



FINANCE & OPERATIONS COMMITTEE MEETING

January 17, 2019 – 12p.m.

NLESD Headquarters

95 Elizabeth Avenue, St. John's, NL (Skype)

1. Call to Order

A meeting of the Finance and Operations Committee of the Newfoundland and Labrador English School Board was called to order at 12:05pm on Thursday, January 17, 2019.

Members Present: Peter Whittle, Chair
Thomas Kendell, Committee Member
Winston Carter, Committee Member
Keith Culleton, Committee member
John George, Committee Member
Wayne Lee, Committee Member
Ray Bennett, Committee Member
Jennifer Aspell, Committee Member

NLESD Staff Present: Tony Stack, Director of Education/CEO
Terry Hall, Assistant Director of Education – Finance and Business Administration/Student Transportation
Jim Sinnott, Director of Facilities and Custodial Management
Bernadette Cole-Gendron, District Solicitor
Susan Clarke, Administrative Assistant (Finance/Recorder)

Regrets: Goronwy Price, Board Chair
Ed Walsh, Associate Director of Education (Programs/Operations) (Acting), ADE of Human Resources
Hilary Primmer, Committee Member

Chair Whittle indicated that we had a couple of last minute items for potential addition to the Agenda. 4.2 Disposition of Millcrest School – Grand Falls-Windsor, 4.4 Textbooks for use by teachers in hospitals and 4.5 Teachers tutoring students from their base schools.

2. Approval of Agenda

It was moved by John George, seconded by Ray Bennett that the agenda be adopted as amended. *Carried.*

3. Approval of Minutes – December 3, 2018

It was moved by John George, seconded by Thomas Kendell that the minutes of December 3,

2018 be adopted as presented. *Carried.*

4. New Business (Motion)

4.1 Town of Cartwright Request to expand Gymnasium (NLESD Land)

The Town of Cartwright has a recreation committee that operates a community gymnasium on the same site as Henry Gordon Academy, the land being owned by the Newfoundland and Labrador English School District (NLESD). The recreation committee recently contacted NLESD seeking permission to build an extension of 20 feet by 66 feet on the north side of the gym. The group is seeking funding for this project through the NunatuKavut Community Council, the Atlantic Canada Opportunities Agency, Recreation NL, and others.

There is a standing request from NLESD to Government, carried from the previous Labrador School Board (LSB), to replace Henry Gordon Academy. In 2007 LSB commissioned an engineering study to consider linking the community gym to the school, but this was ultimately not pursued. Based on a site visit and evaluation in 2018, staff feel that the new school request is certainly warranted. In exchange for building on school land, the school has traditionally had free access to the gym for school events (it being larger and more accessible than the school's gym). However, there is currently no formal agreement in place to allow this use, and there was a recent request from the committee to the school to pay a rental fee.

Given the location of the proposed extension, the site will not be compromised if the new school is approved. Clarity should be provided regarding school access to the gym via a facility use agreement entered into between NLESD and the Town.

Motion:

Moved by Ray Bennett, seconded by Keith Culleton that the Finance and Operations Committee recommend to the Board, approval in principle of an expansion to the Town of Cartwright gymnasium. Any required surveys or legal costs to be borne by the Town of Cartwright. *Carried.*

4.2 Disposition of Millcrest School – Grand Falls-Windsor

The former Millcrest School in Grand Falls-Windsor is a RCEC property which closed in June 2016. Under the Sec. 84 agreement the RCEC has rights/options with respect to how the property is to be dealt with once no longer required for educational purposes. The District continues to maintain the property.

The Town expressed interest in acquiring the detached Gymnasium portion only for use with some of its recreation programs. An agreement could not be reached with all parties so the RCEC had requested the District to sell by tender.

Prior to officially putting on tender the Town and a not-for-profit group called the Social Exchange Network (comprised of six (6) community services groups) presented to both the RCEC and the District in hopes of getting the location to fulfill its plan to consolidate into a single location to better serve the community. The RCEC recently contacted the District advising it is now agreeable to transfer the property to the group rather than sell.

The District is amicable to this agreement given the important community services provided by this Social Exchange Network. Further, it is in line with the District desire to work with municipalities and community groups where feasible.

The District is seeking Committee approval to work with the RCEC to transfer the property to the Social Exchange Network not-for-profit group.

Motion:

Moved by Jennifer Aspell, seconded by John George that the Finance and Operations Committee recommend to the Board, approval to 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, pending Ministerial approval. *Carried.*

4.3 Revisit discussion on Conflict of Interest and Community Use of Schools Policies (carried over from December 3, 2018 meeting)

Chair Whittle asked if any of the Committee members had ideas or suggestions to enhance the Conflict of Interest Policy. After much discussion, it was decided that due to the fact that this Policy aligns with Government Conflict of Interest Legislation it should stand as it has been presented and previously approved. There is still a process in place for employees to request review and rulings on whether or not certain items fall under the Conflict of Interest Policy. As it is more so the use of equipment in schools for personal use that is the issue, further correspondence and direction should be conveyed to employees. The Finance and Operations Committee feels that this policy should be brought back to the Board as already approved with the following motion:

Motion:

Moved by Jennifer Aspell, seconded by Keith Culleton that the Finance and Operations Committee recommend to the Board, approval for the District to continue to have School Administrators educated further on the Conflict of Interest and Community Use of School Policies. *Carried.*

4.4 Textbooks for use by Teachers in Hospitals

This item was added to the agenda for discussion purposes only. It is felt that this topic would best be addressed by Programs. Some long-term patients in hospitals are students and many do not have their textbooks when they are in the hospital. Teachers have indicated they do not have access to textbooks to teach these students while they are in for care. Recommended follow-up by Programs with Principal of Janeway Hospital School for further information and direction on how to obtain textbooks for these teachers and students.

For discussion only to be referred to Programs for follow-up.

4.5 Teachers tutoring students from their base schools

Item discussed briefly as this falls under the Conflict of Interest Policy. Noted that teachers cannot tutor students for money if the student is attending the school they are teaching in as this is a direct conflict.

For discussion only.

5. Date of Next Meeting

The next meeting will be held at the call of the Chair.

6. Adjournment

Motion to adjourn by Jennifer Aspell at 1pm. *Carried.*