



OFFICE OF THE DIRECTOR

Board Chair: Milton Peach
C.E.O./Director of Education: Darrin Pike

EXECUTIVE COMMITTEE MEETING

Monday, August 31, 2015 – 9:45 a.m.

1. OPENING

An Executive Committee meeting of the Newfoundland & Labrador English School Board was held by on Monday, August 31, 2015. The meeting was called to order at 9:45 a.m. by the Chair, Milton Peach.

Members present: Milton Peach, Chair
Guy Elliott
Nada Borden
Goronwy Price

Regrets: Eric Snow
John George

Also in attendance: Mr. Darrin Pike, CEO/Director of Education
Mr. Terry Hall, Assistant Director Finance and Administration
Mr. Tony Stack, Assistant Director Operations
Mr. Gerald Buffett, Assistant Director of Human Resources
Mr. Jeff Thompson, Associate Director of Education
Ms. Jackie Crane, Executive Assistant
Ms. Heather Hillier, Senior Administrative Officer

The Chair stated this meeting was held to discuss a few urgent matters that needed to be addressed prior to school opening. He welcomed Gerald Buffett back to the Board table after his absence. The trustees were also invited to attend a tour of the new Waterford Valley High School after the meeting.

2. ADOPTION OF AGENDA (Goronwy Price/Guy Elliott) Carried

Motion: The Executive Committee agreed unanimously to adopt the agenda.

3. CONSIDERATION OF MINUTES

3.1 Deferred to next meeting

4. BUSINESS ARISING

4.1 NLESD Constitution- Darrin Pike, CEO did a thorough run through of the changes recommended by legal counsel. No substantial changes, mostly housekeeping items. Mr. Pike stated that the Minister of Education was waiting on the changes in order to do a final review.

MOTION: That the Executive Committee, on behalf of the Board, accept the amendments to the NLESD Constitution as recommended by legal counsel, pending Ministerial approval. (Goronwy Price/Nada Borden)

5. NEW BUSINESS

5.1 Policy, GOV-102 Religious Symbols and Observations- Anthony Stack, Assistant Director of Education provided an overview of this policy and explained the difference between religious symbols and religious observations. The Schools Act allows for observances such as Christmas concerts, however not for symbols such as a cross being placed on a school. With this in mind, if a parent objects to a cross on a school and asks for it to be removed we would have to consider removing it under this policy. It was suggested that the word "current" be removed in the opening policy statement. This amendment was accepted by all present.

MOTION: That the Executive Committee, recommend to the Board, acceptance of GOV-102 Religious Symbols and Observations with the noted amendment. (Nada Borden/Guy Elliott)

5.2 Policy, GOV-103 Naming and Re-Naming of Schools-Anthony Stack, Assistant Director of Education provided an overview of this policy and outlined the criteria for naming and re-naming of schools.

MOTION: That the Executive Committee, recommend to the Board, acceptance of GOV-103 Naming and Re-Naming of Schools. (Guy Elliott/Goronwy Price)

5.3 Policy, GOV-105 Trustee Code of Ethics-Darrin Pike, CEO, gave an overview of this policy noting all previous Boards had a similar policy that and all were taken into account when developing GOV 105. It was noted that the previous Central Board had a handbook outlining Code of Ethics which Mr. Pike felt may be something we may want to incorporate in the future.

MOTION: That the Executive Committee, recommend to the Board, acceptance of GOV-105 Trustee Code of Ethics. (Goronwy Price/Nada Borden)

5.4 Policy, GOV-106 Trustee Professional Development- Darrin Pike, CEO, gave an overview of this policy to the Trustees. There was a discussion around limiting the number of trustees approved to attend each professional development conference. It was noted that in 6.1 and 6.2 the word "each" should be added and that 6.3 should state "with the exception of the chair". In addition 6.2 should add "hosted outside Canada".

MOTION: That the Executive Committee, recommend to the Board, acceptance of Policy GOV-106 Trustee Professional Development with noted amendments. (Goronwy Price/Nada Borden)

5.5 Policy, GOV-107 Board Entertainment Expenses- Terry Hall, Assistant Director of Finance and Administration provided clarification on the policy, he stated it is in line with the Green Report as well as Government standards.

MOTION: That the Executive Committee, recommend to the Board, acceptance of Policy GOV-107 Board Entertainment Expenses. (Nada Borden/Guy Elliott)

5.6 Operating Budget 2015-2015 School Year

The operating budget for the period of July 1, 2015 to June 30, 2016 was tabled by the Assistant Director of Education – Finance and Business Administration, Terry Hall.

This budget does not reflect capital funding, special incentive or special project funding from the Department of Education and Early Childhood Development (DEECD) or Nunatsiavut government funding nor does it reflect schools' controlled funds, or the operations of the Newfoundland and Labrador Education Foundation.

The *Schools Act, 1997* requires school districts to balance its budget each fiscal year. The proposed budget for the 12 month period ending June 30, 2016 is balanced, however, funding from deferred revenues in the amount of \$250,000 was required. This is a significant decrease from the 2014-2015 budget largely due to the fact that DEECD has provided the District with an additional \$2.3 million in funding for administrative and operational resources. Budget pressures contributing to the use of this funding include: the inability to attain all the administrative reductions as required by DEECD as a result of the amalgamation and the inability to implement one of the strategic procurement project's initiatives.

The budget as presented reflects the most current operating grant from DEECD for this period. Any salary adjustments required as a result of future contract negotiations have not been taken into consideration. The budget for board owned pupil transportation is based on the 2014-2015 approved budget and will be adjusted in November/December when the 2015-2016 budget is approved by the DEECD. The budget for contracted pupil transportation is based on 2014-2015 actual expenditures.

MOTION: That the Executive Committee, on behalf of the Board, approve the Newfoundland and Labrador English School District's balanced operating budget for the 12 month period July 1, 2015 to June 30, 2016. (Nada Borden/Guy Elliott)

5.7 School Milk Foundation Appointment - three trustees indicated interest in sitting on the School Milk Foundation Board, Nada Borden, Eric Snow and George Sheppard. It was decided to take this request to the Board to decide the process to be followed prior to appointing a representative.

5.8 Divisional Updates- School Readiness for September 2015

Mr. Gerald Buffett, Assistant Director of Human Resources, provided an update to the Executive Committee regarding job postings to date, our allocation 2015-2016, positions remaining to be filled and substitute teacher lists. Presentation attached.

Mr. Terry Hall, Assistant Director of Finance and Administration provided an update to the Executive Committee regarding the District budget, financial staff PD for school administration, school accounting manual and payroll. Presentation attached.

Mr. Anthony Stack, Assistant Director of Operations provided an update on facilities and maintenance, student transportation, and school planning function. Presentation attached.

Mr. Jeff Thompson, Associate Director of Education- Programs provided an update on school readiness with respect for focus on new curriculum, Strategic Plan, work with Focus Schools, and work with student support services. Presentation attached.

6. ADJOURNMENT

There being no further business the meeting adjourned at 12:20 p.m. by a motion from Goronwy Price.