



**OFFICE OF THE DIRECTOR**

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

**Newfoundland and Labrador English  
School Board Minutes**  
*March 28, 2020*

**1. OPENING**

The Newfoundland and Labrador English School Board (NLESB) meeting took place on Saturday, March 28, 2020 via teleconference. The meeting was called to order by the Chair of the Board, Goronwy Price, at 2:00 PM.

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

Regrets:

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. Heather May, Director of Strategic Planning, Policy and Communications  
Mr. Doug Pippy, Director of Educational Programs  
Mr. John Way, NLESB  
Ms. Bernadette Cole-Gendron, Parliamentarian  
Ms. Elaine Cross, Executive Assistant

Chair Price thanked District Staff and the Board for their work during this difficult time dealing with Covid-19.

## 2. ADOPTION OF AGENDA

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

## 3. MINUTES OF PREVIOUS MEETING

3.1 February 1, 2020 Minutes adopted (Winston Carter/Eric Ayers) Carried

## 4. Business Arising

### 4.1 School System Reviews

As a result of the current Covid-19 global pandemic, there have been discussions at the Board and at a recent Executive Committee Meeting that now is not the ideal circumstance to have a fulsome discussion on the current school systems currently under review. The Board consensus was that there had been ample discussion and agreement to vote on the Glovertown Academy and Dorset Collegiate system reviews. There were, however, further questions and clarity being sought around the other reviews. It was determined those motions would not be brought forward for a vote at today's meeting. It was important to the Board that decisions on the Glovertown Academy School System and the Dorset Collegiate School System move forward in the best interest of the students. It has been recommended that the Board not proceed with the other three, pertaining to Stephenville High School and Piccadilly Central High School Systems, the Phoenix Academy and Gill Memorial Academy School Systems, and the Marystown Central High School System.

Vice Chair Blake presented the following:

At the Board Meeting on December 7, 2019, I gave notice of motions with respect to School Systems Reviews that would be brought forth for vote at this meeting.

I hereby bring the following motion:

### **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). (Hayward Blake/Steve Tessier) Carried.

Mr. Doug Pippy provided an overview of the Dorset Collegiate School System and the results of the public consultation process. Trustees engaged in further discussion on this motion during a working session of the Board which took place earlier in the day.

**After a vote, motion carried.**

Vice Chair Blake brought the following motion:

### **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. (Hayward Blake /Pamela Gill) Carried

Mr. Doug Pippy provided an overview of the Glovertown Academy School System and the results of the public consultation process. Trustees engaged in further discussion on this motion during a working session of the Board which took place earlier in the day.

**After a vote, motion carried.**

Trustee Burden wished to ensure that the public can see all trustees during the vote for these motions.



There was further discussion by some who felt that the Board should not proceed with this vote today, but rather re-examine the process of School System Reviews. The majority of the Board indicated agreement with the recommendation to proceed as planned.

Vice Chair Blake indicated that the following Notices of Motion would be withdrawn and not put forward for a vote:

### **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).**

That:

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

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

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.

All students attending Stephenville Elementary will attend Stephenville Middle School.

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.

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

**This motion is hereby withdrawn.**

### **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)**

That:

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



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

**This motion is hereby withdrawn.**

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

**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):**

That:

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

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

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

**This motion is hereby withdrawn.**

### **Waterford Valley High School System**

No motion being brought forward at this time.

There was a question on procedure with regards to the three motions not being brought forward today. Clarification was provided by the Parliamentarian that there is no motion required to withdraw a notice of motion.

Trustee Whittle indicated his disagreement in withdrawing the motions today as he felt he has all the information needed to make a decision.

## **5. Director's Report**

Mr. Stack presented the Director's Report to the Board, which highlighted the District's response to-date to Covid-19 and the recent provincial conference Good at Learning, Good at Life.

The Chair thanked the Director for his report.

## **6. Committee Reports**

### **6.1 Executive Committee Report – March 20, 2020**

Vice Chair Hayward Blake provided an update to the Board from the March 20, 2020 meeting of the committee. (Details are contained in the committee minutes.)



As a result of the current global situation regarding the Covid-19 Pandemic, the Board has decided to hold its upcoming meeting on March 28, 2020 via Skype. As a result, the consensus is that this is not the ideal environment to have a fulsome discussion on the ongoing School System Review process.

Therefore it is recommended that the Board not proceed with three of the five School System Review Notices of Motion that were put forward at the December 7, 2019 meeting, specifically the Stephenville High School and Piccadilly Central High School Systems, the Phoenix Academy and Gill Memorial Academy School Systems, and the Marystown Central High School System.

