



**OFFICE OF THE DIRECTOR**

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

**Newfoundland and Labrador English  
School Board Minutes**  
*December 7, 2019*

**1. OPENING**

The Newfoundland and Labrador English School Board (NLESB) meeting took place on Saturday, December 7, 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 3:02 PM.

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

Regrets: Ms. Jennifer Aspell  
Mr. Peter Whittle

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  
Mr. Doug Pippy, Director of Educational Programs  
Mr. Andrew Hickey, Assistant Director of Education, (Programs) Central Region  
Mr. John Way, NLESD  
Mr. Ian Wallace, Parliamentarian  
Ms. Elaine Cross, Executive Assistant

## 2. ADOPTION OF AGENDA

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

## 3. MINUTES OF PREVIOUS MEETING

- 3.1 October 26, 2019 Minutes adopted (Wayne Lee/John George) Carried
- 3.2 October 26, 2019 AGM Minutes adopted (Steve Tessier/Winston Carter) Carried
- 3.3 November 7, 2019 Minutes adopted (Pamela Gill/John George) Carried

## 4. Business Arising

### 4.1 School System Reviews

Mr. Doug Pippy, Director of Educational Programs gave a presentation to trustees regarding the five school systems that are being recommended for review. Trustees were provided with detailed information and discussed these school systems at length during the working session of the Board, which took place prior to the public Board meeting.

Following a presentation on each system, Mr. Hayward Blake, Vice Chair of the Board read the following notices of motion. Public consultation will follow and a vote on these notices of motion will take place on March 28, 2020.

#### 4.1.1 Stephenville High School and Piccadilly Central High School Systems (Zone 6)

**MOTION:** Piccadilly Central High / Stephenville High School Systems, Stephenville High (9-12), Pathfinder Learning Centre (L.S. Eddy) (10-12), Stephenville Middle (6-8), Stephenville Elementary (4-5), Stephenville Primary (K-3); Piccadilly Central High (9-12), St. Thomas Aquinas (K-8), Our Lady of the Cape (K-8), Lourdes Elementary (K-8).

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

**WHEREAS** a reconfiguration of grading and a reorganization of schooling in the Piccadilly Central High / Stephenville High School Systems is required to achieve that objective;

**BE IT THEREFORE RESOLVED** that:

St. Thomas Aquinas (K-8) will close effective June, 2020.

Stephenville Elementary (4-5) will close effective June, 2020.

**BE IT THEREFORE FURTHER RESOLVED** that:



Stephenville Middle School will be reconfigured from grades 6-8 to grades 4-7.

Stephenville High School will be reconfigured from grades 9-12 to grades 8-12.

**BE IT THEREFORE FURTHER RESOLVED** that:

All students attending Stephenville Elementary will attend Stephenville Middle School.

**BE IT THEREFORE FURTHER RESOLVED** that:

Stephenville Primary School student attendance zone will be rezoned to include the current student attendance zone for St. Thomas Aquinas. Stephenville Middle School student attendance zone will be rezoned to include the current student attendance zone for St. Thomas Aquinas. Stephenville High School student attendance zone will be rezoned to include the current student attendance zone for St. Thomas Aquinas.

All students who previously attended St. Thomas Aquinas K-8 and who are currently attending Piccadilly Central High will continue to attend Piccadilly Central High until completion of high school.

**BE IT THEREFORE FURTHER RESOLVED** that:

The Pathfinder Learning Centre (L.S. Eddy) (10-12) will relocate to the site of the former Stephenville Elementary.

