

School District #5: Baie Verte, Central, Connaigre
Regular School Board Meeting
2:00 p.m., December 10, 2002
School Board Office, Grand Falls-Windsor
MINUTES

IN ATTENDANCE

Terry Brown, Chair
Carolyn Andrews
Clarence Brown
Randy Edison
Robert Elliott
Raymond Gray
Albert Hodder
Sharon Mayne
David Morrow
Gregory Roberts
Mabrey Winsor

Debbie Armstrong, Director of Education
Terry Hillier, Assistant Director (Finance & Administration)
Bonnie Lane-McCarthy, Assistant Director (Human Resources)
Frank Norman, Assistant Director (Programs)
Beverly Wells, Recorder

ABSENT

Gail Hoskins, Winston Keeping and Sean Power sent regrets.

1. INVOCATION

The meeting opened with trustees repeating the invocation.

2. Presentations

There were no presentations at this meeting.

3. Program PRESENTATION

There were no program presentations at this meeting.

4. APPROVAL OF AGENDA

On motion the Agenda was approved. (Mayne/Brown) Carried.
02/03

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5. MINUTES OF November 19, 2002

It was agreed that the Minutes should indicate the town in which the meeting was held. The November meeting was held at Point Leamington Academy.

On motion the Minutes of the November 19, 2002, Regular School Board Meeting were approved. (Winsor/ Gray) Carried.
26-02/03

6. BUSINESS ARISING

6.1. Leo Burke Academy, Ventilation System

Work is scheduled to begin on Leo Burke Academy's ventilation system on December 16. The contract was awarded to Tri-Star Mechanical and it is expected that the work will be finished in three weeks.

6.2. School Facilities in Bay d'Espoir

Following the last meeting with the project group, the prime consultant took back the recommendations and made a draft plan. They then held a teleconference on December 10 to discuss cost estimates and a new draft drawing. It was brought to the Board's attention that the BAE Group's report estimated a cost of \$922,000 to renovate Greenwood Academy. With the Board's desire to have an administrative link between the two buildings, the cost rose to \$964,000. It would cost an extra \$72,000 to upgrade finishes such as walls and floors. Connectivity was not included in the BAE Group report. It was understood by the Board, however, that the Department of Education would cover the cost of connectivity at a cost of \$50,000.

Terry Hillier, Assistant Director (Finance & Administration), said it is hoped that the project can be signed off in January. He said the Finance and Properties Committee had met earlier on December 10 and discussed the project. They made a recommendation to the Board and the following action was taken:

*On motion it was agreed that the School Board proceed with renovations to Greenwood Academy, Milltown, presently estimated at \$1,086,000 to include the administrative link, finishing costs and data connectivity and that the Board request the Provincial Government to cover additional costs above \$1,000,000 and that operational savings realized from the closure of Holy Cross School, St. Alban's, be provided to the Board for three years. (Roberts/Brown) Carried.
27-02/03*

In answer to David Morrow's question as to how long will it be guaranteed that the Board will receive the operational savings from schools closing, he was advised that it is an issue that is made known on a year-by-year basis.

Randy Edison said the Board should stay with its present policy on the use of funds from operational savings from school closings.

Robert Elliott said the Board should fight it out and receive money from the Government for the entire Bay d'Espoir project since it has gone with the Milltown Project.

6.3. Baie Verte Middle School, Renovations

A tender has been awarded for the renovations to Baie Verte Middle School. It is expected that the project will be completed on January 20, 2003.

6.4. Atlantic Conference, January 30 – February 1, 2003

Deborah Armstrong, Terry Brown, Carolyn Andrews and Albert Hodder will attend the Atlantic Conference in Halifax from January 30 to February 1, 2003.

7. Reports

7.1. Director's Report

The Director's Report, dated December 10, 2002, was circulated to Board trustees.

On motion it was agreed to approve the staffing appointments listed in the Director's Report dated December 10, 2002. (Gray/Mayne) Carried.
28-02/03

On motion it was agreed to approve the leaves as listed in the Director's Report dated December 10, 2002. (Gray/Hodder) Carried.
29-02/03

On motion it was agreed to approve the single resignation as listed in the Director's Report dated December 10, 2002. (Winsor/Roberts) Carried.
30-02/03

The Director highlighted her Report.

Gregory Roberts asked if the Board measures teacher performance. Ms. Armstrong said the administrators and/or parents would bring any problems to the attention of the Director.

Clarence Brown asked if the Board did performance-based evaluations on tenured teachers and place them on formative evaluation. Frank Norman said all of the Board's administrators are expected to be on a performance growth plan.

Bonnie Lane-McCarthy said all new teachers are asked to reflect on their career choice. If any teacher has personal problems, they can obtain professional services from the Employee Assistance Plan of the NLTA.