The Board would proceed with two of the Notices of Motion – the Dorset Collegiate School System and the Glovertown Academy School System.

After discussion around the table, all Trustees were in agreement with this recommendation, especially given the level of anxiety and uncertainty surrounding the pandemic. There was some discussion regarding deferring the motions to a later date, however due to staffing deadlines, if the Board voted in favour of the motions at a later meeting, it would not be possible for the necessary changes to take effect in June and September 2020, as stated in the Notices of motion. The effective dates in the motions are specific and cannot be changed without altering the current process. If the Board decides to consider any or all of the school systems for review at a later date, it will require new Notices of Motion and the process for consultation and public input would start over.

**MOTION:** That the Board approve the recommendation of the Executive Committee that the Notices of Motions put forth at the Board meeting of December 7, 2019 with respect to the following schools systems: Stephenville High/Piccadilly Central High School Systems, Marystown Central High School System, and Phoenix Academy/Gill Memorial Academy School Systems not be put forth for a vote at the March 28, 2020 Board meeting. The Notices of Motions put forth at the Board meeting of December 7, 2019 with respect to the following schools systems: Glovertown Academy School System and Dorset Collegiate School System proceed to a vote as per the Notice of Motion. (Hayward Blake/Ray Bennett) Carried.

**MOTION:** That the Board approve the Executive Committee Report of March 20, 2020 as presented. (Hayward Blake /Winston Carter) Carried.

## 6.2 Finance and Operations Committee Report – February 5, 2020

Chair of the Finance and Operations Committee, Trustee Tessier, provided an update to the Board from the February 5, 2020 meeting of the committee. (Details are contained in the committee minutes.)

### Capital Priorities List

The District staff recommendation for Capital Projects 2020-2021 which was submitted to the Government of Newfoundland and Labrador for the 2020 budget, was presented to the Committee. The list is a carry-over from the last approved list (2018) with some adjusted priorities.

The list is considered, by management, to be an accurate and complete assessment of the District's Capital Priorities.



**MOTION:** That the Board approve the Capital Priorities List as tabled at the February 5, 2020 meeting of the Finance and Operations Committee of the Board, with leave for District management to make modifications as required in consultation with the Government of Newfoundland and Labrador, as recommended by the Finance and Operations Committee. (Steve Tessier /John George) Carried.

### **Property Transfer Request – Town of Milltown/Head of Bay D’Espoir**

In January 2017, the Gym and primary wing of Bay D’Espoir Academy was destroyed by fire with the high school wing sustaining smoke damage but otherwise remaining intact. The location for the construction of a replacement school is St. Alban’s.

The District received a letter from the Town council of Milltown/Head of Bay D’Espoir requesting the land be transferred to the Town for future development. The Town indicated it is willing to accept the transfer including the high school portion of the school that remains on the property.

**MOTION:** That the Board provide approval to move forward with a process to transfer the land and remaining structure of the former Bay D’Espoir Academy to the council of the Town of Milltown/Head of Bay D’Espoir as recommended by the Finance and Operations Committee, subject to Ministerial approval. (Steve Tessier /John George) Carried

**MOTION:** That the Board approve the Finance and Operations Committee Report of February 5, 2020 as presented. (Steve Tessier /Jennifer Aspell) Carried.

### **6.3 Finance and Operations Committee Report – March 18, 2020**

Chair of the Finance and Operations Committee, Trustee Tessier, provided an update to the Board from the March 18, 2020 meeting of the committee. (Details are contained in the committee minutes.)

#### **Quarterly Budget for the period ending December 31, 2019**

No adjustments required for this quarter.

#### **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 December 31, 2019 (net)	43.22 Million
Incurred/encumbered to December 31, 2019 (net)	39.53 Million
% Budget remaining (net)	54%



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 described in the September quarterly update.

Transfers between Divisions have occurred since the September report. These transfers relate to the purchase of technology equipment that were funded through the budgets of the individual Divisions. The result of these transfers do not have an impact on the budget overall. Divisions may also approve transfers within their Divisions to fund various initiatives.

**MOTION:** That the Board approve the revised Quarterly Budget Status Update for the period ending December 31, 2019, as recommended by the Finance and Operations Committee. (Steve Tessier/Ray Bennett) Carried.

## **Property Updates (Information purposes only)**

### **Bayview Collegiate, St. Lunaire-Griquet:**

The Pentecostal Assemblies of Newfoundland signed a quit claim some time back, with a small monetary payment due upon sale. Ministerial approval and Crown Lands documentation are in place to sell property. The seller has agreed to the Bell easement that allows community cell service improvement. Purchase and sale agreement being finalized between agents now.

