



*OFFICE OF THE DIRECTOR*

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

**Newfoundland and Labrador English  
School Board Minutes**

*October 26, 2019*

**1. OPENING**

The Newfoundland and Labrador English School Board (NLESB) meeting took place on Saturday, October 26, 2019 at the District Conference Centre at 40 Strawberry Marsh Road, St. John's, NL. The meeting was called to order by the Chair of the Board, Goronwy Price, at 3:20 PM.

Members present: Mr. Goronwy Price, Chair  
Mr. Hayward Blake, Vice-Chair  
Mr. Wayne Lee  
Mr. Peter Whittle  
Mr. Lester Simmons  
Ms. Pamela Gill  
Mr. Thomas Kendell  
Mr. Keith Culleton  
Mr. Scott Burden  
Mr. Kevin Ryan  
Mr. Eric Ayers  
Mr. John George  
Mr. Raymond Bennett  
Ms. Jennifer Aspell  
Mr. Steve Tessier

Regrets: Mr. Winston Carter

Also in attendance: Mr. Anthony Stack, CEO/Director of Education  
Mr. Ed Walsh, Associate Director of Education (Programs and Human Resources)  
Mr. Terry Hall, CFO/Assistant Director of Education (Corporate Services)  
Ms. Georgina Lake, Assistant Director of Education (Student Services)  
Ms. Heather May, Director of Strategic Planning, Policy and Communications  
Ms. Susan Tobin, Manager of Policy  
Ms. Cheryl Gullage, Manager of Communications  
Mr. Doug Pippy, Director of Educational Programs  
Mr. Justin Hewitt, Parliamentarian  
Ms. Elaine Cross, Executive Assistant

## 2. ADOPTION OF AGENDA

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

## 3. MINUTES OF PREVIOUS MEETING

3.1 September 7, 2019 Minutes adopted (Raymond Bennett/Eric Ayers) Carried

## 4. Business Arising

### 4.1 Holy Spirit High and Mount Pearl Senior High School Feeder Systems (Motion)

Mr. Doug Pippy gave a presentation highlighting the proposed changes in the Holy Spirit High and Mount Pearl Senior High School Feeder Systems as a result of the new Paradise Intermediate School, which is scheduled to open in 2020/21.

**MOTION:** Holy Spirit High, 9-12 (CBS) , Mount Pearl Senior High School, 9-12 (Mt. Pearl), Mount Pearl Intermediate, 6-8 (Mt. Pearl), Paradise Elementary, K-6 (Paradise), Octagon Pond Elementary, K-6 (Paradise):

**WHEREAS** the Newfoundland and Labrador English School District is committed to providing the best possible educational programs for students; and

**WHEREAS** a reconfiguration of schooling in the Avalon Region is required to achieve that objective; and

**WHEREAS** a reconfiguration of the school systems, including the feeder systems for Mount Pearl Senior High and Holy Spirit High will address the addition of the new intermediate school to be opened in Paradise; and

**WHEREAS** a reconfiguration of these schools systems is predicated on the opening of a new intermediate school to be located in Paradise;

**BE IT THEREFORE RESOLVED** that:

Upon institution of the new Paradise Intermediate School, 6-9, the following changes be made:

Paradise Elementary will be reconfigured from a K-6 to K-5

Octagon Pond Elementary will be reconfigured from a K-6 to K-5

Students from Paradise Elementary and Octagon Pond Elementary will attend the Paradise Intermediate School (6-9) once opened

Mount Pearl Intermediate will be reconfigured from 6-8 to 6-9

Mount Pearl Senior High will be reconfigured from 9-12 to 10-12 (Hayward Blake/Steve Tessier) Carried.

## 5. Director's Report

Mr. Stack presented the Director's Report to the Board which highlighted recent efforts to address peer violence, healthy eating in schools, and student transportation.

The Chair thanked the Director for his report.



## 6. Committee Reports

### 6.1 Executive Committee Report – October 4, 2019

Past Vice-Chair Wayne Lee provided an update to the Board from the October 4, 2019 meeting of the Executive Committee. There was one motion referred to the Board for approval regarding the purchase of a Financial Management System for the District.

The acquisition of this Financial Management System is in response to the Auditor General's Report of September 2018 relating to the Management of the Procurement of Goods and Services. Following a Board meeting held November 3, 2018, a funding request was forward to Government for the purchase and implementation of a financial management system to mitigate the risks highlighted in the report. Government is currently reviewing the Shared Services Model, however the timeline for implementation of this is not clearly defined and may not include all risks identified in the AG Report.

