

APPROVED
2003 April 22



BOARD MEETING
MINUTES
2003 March 25

Present: ***Board Members***

Nancy Whittaker, Chair	Faye Haley, Vice Chair
Robie Atkinson	Andy Baxter
Ron Hines	Ada Fells
Janice Francis	Anne Moses
Karen Mattatall	Donna Tidd

Staff

Phil Landry, Director of Education
F. Heather Burlingham, Board Secretary/Communications Officer
Leroy Legere, CEO, Southwest Regional School Board (

Regrets: Board Member Alvin Comeau

The regular monthly meeting of the Tri-County District School Board was held on Tuesday, March 25, 2003, at the board office. The Vice Chair called the meeting to order at 5:35 p.m.

COMMITTEE OF THE WHOLE

MOTION by Board Member Fells, seconded by Board Member Baxter that the board meet in committee-of-the-whole at 5:35 p.m.

MOTION CARRIED

MOTION by Board Member Baxter, seconded by Board Member Hines, that the meeting move in-camera at 5:36 p.m.

MOTION CARRIED

The in-camera session recessed at 6:30 p.m. in order to commence the public session of the meeting.

CALL TO ORDER

Board Chair Whittaker called the public session of the meeting to order at 6:32 p.m. and asked Board Member Atkinson to lead the Board in singing the National Anthem.

RECORD OF ATTENDANCE

The Board Secretary/Communications Officer took attendance noting that ten members were present. Board Member Alvin Comeau had sent his regrets.

ORDERS OF THE DAY

Ian White, parent, concerning French Immersion at

Mr. White spoke in favour of having the French Immersion program available at Meadowfields Community School.

Angela LeBlanc, re French Immersion at Meadowfields Community School

Ms. LeBlanc showed three different news tapes concerning the importance of French Immersion.

Gilles Boudreau, parent, re French Immersion at Meadowfields Community School

Mr. Boudreau spoke in favour of French Immersion programs.

Peter S. Stewart, parent, re French Immersion at Meadowfields Community School

Mr. Stewart spoke in favour of French Immersion at Meadowfields Community School.

Paul Legere, parent, re French Immersion at Meadowfields Community School

Dr. Legere spoke in favour of French Immersion at Meadowfields Community School.

All presenters were thanked by the Chair on behalf of the Board.

APPROVAL OF AGENDA

MOTION by Board Member Baxter, seconded by Board Member Moses, that the agenda be approved with the following additions:

- Under Reports from Ad hoc/other committees:
- Report from Education Week 2003 Committee.

MOTION CARRIED

APPROVAL OF MINUTES

MOTION by Board Member Tidd, seconded by Board Member Moses, that the minutes of February 25, 2003, be approved as amended.

MOTION CARRIED

BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

Board Member Tidd asked if the letter in BD35-03 concerning funding from the province for SACs had been sent yet. The Board Secretary/Communications Officer replied that it had been sent late the previous week.

UNFINISHED BUSINESS FROM PREVIOUS MEETING

There was none.

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

This session was delayed until later in the meeting as it was not finished.

RECEIPT OF CORRESPONDENCE

MOTION by Board Member Haley, seconded by Board Member Tidd, that the following correspondence be received:

- Joanne Newell, re French Immersion at Meadowfields
- Doug Jones, re French Immersion at Meadowfield
- Hon. Angus MacIsaac, re Correspondence Studies
- Yarmouth Mayor Chas. Crosby, re FI & Y'm Centra
- Lise & Chris Murphy, re French Immersion at Meadowfields

MOTION CARRIED

Yarmouth Mayor Charles Crosby, re French Immersion at Yarmouth Central

There was some discussion about replying to this letter. It was suggested that since the Board was not in the habit of replying to all letters received, there should not be an exception made to a letter from the Mayor of Yarmouth.

FINANCIAL REPORTS

MOTION by Board Member Baxter, seconded by Board Member Hines, that the financial reports for the period ending February 28, 2003, be received for information purposes.

