

January 17, 2014
Executive Meeting

1. OPENING

An Executive Committee meeting of the Newfoundland & Labrador English School Board was held on Friday, January 17, 2014. The meeting was called to order at 11:00 a.m. by the Chair, Milton Peach.

Members present: Milton Peach, Chair
Goronwy Price
Guy Elliott
Nada Borden
John George
Eric Snow

Also in attendance: Mr. Darrin Pike, CEO/Director of Education
Ms. Jackie Crane, Executive Assistant
Ms. Heather Hillier, Senior Administrative Officer

The Chair welcomed the trustees and staff to the meeting and thanked all for making the time to attend the meeting.

2. ADOPTION OF AGENDA (*Goronwy Price/Eric Snow*) *Carried*

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

3. CONSIDERATION OF MINUTES

Minutes- November 22, 2013

Motion: The Executive Committee agreed unanimously to adopt the minutes of November 22, 2013 (Nada Borden/John George) *Carried*

4. BUSINESS ARISING

No business arising.

5. NEW BUSINESS

5.1 Strategic Planning Consultation Schedule & Overview of Strategic Planning Consultation Process (Heather Hillier)

Ms. Heather Hillier provided the committee with an overview of the consultation schedule and process. She provided some feedback to the group regarding the first session which took place at Ascension Collegiate for the Bay Robert's area. Overall the session was productive and there was very positive feedback. The session remained focused on the questions presented. There was a discussion regarding the sites that will avail of the sessions through technology.

5.2 NLESB Interim Plan 2013-2014 (Draft)

The CEO spoke to the Executive Committee regarding the process of approval that is required for the NLESB interim plan for 2013-2014 school year. He went through the Draft plan and explained the evolving process go get to where we are with the plan in front of them today. This plan has been created from the previous plans in place with the four previous districts. The Strategic Issues were discussed in detail. This plan has to be ready to be tabled by the end of June. The committee were asked to review and provide feedback where they saw fit.

There was also some discussion regarding our IT infrastructure. It was felt it should be more prominent in our strategic issues and not buried within another strategic issue. This will be addressed by using sub-indicators.

MOTION: That the Executive Committee recommend to the Board, approval of the NLESB Interim Plan 2013-2014 (Draft) as tabled at the January 17, 2014 meeting of the Executive Committee of the Board. (Eric Snow/Nada Borden)

5.3 Records Retention & Disposal Schedule (Draft)

The Director clarified that this is not a Records Retention & Disposal Policy, it is a Records Retention & Disposal Schedule. The schedule is in line with the government and legal requirements

MOTION: That the Executive Committee recommend to the Board, approval of the Records Retention & Disposal Schedule (Draft) for recommendation to the Government Records Committee as tabled at the January 17, 2014 meeting of the Executive Committee of the Board. (Goronwy Price/Nada Price)



5.4 **Public Board Meeting Schedule**

There was a discussion regarding the timing of committee meetings and Board meetings. Under normal circumstances we would provide 4 days notice prior to bringing an item to the Board table. We will attempt to have committee meetings prior to all future Board meetings to allow us to meet the 4 day notice criteria. The Director stated that if teleconferences need to be held in between regular Board meetings and they are not closed meetings, they would be held in a public venue in order to facilitate public attendance.

MOTION: That the Executive Committee recommend to the Board, approval of the Public Board Meeting Schedule as tabled at the January 17, 2014 meeting of the Executive Committee of the Board. (Nada Borden/Guy Elliott)

5.5 **Correspondence from Minister**

Correspondence from the Minister's office was presented for information purposes.

6. ADJOURNMENT TO CLOSED SESSION

There being no further business the meeting adjourned at 12:05 p.m. by a motion from John George

