

School District #5: Baie Verte, Central, Connaigre
Regular School Board Meeting
School Board Office, Grand Falls-Windsor
March 25, 2003
MINUTES

IN ATTENDANCE

Carolyn Andrews, Vice-Chair
Clarence Brown
Randy Edison
Robert Elliott
Raymond Gray
Albert Hodder
Winston Keeping
Sharon Mayne
David Morrow
Sean Power
Gregory Roberts
Mabrey Winsor

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

Mary Bungay, Operations Manager (for first part of meeting)
Albert Clarke, Rogers Enterprises Ltd. (for first part of meeting)

ABSENT

Terry Brown sent regrets. Gail Hoskins was absent.

Vice-Chair Carolyn Andrews chaired the meeting in the absence of the Board Chair, Terry Brown.

1. Invocation

The meeting began at 7 p.m. with those present repeating the invocation.

2. Presentations

An indoor air quality assessment was completed by Rogers Enterprises Ltd. on Greenwood Academy, Milltown. Albert Clarke from Rogers Enterprises Ltd. attended the meeting to present the report to the Board and to accept any questions from Board trustees.

David Morrow: Roof was replaced in 2001. How about other panels on walls. Is there any water damage from these? No.

Will costs to undertake recommendations in report be in addition to current budget to renovate the school? Yes.

Sean Power: Questioned \$50,000 repairs. Clarke could not comment.

Terry Hillier said the first three construction costs can be done by School Board staff. #5 would have to be included in the cost of renovating the school.

Trustees suggested replacing the plywood panels in the roof. Albert Clarke felt this would not be necessary if proper ventilation is installed. He said it would have to be cleaned by protocol and then aired to dry. Mr. Clarke said this would correct the problem of blackness currently on the panels.

Albert Hodder: How much room is in the eaves of the roof to get it cleaned out. Not much. However, Mr. Clarke said ventilation would dry out the area.

Albert Clarke said overall the building is structurally sound and is in fairly good condition.

3. Program PRESENTATION

3.1. Safe and Caring Schools Policy

The Safe and Caring Schools Policy Presentation was tabled to the next regular School Board meeting.

4. APPROVAL OF AGENDA

On motion the Agenda was approved. (Gray/Keeping) Carried.

46-02/03

5. MINUTES OF February 18, 2003

Albert Hodder noticed that on page 39, it said a comment on page 30 but it should have said page 31. Also, in the same paragraph, it referred to Leo Burke Academy. It should have been Helen Tulk Elementary School.

Clarence Brown said the motion he made on page 42, which was defeated, was worded wrongly. It should have stated that a structural inspection be done based on the letters from people of Bay d'Espoir and discussions around the Board table.

After consideration of the above corrections, the following action was taken:

On motion the Minutes of the February 18, 2003, Regular School Board meeting, with the above changes, were approved. (Gray/Brown) Carried.

47-02/03

6. BUSINESS ARISING (January 21 & February 18 Meetings)

Most items from the January 21 and February 18 meetings were highlighted in the Director's Report and are included here as excerpts from that Report.

6.1. Leo Burke Academy, Ventilation System

The contractor was on site on March 12 and the project should now be completed. Commissioning will be scheduled as soon as possible when Vehbi Kantarcioglu returns from vacation in early April.

6.2. School Facilities in Bay d'Espoir

A Report from Rogers Enterprises Ltd. regarding the indoor air quality assessment for Greenwood Academy was received and Mary Bungay, Operations Manager, prepared a report on recent work that had been undertaken to the building. Dry rotted panels, shoeing and studs were replaced. Mould in girls' washroom was cleaned according to protocol and ceiling tiles had been replaced.

Sean Power asked if air quality samples had been taken in areas where visual problems were not evident. He was informed that a complete air quality test was undertaken in February 2002 and the results showed no problems with air quality at that time. The current test was undertaken because of visual signs and observations that included dry rot in the gym and mould in the girls' washroom.