MOTION CARRIED

DELEGATIONS AND PETITIONS

There were none.

REPORT FROM BOARD CHAIR, REPORT NO. 47-02

MOTION by Board Member Whittaker, seconded by Board Member Mattatall, that Report No. 47-03, be received for information purposes.

MOTION CARRIED

REPORT FROM DIRECTOR OF EDUCATION

MOTION by Board Member Mattatall seconded by Board Member Moses that the monthly report from the Director of Education, No. 43-03, be received for information purposes.

MOTION CARRIED

Chair Whittaker thanked the Director for his report.

REPORT FROM CEO, SOUTHWEST REGIONAL SCHOOL BOARD

CEO Legere gave a verbal report on activities in the area. He spoke on the devastating affect the winter weather has had on snow removal, fuel costs, etc. He is hoping that the province will come forward with additional funding for these unforeseen costs.

Budget preparation has been started with no concrete commitment from the province yet on amounts. He hopes that he will receive concrete numbers within a week.

Transportation Review Report is at the printers and should be released soon. In the interim he has been working on some of the items that might be recommended in that report.

He is on two committees – one being declining enrolment. It is in the final draft of a report that should be released in the near future. The second committee is property services which is examining the Auditor General's report which looked at three boards and has made some recommendations on what they found there. The property services committee is looking at responding to that report.

Chair Whittaker thanked CEO Legere for his report.

REPORTS FROM STANDING COMMITTEES

Education Committee

Committee Chair Ron Hines gave the following report from the regular monthly meeting of the Education Committee held on Tuesday, March 4, 2003, at the P. A. Best Centre in Yarmouth.

BD44-03 Moved by Board Member Hines, seconded by Board Member Tidd, that the mandate of the Education Committee be revised as follows:

- (a) Be responsible for all Public School Programs of the Nova Scotia Department of Education.
- (b) Be responsible for school-based courses when approved by the Department of Education.
- (c) Review staffing levels
- (d) Encourage early and late French Immersion Programs when requested from the SAC and/or the principal of the school.
- (e) Maintain effective communications between teachers, students and parents.
- (f) Be responsible for all school buildings from an educational point of view.
- (g) Keep itself informed of professional school in-services.
- (h) Promote the district's schools as safe, quality learning environments.
- (i) Receive reports from the board's coordinators and make recommendations to the board.

MOTION CARRIED

BD45-03 Moved by Board Member Hines, seconded by Board Member Tidd that staff develop a protocol for access to schools and students by the Regional Educator of the Black Educators Association.

MOTION CARRIED

REPORTS FROM STANDING COMMITTEES (cont'd)

Education Committee (cont'd)

BD46-03 Moved by Board Member Hines, seconded by Board Member Haley that a letter be sent to the Department of Education regarding a new school for Barrington Municipal High School reaffirming the Board's request made in 2000 for a new building not a retrofit.

MOTION CARRIED

The next meeting of the Education Committee will be held on Tuesday, April 1, 2003, starting at 4:30 p.m. at Digby Elementary School.

SAC Committee

Committee Chair Donna Tidd gave the following report from the SAC Committee, which met on March 18, 2003, in the Yarmouth office.

Plans are well underway for the three workshops.

The mandate of the committee was reviewed.

BD47-03 It was moved by Board Member Tidd, seconded by Board Member Baxter that the mandate of the SAC Committee be amended as follows:

- (a) The School Advisory Council Committee will actively promote the successful operation or functioning of School Advisory Councils in all the schools of the Tri-County District School Board.
- (b) The committee will review and recommend to the Board the approval of S.A.C. Letters of Agreement and annual revisions.
- (c) The committee will ensure that in-service opportunities will be made available to all members of SACs.
- (d) The committee will ensure that the Board fulfills its obligations to SACs as agreed to in the Letters of Agreement, including financial obligations.
- (e) The committee will respond in a timely manner to written and verbal communication addressed to the SAC Committee.
- (f) The SAC Committee will provide feedback on school improvement plans and annual reports as appropriate.