The District is seeking approval from the Board to use funds, including that currently held in Restricted Surplus, to purchase and implement a new financial management system. The Restricted Surplus has accumulated over a number of years mostly from the approved divestiture of district assets. The purchase and set up of the new system is estimated to cost a little over \$2 million, which includes training for all staff. Annual maintenance support fees will continue as exists today.

#### ***Original Motion from the Executive Committee:***

**MOTION:** That the Board approve the recommendation of the Executive Committee to utilize up to \$2.7M in funds at its disposal, including restricted surplus, to acquire and implement a new Financial Management System to help deal with issues raised in the Auditor General's report of September 2018. (Wayne Lee/Lester Simmons)

As a result of a meeting held between the Executive Committee of the Board and Provincial Government on October 21st, Chair Price put forward an amendment to the motion that it become effective in three months as follows:

#### **Revised Motion:**

**MOTION:** That the Board authorize the use of up to \$2.7M in funds at its disposal, including restricted surplus, to acquire and implement a new Financial Management System to deal with issues raised in the Auditor General's report of September 2018 if, within three months (ending January 31, 2020), the Provincial Government has not presented a shared services option that meets all the needs of the Board. (Wayne Lee/Lester Simmons) Carried

There was discussion at the board table regarding the original approval of the Cayenta System. Mr. Hall confirmed that it was presented at a previous meeting of the Board and outlined in the Action Plan that was submitted to Provincial Government in October 2018.

Following further discussion on the original motion not originating from the Finance and Operations Committee, legal advice received confirmed that the Executive Committee did not act outside its authority in proposing this motion.



**MOTION:** That the Board approve the Executive Committee Report of October 4, 2019 as presented. (Wayne Lee/Lester Simmons) Carried

## 6.2 Finance and Operations Committee Report – October 16, 2019

Chair of the Finance and Operations Committee, Trustee Whittle, provided an update to the Board from the October 16, 2019 meeting of the committee. (Details are contained in the committee minutes.)

There was one motion referred to the Board for approval.

### Approval – Budget 2019-20

Mr. Terry Hall, CFO/ADE – Corporate Services provided the schedules summarizing the operating budget for the Newfoundland and Labrador English School District (NLESD) for the period July 1, 2019 to June 30, 2020. The 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 school's controlled funds, or the operations of the Newfoundland and Labrador Education Foundation.

Mr. Hall highlighted the material items that gave rise to the variances in the grant budgets year over year and also noted that expenses were budgeted to better align with where actual expenditures have been over the last couple of years. There was a brief discussion and some clarification questions were addressed.

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, 2020 is balanced. The budget as presented reflects the most current operating grant from DEECD for this period.

**MOTION:** That the Board approve the Newfoundland and Labrador English School Districts balanced operating budget for the 12-month period from July 1, 2019 to June 30, 2020 as recommended by the Finance and Operations Committee. (Peter Whittle/Tom Kendell) Carried.

### Discussion Items

#### Impact of Shared Services for Financial Management vs. a stand-alone system for NLESD

Mr. Hall provided a summary of the Government of Newfoundland and Labrador's core Financial Management System and how it addresses concerns in the Auditor General's report versus moving to a fully integrated stand-alone system as has been proposed by the District. Trustee Aspell reiterated her support of past proposals to acquire a fully integrated stand-alone system designed for the District. Further discussion is to be held with the entire Board.

#### Student Transportation 1.6 km Rule

Trustee Aspell highlighted that there are a number of items, including this one, that have an impact on the delivery of education and keeping attention on them is really to determine how the Board can enact change if required. Other items proposed for review were cap size, IRT and Guidance allocation. Mr. Hall suggested that items could be addressed through a budget request.

#### Trustee and Staff per Diem Rates

It was acknowledged that Trustees are voluntary positions and that established Government of Newfoundland and Labrador per diems are insufficient to cover basic meals and, on a regular basis, Trustees end up out of



pocket to attend meetings throughout the year. Mr. Hall acknowledged these are the established rates however; there is no mechanism in place for the District to establish its own rates in this situation. .

**MOTION:** That the Board approve the Finance and Operations Committee Report of October 16, 2019 as presented. (Peter Whittle/ Eric Ayers) Carried

### **6.3 Programs and Human Resources Report – October 17, 2019**

Chair of the Programs and Human Resources Committee, Trustee Ryan, provided an update to the Board from the October 17, 2019 meeting of the committee. (Details are contained in the committee minutes.)

There were no motions from this meeting and items were for discussion only.

French Policy Update and progress discussion

#### Hazing Program

Currently a grade 7-12 initiative, the Newfoundland and Labrador English School District has partnered with the Department of Children, Seniors and Social Development, School Sport NL, and Sport NL in developing the program.