#### 4.1.2 Dorset Collegiate School System (Zone 7)

**MOTION: Dorset Collegiate School System, Dorset Collegiate (7-12), Green Bay South Academy (K-6), Brian Peckford Primary (K-3)**

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

**WHEREAS** a reconfiguration of grading and a reorganization of schooling in the Dorset Collegiate School System is required to achieve that objective; and

**WHEREAS** in order to accommodate the students in one location infrastructure requirements must first be addressed;

**BE IT THEREFORE RESOLVED** that:

Conditional upon the opening of an extension to Dorset Collegiate to accommodate K-6 students from Green Bay South Academy (K-6) and Brian Peckford Primary (K-3):

- i) Dorset Collegiate will be reconfigured from grades 7-12 to grades K-12;
- ii) Green Bay South Academy (K-6) and Brian Peckford Primary (K-3) will close;
- iii) The student attendance zone for Dorset Collegiate will be rezoned to include the current student attendance zones for Green Bay South Academy (K-6) and Brian Peckford Primary (K-3).



#### 4.1.3 Glovertown Academy School System (Zone 9)

**MOTION: Glovertown Academy School System, Glovertown Academy (K-12), Charlottetown Primary (K-3):**

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

**WHEREAS** a reorganization of schooling in the Glovertown School System is required to achieve that objective;

**BE IT THEREFORE RESOLVED** that:

Charlottetown Primary school, K-3, will close effective June 2020.

**BE IT THEREFORE FURTHER RESOLVED** that:

Students attending Charlottetown Primary will attend Glovertown Academy K-12 effective September, 2020.

**BE IT THEREFORE FURTHER RESOLVED** that:

The student attendance zone for Glovertown Academy will be rezoned to include the current student attendance zone for Charlottetown Primary.

#### 4.1.4 Phoenix Academy and Gill Memorial Academy School Systems (Zone 9)

**MOTION: Gill Memorial Academy/Phoenix Academy School System, Gill Memorial Academy (K-12), Phoenix Academy (K-12), Sandstone Academy (K-6)**

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

**WHEREAS** a reorganization of schooling in the Gill Memorial Academy/Phoenix Academy School Systems is required to achieve that objective;

**BE IT THEREFORE RESOLVED** that:

Sandstone Academy K-6 will close effective June, 2020 and all students will attend Phoenix Academy K-12 effective September, 2020.

**BE IT THEREFORE FURTHER RESOLVED** that:

The student attendance zone for Phoenix Academy will be rezoned to include the current student attendance zone for Sandstone Academy.



#### 4.1.5 **Marystown Central High School System**

##### **Two notices of motion:**

**MOTION: Marystown Central High School System, Marystown Central High (10-12), Pearce Junior High (8-9), Sacred Heart Academy (K-7), Donald C. Jamieson Academy (K-7):**

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

**WHEREAS** a reorganization of schooling in the Marystown Central High School system is required to achieve that objective;

**BE IT THEREFORE RESOLVED** that:

Pearce Junior High, 8-9 will close effective June 2020.

**BE IT THEREFORE FURTHER RESOLVED** that:

Marystown Central High will be reconfigured from grades 10-12 to grades 8-12.

**BE IT THEREFORE FURTHER RESOLVED** that:

Students attending Pearce Junior High will attend Marystown Central High (8-12) effective September, 2020.

**MOTION: Marystown Central High School System, Marystown Central High (10-12), Pearce Junior High (8-9), Sacred Heart Academy (K-7), Donald C. Jamieson Academy (K-7):**

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

**WHEREAS** a reconfiguration of grading in the Marystown Central High School system is required to achieve that objective;

**BE IT THEREFORE RESOLVED** that:

Sacred Heart Academy will be reconfigured from grades K-7 to grades K-4.

Donald C. Jamieson Academy will be reconfigured from grades K-7 to grades 5-7.

**BE IT THEREFORE FURTHER RESOLVED** that:

Effective September 2020, students will attend the appropriate school in accordance with the new grade configuration. Sacred Heart Academy student attendance zone will be rezoned to include the current student attendance zone for Grades K-4 for Donald C. Jamieson Academy. Donald C. Jamieson Academy student attendance zone will be rezoned to include the current student attendance zone for Grades 5-7 for Sacred Heart Academy.