MOTION CARRIED

BD48-03 Moved by Board Member Tidd, seconded by Board Member Hines that the following resolution be sent to the NSSBA for the upcoming annual general meeting:

Whereas the Nova Scotia Department of Education mandates the existence of School Advisory Councils;

And whereas the Department continues to put emphasis on School Advisory Councils;

And whereas the Department requires school boards to provide professional development for school advisory councils;

REPORTS FROM STANDING COMMITTEES (cont'd)

SAC Committee (cont'd)

BD48-03 (cont'd)

Be it resolved that the NSSBA requests that the Minister of Education restore to the school boards the funding for professional development for school advisory councils.

MOTION CARRIED

The next meeting of the SAC Committee will be held on Tuesday, April 8, 2003 starting at 10:00 a.m. at Barrington Municipal High School.

Governance Committee

Governance Committee Chair Anne Moses gave the following report from her committee, which met on March 18, 2003, at the Yarmouth office.

BD49-03 Moved by Board Member Moses, seconded by Board Member Mattatall, that Report No. 41-03, Appointments to Staff, be approved as follows:
Jennifer Harris, Community/School Activity Coordinator, Evelyn Richardson Memorial Elementary School, on a term basis effective March 3, 2003, for up to 3 years based on funding.

MOTION CARRIED

BD50-03 Moved by Board Member Moses, seconded by Board Member Tidd, that Report No. 42-03, Requests from Staff, as amended, be recommended to the Board as follows:

- **Cheryl Arsenault**, teacher, Meadowfields Community School, retiring effective July 31, 2003;
- **Loretta Crocker**, teacher, Islands Consolidated School, applying for reduced service at 50%, working for semester 1 and off for semester for 2;
- **Harold E. Locke**, Principal, Shelburne Regional High School, retiring effective June 28, 2003;
- **Phyllis Cunningham**, teacher, Cape Sable Island Elementary, retiring effective June 30, 2003;
- **Sandy Garland**, PSA, Barrington Municipal High School, an unpaid leave of absence for the 2003-2004 school year;
- **Wendy Balsler**, teacher, Digby Regional High School, granted an 80% teaching assignment for 2003-2004 school year.

MOTION CARRIED

REPORTS FROM STANDING COMMITTEES (cont'd)Governance Committee (cont'd)

BD51-03 Moved by Board Member Moses, seconded by Board Member Baxter, that the mandate of the Governance Committee be as follows:

- (a) The Governance Committee will review the by-laws of Tri-County District School Board as appropriate.
- (b) The Committee will review and update the existing Southwest Regional School Board policy book for Board approval.
- (c) The Committee will review new policies in accordance with the policy flow chart.
- (d) The Committee will develop a Conflict of Interest policy for Board staff.
- (e) The Committee will take on other duties as assigned by the Board.
- (f) The Goals and Objectives will be reviewed annually.
- (g) The Committee will recommend to the Board teachers and support staff to accomplish the Board's objectives.
- (h) The Committee will deal with all human resources issues within its jurisdiction including the employment of teachers and support staff to accomplish their objectives.

MOTION CARRIED

BD52-03 Moved by Board Member Moses, seconded by Board Member Hines that the following resolution for the NSSBA AGM 2003 be approved:

WHEREAS different forms of school board governance currently exist in Nova Scotia, and

WHEREAS these different governance models cause difficulty and confusion in understanding and carrying out the Board's goals and objectives,

THEREFORE BE IT RESOLVED that the NSSBA lobby the province of Nova Scotia for the return to one form of school board governance, that being regional school boards fully elected and empowered as defined by Section 64 of the *Education Act*.

MOTION CARRIED

BD53-03 Moved by Board Member Moses, seconded by Board Member Tidd, that a letter be written to the Department of Education requesting that an architect be hired to consult with the School Steering Team (SST) of Shelburne Regional High School as the commitment had been made to the SST that an architect would be available to consult with them.