#### Update on DHH Service Plan

Mr. Walsh advised the committee of the recent hiring of Ms. Darlene Fewer Jackson for the Director of Programs, Deaf and Hard of Hearing position.

The District will be partnering with The Department of Education and Early Childhood Development, The Newfoundland and Labrador Association for the Deaf and the Atlantic Provinces Special Education Authority (APSEA) to develop a steering committee to oversee the development of initiatives to address programming challenges for Deaf and Hard of Hearing students. The first meeting of this committee was held on Thursday October 17, 2019. While the steering committee further develops a mandate the District is moving forward with several initiatives including developing a provincial professional learning opportunity for all Deaf and Hard of Hearing itinerant teachers as well as having a cohort of student attend APSEA facilities early in the new year.

#### Political Activity for Trustees

There will be further information available for discussion at the next meeting of the committee in November.

#### No Finals Pilot Update

There are currently 15 schools who have registered for this pilot project.

Also discussed, were Performance Appraisal for Probationary Teachers and the PASS Program.

**MOTION:** That the Board approve the Programs and Human Resources Committee Report of October 17, 2019 as presented. (Kevin Ryan/Scott Burden) Carried

## **7. New Business**

### **7.1 Newfoundland and Labrador School Boards Association Report – No Report**



## 7.2 Education Foundation Report – No Report

## 7.3 NLISE Report – No report.

## 7.4 School Milk Foundation Report – No Report

## 7.5 Annual Report (2018-19)

The Board was provided with a copy of the 2018-19 Annual Report.

Susan Tobin, Manager of Policy, indicated that it has been reviewed by the Department of Education and Early Childhood Development and no significant changes have been recommended.

**MOTION:** That the Board approve the draft Annual Report 2018-19 as tabled, with any significant changes to come back to the Board. (Hayward Blake/Steve Tessier) Carried.

## 7.6 School System Review 2019-20

Mr. Doug Pippy gave a presentation of potential School System Reviews for 2019-20. District staff will review these systems and bring forward recommendations at the next meeting on December 7, 2019.

**MOTION:** The Board of Trustees directs the District staff to conduct the following system reviews for potential *catchment realignment, grade level reconfiguration, and/or closure* as applicable:

- **Zone 6: Stephenville High School System:** Pertaining to Stephenville Primary (K-3), Stephenville Elementary (4-5), Stephenville Middle School (6-8), St. Thomas Aquinas (K-8), Pathfinder Learning Ctr (10-12), and Stephenville High (9-12).
- **Zone 7: Dorset Collegiate School System:** Pertaining to Brian Peckford Primary (K-3), Green Bay South Academy (K-6), and Dorset Collegiate (7-12).
- **Zone 9: Glovertown Academy School System:** Pertaining to Charlottetown Primary (K-3) and Glovertown Academy (K-12).
- **Zone 9: Phoenix Academy and Gill Memorial Academy School Systems:** Pertaining to Sandstone Academy (K-6), Phoenix Academy (K-12), and Gill Memorial Academy (K-12).
- **Zone 10: Marystown Central High School System:** Pertaining to Donald C. Jamieson Academy (K-7), Sacred Heart Academy (K-7), Pearce Junior High (8-9), and Marystown Central High (10-12). (Hayward Blake/Eric Ayers) Carried



## **8. Correspondence sent to the District**

- 8.1 Discontinuation of Special Incentive Funding
- 8.2 Revised NLESD Operating Grant Allocation 2019-20
- 8.3 EECD Response – Budget Priorities
- 8.4 Eastern Regional Service Board – Recycling in Schools
- 8.5 Trustee Appointment Zone 17
- 8.6 Ministerial Approval – Bus Purchase
- 8.7 Ministerial Response – Eastern Regional Service Board
- 8.8 Public Accounts Committee Public Hearing Notice – Oct 22, 2019
- 8.9 Request for Follow-up from Churchills

## **9. Correspondence sent from the District**

- 9.1 Ministerial Request – Sale of Former Clarenville Regional Office
- 9.2 Ministerial Request – Bus Purchase
- 9.3 Ministerial Request – NLESD Constitution and By-Laws Amendments
- 9.4 Public Accounts Committee Public Hearing Response from NLESD
- 9.5 Response to Churchills Request

### Discussion Item

The Public Accounts Committee had planned to hold a public hearing on October 22, 2019 with the District to review the Auditor General Reports on Healthy Eating in Schools, Student Transportation, and the Management of the Procurement of Goods and Services. Unfortunately the District was unavailable on the date selected and has requested a new date. This new date has not yet been established, however when it is, it is anticipated that Trustees can attend.

## **10. Adjournment to closed session at 4:45 pm by a motion from Peter Whittle.**

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Chair

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Recording Secretary