Mary Bungay gave a report on Lou Willcott's complaints in an e-mail dated February 14, 2003, to the Board.

Robert Elliott said there is an estimate of \$26,000 to repair the building as per Rogers' recommendations. He asked if this could be placed in the project to renovate the school. Albert Clarke suggested putting it in the project.

David Morrow suggested the Board defer any decisions on approving or disapproving any decision on this issue until later. Terry Hillier, Assistant Director (Finance & Administration), suggested that if the Board wanted to include it in the project it should be done immediately since the tender is about ready for advertising.

Randy Edison asked if the Board puts it in the tender and it comes in higher than is expected, can the Board then decide not to do it. Terry Hillier said yes.

Both Robert Elliott and Gregory Roberts suggested putting it in the tender.

On motion it was agreed that recommendations 1 – 5 in Rogers Enterprises Ltd. Report on Indoor Air Quality Assessment at Greenwood Academy, Milltown, be included in the tender with the understanding that the Board will review the cost in respect of the full package. (Edison/Elliott) Carried.

48-02/03

6.3. Helen Tulk Elementary, Ventilation System

Albert Hodder demonstrated the ventilation system in Helen Tulk Elementary School, Bishop's Falls. He suggested the Board ask Works, Services and Transportation to remove the system from the school and connect the computer room to the main ventilation system in the school.

Robert Elliott said he can't understand why schools cannot be built with good ventilation.

6.4. School Review - Bishop's Falls

The process is still ongoing with another meeting being planned for later in March. The Committee will be visiting Helen Tulk Elementary to view school facilities to ascertain how they may accommodate students.

6.5. Congress 2003

The deadline to submit names for Congress 2003, which will be held July 3-5 in Winnipeg, is March 31. Sean Power and Randy Edison said they were interested in attending. The Chair of the Board and the Director will also attend.

6.6. Resolutions to NLSBA AGM

The following people will attend NLSBA AGM, May 8 – 10, 2003: Sean Power, David Morrow, Carolyn Andrews, Raymond Gray, Mabrey Winsor, Terry Brown and Deborah Armstrong.

The following resolutions were made and approved:

Whereas we recognize the role school councils serve in promoting academic achievement, be it resolved that NLSBA work with the Federation of School Councils and with school boards to examine ways to support and encourage school councils in their development and promotion of positive outcomes, especially for student achievement

And, whereas the Federation of School Councils works side by side with school boards in promoting quality education for students, be it resolved that NLSBA work towards building a stronger relationship with the Federation and work together to publicly advocate for education. (Morrow/Elliott) Carried.

49-02/03

Be it resolved that the Board would like the Department of Education to amend specifications for the purchase of new busses and/or modify existing busses to allow for the installation of storage compartments to accommodate student luggage, extra curricular materials, etc. (Roberts/Brown) Carried.

50-02/03

Whereas NLSBA is for all of the membership of school board trustees,

And, whereas board chairs currently have very busy roles in each of their boards and can collaborate as a group with common interests,

And, whereas we have many very capable and keen trustees in Newfoundland and Labrador,

Be it resolved that NLSBA give consideration to its membership consisting of one representative per board who is not necessarily the board chair to carry out the important work to be done. (Power/Winsor) Carried.

51-02/03

Whereas the present formula for teacher allocation is based on student numbers,

And, whereas there needs to be a province wide discussion on the present system of teacher allocation,

Be it resolved that NLSBA develop a proposal to present to the Department of Education that considers the nature of the school curriculum, the needs of students in various size schools and any other factors that impact on the teacher allocation formula. This proposal will recommend a teacher allocation formula which is not only based on the numbers of students attending a particular school, but also on the program needs of the students. (Power/Mayne) Carried. 52-02/03

6.7. Update on Avoca Collegiate, Badger

The Director gave a brief update on the school situation in Badger. She said she would be going to Badger on Thursday, March 27, to meet with parents and to give them the opportunity to see the problems there first hand. Board trustees were invited to attend.

