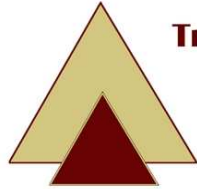


APPROVED
2005 November 01



Tri-County Regional School Board
Nova Scotia, Canada

Students First

MINUTES
2005 October 18

Present:

Board Members

Faye Haley, Chair

Robie Atkinson

Alvin Comeau (5:20 p.m.)

Nick Pippy

Winnie Surette

M. Alden Fells (5:30 p.m.)

Donna Tidd, Vice Chair

Joan Brewer

Ron Hines

Janice Francis

Anne Moses

Staff

Phil Landry, Superintendent of Schools

Richard Smith, Director of Human Resources

Bill Curry, Director of Programs & Student Services

F. Heather Burlingham, Board Secretary/Communications Officer

Others

Leroy Legere, REO, Department of Education

A meeting of the Tri-County Regional School Board was held on Tuesday, October 18, 2005. The Board Chair called the meeting to order at 4:40 p.m.

COMMITTEE OF THE WHOLE

MOTION by Board Member Pippy, seconded by Board Member Atkinson, that the meeting move in committee of the whole at 4:40 p.m.

MOTION CARRIED

MOTION by Board Member Hines, seconded by Board Member Moses, that the meeting move in camera at 4:40 p.m.

MOTION CARRIED

MOTION by Board Member Pippy, seconded by Board Member Surette, that the meeting move out of in-camera at 5:50 p.m.

MOTION CARRIED

MOTION by Board Member Atkinson, seconded by Board Member Hines, that the meeting move out of committee of the whole at 5:50 p.m.

MOTION CARRIED

The Chair gave a recess at 5:50 p.m.

CALL TO ORDER & NATIONAL ANTHEM

Board Chair Haley called the meeting to order at 6:33 p.m. and asked Board Member Atkinson to lead those present in the singing of the National Anthem.

RECORD OF ATTENDANCE

Attendance was taken noting that all Board Members were present.

APPROVAL OF AGENDA

MOTION by Board Member Atkinson, seconded by Board Member Pippy, that the agenda be approved as amended:

- Under New Business: (k) Gift for Frank Barteaux
- (l) Size of Barrington Municipal High School

MOTION CARRIED

APPROVAL OF MINUTES

MOTION by Board Member Moses, seconded by Board Member Tidd, that the minutes of the meeting held on September 20, 2005, be approved as amended.

MOTION CARRIED

BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS

Board Member Tidd asked if there had been a legal opinion obtained concerning Policy No. 203.4, Smoking, and the Superintendent replied that the solicitor had said that a student of the age of maturity could not be stopped from leaving the school grounds to smoke. The policy will be changed to reflect this and brought back to the next meeting for the Board's review.

UNFINISHED BUSINESS FROM PREVIOUS MEETING

Nancy Whittaker re Board Members' stipends

A reply will be sent to Ms. Whittaker concerning her letter about the repayment of the stipend.

Recreation Yarmouth Central School, re pea gravel

The Superintendent reported that the pea gravel will be at the school any day. He noted that Kathy Coloicovo, Co-Chair of the Yarmouth Central Elementary School Home and School, had negotiated a very good price for the gravel on behalf of the school.

SAC Items

Letters of Agreement from Yarmouth Central Elementary School and St. Mary's Bay Academy were still outstanding.

UNFINISHED BUSINESS FROM PREVIOUS MEETING (cont'd)

The by-laws of Meadowfields Community School were reviewed and there were concerns expressed concerning the qualifications (education, work history, etc.) of potential SAC members. The Coordinator of Monitoring and Evaluation was requested to send the by-laws back to the school once again.

RISE AND REPORT FROM MEETING IN COMMITTEE-OF-THE-WHOLE, IN-CAMERA

Vice Chair Tidd gave the following report from the committee of the whole, in-camera session.

