



ASD-W
Anglophone School District West



**ANGLOPHONE WEST SCHOOL DISTRICT
DISTRICT EDUCATION COUNCIL
Fredericton Education Centre
20 Knowledge Park Drive, Fredericton, NB
Public Meeting Minutes
May 21, 2026**

Council Members Present:

- Sofia Rodriguez Gallagher Sub-district 1
- Katelyn McGrath – Sub-district 2
- Candice Browse – Sub-district 3
- Serena Bradford – Sub-district 5, Vice-Chairperson
- Ruth Eden – Sub-district 6
- Charlotte Burhoe – Sub-district 7
- Jim Mills – Sub-district 11
- Wallace Carr–Sub-district 12, Chairperson
- Rowan Seahra – Student Councillor

Council Member Regrets:

- Tanya Cloutier – Sub-district 4
- Janet Dean – Sub-district 8
- Michael Mazerolle – Sub-district 9

Council Vacancies:

- First Nation Representation
- Sub-district 10
- Sub-district 13

ASD-W District & School Staff Present:

- David McTimoney Superintendent
- Kendra Hatheway, Executive Assistant to the Superintendent & District Education Council
- Shawn Tracey, Director of Finance and Administration
- Kendra Broad, Director of Education Support Services
- Paul MacIntosh, Director of Communications
- Stephen Bubar, IT Technology Support Specialist

District Staff Regrets:

Members of the Public

- Media
- 2 Guests

• **Call to Order:**

- DEC Chairperson, Wallace Carr, called the public meeting to order at **6:41 PM.**

• **Welcome & Comments by the Chairperson:**

- 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.
- Chairperson Carr welcomed everyone to the public District Education Council (DEC) meeting.
- Chairperson Carr noted Council member regrets in Sub-districts 4, 8, 9, further stating that quorum requirements were met and the meeting proceeded as scheduled.
- Chairperson Carr introduced ASD-W Superintendent David McTimoney, who then introduced ASD-W staff who were in attendance.
- 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 May 21, 2026, Public DEC Meeting Agenda was reviewed and approved.

MOTION: I move that the Council approve the May 21, 2026, DEC public meeting agenda.

MOVED BY: Ruth Eden SECONDED BY: Charlotte Burhoe MOTION CARRIED

- **Review and Approval of Previous Public Meeting Minutes (April 23, 2026)**

- The minutes were reviewed by the Council.

ACTION: Executive Assistant will ask the Director of Communications to post the April 23, 2026, minutes on the ASD-W website.

MOTION: I move that the Council approve the April 23, 2026, public meeting minutes with amendments.