6.8. MHA Forum

The Director spoke to two of the MHAs that had planned to attend the earlier scheduled MHA Forum. They agreed with her suggestion that the Board Chair, some of the senior staff, and trustees from a given area meet with individual MHAs to discuss concerns and challenges in the schools in the MHA's area. These meetings could be held closer to the areas in which the MHAs serve.

Robert Elliott said he doubt if the Premier would attend. Randy Edison suggested moving on and doing this another year. Some Board trustees did not agree with Mr. Edison and the consensus was that such meetings be held this year.

7. Reports

7.1. Director's Report

The Director's Report, dated February 18, 2003, was considered.

On motion it was agreed to approve the staffing appointments listed in the Director's Report dated February 18, 2003. (Power/Winsor) Carried. 53-02/03

On motion it was agreed to approve the leaves as listed in the Director's report dated February 18, 2003. (Mayne/Gray) Carried. 54-02/03

On motion it was agreed to approve the single resignation as listed in the Director's Report dated February 18, 2003. (Brown/Keeping) Carried. 55-02/03

The Director's Report dated March 25, 2003, was circulated and considered by Board trustees.

On motion it was agreed to approve the staffing appointments listed in the March 25, 2003, Director's Report. (Winsor/Morrow) Carried. 56-02/03

On motion it was agreed to approve the leaves as listed in the Director's Report dated March 25, 2003. (Gray/ Morrow) Carried. 57-02/03

On motion it was agreed to approve the resignations as listed in the Director's Report dated March 25, 2003. (Keeping/Brown) Carried. 58-02/03

7.2. Executive Report

The Executive met on March 25 but no report was available.

7.3. Financial Report

The Financial Statements of the Board to February 28, 2003, were circulated to Board trustees. Terry Hillier, Assistant Director (Finance & Administration), advised the Board that as of the present time, it looks like the Board will have a deficit of \$117,600 by year-end. Mr. Hillier said the administration, operations and maintenance, and capital are up. He said instruction is down and transportation is on target. Mr. Hillier is hopeful that government will provide more money to school boards by mid-April.

On motion it was agreed to accept the Financial Statements of the Board to February 28, 2003. (Roberts/ Elliott) Carried. 59-02/03

7.4. Finance & Properties Report

The Finance and Properties Committee met earlier in the day of March 25. They presented the recommendations for consideration and the following action was taken:

It was recommended that the Director advise members of the strategic social plan of problems under the Highway Traffic Act with respect to school bus capacity.

It was recommended that the Board approve the Smoke-Free Environment Policy. Carolyn Andrews asked to have it tabled to the next Board meeting so she can have time to look at it.

The Committee recommended that the previous recommendation of the Board made on December 10, 2002, regarding Helen Tulk Elementary Ventilation System, remain as it is: 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 cost of the ventilation system at Helen Tulk Elementary School, Bishop's Falls.

Albert Hodder said he cannot leave the issue of the ventilation system at Helen Tulk School as it is. Mr. Hodder said the School Council is becoming very discouraged because of this situation. He asked what could be done. He again suggested taking out the present system. David Morrow said something was done but it didn't work out. Mr. Morrow said the government won't pay for it; it is somebody else's fault and the Board should not have to pay to fix it.

Robert Elliott said if there is a real health problem, the Board has to do something.

Terry Hillier said the Board has not been notified of any problems recently. There is a protocol for air quality testing.

It was mentioned by one Board trustee that the School Council and school administration are saying that the Board is not doing anything to correct the problem.

Clarence Brown said the Board needs to bring in someone to explain the problem and make suggestions for remediation with a guarantee that it will work.

Robert Elliott said the Board should say they are not going to do anything else with the system.

Randy Edison asked if the School Council and administrators had contacted their MHA. Mr. Edison said the Minister's letter is misleading to the people of Bishop's Falls. It was a misinterpretation of the Director's letter.

Sean Power suggested that the next time the Board Chair is in St. John's he meet with the Minister of Education and close the Helen Tulk file.