- BD224-05** Moved by Board Member Tidd, seconded by Board Member Hines, that Report No. 159-05, Appointments to Staff be approved as follows:
- **Barry Kendall**, teacher, Digby Regional High School, 100% Term, effective August 1, 2005
 - **Kellie D'Entremont**, Program Support Assistant, Drumlin Heights, Permanent, effective September 26, 2005, probationary period of 160 days
 - **Mike Higgins**, Program Support Assistant, Yarmouth Consolidated Memorial High School, Permanent, effective September 12, 2005, probationary period of 160 days
 - **Darlene MacIntosh**, Program Support Assistant, Lockeport Regional High, Permanent, effective September 20, 2005, probationary period of 160 days
 - **Jennifer Biggs**, Program Support Assistant, Port Maitland Consolidated Elementary, 100% Term, effective September 15, 2005- June 23, 2006
 - **Elaine Dugas-Journey**, Program Support Assistant, St. Mary's Bay Academy, 100% Permanent, effective September 20, 2005-June 23, 2005, probationary period of 160 days
 - **April Smith**, Program Support Assistant, Barrington Municipal High School, 100% Term, effective September 21, 2005-June 23, 2006
 - **HR159-05:07 Judy Stewert**, ERMES, Head Custodian II, Permanent effective September 19, 2005, promotion by competition
 - **HR159-05:08 Darrell Sweeney**, Milton Education Centre, Custodian, Permanent effective September 19, 2005, promotion by competition

MOTION CARRIED

- BD225-05** Moved by Board Member Tidd, seconded Board Member Moses, that Report No. 161-05, Requests from Staff, be approved by the Board as recommended:
- **Darlene Ivey**, teacher, St. Mary's Bay Academy, resignation effective October 27, 2005;
 - **Lori LeBlanc**, Meadowfields Community School, request for paid leave for five (5) days in December to participate in Honolulu Marathon representing Nova Scotia Arthritis Society, be denied.

MOTION CARRIED

- BD226-05** Moved by Board Member Tidd, seconded by Board Member Atkinson, that Report No. 147-05, Health Care Spending Account for Employees be approved.

MOTION CARRIED

RISE AND REPORT FROM MEETING IN COMMITTEE-OF-THE-WHOLE, IN-CAMERA (cont'd)

- BD227-05** Moved by Board Member Tidd, seconded by Board Member Hines, that the Board approve the Human Resources proposal "Hiring 2006 – Vision Scope" and that funds of \$6,500 be allocated in the technology budget to cover 340 hours of IT Specialist time necessary to do the project (Report No. 165-05)

MOTION CARRIED

- BD228-05** Moved by Board Member Tidd, seconded by Board Member Moses that Report No. 167-05, Appointments to Staff be approved as follows:

William Crosby, teacher, Lockeport Elementary, 25% Term, for the 2005/2006 school year;

Suzanne Thurston, teacher, Port Maitland Consolidated Elementary, 100% Term, from September 26, 2005 to July 31, 2006;

Heather Hadley-Van Horn, teacher, Drumlin Heights Consolidated, 100% Long Term Substitute, from October 4, 2005 to January 31, 2006;

Lisa Holmes, teacher, Lockeport Elementary, 100% Long Term Substitute from October 5, 2005 for an indefinite period;

Karen Adams, Program Support Assistant, Digby Elementary, 100% Permanent, 5.5 hrs/day, effective September 26, 2005;

Wanda Zinck, Confidential Administrative Assistant for HR Department, Bridgewater Board Office, Term, from October 24, 2005 to December 1, 2006;

Annette Comeau, Homestay Coordinator, Digby area, Permanent, effective date to be determined.

MOTION CARRIED

- BD229-05** Moved by Board Member Tidd, seconded by Board Member Hines, that Report No. 172-05, Appointments to staff be approved as follows:

➤ **David Hopkins**, Program Support Assistant, Digby Regional High, 100% Term, 5.5 hrs/day, effective October 4, 2005

➤ **Krista Deveau**, Confidential Administrative Assistant for HR Department, Yarmouth Board Office, Term, from October 24, 2005 to December 1, 2006

MOTION CARRIED

- BD230-05** Moved by Board Member Tidd, seconded by Board Member Atkinson, that the Board start the process for the review of Barton Consolidated School for possible closure.

