



**OFFICE OF THE DIRECTOR**

*Chair: Goronwy Price  
C.E.O./Director of Education: Anthony Stack*

**Newfoundland and Labrador English  
School Board Minutes**  
*January 26, 2019*

**1. OPENING**

The Newfoundland and Labrador English School Board (NLESB) meeting took place on Saturday, January 26, 2019 at the District Conference Centre, 40 Strawberry Marsh Rd, St. John's, NL. The meeting was called to order by the Chair of the Board, Goronwy Price, at 3:00 PM.

Members present: Mr. Goronwy Price, Chair  
Mr. Wayne Lee, Vice Chair  
Mr. John George  
Mr. Peter Whittle  
Mr. Lester Simmons  
Mr. Thomas Kendell  
Ms. Pamela Gill  
Mr. Hayward Blake  
Mr. Keith Culleton  
Mr. Scott Burden (Skype)  
Mr. Hilary Primmer  
Mr. Kevin Ryan  
Mr. Eric Ayers  
Ms. Jennifer Aspell

Regrets: Mr. Raymond Bennett  
Mr. Winston Carter  
Mr. John Smith

Also in attendance: Mr. Anthony Stack, CEO/Director of Education  
Mr. Ed Walsh, Associate Director of Education (Acting)  
Mr. Terry Hall, Assistant Director of Education, Finance & Administration/Student Transportation  
Ms. Heather May, Director of Strategic Planning, Policy and Communications  
Ms. Susan Tobin, Manager of Policy  
Mr. Ian Wallace, Parliamentarian  
Ms. Elaine Cross, Executive Assistant

**2. ADOPTION OF AGENDA**

**MOTION:** It was moved by Wayne Lee and seconded by Thomas Kendell that the agenda be adopted as presented. (Carried)

### **3. MINUTES OF PREVIOUS MEETING**

3.1 November 3, 2018 Minutes adopted. (John George / Eric Ayers) Carried

### **4. Business Arising**

No business arising.

### **5. Committee Reports**

#### **5.1 Executive Committee Report – December 20, 2018**

Trustee Lee provided an update to the Board from the December 20, 2018 meeting of the Executive Committee. (Details are contained in the committee minutes.)

One motion was passed on behalf of the Board.

#### **June 2018 Audited Financial Statements**

This was brought to the Executive Committee on December 20, 2018, as it required approval to be included in the Annual Report, which needed to be tabled by Government prior to December 31, 2018.

**MOTION:** That the Executive committee approve, on behalf of the Board, the Auditor's Report and the Draft Audited Financial Statements for the year ended June 30, 2018. (John Smith / Lester Simmons) Carried

**MOTION:** That the Board approve the Executive Committee Report of December 20, 2018 as presented. (Wayne Lee / Lester Simmons) Carried

#### **5.2 Finance and Operations Committee Report – December 3, 2018**

Chair of the Finance and Operations Committee, Trustee Whittle, provided an update to the Board from the December 3, 2018 meeting of the committee. (Details are contained in the committee minutes.)

One motion is referred to the Board for approval.

#### **Quarterly Budget update for period ending September 30, 2018**

**MOTION:** That the Board approve the revised Quarterly Budget Status Update for the period ending September 30, 2018 as recommended by the Finance and Operations Committee. (Peter Whittle / John George) Carried.

**MOTION:** That the Board approve the Finance and Operations Committee Report of December 3, 2018 as presented. (Peter Whittle / Jennifer Aspell) Carried

### 5.3 Finance and Operations Committee Report – January 17, 2019

Chair of the Finance and Operations Committee, Trustee Whittle, provided an update to the Board from the January 17, 2019 meeting of the committee. (Details are contained in the committee minutes.)

Three motions were referred to the Board for approval.

#### **Town of Cartwright Request to expand Gymnasium (NLESD Land)**

**MOTION:** That the Board approve, in principle, an expansion to the Town of Cartwright gymnasium, with any required surveys or legal costs to be borne by the Town of Cartwright, as recommended by the Finance and Operations Committee, pending Ministerial approval. (Peter Whittle / Jennifer Aspell) Carried.

#### **Disposition of Millcrest School – Grand Falls-Windsor**

**MOTION:** That the Board approve work with the RCEC to transfer any interest in the closed Millcrest School in Grand Falls-Windsor to the not-for-profit group called Social Exchange Network, as recommended by the Finance and Operations Committee, pending Ministerial approval. (Peter Whittle / Thomas Kendell) Carried.