MOVED BY: Serena Bradford SECONDED BY: Candice Browse MOTION CARRIED

- **Business Arising from Minutes:**

- **Superintendent Monitoring Reports:**

- **Superintendent Report – ASD-W-ER2: School Culture**

- The Superintendent indicated that the DEC Policy ER2 School Culture monitoring report is supported by the following individuals: Kendra Broad, Director of Education Support Service; Susan Young, Director of Data and Improvement; Shawn Tracey, Director of Finance and Administration; Valerie Carmichael, Community Engagement Coordinator – Programs; and Rosemary White, Community Engagement Coordinator – Operations.
- The Superintendent stated Anglophone West School District fosters an inclusive school culture that promotes a passion for learning among students and staff.
- The Superintendent outlined the district’s school culture expectations, detailing district priorities, compliance, data, and ongoing initiatives to foster inclusive environments and support 2SLGBTQIA+ students.
- The Superintendent elaborated on agreements in place with organizations, resulting in over \$1 million in funding for school projects, the work of Community School Coordinators who identify funding opportunities, write grant applications, and support projects such as swings, outdoor classrooms, and sensory rooms.
- The Superintendent also spoke of the ongoing efforts of the Council of Student Leaders, who conduct research and submit reports on topics like diversity, discrimination, and newcomer experiences that are published and shared with decision-makers.
- The Superintendent acknowledged the use of surveys, such as the school wellness survey, youth check-in survey, elementary check-in, and exit surveys to inform strategies and monitor progress.
- The Superintendent concluded his monitoring report on ER2 School Culture to Council and welcomed any questions.
- Student Councillor Rowan Seahra asked if there is a requirement or dedicated space for student voice in the school improvement planning process? The Superintendent indicated that while student voice is identified as a priority, there is currently no formal expectation to include it; its use depends on school leadership, though engagement through student councils or focus groups is considered a good practice.
- The Superintendent confirmed the monitoring report on ER2 School Culture 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-ER4: Sexual Orientation and Gender Identities**
- The Superintendent indicated that the DEC Policy ER4 Sexual Orientation and Gender Identities monitoring report is supported by the following individuals: Kendra Broad, Director of Education Support Services; Susan Young, Director of Data and Improvement; Andrew Culberson, School Counselling Coordinator OEC; Donita Hillyard, School Counselling Coordinator WEC; Kristi Nielsen, School Counselling Coordinator FEC.
- The Superintendent acknowledged the policy requires establishing clear processes, procedures, and expectations to ensure inclusive, respectful, and discrimination-free learning environments, with explicit recognition of 2SLGBTQIA+ identities and the need to address heterosexism and cisnormativity.
- The Superintendent stated the work is grounded in provincial policies (703, 713, 322), the Canadian Charter of Rights and Freedoms, and human rights legislation, reinforcing the legal and ethical obligation to protect diversity, equity, and inclusion.
- The Superintendent noted schools hear from our office and data is collected to support reporting; the district promotes inclusive practices, reviews policies regularly, and maintains procedures to address discrimination, harassment, and ensure safe, supportive environments.
- The Superintendent described the district is focused on improving inclusive and safe school environments for 2SLGBTQIA+ students through facilities upgrades (e.g., universal washrooms), supportive processes (e.g., name changes), staff training, inclusive resources, and ongoing data monitoring—while recognizing continued growth is needed despite recent improvements.
- The Superintendent concluded his monitoring report on ER4 Sexual Orientation and Gender Identities to Council and welcomed any questions.
- Councillor Rodriguez Gallagher asked what the current utilization, caseload, and capacity of school psychologists and counselors? The Superintendent stated the district faces a significant shortage of psychologist (3 of 14.6 positions filled), does not centrally track caseloads due to confidentiality, and relies on school counselors, (with recent improved ratios), and additional supports (e.g., social workers, interns, and district teams) to meet student needs. Councillor Rodriguez Gallagher suggested that the district should consider collecting anonymized data on counseling usage and reasons for access to better understand student needs and support advocacy for additional resources.
- Councillor Mills inquired about the number of Child & Youth teams within ASD-W. The Director of Education Support Services, Kendra Broad explained there are nine Child and Youth teams, along with two additional teams serving John Caldwell and Saint Mary’s Academy. While many teams are based in specific schools, they will often support clusters of multiple schools and are accessed through a referral process that begins with school ESS teams and can escalate to district support or external services if needed. The district provides six social worker positions to support these teams, which focus on moderate to severe mental health needs—distinct from school counselors, who handle less intensive support.
- Councillor Mills requested further clarification on the protocol and whose responsibility it is respond when there is a loss of a student or multiple students. The Superintendent indicated that in the event of a tragedy, the district leads a coordinated response by deploying support teams, guiding the principal as the on-site leader, collaborating with partners like police and teacher well-being services, and notifying senior officials at the Department of Education and Early Childhood Development (EECD).
- Councillor Eden requested clarification as it pertains to Appendix D, which reflect a self-reported survey showing 22 schools offered 2SLGBTQIA+ inclusive education PL this year and asked if there will be ongoing efforts to expand participation across all schools over time. Kendra Broad indicated that not all schools engage every year, though increased resources, provincial initiatives, and targeted focus will enable growth.
- Councillor Burhoe inquired if teachers need to review instructional modules on an annual basis. The Superintendent stated instructional training usually occurs at the beginning of their career for onboarding, and there are a handful that they review annually.
- The Superintendent confirmed the monitoring report on ER4 Sexual Orientation and Gender Identities will be posted publicly on the ASD-W website and reported compliance of the policy; the Council accepted.
- **New Business:**
- **Major Capital Construction Projects**
- The Superintendent led the discussion by confirming each May, the district identifies and submits five priority major capital construction projects to the Department of Education for evaluation and potential inclusion in provincial planning lists; these are projects to be assessed using the Quadruple Bottom Line (QBL) and to be considered to move forward and be added to the Stable Departmental Infrastructure List (SDIP)

- Council discussed and reviewed the current and proposed major capital projects, including land acquisitions and design phases for several schools.
- Council expressed the importance of changing the Keswick Ridge project that is already on the SDIP to include Keswick Valley Memorial.

MOTION: I move that the District Education Council request an amendment to the current School District Infrastructure Plan (SDIP) project for the Keswick Ridge School Replacement to expand its scope to include Keswick Valley Memorial School and re-establish as a K-8 Rationalization project as recommended in the Ernst and Young report of March 31, 2026.

MOVED BY: Ruth Eden **SECONDED BY:** Charlotte Burhoe **MOTION CARRIED**

- Council agreed on the following five school capital projects in order of rank:
 - o Garden Creek Elementary and Kingsclear Community Schools rationalization
 - o New High School in the City of Fredericton to reduce overcrowding and allow for growth
 - o K-12 Rationalization Review and plan for rationalization of Tobique Valley High and Donald Fraser Memorial
 - o Minto/Chipman Schools K-12 Feasibility Building Assessment in each community
 - o John Caldwell School replacement

MOTION: I move that the District Education Council submit the above mentioned 2027-2028 Capital Projects in order of rank to the Department of Education and Early Childhood Development.