MOTION CARRIED

CORRESPONDENCE

MOTION by Board Member Surette, seconded by Board Member Tidd, that the following correspondence be received for information purposes:

- Anne Sweeney, suggested change to Maple Grove & Yarmouth Jr. High
- Nancy Whittaker, re stipend
- Anne Sweeney, re Maple Grove/Y'm Jr. High proposal

CORRESPONDENCE (cont'd)

- Bonnie Lloyd, re head lice
- Cynthia LeBlanc, re Food/Nutrition policy
- Janie R. Cameron, re transportation of primary student

MOTION CARRIED

Anne Sweeney, re suggested changes to Maple Grove & Yarmouth High

A letter will be sent to Ms. Sweeney thanking her for her suggestions and noting that she had brought up some interesting points.

Nancy Whittaker, re stipend

This matter was dealt with under Unfinished Business.

Bonnie Lloyd, re head lice

Ms. Lloyd is scheduled to make a presentation to the next Board meeting. She will be thanked for her letter.

Cynthia LeBlanc, re Food and Nutrition Policy

A letter of thanks will be sent to Ms. LeBlanc informing her that her letter will be passed on to the provincial committee.

Janie R. Cameron, re transportation of primary student

A letter will be sent to Ms. Cameron telling her that the Board is unable to pick up primary students at their homes.

COORDINATORS' MONTHLY REPORTS

MOTION by Board Member Surette, seconded by Board Member Brewer, that the monthly reports from the Coordinators be received for information purposes:

- Amirault, Stephen, Coordinator of Monitoring & Evaluation, No. 121-05
- Chisholm, Jane, Math Consultant, No. 160-05
- Cullen, Stephen, Active Healthy Living Consultant, No. 155-05
- Cunningham, Trevor, Coordinator of Programs 7-12, No.139-05
- Doucet, Lisa, Coordinator of Student Services, No. 154-05
- Gaudet, Steve, Coordinator of FSL, No. 162-05
- Fulton, Jude, Coordinator of RCH, No. 157-05
- Hazelton, Susan, Coordinator of Curriculum P-6, No. 146-05
- Heffernan, Barry, Coordinator of Technology, No.
- Pitman, Gerry, Coordinator of Community Learning, No. 163-05
- Stockman, Kathy, Literacy Consultant, No. 164-05

MOTION CARRIED

REPORT FROM FINANCE & OPERATIONS COMMITTEE

Board Member Comeau, Chair of the Finance & Operations Committee, reported that his committee had met on September 27, 2005.

BD231-05 Moved by Board Member Comeau, seconded by Board Member Surette that the Board forward correspondence to the bus drivers serving Drumlin Heights and Meadowfields schools recognizing their efforts in implementing the new bus routes serving these schools.

MOTION CARRIED

BD232-05 Moved by Board Member Comeau, seconded by Board Member Surette that the Board direct the Coordinator of Operations to prepare a checklist form for monitoring school playground equipment, to be completed by a school designate and submitted to the Coordinator of Operations each month.

MOTION CARRIED

BD233-06 Moved by Board Member Comeau, seconded by Board Member Pippy that the Board direct the Coordinator of Operations to investigate the viability of an appropriate grounds maintenance program for schools in the region.

MOTION CARRIED

BD234-05 Moved by Board Member Comeau, seconded by Board Member Tidd Board to have the preliminary floor plans prepared by Jost Architects for the office space at 79 Water Street revised to remove the offices for administrative assistants and be replaced with cubicles.

MOTION CARRIED

BD235-05 Moved by Board Member Comeau, seconded by Board Member Surette that the Board write to the Department of Education requesting immediate payment of an outstanding accounts payable with respect to an employee

MOTION CARRIED

BD236-05 Moved by Board Member Comeau, seconded by Board Member Hines that the Board approve the policy "Loans for School Purposes" as amended.

MOTION CARRIED

The next meeting of the Finance & Operations Committee is on October 25, 2005.

REPORT FROM THE BOARD CHAIR

MOTION by Board Member Haley, seconded by Board Member Tidd, that Report No. 174-05, monthly report from the Board Chair, be received for information purposes.