#### **Revisit discussion on Conflict of Interest and Community Use of Schools Policies**

**MOTION:** That the Board approve for the District to continue to have School Administrators educated further on the Conflict of Interest and Community Use of School Policies, as recommended by the Finance and Operations Committee. (Peter Whittle / Keith Culleton) Carried.

There was significant discussion at the Board table regarding this issue. Mr. Hall indicated that professional learning sessions are taking place to ensure administrators are well trained to apply this policy. To date, over 100 administrators have already received this training. The policy is not designed to prohibit teachers or school staff from using the gym facilities in schools, as this can happen under the Community Use of Schools Policy. The liability to the District was incurred when those facilities are being treated as a personal gym.

Some Trustees expressed disappointment that we cannot allow our teachers full use of the facilities, especially since they give so much of own their time and often money in helping students, i.e. volunteering on school trips. Some companies build fitness centers and/or contribute towards gym fees for their employees to promote staff wellness.

It was indicated that the NLTA has also formally raised this issue.

It was pointed out that the District's Conflict of Interest Policy must mirror that of government and that legally, the hands of the District are tied in this matter.

The motion carried with a vote of eight (8) in favor and three (3) against.

**MOTION:** That the Board approve the Finance and Operations Committee Report of January 17, 2019 as presented. (Peter Whittle / John George) Carried

#### **5.4 Programs and Human Resources Committee Report – December 10, 2018**

Chair of the Programs and Human Resources Committee, Trustee Ryan, provided an update to the Board from the December 10, 2018 meeting of the committee. (Details are contained in the committee minutes.)

Three motions were referred to the Board for approval.

##### **Performance Accountability and Professional Growth for Management Employees Policy**

**MOTION:** That the Board approve the Performance Accountability and Professional Growth for Management Employees Policy, with the changes as discussed, as recommended by the Programs and Human Resources Committee. (Kevin Ryan / Hayward Blake) Carried

##### **Cannabis and Smoke Free Policy**

**MOTION:** That the Board approve the Cannabis and Smoke Free Policy, with changes as discussed, as recommended by the Programs and Human Resources Committee. (Kevin Ryan / Lester Simmons) Carried

##### **Student Search and Seizure Policy**

**MOTION:** That the Board approve the Student Search and Seizure Policy, with the changes as discussed, as recommended by the Programs and Human Resources Committee. (Kevin Ryan / Eric Ayers) Carried

There was some discussion at the Board table regarding what is included in this policy, specifically tobacco and vaping. It does and details are outlined in the Policy Regulations.

**MOTION:** That the Board approve the Programs and Human Resources Committee Report of December 10, 2018 as presented. (Kevin Ryan / Lester Simmons)

#### **5.5 Programs and Human Resources Committee Report – January 15, 2019**

Chair of the Programs and Human Resources Committee, Trustee Ryan, provided an update to the Board from the January 15, 2019 meeting of the committee. (Details are contained in the committee minutes.)

Five motions were referred to the Board for approval.

##### **Student Athletics Policy**

**MOTION:** That the Board approve the Athletics Policy as presented, as recommended by the Programs and Human Resources Committee. (Kevin Ryan / Pamela Gill) Carried

##### **Student Travel Policy**

**MOTION:** That the Board approve the Student Travel Policy as presented, as recommended by the Programs and Human Resources Committee. (Kevin Ryan / Eric Ayers) Carried

## **Internal Audit Report OH&S Compliance Implementation Plan**

**MOTION:** That the Board approve the Internal Audit report OH&S Compliance Implementation Plan as presented, as recommended by the Programs and Human Resources Committee. (Kevin Ryan / Hayward Blake) Carried

## **Occupational Health and Safety Policy**

**MOTION:** That the Board approve the Occupational Health and Safety Policy as presented, as recommended by the Programs and Human Resources Committee. (Kevin Ryan / Pamela Gill) Carried

## **Reporting Structure for Principals**

**MOTION:** That the Board approve the proposed reorganization to the Programs Division, as recommended by the Programs and Human Resources Committee. (Kevin Ryan / Eric Ayers) Carried

**MOTION:** That the Board approve the Programs and Human Resources Committee Report of January 15, 2019 as presented. (Kevin Ryan / Hayward Blake)

### **6. New Business**

#### **6.1 Newfoundland and Labrador School Boards Association Report – December 15, 2018**

The Chair provided a brief summary of the recent NLSBA meeting that took place on December 15, 2018.

The Chair attended the meeting along with committee members, Trustees Lee and Ryan. The election of officers did not take place, pending discussions with Board Trustees regarding future direction of the NLSBA. More details will be made available at a later meeting.

