

OFFICE OF THE DIRECTOR

Chair: Milton Peach, B.A., B. A. (Ed)

C.E.O./Director of Education: Darrin Pike, B. Sc., B.Ed., M.Ed.

District Conference Center
Friday, June 5, 2015
7:00 P.M.

Board Meeting Minutes

1. OPENING

A meeting of the Newfoundland & Labrador School Board was held on Friday, June 5, 2015. The meeting was called to order at 7:00 P.M. by the Chair, Milton Peach.

Members present: Milton Peach, Chair
Guy Elliott
John George
George Sheppard
Eric Snow
Fred Douglas
Wayne Lee
Newman Harris
Nada Borden
Kim Cheeks
Goronwy Price
Donald Brown
Gary Baikie

Regrets: Rick Martin

Also in attendance: Darrin Pike, CEO/Director of Education
Jackie Crane, Executive Assistant
Heather Hillier, SAO
Jeff Thompson, Associate Director of Education
Anthony Stack, Assistant Director of Education
Lloyd Collins, Assistant Director of Education (Acting)
Terry Hall, Assistant Director of Education
Ken Morrissey, Director of Communications

The Chair welcomed the trustees and staff to the meeting and acknowledged this to be the last regular Board meeting of the 2014-2015 school year. He also welcomed Mr. Terry Hall, recently appointed Assistant Director of Finance & Administration to our meeting.

2. ADOPTION OF AGENDA

Motion: The Board agreed unanimously to adopt the agenda. (Goronwy Price/Don Brown)
Carried

3. CONSIDERATION OF MINUTES

3.1 The minutes of March 12, 2015 Board meeting were adopted as presented. (Nada Borden/ Newman Harris) *Carried*

3.2 The minutes of March 30, 2015 Board meeting were adopted as presented. (John George/ Kim Cheeks) *Carried*

4. BUSINESS ARISING

4.1 No business arising

5. COMMITTEE REPORTS

Trustee, Ms. Nada Borden, Chair of the Finance & Operations Committee provided an overview of the two meetings held since our last Board meeting. She stated due to time sensitivity one of the motions were brought to the Executive committee to have the motion passed. That is listed below in the Executive Committee Package of May 3, 2015.

5.1 FINANCE & OPERATIONS COMMITTEE REPORT MARCH 30, 2015

1. Annual RM submission to DEECD

MOTION: That the Board accept the prioritized Repairs and Maintenance Submission, and further recommend that District staff be authorized to make adjustments to the list throughout the year as operational needs warrant. (Nada Borden/John George) *Carried*

2. Market Ridge Easement

MOTION: That the Board, approve the easement for the Paradise Elementary property pending agreement by the developer to leave a lot as offered by Karwood as a potential future access to Paradise Elementary. (Nada Borden/John George) *Carried*

5.2 FINANCE & OPERATIONS COMMITTEE REPORT MAY 15, 2015

1. Acquisition of Buses (Board Owned Fleet) & related debt

Within the board owned fleet of the Newfoundland and Labrador English School District, there are sixteen 2002 model buses that must be removed from service in accordance with provincial regulation. These buses are to be replaced with sixteen new 2016 model year buses.

MOTION: That the Board, approve the:



- a. purchase 1 bus for Labrador Region at a per unit cost of \$92,963.00 (plus HST); 3 buses for Western Region at a per unit cost of \$91,455.00 (plus HST); 7 buses for Central Region at a per unit cost of \$91,675.00 (plus HST); 5 buses for Eastern Region at a per unit cost of \$92,225.00 (plus HST); and

- b. borrow up to 1.7 million with an amortization period of twelve years,

with such approval further subject to Ministerial approval. (Nada Borden/Guy Elliott) Carried

5.3 PROGRAMS & HUMAN RESOURCES COMMITTEE REPORT MAY 6, 2015

Trustee Fred Douglas, Chair of the Programs & Human Resources Committee gave an overview to the Board of Trustees from the meeting and tabled the following motions:

1. Consideration of Draft Policy “Disability Management”

MOTION: that the Board, approve the Disability Management Policy as tabled at the May 6, 2015 meeting of the Programs and Human Resources Committee of the Board. (Fred Douglas/Goronwy Price) Carried

2. Consideration of Draft Policy “Student Records”

MOTION: that the Board, approve the Student Records Policy as tabled at the May 6, 2015 meeting of the Programs and Human Resources Committee of the Board. (Fred Douglas/ Newman Harris) Carried

5.5 EXECUTIVE COMMITTEE REPORT MAY 3, 2015

THIS MOTION WAS TIME SENSITIVE AND WAS ACTED UPON BY THE EXECUTIVE COMMITTEE OF THE BOARD, NO MOTION OR VOTE REQUIRED.