## 4.2 School System Review (Motion)

### 4.2.1 Holy Trinity High School System (Grade Reconfiguration)

Mr. Doug Pippy, Director of Educational Programs, gave a presentation regarding the Holy Trinity High School System. Following his presentation, Trustee Blake, Vice-Chair, presented the following motion for consideration.

**MOTION: Holy Trinity High School System, Holy Trinity High, (8-12), Juniper Ridge Intermediate (5-7), Holy Trinity Elementary (K-4), Cape St. Francis Elementary (K-4):**

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

**WHEREAS** a reconfiguration of grading in the Holy Trinity High School System is required to achieve that objective;

**BE IT THEREFORE RESOLVED** that:

Holy Trinity High School will be reconfigured from grades 8-12 to grades 9-12 and Juniper Ridge Intermediate will be reconfigured from grades 5-7 to grades 5-8 effective for the 2020-2021 school year. (Hayward Blake/John George) Carried.

### 4.3 Waterford Valley High School System (Update)

Mr. Doug Pippy gave an update on the Waterford Valley High School System. St. Mary's Elementary School is experiencing enrollment pressures based on rooms available and is currently operating above capacity. District staff met with the School Council and received some feedback. Following this, the District proposed moving the Grades 5 and 6 to Hazelwood Elementary School effective September 2020. There was a ThoughtExchange conducted based on this specific question. There were also emails sent to District staff and these were made available to trustees. Based on this feedback, the District is extending the consultation process and no motion is being considered at this time.

## 5. Director's Report

Mr. Stack presented the Director's Report to the Board, which highlighted the School System Review process along with the Deep Learning journey to-date and plan for the next three years.

The Chair thanked the Director for his report.

## 6. Committee Reports

### 6.1 Executive Committee Report – No Report

### 6.2 Finance and Operations Committee Report – November 28, 2019



Chair of the Finance and Operations Committee, Trustee Tessier, provided an update to the Board from the November 28, 2019 meeting of the committee. (Details are contained in the committee minutes.)

There were five motions referred to the Board for approval.

### **Audited Financial Statements – NLESD year ended June 30, 2019**

The audit of the Newfoundland and Labrador English School District “the District” for the year ended June 30, 2019 is substantially complete. Highlights of the District’s financial statements include:

1. These non-consolidated financial statements are prepared based on the financial information of the District for the year ended June 30, 2019. These financial statements are prepared in accordance with the Public Sector Handbook, which constitutes generally accepted accounting principles as recommended by the Public Sector Accounting Board.
2. Consolidation – the financial statements are prepared on a non-consolidated basis and do not include the results of operations for school controlled funds, the Newfoundland and Labrador Education Foundation, Inc. and the Newfoundland and Labrador International Student Education, Inc. The financial statements do include the ancillary funding provided by Nunatsiavut Government for the five Nunatsiavut coastal communities in Labrador.
3. Cash position – the District continues to maintain a stable cash position.
4. Tangible capital assets – during the year ended June 30, 2019, there was approximately \$26 million in tangible capital asset additions which include investments in new schools in Paradise, and Coley’s Point. Also included are investments in school extensions and renovations such as at Mobile Central High, St. Peter’s Primary, Gander Academy and St. Paul’s Junior High.
5. Restricted equity – a portion of the District’s equity is restricted to be used for a future purpose. The balance of restricted equity at June 30, 2019 is \$3,281,931 which increased from \$1,370,659 at June 30, 2018 by the gains on sales of school buildings throughout the 2018-2019 fiscal year.
6. New Auditor – the District engaged the audit firm Ernst and Young to perform its annual audit for a five-year term, beginning with the fiscal year ending June 30, 2019.
7. Future Consolidation – the District intends to present audited consolidated financial statements for the first time for the fiscal year ending June 30, 2020 and for each fiscal year thereafter. The consolidation will include the District, the Newfoundland and Labrador Education Foundation, Inc., the Newfoundland and Labrador International Student Education, Inc., the ancillary funding provided by the Nunatsiavut Government for the five Nunatsiavut coastal communities in Labrador as well as all school controlled funds.