On motion it was agreed to accept the Director's Report dated December 10, 2002. (Morrow/Brown) Carried. 31-02/03

7.2. Executive Report

The Executive will meet on January 7, 2003. Meanwhile, the Board Chair asked trustees to complete the surveys on professional development and internet services that were circulated to them and return the surveys to the District Office as quickly as possible.

The Board Chair also mentioned that Mae Ivany, an employee of the Board, received a Queen's Jubilee Medal for her volunteer service with the Children's Wish Foundation. The Chair will write a letter of congratulations to Ms. Ivany.

7.3. Financial Report

There was no financial report at this meeting.

7.4. Finance & Properties Report

When the Committee met on December 10, 2002, members reviewed documentation and correspondence concerning the costs of additional air ventilation work at Helen Tulk Elementary School, Bishop's Falls. The Department of Education has advised that the Board will have to provide \$22,000 to cover the cost of overruns on this project. After discussion on the issue, the following action was taken:

On motion it was agreed that the Board write to the Minister of Education, with a copy to Premier Roger Grimes, MHA for Exploits, that Baie Verte, Central, Connaigre School Board is not willing to fund any additional costs of the ventilation system at Helen Tulk Elementary School, Bishop's Falls. (Gray/Morrow) Carried.
32-02/03

Terry Hillier, Assistant Director (Finance & Administration), advised the meeting that the Board has spent \$228,000 thus far on the Helen Tulk Elementary School ventilation system and it is still not working properly. David Morrow said the Leo Burke Academy ventilation system has to be redone because the job wasn't done right in the beginning. He said both projects have been proven to be inadequate. Mr. Morrow lays the blame with Works, Services and Transportation installing inadequate equipment.

Terry Hillier advised the meeting that the Board is now ready to apply for registration as a charitable organization so that donations and gifts made to the Board will be tax deductible to donors.

On motion it was agreed that the Board proceed to apply for registration as a charity with Canada Customs and Revenue Agencies. (Brown/Winsor) Carried.
33-02/03

7.5. Personnel Committee Report

The Chair wrote a letter to the Minister of Education requesting a meeting with the Social Policy Committee of Cabinet. The Minister said they would support such a meeting.

The Director said the Committee looked at some possibilities for public relations for teacher allocations. She said this will be discussed at the MHA/School Board Forum in January. Work has also been done with school councils in this regard. The Committee will be preparing a package covering all areas of teacher allocations, funding, and rural boards. Within the next couple of months they hope to have done what they can to inform the public of the Board's challenges.

The Chair of the Personnel Committee, Sean Power, is intent on fighting the Department's formula for teacher allocations.

A letter has been sent to the Minister of Education office asking the status of the senior administrators' contracts.

On motion it was agreed to accept the Personnel Committee Report. (Brown/Mayne) Carried.

34-02/03

7.6. Programming Report

There was no Programming Committee meeting since the last Board meeting.

7.7. CRSC Report

David Morrow said money for an after-school bussing pilot has been approved and the pilot will be expanded to the Baie Verte area. It is also expected that two runs per week will be established in the Point Leamington area.

Mr. Morrow said the CRSC is doing a survey on how speech language pathologists are allocated and deployed with school boards and with hospital boards.

7.8. School Board-Teacher Liaison Committee

The School Board-Teacher Liaison Committee met on November 21. The minutes will be available for the next

Board meeting.

7.9. School Review

7.9.1. Bishop's Falls

A Committee will be formed after the Christmas Break to further review the school situation in Bishop's Falls.

7.10. School Board Retreat

A School Board Retreat is scheduled for January 10 and 11, 2003. After much discussion as where to hold the Retreat, it was agreed to book the Red Ochre Inn in Buchans.

It was also agreed to set a firm date for School Board trustees and school councils to meet. The Senior Administration Team will decide on a date.

8. NEW BUSINESS

There was no new business at this meeting.

9. Correspondence

There was no correspondence to be dealt with at this meeting.

10. Outstanding Business

10.1. Home Schooling Policy (pg. 4, 00/01)

10.2. By-Laws

10.3. Policy on Partnerships (pg. 33, 00/01)

10.4. Harbour Breton Trustee (pg. 73)

10.5. La Rochelle Property in Brent's Cove

10.6. Smoking Policy (pg. 2)

11. Date of Next Meeting

The next meeting will be held at Helen Tulk Elementary School, Bishop's Falls, on January 21, 2003. Presentations will be invited from school councils in the area.

12. Motion to Adjourn

There being no further business, the meeting adjourned at 4:30 p.m.



Beverly Wells, Recorder

Terry Brown, Chair of the Board