MOTION CARRIED

REPORTS FROM SENIOR STAFF

MOTION by Board Member Tidd, seconded by Board Member Surette, that the monthly report from the Superintendent of Schools, Report No.169-05, and be received for information purposes.

MOTION CARRIED

Superintendent's Report

BD237-05 Moved by Board Member Surette, seconded by Board Member Moses that the Board proceed with the renovations at Yarmouth Consolidated Memorial High School.

MOTION CARRIED

BD238-05 Moved by Board Member Moses, seconded by Board Member Hines, that the Board communicate with the Deputy Minister asking for an appointment to discuss transportation in this area.

MOTION CARRIED

Director of Programs ms and Student Services

MOTION by Board Member Surette, seconded by Board Member Moses, that the monthly report from the Director of Programs and Student Services, Report No.170-05, be received for information purposes.

MOTION CARRIED

The Director of Programs and Student Services distributed a draft business plan for 2005-2006.

BD239-05 Moved by Board Member Moses, seconded by Board Member Tidd, that the Board's draft business plan for 2005-2006 be approved as presented by the Director of Programs and Student Services.

MOTION CARRIED

NEW BUSINESS

Review of Policy 703.20 – Head Lice

MOTION by Board Member Pippy, seconded by Board Member Fells, that the review of Policy No. 703.20, Head Lice, be deferred to the next board meeting.

MOTION CARRIED

Out of Province Trip Request – Barrington Municipal High School

The Superintendent asked that this matter be withdrawn from the agenda so that he could get some more information on the matter.

Suspension Report for September 2005, Report No. 158-05

MOTION by Board Member Tidd, seconded by Board Member Pippy, that Report No. 158-05, Suspension Report for September 2005, be received for information purposes.

MOTION CARRIED

NEW BUSINESS (cont'd)

Board Meeting Trial

BD240-05 Moved by Board Member Pippy, seconded by Board Member Hines, that the trial of the board whereby there are two board meetings a month be adopted on a permanent basis.

MOTION CARRIED

Food and Nutrition Policy for Nova Scotia Schools

The Chair distributed a draft she had done concerning the proposed provincial policy. Her draft will be discussed in more detail at the October 20 meeting of the Board's Food and Nutrition Committee.

Rental of school facilities

BD241-05 Moved by Board Member Hines, seconded by Board Member Pippy, that the matter raised by the Director of Finance concerning recouping in full any costs associated with the rental of school facilities be referred to the Finance & Operations Committee for a recommendation to the Board.

MOTION CARRIED

Authorization of contracts

To comply with proper accounting guidelines and internal controls authorization to commit funds by entering into rental agreements, leases or contracts should be authorized by a signing authority of the school board and as well as the board should be made aware of these contracts. It was decided to deal with this matter at the Annual General Meeting on November 1.

Clarification of former Ragged Islands School

Motions had been made some time ago to turn this school back but the Board still has the school. The Superintendent reported that he had directed schools and staff to clear out the building.

SAC Items

The Coordinator of Monitoring and Evaluation, Stephen Amirault, reviewed a number of items relating to school advisory councils.

MOTION by Board Member Tidd, seconded by Board Member Atkinson, that the annual reports from Carleton Consolidated School, Forest Ridge Academy, and Islands Consolidated School be received by the Board.

MOTION CARRIED

Mr. Amirault will write to the schools and inform them.

NEW BUSINESS (cont'd)

BD242-05 Moved by Board Member Tidd, seconded by Board Member Hines, that the Letter of Agreement and School Improvement Plan from Islands Consolidated School be approved by the Board.

MOTION CARRIED

SAC Workshop Update

The Coordinator reported that the workshops had been scheduled as follows:

- November 7, 2005 - Forest Ridge Academy, Shelburne County
- November 8, 2005 – Meadowfields Community School, Yarmouth County
- November 9, 2005 – Digby Regional High School, Digby County

The workshops are open to SACs, Home and Schools, school staff and all parent/community members. There is no registration.