**Motion:** That the Board approve the Audited Financial Statements for the year ended June 30, 2019, as recommended by the Finance and Operations Committee. (Steve Tessier/Winston Carter) Carried.



## Audited Financial Statements – Nunatsiavut Government year ended March 31, 2019

The audit of the Fiscal Financing Agreement – Nunatsiavut Government Funding for the year ended March 31, 2019 has been completed.

1. The financial statements for the Nunatsiavut Government Fiscal Funding Agreement are prepared based on revenue and expense financial information recorded by the Newfoundland and Labrador English School District related to this agreement for the year ended March 31, 2019. The format and presentation of the financial statements is per the requirement of the Nunatsiavut Government to show expenditures by community and line object.
2. Consolidation – the financial statements are prepared on a non-consolidated basis and only include the ancillary funding provided by the Nunatsiavut Government through the Fiscal Financing Agreement to the District to enhance student programming in the five Nunatsiavut coastal communities.
3. Surplus/Deficit – the Fiscal Financing Agreement operates on a balanced basis. Any unexpended funds are treated as deferred revenue and brought into income in the next year and form part of the revenue source for that year. Any accounts receivable are treated as revenue in the year incurred and received in the following year as part of the grant payments.

**Motion:** That the Board approve the Auditor’s Report and the accompanying Audited Financial Statements of the Fiscal Financing Agreement (Nunatsiavut) for the year ended March 31, 2019, as recommended by the Finance and Operations Committee. (Steve Tessier/Pamela Gill). Carried.

## Quarterly Budget Update – Period ended September 30, 2019

### Budget Highlights

#### Total Budget

Original Budget (total)	\$781.96 Million
Revised Budget (total)	782.24 Million
Budget increase	0.28 Million

#### Net of block funding from DEECD

Revised Budget	86.62 Million
Revenue earned to September 30, 2019 (net)	21.62 Million
Incurred/encumbered to September 30, 2019 (net)	18.12 Million
% Budget remaining (net)	79%

Expenses are expected to remain within budget for the 2019-20 fiscal year, although certain expenditures may exceed the approved budget allocation and budget transfers within these categories may be required.





## Budget Adjustments

The total budget has been increased by \$285,300 as follows:

1. An increase of \$111,300 relating to the approved Board owned transportation budget. Additional funding included amounts required to meet scheduled payment obligations under transportation bus loans.
2. An increase of \$174,000 in the projected budget for school utility costs to correct calculation errors in the original approved budget.

**Motion:** That the Board approve the revised Quarterly Budget Status Update for the period ended September 30, 2019, as recommended by the Finance and Operations Committee. (Steve Tessier/Thomas Kendell) Carried.

## Request for Quit Claim RCEC – Black Tickle

Residential property that is located on school property in Black Tickle was previously used to house teachers. The residence has not been used for three years and is currently in need of major repairs. The District has no future use for this property. It is in the name of the Roman Catholic Episcopal Church. RCEC would like to sell the property and has a potential buyer in the Town of Black Tickle.

**Motion:** That the Board provide approval for the Newfoundland and Labrador English School District to provide a Quit Claim to RCEC for the residential property located in Black Tickle, as recommended by the Finance and Operations Committee, subject to Ministerial approval. (Steve Tessier/Raymond Bennett) Carried.

## Request to purchase land by Douglas Blake – Northwest River

The District received a request from Douglas Blake of Northwest River to purchase a piece of District property located in the Town of Northwest River. The land in question is no longer required by the District and is ½ km away from the existing school. Mr. Blake would like to purchase the land for a garden and storage space. A survey has been prepared and submitted with an offer to purchase .081 hectares of land for \$10,000.