MOTION CARRIED

BD54-03 Moved by Board Member Moses, seconded by Board Member Mattatall, that a letter be written to the Minister of Education with copies to the MLAs and Department of Transportation & Public Works et al, expressing concern with the inclusion of B. D. Stevens as a pre-qualified contractor on the tender call for the new high school in Shelburne.

MOTION CARRIED

REPORTS FROM AD HOC/OTHER COMMITTEES

MOTION by Board Member Tidd, seconded by Board Member Baxter, that the written reports from the following ad hoc/other committees be received for information:

- PD Committee
- RCMP Liaison
- Permanent Liaison Committee of Digby Regional High School
- Finance & Operations sub-Committee.

MOTION CARRIEDFinance & Operations sub-committee

In the absence of Board Member Comeau, Board Member Tidd gave the following report.

Board Member Alvin Comeau was chosen to chair the sub committee while Board Member Donna Tidd was selected as Vice Chair.

BD55-03 Moved by Board Member Tidd, seconded by Board Member Haley, that the mandate for the Finance & Operations sub-Committee of the Board be as follows:

1. Develop and review service agreements for presentation to the Board.
2. Receive financial statements to present to the Board.
3. Receive report from the Director of Corporate Services.
4. Receive reports from the Director of Finance and Operations.
5. Prepare the budget for the approval of the Board.
6. Other duties as assigned by the Board.

MOTION CARRIED

The next meeting will be on April 15, 2003, at 6:00 p.m. in Yarmouth

Permanent Liaison Committee (PLC) of Digby Regional High School

PLC Board representative Fells reported that the PLC had met on March 19, 2003 at Digby Elementary School

BD56-03 Moved by Board Member Fells, seconded by Board Member Moses that the Director of Education be asked to provide the reasons in writing as to why two African Nova Scotian community members are not acceptable to volunteer at Digby Regional High School.

After a brief discussion, it was found that this motion was in essence the same as Motion No. **BD29-03** (Board meeting of February 25, 2003) that had been defeated. Therefore both the mover and the seconder agreed to withdraw the motion.

BD57-03 Moved by Board Member Fells, seconded by Board Member Baxter that the Director of Education organize a forum for African Nova Scotian students who attend Digby Regional High School whereby the students have an opportunity to provide input into a positive climate at the school.

MOTION CARRIED

REPORTS FROM AD HOC/OTHER COMMITTEES (cont'd)

Permanent Liaison Committee (PLC) of Digby Regional High School (cont'd)

BD58-03 Moved by Board Member Fells, seconded by Board Member Hines that the Tri-County District School Board continue to seek African-Canadian teachers qualified to fill available positions at Digby Regional High School.

MOTION CARRIED

The next meeting of the Committee is scheduled for April 9, 2003 at 3:30 p.m. at Digby Elementary School.

There was discussion around how the PLC reports should wend their way to the Board. It was suggested that they should go through the Education Committee. Board Member Fells said that she would like to continue in the manner in which the PLC is now reporting, i.e., directly to the Board, at least for a couple of months. This was agreed to.

REPORTS FROM NOVA SCOTIA SCHOOL BOARD ASSOCIATION

Board of Directors

Board Member Moses gave a report in her capacity as the Board's Director on the NSSBA.

BD59-03 Moved by Board Member Moses, seconded by Board Member Haley, that a letter be written to the Minister of Education supporting fully elected and fully empowered school boards.

MOTION CARRIED

Communications Committee

The Board Chair who sits on this committee had given the members the information previously.

Education Committee

Board Member Hines had missed the last meeting as he was ill.

NEW BUSINESS

NSSBA School Board Member Nominations

Board Members Fells, Moses and Whittaker had been nominated by standing committees during the month of March. Board Member Moses declined to allow her name to stand. Ballots were distributed to the ten members on which to make their selection. Five votes were cast for Board Member Fells and five votes were cast for Board Member Whittaker. Board Member Whittaker withdrew and Board Member Fells was elected to be the Board's NSSBA School Board Member Nominee.