Topics for the fall sessions include

- School Accreditation
- PEBS (Positive, Effective Behavioural Support)
- International Baccalaureate Organization (IBO)
- Diploma Program
- Active Kids Healthy Kids
- Active & Safe Routes to School (ASRTS)
- Combined/Split Classes
- Instructional Time, Student Fees and Food and Nutrition

Each participant may attend three. Each evening the workshops run from 7:00 p.m. until 9:00 p.m.

Cheques for SACs

It was reported that SACs have received their annual allotment which is in the area of \$450 depending on the number of students in the school.

School Advisory Brochure

This matter will be dealt with at another meeting.

Out of Province Trip Request from Yarmouth Consolidated Memorial High School

This matter was withdrawn from the agenda by the Superintendent who wanted to get additional information.

Gift for Executive Director, NSSBA

Board Member Tidd informed the members that should they wish to donate towards a gift for the retiring Executive Director of the NSSBA they could give her the money. The Board will give Mr. Barteaux some TCRSB mementos such as a tote bag, mug, etc.

INQUIRIES AND COMMENTS FROM SCHOOL BOARD MEMBERS

There were none.

INQUIRIES AND RESPONSES FROM THE PUBLIC

Tina Comeau, The Vanguard

Ms. Comeau asked, “Regarding the motion made during Phil’s report to meet with the Deputy Minister on “transportation issues”, specifically what transportation issues are you referring to? Do you mean the CSAP bussing situation?”

The Superintendent replied that it did not refer to CSAP at all but was a matter between Tri-County and South Shore.

Ms. Comeau asked, “Regarding a motion passed in finance and operations, is the revision of the floor plan for the board offices on Water Street necessary to cut the costs of construction and where does that project stand at this time?”

The Superintendent replied that it would be more costly to build individual offices rather than cubicles but since the Board is not the owner but a tenant it will be up to the owner of the building as to how it is built. He expected construction to being soon as the land has been cleared.

Ms. Comeau asked, “On the board meeting pilot: There was a suggestion of using that 2nd Tuesday of the month if need be; for example for education, or SAC. You said tonight that will be fine tuned. When will it be fine-tuned and if you were to use the extra Tuesday for meetings, how much notice would the public receive?”

The Chair replied that she believed that a week’s notice would be given.

Don Berry, Principal, Yarmouth Jr. High School

Mr. Berry asked, “Do schools having contracts with soft drink companies (ie, Coke) have to have approval at the school board level prior to entering the contract? If so, when will this start?”

The Chair replied that the Board does not have to give approval for these types of contracts.

Kathy Colaiacovo

Ms. Colaiacovo asked, “Have any further steps been taken with regards to the Maple Grove/Jr. High changes?”

The Superintendent replied that there have been none.

Ms. Colaiacovo asked, “Re the High School Renovations: it appears the new additions are in the back parking lot area. The Board is looking at moving from P. A. Bes/Milton to Water Street to accommodate the renovations and because the Board office needs more space. Will you not be able

INQUIRIES AND RESPONSES FROM THE PUBLIC (cont'd)

to use the 2nd floor of the P. A. Best and what cost savings if any will occur with the Board office moving?"

The Chair replied that the Board will return Milton to the town while P. A. Best will be possibly used by the school in the interim. There will be savings just based on having one site instead of two plus a warehouse area.

Svein Ravlo, Principal, Maple Grove Education Centre

Mr. Ravlo asked, "During scheduled public discussions on the draft policy on boundaries is the topic of Maple Grove and Yarmouth Jr. High reconfiguration open for discussion?"

No, this does not come under the boundary review replied the Chair.

NOTICE OF MOTION

The Board Chair gave two notices of motion that at the next meeting she will propose the following changes to the Board's by-laws:

That Article 5.01 (a), Regular Meetings of the Board, be changed to reflect the restructuring of board meetings to twice a month.

That Article 6.01, Quorum, be changed from 50% + 1 (7members) to a simple majority of the Board (6 members).

ADJOURNMENT

The motion to adjourn was made by Board Member Hines at 8:55 p.m.

Respectfully submitted

F. Heather Burlingham
Board Secretary/Communications Officer

N. Faye Haley
Chair of the Board