MOVED BY: Serena Bradford **SECONDED BY:** Charlotte Burhoe **MOTION CARRIED**

MOTION: I move that the District Education Council include in its correspondence to the Department of Education and Early Childhood Development (EED) a statement underscoring the critical importance and longstanding high priority of the Devon Middle School, noting the Council's strong support and the expectation that it be funded in the near term.

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

ACTION: Chairperson Carr and Shawn Tracey will draft and send the capital project submission letter to the Department of Education, ensuring it includes the prioritized list of projects and reiterates the importance of Devon Middle School.

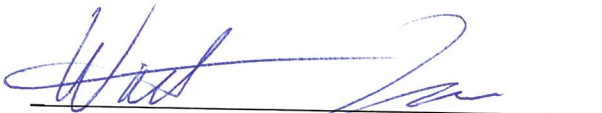
- **Sustainability Study Threshold Indicator School Conversation**
- The Superintendent presented information for nine threshold schools (less than 100 students or 30% capacity), suggesting no sustainability study for eight schools due to isolation, prior studies and results, ongoing projects, and deferring a discussion on a possible sustainability study at Kingsclear Community School for the Fall.

MOTION: I move that the District Education Council accept the recommendation put forth by the Superintendent that a sustainability study is not conducted on Bristol Elementary School, Burton Elementary School, Chipman Forest Avenue School, Doaktown Elementary School, Upper Miramichi Elementary School, McAdam Elementary School, McAdam High School and Tobique Valley High School. A conversation regarding the sustainability of Kingsclear Community School is deferred to the new Council in the Fall of 2026.

MOVED BY: Ruth Eden **SECONDED BY:** Katelyn McGrath **MOTION CARRIED**

ACTION: The Superintendent to draft and send a letter to the Department Education and Early Childhood Development outlining the DEC's conclusions regarding threshold indicator schools, specifying which schools do not require a sustainability study and deferring Kingsclear Community School for future consideration.

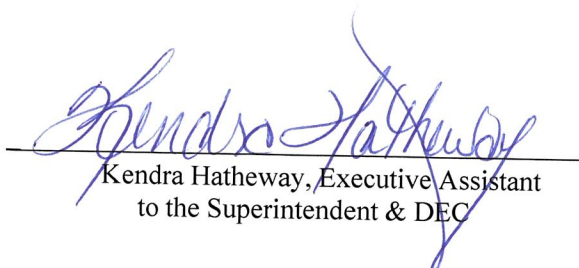
- **DEC Elections - Update**
 - Chairperson Carr extended congratulations to Councillor Candice Browse on her election, with nine others elected by acclamation. Three zones remain vacant, and principals have been asked to canvas for interested members, with names to be submitted by June 30th, 2026.
- **DEC Student Applicants**
 - Chairperson Carr noted that there has been a significant drop in Student DEC applicants compared to previous years, possible due to the video requirement. Suggestions were made to adjust the process, including earlier deadlines and alternative submission methods.
 - Feedback from eight members were compiled and Council selected their choice for DEC Student Councillor. **ACTION:** Chairperson Carr will submit the candidates name to the Minister for appointment.
- **Correspondence:**
- **Public Comments:**
 - Mrs. Bentley raised questions about out-of-school suspensions, data-driven decision making, appeals processes, and adult-to-student bullying. Mrs. Bentley cited research on the negative impacts of suspensions and asked about district data usage. The Superintendent acknowledged the concern and shared that data is reviewed with directors, and expressed a desire to reduce suspensions, noting legislative authority and policy requirements. The Superintendent noted that the appeals process for suspension could be considered antiquated, but it is what we have in place at the current time.
 - Mrs. Bentley inquired if adult-to-student bullying is tracked. The Superintendent explained that referrals are assessed for severity, with serious cases sent to the Department of Education, but tracking is not systematic for adult-to-student bullying.
 - Mr. Geburt inquired about the weighting of DEC opinions in QBL process. Shawn Tracey, Director of Finance and Administration, confirmed he had not received a departmental response yet, but Council Chairs continue to advocate for an increased weighting from 5% to 15%.
 - Mr. Geburt emphasised the need for Devon Middle School replacement due to growth, and council confirmed its inclusion as a high priority in the capital project letter.
- **Closing Comments:** Chairperson Carr offered appreciation to those who attended this evening.
- **Date of Next Public Meeting:** Monday, June 22, 2026, at the Fredericton Education Centre 20 Knowledge Park Drive, Fredericton, NB E3C 2B5
- **Meeting Adjournment:**
 - Chairperson Carr adjourned the meeting at 8:23 PM.



 Wallace Carr, Chairperson

JUNE 22, 2026

 Date



 Kendra Hatheway, Executive Assistant
 to the Superintendent & DEC

June 22, 2026

 Date