**Motion:** That the Board provide approval for the Newfoundland and Labrador English School District to sell .081 hectares of land located in the Town of Northwest River to Mr. Douglas Blake for the sum of \$10,000, as recommended by the Finance and Operations Committee, subject to Ministerial approval. (Steve Tessier/Thomas Kendell) Carried

**MOTION:** That the Board approve the Finance and Operations Committee Report of November 28, 2019 as presented. (Steve Tessier/John George) Carried

## 6.3 Programs and Human Resources Report – November 26, 2019

Chair of the Programs and Human Resources Committee, Trustee Culleton, provided an update to the Board from the November 26, 2019 meeting of the committee. (Details are contained in the committee minutes.)



There was one motion referred to the Board for approval.

## **French Policy**

The Newfoundland and Labrador English School Board is committed to providing opportunities for students to access optional programming and programs that support the study of French. Learning French as a second language provides opportunities for students to develop French language skills and attitudes they will need to be able to communicate in French.

The current French Programs policy was passed by the Board on June 18, 2018. In the past year, the Programs and Human Resources Committee directed staff to review the French Programs Policy as it relates to opportunities for communities to access Early French Immersion Programs in a multi-aged, multi-graded context. The previous policy addressed the provision of multi-aging, multi-graded French Immersion programs in the administrative regulations. The committee determined that this provision was better suited in the Policy itself. As such, the changes to this policy include:

### **Policy Statement 3:**

Multi-grading and multi-aging may be utilized in existing Early/Late French Immersion programs in communities where there is a single system of schools and the program is experiencing declining enrollment.

### **Administrative Regulations:**

2.2 The recognized entry point for Early French Immersion is Kindergarten. Requests for entry at any other grade level may be considered in exceptional circumstances and there must be consultation between the school administration and Assistant Director of Programs.

2.6 The recognized entry point for Late French Immersion is Grade 7. Requests for entry at any other grade level may be considered in exceptional circumstances and there must be consultation between the school administration and Assistant Director of Programs.

**MOTION:** That the Board approve the amended French Programs Policy as presented, as recommended by the Programs and Human Resources Committee. (Keith Culleton/Lester Simmons) Carried.

Other information / discussion items:

Online Hiring Package for Support Staff

An update was provided to the committee on the new software package for online hiring for support staff.

Update on Deaf and Hard of Hearing Services Plan

(Details contained in the Programs and Human Resources Committee Minutes.)

Development of Programs HR Work Plan. Suggested items include:

- Trustee Travel Policy – 200 km return (This may fall inside Finance and Operations or Executive Committee. Mr. Walsh will get information for next meeting.)
- Update on recommendations from the Premier's Task Force



- Student Supervision Policy#: PROG-308  
Add sitting Trustee or a volunteer that is already on the school's list as potential Teacher-sponsor for excursions/activities that go outside of the school
- Level of support for student Mental Health/Wellness in the education system.  
Mr. Walsh will develop a plan to expose the Committee to the supports that are currently in the education system. Then the Committee can identify any gaps that they would like to focus on moving forward.

**MOTION:** That the Board approve the Programs and Human Resources Committee Report of November 26, 2019 as presented. (Keith Culleton/Hayward Blake) Carried

**7. New Business**

**7.1 Education Foundation Report – No Report**

(November 4, 2019 Meeting Report will be presented at the next Board meeting on February 1, 2020.)

**7.2 NLISE Report – No report**

**7.3 School Milk Foundation Report – No Report**

**8. Correspondence sent to the District**

- 8.1 Official Opening and Closing Dates
- 8.2 Ministerial Approval (in principle) – Sale of Clarenville Regional Office to Salvation Army
- 8.3 Ministerial Approval – Amended Board By-Laws and Constitution
- 8.4 Mr. Churchill Letter to Board regarding Deaf and Hard of Hearing Steering Committee
- 8.5 Request from NCCD regarding Deaf and Hard of Hearing Steering Committee

**9. Correspondence sent from the District**

- 9.1 2019-20 Operating Budget Submission
- 9.2 Response to Mr. Churchill regarding Steering Committee
- 9.3 Response to NCCD regarding Steering Committee

**10. Adjournment at 4:30 pm by a motion from Lester Simmons.**

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Chair

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Recording Secretary