INQUIRIES AND RESPONSES FROM THE PUBLIC

Brenda Clarke asked “Is the Board aware of the protocol used by the Regional Educator, BEA, when accessing students in schools and/or schools within the Tri-County region?”

The Board Chair replied that she was unaware of this protocol and asked Ms. Clarke if she could provide the Board with a copy. Ms. Clarke was unresponsive to that question.

INQUIRIES AND RESPONSES FROM THE PUBLIC (cont’d)

Joanne Newell asked “At the April 22nd and April 29th board meetings will presentation be entertained regarding French Immersion at Meadowfields or will the April 8th public forum conclude presentations on this topic?”

The Board Chair replied that the public will be given opportunity to speak at the April 22nd meeting which will be held in Digby as well as the special meeting on April 8th. The special meeting that the Board is having on April 29th is open to the public but there would be no input from the public at that time. This meeting will be for the Board to discuss and decide whether or not the French Immersion program will be started at Meadowfields Community School.

Lynette Mullen asked “Could the process and protocols of April 8th be explained?”

The Board Chair replied that the process had not been nailed down as yet but that the time to speak likely would not be 10 minutes given that it is anticipated that there will be many people who wish to do so. An advertisement will be placed in the Vanguard giving this information.

Michael Fells asked “How is it that blatant misrepresentation of the matters that take place concerning the Black community and the PLC of Digby can be accepted by this Board. I am a member of the PLC in Digby and there was definitely a quorum for the March meeting.”

The Board Chair apologized for the fact that there was a mistake in the Director of Education’s report. There had been a quorum for the March 12th meeting but the PLC Chair was not available.

Greg Newell asked “Will the meeting be open to the public?”

The Chair asked for clarification as to what meeting. Mr. Newell replied the April 29th meeting to which the Chair responded that it was a public meeting.

INQUIRIES/COMMENTS FROM SCHOOL BOARD MEMBERS

Vice Chair Haley reported that she and Ms. Tidd accompanied a group of African Canadian Studies class from Digby High to the Sam Langford Centre in Weymouth where there was a display of military contributions and on the Black Loyalists. They both enjoyed the opportunity of experiencing this with students.

Board Member Tidd said she is a community member on the Digby and Area Community Health Board. They are having a meeting on April 15 to try to set up a board for an early intervention group/program. She intends to put her name forward and will let the board know at the next meeting what transpires.

INQUIRIES/COMMENTS FROM SCHOOL BOARD MEMBERS (cont'd)

Board Member Fells told the board that she attended a Heritage Fair in Lockeport done by the Grade 6 students and how much she enjoyed the presentation. She encouraged all to attend Heritage Fairs if they are in their areas.

Board Member Mattatall said that there is a play coming to the Y'arc on April 25 written by a member of the Black Loyalist Society of Shelburne. She said that the play is very enjoyable and encouraged everyone to attend.

Board Member Hines said that he had missed the Transportation Review and asked what the next step is. The Director explained that the final report should be out soon.

Board Member Atkinson asked when the board might receive information on staffing levels for the upcoming year. Director Landry replied that it would likely be the end of April. The province still has not come forward with the budget figures for the upcoming year.

Board Member Baxter said that he would like to apologize to his constituents for making reference to not knowing about the idea of an all French school at Yarmouth Central. He had since found out there had been some discussion at the Board level and he was not aware that this had occurred.

NOTICE OF MOTION

There was none.

The Board Chair gave a brief recess at 8:25 p.m. and called the meeting back to order at 8:35 p.m.

COMMITTEE OF THE WHOLE (cont'd)

MOTION by Board Member Moses, seconded by Board Member Baxter, that the meeting move out of in-camera at 9:40 p.m.

MOTION CARRIED

MOTION by Board Member Tidd, seconded by Board Member Baxter, that the meeting move out of committee-of-the-whole at 9:40 p.m.

MOTION CARRIED

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

Vice Chair Haley gave the following report from the in-camera meeting of the Board.