### **Clarenville Primary School:**

The United Church has interest in this property. The property was tendered twice – with no bids the first time, and only one nominal bid the second time; this was not acceptable to the United Church. District research indicates that the demolition cost of the existing school exceeds the value of the land once vacant. Given the Town needs the District to sign over a portion of the property to allow their existing and/or revised road network to exist, the District requested they consider accepting the whole parcel. At the Town's request, we are checking with the United Church regarding any conditions they may place on ownership transfer, if this concept was acceptable overall.

### **Fr. Berney Memorial, Burin:**

The RC Episcopal Corporation signed a quit claim some time back. The Government of Newfoundland and Labrador recently chose to lease office space versus an option of taking over this building. To that end, they issued termination notice for their existing lease. The building can now be placed for sale by tender.

### **St. Mark's, Shearstown:**

The Parish of St. Mark, Shearstown has indicated their interest in reacquiring the former school property. The District has also been contacted by a local company interested in purchasing the land. An historical file review is underway to ascertain ownership with certainty before proceeding.

Trustee Burden acknowledged the progression with Bayview Collegiate and thanked Terry Hall and the efforts of his staff.

**MOTION:** That the Board approve the Finance and Operations Committee Report of March 18, 2020 as presented. (Steve Tessier /Winston Carter) Carried.





## 6.4 Programs and Human Resources Committee Report – February 13, 2020

Chair of the Programs and Human Resources Committee, Trustee Culleton, provided an update to the Board from the February 13, 2020 meeting of the committee. (Details are contained in the committee minutes.)

### **Mental Health Initiatives**

Presentation provided on Comprehensive School Health Initiative by Dan O'Brien, Assistant Director of Education - Programs for Western Region and Robyn Breen, Director of Student Support Services - Western Region.

### **Criminal Reference Check Policy**

The Newfoundland and Labrador English School District (NLESD) requires all new employees, post-secondary students and owners and employees of private contractors who may be alone with students to provide satisfactory Criminal Records Screening Certificates including a Vulnerable Sector Check from the RNC or the RCMP prior to the commencement of any duties.

The policy was previously amended in April of 2019. Highlights of the revised policy presented at this meeting include:

- Correct reference to appropriate executive titles.
- Inclusion of “other police forces” as providers of documents.
- Enhanced scope of the policy.
- Inclusion of expectation to submit originals to the district inside of a set time frame.

**MOTION:** That the Board approve the revised Criminal Records Screening Certificate and Vulnerable Sector Check Policy, as recommended by the Programs and Human Resources Committee. (Keith Culleton /Pamela Gill) Carried.

### **Code of Ethics and Conduct**

The Code of Ethics and Conduct supports a recommendation of the Auditor General's Report from 2018 on the management of the Procurement of Goods and Services.

The Code of Ethics and Conduct uphold District values of 'students first', learning, inclusion, respect, collaboration, accountability and innovation. It supports an environment of knowing your responsibilities, making the right choices, acting with integrity, and reporting wrongdoing without fear.

Mr. Walsh advised the committee that training for Code of Ethics and Conduct is currently under development.

**MOTION:** That the Board approve the Code of Ethics and Conduct document as presented, as recommended by the Programs and Human Resources Committee. (Keith Culleton/Eric Ayers) Carried.

**MOTION:** That the Board approve the Programs and Human Resources Committee Report of February 13, 2020 as presented. (Keith Culleton /Pamela Gill) Carried.



- 7. **New Business**
- 7.1 **Education Foundation Report – No Report**
- 7.2 **NLISE – No Report**
- 7.3 **School Milk Foundation Report – December 11, 2019**

Trustee Ayers advised that he was out of the province and not present at the School Milk Foundation meeting on December 11, 2019. The minutes from that meeting are included in the Board Package for their information.

- 8. **Correspondence sent to the District**
  - 8.1 Town of Milltown re Bay d’Espoir Academy
  - 8.2 Town of St. Lunair-Griquet re Bayview Collegiate
  - 8.3 Ministerial Approval Sale of Land to Northwest River (Principle)
  - 8.4 Ministerial Declaration Vacant Zone 3
  - 8.5 Ministerial Approval Quit Claim RCEC Blake Tickle
  - 8.6 Ministerial Approval Sale of All Saints Primary (Final)

- 9. **Correspondence sent from the District**
  - 9.1 Letter to Minister re Cayenta Financial System
  - 9.2 Ministerial Request – Vacant Trustee Zone 3

The Chair again thanked Senior Staff for their work during this Covid-19 pandemic.

- 10. **Adjournment at 3:10 pm by a motion from Hayward Blake.**

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Chair

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Recording Secretary

