

## Eastern School District Transitional Team

*July 5, 2004*

### 1. **OPENING**

A meeting of the Eastern School District Transitional Team was held on Monday, July 5, 2004, at the Clarenville Inn, Clarenville. The meeting was called to order at 7:10 p.m. by the Chairperson, Bruce Peckford.

Members present:     Mr. Bruce Peckford (Chair)  
                               Mr. Danny Button  
                               Mr. Earl Elliott  
                               Ms. Joan Marie Gatherall  
                               Mr. Angus Gilbert  
                               Mr. Cyril Hayden  
                               Mr. Jim Hearn  
                               Mr. Mel Hong  
                               Mr. Joe Keating  
                               Mr. Rick Martin  
                               Ms. Vi Parsons  
                               Mr. Brendan White

Absent with regrets:   Mr. Ron Ellsworth

Also in attendance:   Dr. Bruce Sheppard, Director of Education, Eastern  
                               Mr. Barry Roberts, Director, Burin  
                               Mr. Brian Shortall, Director, Avalon East (AESB)  
                               Mr. Albert Trask, Director, Vista  
                               Ms. Gwen Hurley, Executive Assistant

The Chair welcomed Gwen Hurley, Interim Executive Assistant, to the meeting. Dr. Sheppard introduced Ms. Hurley to the Committee.

**Motion:**            Moved by Joe Keating, seconded by Jim Hearn, that the agenda be approved, as presented. Carried.

### 2. **CONSIDERATION OF MINUTES**

**Motion:**            Moved by Joe Keating, seconded by Danny Button, that the minutes of the

Eastern School District (ESD) Transitional Team meeting held June 16, 2004,  
be adopted as presented. Carried.

3. **BUSINESS ARISING**

- 3.1 **Transitional Agreement - Newfoundland and Labrador Association of Public Employees (NAPE) and Canadian Union of Public Employees (CUPE).** The Director advised that the Labour Relations Board indicated that an application for a designated union would unlikely be heard before September. Dr. Sheppard also advised that in discussions with the unions, both CUPE and NAPE felt that a transition agreement could be put in place for September, including a clause that would allow the Board to go to the Labour Relations Board at any time if the agreement was not working for the Board. The draft transition agreement has gone to legal counsel for review. It was suggested by the unions that they would accept responsibility for merging the seniority lists and this could be in place for early August, which would allow for layoffs to be issued in keeping with the current Collective Agreements.

**Motion:** Moved by Brendan White, seconded by Danny Button, that the Board try to engage in a transitional agreement with NAPE and CUPE, ensuring the inclusion of the clause to allow the Board to submit an application to the Labour Relations Board if the need arose. Carried.

- 3.2 **Newfoundland and Labrador School Boards Association (NLSBA) Meeting.** It was agreed that the Chairperson and the President of NLSBA would set a date for the proposed meeting of the committee with NLSBA.

- 3.3 **Additional Program Specialists for French and Distance Education.** The Director advised that there was no new information to date. There was a discussion on the official role of the ESD Transitional Team on these appointments.

**Motion:** Moved by Joe Keating, seconded by Cyril Hayden, that the Chair write the Minister of Education expressing the concern of the Transitional Committee over the relative size of the school district and its allocation for a French specialist, which it would like to see based on numbers and needs in each district. It should be noted that ESD has at least 50% of the French programs in the province. It should also be noted that ESD assume that the Program Specialist for French would be an employee of the School Board, not the Department of Education. Carried.

**Motion:** Moved by Danny Button, seconded by Vi Parsons, that the Board advocate to have a Distance Education specialist with a background in education. Carried.

- 3.4 **International Education Update.** Mr. Roberts advised that there are 25 students registered at this time for the international education program. It is expected that ESD will have 50 students for September 2004.

4. **NEW BUSINESS**

4.1 **Interim Budget.** As the amount of funding allocated to districts for summer maintenance for September is inadequate, the Director requested additional funding for each region from the ESD budget for September.

**Motion:** Moved by Jim Hearn, seconded by Vi Parsons, that the Transitional Committee approve expenditure from ESD budget to allow for summer maintenance and repair in each region, as follows:

Vista	\$ 47,800
Burin	\$ 42,300
AWSB	\$ 97,500
AESB	\$389,000.

Carried.

4.2 **Assistant Directors= Appointments.** Mr. Trask left the meeting at this point.

**Motion:** Moved by Brendan White, seconded by Rick Martin, that the following be recommended by the ESD Transitional Committee to the Minister of Education for appointment:

Assistant Director, Personnel	- Richard Harvey
Assistant Director, Rural	- Albert Trask
Assistant Director, Programs	- Darrin King
Assistant Director, Finance & Administration	- Eric Snow

Carried.

The necessity of confidentiality of these names was emphasized. It was suggested that the Minister be made aware of the urgency of filling these positions at the earliest possible date.

It was also agreed that the Board seek to make the announcement of these appointments, instead of the Department of Education, and that the Director and/or the Chair be the official spokesperson of the Board.

Mr. Trask joined the meeting at this point.

4.3 **School Fire Safety Inspections.** Concern was expressed over ESD's responsibility in case of fire due to electrical problems, as evident in recent school fires in the province. The Minister of

Education has stated publicly that he will act upon recommendations from the Fire Commissioner's report expected in the near future and that the Department of Education would provide additional funding to carry out the recommendations of that report.

**Motion:** Moved by Joe Keating, seconded by Vi Parsons, that the Chair write the Minister of Education seeking confirmation of his public commitment to provide additional funding to school boards to address the recommendations of the Fire Commissioner's report to be released in the near future. Carried.

4.4 **Hiring Process for Regional Education Officers.** The Director asked for approval to proceed with staffing for the following positions, with an open competition:

- 3 Regional Education Officers
- 2 Senior Education Officers
- 1 Comptroller

**Motion:** Moved by Cyril Hayden, seconded by Joe Keating, that the Director proceed with the staffing of the senior administrative positions in an open competition, as suggested. Carried.

The Director advised that these positions would be advertised as soon as possible.

4.5 **Hiring Process for Executive/Administrative Assistants**

The Director also recommended an internal competition for the following non-union, non-management positions:

- 1 Executive Assistant
- 3 Administrative Assistants
- 1 Communications Officer
- 3 Confidential Secretaries (for regional offices)
- Program Specialists.

**Motion:** Moved by Cyril Hayden, seconded by Joe Keating, that the Director proceed with an internal competition (within the 4 districts) for support personnel and program specialists, as noted. Carried.

**Motion:** Moved by Danny Button, seconded by Jim Hearn, that the Director be responsible for staffing these positions and bringing back the recommendations for the Committee's approval. Carried.

Dr. Sheppard was asked to provide an organizational chart for the Eastern Region. This was agreed. The organization chart would be finalized as soon as possible within the context of budget realities.

It was suggested that an Orientation Retreat be held for the transitional committee. The Director was asked to make a recommendation on this matter.

- 4.6 **Education Foundation.** Mr. White advised that an education foundation had been functioning in AWSB to provide scholarships to students. It was noted that AESB also had an education foundation was well. It was suggested that information on these entities be distributed for discussion at the next meeting.
- 4.7 **Eastern School District Website.** The Director distributed a draft of the webpage which will be active within 3 days, with links to the existing school boards= webpages under its jurisdiction.

5. **ADJOURNMENT**

The Chair thanked all members for their cooperation during the past meetings.

**Motion:** Moved by Jim Hearn, seconded by Cyril Hayden, that the meeting adjourn as there was no further business. Carried.