BD60-03 Moved by Board Member Haley, seconded by Board Member Baxter, that Report No. 50-03, Requests from Staff, be approved by the Board as follows:

- **Julie Shediak**, requesting to enter into a flexible pension option with a period of reduced service of 50% for the 2003-2004 school year;
- **Donald J. Deveau**, teacher, Maple Grove Education Centre, retiring effective July 31, 2003;

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

(cont'd)

BD60-03 (cont'd)

- **Virginia M. Smith**, teacher, Yarmouth Central Elementary School, retiring effective June 28, 2003;
- **Nancy Gould**, teacher, Meadowfields Community School, retiring effective the end of the 2002-2003 school year;
- **Larry Mullen**, Principal, Havelock School, retiring the end of the 2002-2003 school year.

MOTION CARRIED

BD61-03 Moved by Board Member Haley, seconded by Board Member Moses that the job share request from **Bev Anthony**, teacher, Evelyn Richardson Memorial Elementary School, to work 60% of the 2003-2004 school year be approved.

MOTION CARRIED

BD62-03 Moved by Board Member Haley, seconded by Board Member Moses that the job share request from **Roseanne D'Entremont-Nickerson**, teacher, Maple Grove Education Centre, to teach 40% of the 2003-2004 school year be approved.

MOTION CARRIED

BD63-04 Moved by Board Member Haley, seconded by Board Member Atkinson that the job share request from **Lana Finlayson**, teacher, Barrington Municipal High School, to teach 50% of the 2003-2004 be approved.

MOTION CARRIED

BD64-03 Moved by Board Member Haley, seconded by Board Member Mattatall, that the job share request from **Andrea Fitzgerald**, teacher, Evelyn Richardson Memorial Elementary School, with Ms. Fitzgerald teaching 80% be approved.

MOTION CARRIED

BD65-03 Moved by Board Member Haley, seconded by Board Member Baxter, that the job share request from **Karen Gaudet**, teacher, Havelock School, with Ms. Gaudet teaching 50% be approved.

MOTION CARRIED

BD66-03 Moved by Board Member Haley, seconded by Board Member Tidd, that the job share request from **Ruth-Anne Lawrence**, teacher, Maple Grove Education Centre, to teach 75% of the 2003-2004 school year be approved.

MOTION CARRIED

BD67-03 Moved by Board Member Haley, seconded by Board Member Baxter, that the job share request from **Cindy Myers**, teacher, Yarmouth Consolidated Memorial Regional High School, to teach 50% of the 2003-2004 school year be approved.

MOTION CARRIED

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

BD68-03 Moved by Board Member Haley, seconded by Board Member Baxter, that the job share request from **Louise Nelson**, teacher, Yarmouth Consolidated Memorial Regional High School, to teach 50% of the 2003-2004 school year be approved.

MOTION CARRIED

BD69-03 Moved by Board Member Haley, seconded by Board Member Baxter, that the job share request from **Lisa Smith**, teacher, Evelyn Richardson Memorial Elementary School, to teach 80% of the 2003-2004 school year be approved.

MOTION CARRIED

BD70-03 Moved by Board Member Haley, seconded by Board Member Baxter that the request from **Zita Stoddard**, teacher, Forest Ridge Academy, to teach 80% of the 2003-2004 school year be approved.

MOTION DEFEATED

BD71-03 Moved by Board Member Haley, seconded by Board Member Moses, that the request from Peter Westin, Principal, Evelyn Richardson Memorial Elementary School, for an unpaid leave of absence for the 2003-2004 school year be approved.

MOTION DEFEATED

BD72-03 Moved by Board Member Haley, seconded by Board Member Mattatall, that the request from Diane Pippy, teacher, Shelburne Regional High School, for an unpaid leave of absence for the 2003-2004 school year be approved.

MOTION DEFEATED

ADJOURNMENT

The motion to adjourn was made by Board Member Tidd at 9:45 p.m.

Respectfully submitted

F. Heather Burlingham
Board Secretary/Communications Officer

Nancy Whittaker
Chair

fhb 03Mar26