The Director suggested the Board do a chronology on the Helen Tulk Ventilation System case. A copy of the chronology and all relevant information could be sent to the Minister of Education.

It was agreed that the Board administration write a letter to Mr. Reid of Bishop's Falls advising him that the Board has no intention of selling land at this time and should it decide to sell, it will be done by public tendering.

It was agreed that the Rogers Enterprises Ltd. Report on air quality assessment at Grenfell Intermediate School, Grand Falls-Windsor, be released to the school and the school council.

On motion it was agreed to accept the Finance and Properties Report. (Power/Gray) Carried.

60-02/03

7.5. Personnel Committee Report

Copies of the February 12, 2003, Proceedings of the Personnel Committee Meeting were circulated to Board trustees.

Sean Power, Chair of the Personnel Committee advised that the Committee met with the Communications Committee to look at ways of highlighting the media on the District's case of teacher allocations. He also advised that there are contract discussions going on with senior staff.

The Communications Committee is looking at "The Speech from the Thorne" and is responding to it.

Robert Elliott suggested that the Communications Committee write up information and put it in the newspapers regarding the needs of our schools, eg. Helen Tulk Elementary School.

The Personnel Committee will meet before the next regular School Board meeting.

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

61-02/03

7.6. Programming Report

Proceedings of January 14 and March 5, 2003, Programming Committee Meetings were circulated to Board trustees.

A presentation on The Safe and Caring Schools Policy will be made at the next Regular School Board meeting.

Grade 3 CRTs will be dealt with in a future meeting. It was recommended that this be done in April.

School council chairs will be brought together with School Board trustees for a forum on April 1, 2003. The purpose of the forum is to continue to build a working relationship with school councils, which in turn should bring a sense of purpose to their roles. Some suggestions for the forum included the role of school councils in improving student achievement, school councils' sharing of best practices and the role of school councils in school development.

On motion it was agreed to accept the Programming Report as presented. (Morrow/Winsor) Carried.

62-02/03

7.7. CRSC Report

Minutes of the February 20, 2003, Central Region Steering Committee for the Strategic Social Plan were circulated to Board trustees. David Morrow highlighted the report. He also stated that the Provincial Landscape Document should be released in April. He asked the Committee to make copies available for all School Board trustees.

A motion was made to extend the Board meeting to 10:10 p.m. (Brown/Morrow) Carried.

63-02/03

7.8. School Board-Teacher Liaison Committee

Minutes of the February 25, 2003, School Board-Teacher Liaison committee Minutes were circulated to Board trustees for information purposes.

7.9. CSBA Atlantic Conference

A report from Carolyn Andrews highlighting events from the CSBA Atlantic Conference in January was circulated to Board trustees for information purposes.

7.10. Annual Report of the Board (2001-2002)

The Annual Report of the School Board was forwarded to School Board trustees earlier.

On motion it was agreed to approve the Annual Report of the School Board (2001-2002). (Morrow/Gray) Carried. 64-02/03

8. NEW BUSINESS

8.1. NLSBA Strategic Plan

Due to deadlines and time restraints, the Board Chair responded to the NLSBA request for feedback to their proposed Strategic Plan.

8.2. NLSBA Honorary Awards and Awards of Excellence

Information was circulated to Board trustees regarding the honorary awards and awards of excellence as sponsored by NLSBA. Trustees were asked to consider any person(s) they would like to nominate for those awards and forward them to NLSBA.

A preliminary notice regarding the NLSBA AGM, which will be held at the Albatross Hotel, Gander, on May 8–10, was also circulated to Board trustees.

9. Correspondence

There was no correspondence for consideration at this meeting.

10. Outstanding Business

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

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

11. Date of Next Meeting

The next Regular School Board meeting will be held on April 15, 2003, at the School Board Office in Grand Falls-Windsor.

12. Motion to Adjourn

There being no further business the meeting adjourned on a motion at 10:05 p.m.

Beverly Wells, Recorder

Carolyn Andrews, Vice-Chair