:**

- Peter Trusiak and Eric Church presented on civics and social studies initiatives, including student leadership, AI in education, Holocaust education, legislature visits, civic engagement, and upcoming events such as the Heritage Fair and Student Vote.
- The Council of Student Leaders is focusing on student and teacher use of AI, gathering data, and preparing a report with recommendations to be presented to the DEC in late May or early June.
- Teachers are integrating AI as a tool in civics classes, using it to compare student work and foster critical engagement rather than relying on AI-generated answers.
- The district has expanded Holocaust education exhibits, trained facilitators, and aims to double participation in this learning. Partnerships with local schools and community organizations support these initiatives.
- Students participate in legislature visits, civic engagement projects at Yoho Lake, and civics fairs promoting volunteerism and community involvement. The Heritage Fair and Student Vote are scheduled for May.

- **Presentation: ASD-W District Education Support Services Data Snapshot:**

- Kendra Broad delivered a comprehensive data snapshot on Education Support Services (ESS), detailing team structure, personalised learning plans (PLPs), health care plans, service requests, and staffing, with Council members raising questions about processes and resource allocation.
- Kendra outlined the ESS team, including 25 leads and RSAIs, specialists in exceptionalities, mental health, planning, and Indigenous services, as well as 18 speech language pathologists and two school psychologists (with a third joining soon). The team also includes coordinators for resource, counselling, and alternative programmes.
- Kendra noted the district manages over 3,600 PLP accommodated students, significant numbers on adjusted and individualized programmes, and 695 students with individual behaviour support plans. Partial day plans are used for students with complex needs, and all PLPs require justification and assessment. The district maintains over 980 health care plans, ranging from essential routines to emergency care, coordinated by a new Health Support Services Coordinator who liaises with EMP and health professionals to ensure staff training and student safety. There are also more than 400 health plans related to extreme allergy management and diabetes management.
- Kendra acknowledged that as of mid-March, there were 613 DESS requests for service, including 69 for psychologists and 92 for resource specialists. While requests are reviewed weekly, assigned to leads, and prioritised based on urgency, an immediate response is not always possible due to caseload.
- The district has over 800 supply teachers, 579 casual EAs, and continues to recruit for various roles. Recent efforts have cleared a backlog of psychoeducational assessments, and the district is now staffed for three school psychologists, down from previously funded positions due to budget reductions. The third will be secured before the end of the year.
- Clarification was requested on whether enrichment or advanced students are included in PLP counts, with the response explaining that enrichment plans are handled outside ESS unless a student is twice-exceptional; additional questions addressed that partial-day plans vary based on individual needs rather than automatic tutoring, and that high PLP numbers reflect significant student needs, with PLPs not automatically recommended unless ongoing academic struggles persist.
- Kendra provided an overview of the training completed to March 16, highlighting multi-agency VTRA training (levels 1 & 2 and traumatic event systems), district-wide IBSP training participation from every school, and the importance of NVCI as core training.
- Kendra noted post-graduate students with high-exceptionality needs (19 of which requiring extended transition-to-life planning) and the growing number of Provincial Integrated Support Committee cases (16 students needing interdepartmental funding and support), noting that while students may remain in school until age 21, the district focuses heavily on transition to life.

- **New Business:**
- **DEC Elections**
 - Chairperson Carr reminded councillors that the DEC Elections will open on March 23, 2026, with a nomination deadline of April 10, 2026. Councillor Mills stated he is covering Sub-district 9 and would appreciate having Election posters sent to the schools in the area.
- **Excellence in Education Awards**
 - Chairperson Carr noted that the Minister's Excellence in Education Awards Committee, including Councillors Bradford, Browse, Cloutier and Chairperson Carr, met earlier today to review nominations and choose the ASD-W district recipients. Chairperson Carr will ensure final submission to the province will occur by March 27, 2026. Once the Minister of Education and Early Childhood Development makes the formal announcement, the award recipients will be announced at a DEC Public Meeting.
 - ACTION:** Chairperson Carr to provide the three names of the ASD-W candidates chosen to receive the Excellence in Education Awards.
 - Chairperson Carr reminded Councillors to complete their portion of the Superintendent Evaluations in Clevr and to ensure their expenses for the current fiscal year are submitted by April 4th, 2026, for allocation to the current year's budget.
- **Public Comments:**
 - DEC Chairperson Carr asked the public if they had any questions, comments, or concerns.
 - The attendee, currently on the BEd supply list for the past three weeks, shared positive feedback about their experience. They reported working almost every day and being booked for the upcoming week, emphasizing how valuable the experience has been. They highlighted the usefulness of the SharePoint resources, noting they have already reviewed curriculum materials, such as the Social Studies 9 companion document, to prepare for upcoming practicums in the fall.
 - They expressed that supply teaching has helped them better understand school operations, build confidence before practicum placements, and gain insight into what it means to work within Anglophone West. They spoke highly of rural schools, describing them as "the heartbeat of the district," and noted frequent opportunities at McAdam High. They also shared that they are willing to travel within an hour of Fredericton for assignments.
 - The attendee noted they are forming strong connections with principals and teachers and receiving valuable on-the-ground advice. This experience is helping them evaluate potential practicum placements and future contract preferences, with McAdam High identified as a top choice.
 - They asked the Council about initiatives supporting recruitment and retention of new teachers, particularly regarding practical onboarding needs such as PowerSchool, PLPs, and district processes that are not covered in university programs. District staff responded with an overview of provincial and district plans, including the three-stage mentorship program for beginning teachers and existing supports for supply teachers.
 - The attendee concluded by thanking the Council, expressing appreciation for the civics presentation (which aligns with their teachable area), and sharing enthusiasm about potentially joining Anglophone West full-time in the future.
- **Closing Comments:** Chairperson Carr offered appreciation to those who attended this evening.
- **Date of Next Public Meeting:** Thursday, April 9, 2026, at the Fredericton Education Centre 20 Knowledge Park Drive, Fredericton, NB E3C 2B5
- **Meeting Adjournment:**
 - Chairperson Carr adjourned the meeting at 8:49 PM.

Wallace Carr
Wallace Carr, Chairperson

APRIL 9/26
Date

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

April 9, 2026
Date