Other items discussed were Trustee remuneration and the problem of attracting teachers by the Francophone School Board.

**MOTION:** That the Board approve the NLSBA Report of December 15, 2018 as presented by Chair Price. (Goronwy Price / Kevin Ryan) Carried.

#### **6.2 School Milk Foundation Report – October 29, 2018**

Trustee Ayers was not in attendance at this meeting. He was notified of his selection to this committee only a few days before the meeting and was not able to attend due to a prior engagement. (Details of the meeting are contained in the committee minutes.)

**MOTION:** That the Board approve the School Milk Foundation Report of October 29, 2018 as presented. (Eric Ayers / Lester Simmons) Carried.

### **6.3 Education Foundation Report – November 27, 2018**

Newly appointed Chair of this Committee, Trustee Kendell, provided a report to the Board from the Education Foundation meeting on November 27, 2018. (Details are contained in the committee minutes.)

Two motions were passed at the committee meeting.

#### **Financial Statements period ending December 31, 2017**

**MOTION:** Moved by Hayward Blake, seconded by John Smith, that the Newfoundland and Labrador Education Foundation approve the audited financial statements for the year ended December 31, 2017 for the Newfoundland and Labrador Education Foundation. *Carried.*

#### **Review of By-Laws**

**MOTION:** Moved by Hayward Blake, seconded by Kevin Ryan, to defer adoption of the By-Laws as presented until the next Newfoundland and Labrador Education Foundation meeting. *Carried.*

**MOTION: That the Board approve the Education Foundation Report of November 27, 2018 as presented. (Thomas Kendell / Pamela Gill) Carried**

### **6.4 NLISE – No Report**

### **6.5 Fall Report (Strategic Plan)**

Heather May presented the Fall Report which provides an overview of the District's progress on the Strategic Plan up to July 30, 2018 (Year Two) The full report is included in the Board package.

### **6.6 Public Accounts Committee Update**

Chair Price provided the Board with an update on the December 18, 2018 meeting with the Public Accounts Committee regarding the Auditor General's Report on Management of the Procurement of Goods and Services.

The meeting focused largely on what actions the District has taken and will be taking to ensure this does not happen again. Additional information was provided to the committee in January and is included in the Board package.

There was discussion at the Board table regarding government's response to the District's request for additional resources to enhance financial systems. Currently, government is exploring the idea of integrating the District's financial systems with that of government. A consultant has been hired to review the financial systems of the District to determine the feasibility of this venture. This process is due to be completed in five (5) weeks and the decision from government will be part of the provincial budget in the spring.

There was further decision regarding the importance of obtaining the required resources in order to act upon

the Auditor General's recommendations.

**7 Correspondence sent to the District**

- 7.1 Minister Response – AG Action Plan and Budget Request
- 7.2 Ministerial Approval – Paradise Intermediate Land Purchase
- 7.3 Ministerial Approval – Site Selection for Bay d'Espoir School
- 7.4 Ministerial Approval – Heritage Sale
- 7.5 Public Accounts Committee Public Hearing Notice
- 7.6 MHA Brazil Request for PCSP High School
- 7.7 CSFP Request for Vacant School Building in Stephenville
- 7.8 Ministerial Approval for Bus Purchase for 2019
- 7.8.1 Minister Response – AG Action Plan and Budget Request (Explore Integration of Financial Systems)
- 7.9 Bishop Hundt Response – St. Gerards School
- 7.10 Ministerial Approval – Long Island Academy Land Transfer
- 7.11 Ministerial Approval – Gander Land Exchange

**8. Correspondence sent from the District**

- 8.1. AG Action Plan and Budget Request
- 8.2. Ministerial Request – Paradise Intermediate Land Purchase
- 8.3. Ministerial Request – Gander Land Exchange
- 8.4. Ministerial Request – Bus Purchase
- 8.5. Ministerial Request – Heritage Sale
- 8.6. Ministerial Request – Long Island Academy Transfer
- 8.7. OIPC Audit Response (Video Surveillance)
- 8.8. Response to CSFP – Vacant School Building
- 8.9. Response to Public Accounts Committee

Board Discussion:

Mr. Stack indicated that the Provincial Government would be conducting a review of the School's Act in the coming months and would be seeking public input. Work that has been completed by the Board in preparation for this will be compiled and forwarded to government for consideration.

Trustee Burden left the meeting at 5 pm.

**9. Director's Report-** Mr. Stack provided a presentation to the Board.

The Chair thanked the Director for his report.

**10. Adjournment to closed session at 5:20 pm by a motion from Peter Whittle.**

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Chair

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Recording Secretary