1. Photocopier Lease

MOTION: That the Executive Committee, on behalf of the Board, approve:

- purchase up to \$750,000 (inclusive of net HST) worth of replacement copy/print/duplication technology from Xerox under the provincial RFP, and

arrange the necessary lease financing with a five year amortization term, with such lease financing subject to Ministerial approval.



6. NEW BUSINESS

6.1 NEWFOUNDLAND & LABRADOR EDUCATION FOUNDATION REPORT

Trustee George Sheppard gave a quick briefing on the following:

Scholarship information has been sent to the schools and they will follow up in June to make all schools aware of the deadline. The applications will be reviewed in August.

We are putting filling of the Development Officer position on hold for the Foundation to see if it is indeed needed. The staff will handle the work over the next little while until the committee has time to assess the need for the position.

Trustee Sheppard stated the committee met today and will be having another meeting in the coming weeks.

6.2 SCHOOL MILK FOUNDATION BOARD REPORT

Trustee Nada Borden gave a quick report on the School Milk Foundation Board.

A meeting of SMFNL was held at 10:00 am on Tuesday, May 26, 2015 at the new office location at the Agricultural Farm on 308 Brookfield Road.

The major item on the agenda was a Nutrition Education/Promotional Audit. Two Presentations were made to the board by outside consultations followed by lengthy discussions.

Ten recommendations from the Promotional Audit were considered. Some of the promotional programs will be retained and strengthened but it was decided to discontinue the Max & Molly contest for K-3 for the 2015/16 school year to be replaced with a new updated contest in 2016/17. Likewise, the School sports program will be retained and strengthened but others will be discontinued pending revisions or new replacement programs utilizing the digital realm and the use of smart-boards for presentations. Other recommendations will be phased in over time, budget dependent.

The Board feels recommendations from the Nutrition Education Review can be handled in-house by redesigning/refining staff duties and responsibilities. A social media strategy will be implemented on a day-to-day basis.

Other business included a review of the Income Statement, Constitution and By-Laws revisions, and Milk Sales report.

A follow-up teleconference was held on Friday, May 29 for approval of motion to move forward on redesign/refinement of staff duties.

The next meeting is scheduled for September 30, 2015.



7. CORRESPONDENCE TO MINISTER

- 7.1. March 16, 2015, Reorganization of Grand Falls-Windsor School System
- 7.2. March 16, 2015, Request Approval to Sell Vacant Land in Pouch Cove
- 7.3. March 16, 2015, Request Approval to Sell Harriot Curtis Collegiate
- 7.4. March 16, 2015, Request Disposition of Epiphany Elementary
- 7.5. March 16, 2015, Request to Dispose of Roncalli High, Port Saunders
- 7.6. May 4, 2015, Request for up to Two Day Closure for Schools
- 7.7. May 14, 2015, Request Approval to Purchase Photocopiers

8. CORRESPONDENCE FROM MINISTER

- 8.1. February 27, 2015, Response to Request to Utilize Special Incentive Funding
- 8.2. April 1, 2015, Approval re Epiphany Elementary
- 8.3. April 1, 2015, Approval re Vacant Land in Pouch Cove
- 8.4. April 6, 2015, Response re Reorganization of Grand Falls-Windsor School System
- 8.5. April 1, 2015, Response Disposal of Roncalli High Property , Port Saunders
- 8.6. May 25, 2015, Approval for up to Two Day Closure for Schools

9. DIRECTOR'S REPORT

The Director of Education, Mr. Darrin Pike provided an overview of the past year and a preview into the coming year. The presentation was very informative and the trustees thanked him for his informative updates throughout the year. He provided the trustees with a quarterly report.

10. ADJOURNMENT TO CLOSED SESSION

There being no further business the meeting adjourned at 8:05 P.M. by motion from Don Brown.

Chair

Recording Secretary

