

## Eastern School Board

*October 6, 2004*

### 1. OPENING

A meeting of the Eastern School District took place on Wednesday, October 6, 2004, in the District Conference Centre, St. John's. The meeting was called to order at 7:35 p.m. by the Chair, Bruce Peckford.

Members present: Bruce Peckford, Chair  
Danny Button  
Earl Elliott  
Ron Ellsworth  
Angus Gilbert  
Cyril Hayden  
Jim Hearn  
Mel Hong  
Joe Keating  
Rick Martin  
Vi Parsons  
Brendan White

Absent with regrets: Joan Marie Gatherall

Also in attendance: Dr. Bruce Sheppard, Director of Education  
Mr. Richard Harvey, Assistant Director, Personnel  
Dr. Darin King, Assistant Director, Programs  
Mr. Eric Snow, Assistant Director, Finance & Administration  
Mr. Albert Trask, Assistant Director, Rural Issues  
Ms. Gwen Hurley, Executive Assistant  
Ms. Mary Tucker, Communications Officer

Chair welcomed the public to the meeting. The members at the table introduced themselves for the public's information.

### 2. ACCEPTANCE OF AGENDA

**Motion:** Moved by Danny Button, seconded by Rick Martin, that the agenda be accepted as distributed. Carried.

Items requested to be tabled at the last meeting was raised by a trustee. These items included

trustee correspondence and an article in Telegram citing the Director of Education.

**Motion:** Moved by Danny Button, seconded by Earl Elliott, to add both items to New Business on this meeting's agenda Carried.

### 3. CONSIDERATION OF MINUTES

It was noted that under Section 4, the discussion regarding items to be added to the agenda was not mentioned. It was agreed that the minutes would include the Director's comments relating to the section of the School Act requiring a 4-day notice to Trustees of the agenda thereby excluding items to be added at the table.

**Motion:** Moved by Brendan White, seconded by Ron Ellsworth, that the minutes of the School Board meeting of September 1, 2004, be adopted as amended. Carried.

### 4. BUSINESS ARISING

4.1 **AESD letter re Step 33 for Assistant Directors.** A discussion was held on the appropriateness of discussing personnel issues relating to salary at a public meeting.

**Motion:** Moved by Cyril Hayden, seconded by Jim Hearn, that agenda Item 4.1 be moved to closed session to occur at end of this meeting. Carried.

4.2 **Committees 2004-05.** The Chair and Director presented a recommendation on committee structure, as follows, outlining the areas of responsibility:

Executive Committee: A. Act in place of the Board consistent with the Schools Act, 1997, Section 56, and in accordance with by-laws of the board that will limit its powers and duties respecting B (following)

B. Act as a committee when dealing with

- e. Staffing of senior administrative personnel
- f. Constitution & by-laws recommendations
- g. Planning & priorities
- h. General policies

Finance & Properties: A. Finance

- B. Staffing of support personnel
- C. Property
- D. Buses
- E. Policies relating to area

- Programs
- A. Programs
  - B. Personnel for teaching staff
  - C. Policies relating to area

A thorough discussion was held on the functions of each committee, the total membership of each committee, the process for election, the table officers needed, and the appropriate time for naming the committees.

**Motion:** Moved by Jim Hearn, seconded by Cyril Hayden that an Executive Committee be elected, with the Chair, Vice Chair and 4 trustees making up the committee.  
Carried.

It was also agreed that the Vice Chair only would be elected separately from those who indicated an interest in serving on the Executive. The following members offered themselves for election to the Executive: Danny Button, Jim Hearn, Vi Parsons, Joe Keating, Cyril Hayden, Earl Elliott, Brendan White.

Nominations for Vice Chair:

- Vi Parsons, by Rick Martin, seconded by Brendan White
- Brendan White, by Angus Gilbert, seconded by Vi Parsons
- Joe Keating, by Earl Elliott, seconded by Ron Ellsworth
- Cyril Hayden, by Mel Hong, seconded by Ron Ellsworth
- Danny Button, by Brendan White, seconded by Ron Ellsworth

**Motion:** Moved by Jim Hearn, seconded by Angus Gilbert, that nominations cease.  
Carried.

### **Joe Keating was elected Vice Chair of Board for 2004-05**

Permission was given to destroy the ballots.

It was agreed that all who had expressed an interested in serving on the Executive, as well as Mel Hong, would be considered nominated and that 4 names would be written on all ballots.

**Dr. Jim Hearn, Earl Elliott, and Brendan White were elected on the first ballot.** Two members were dropped from the ballot and the second vote was between Mel Hong and Danny Button. After three tied votes, Danny Button withdrew. Therefore, **Mel Hong was declared elected to the Executive.**

**The Executive for 2004-05, as elected, were**

**Bruce Peckford, Chair**  
**Joe Keating, Vice Chair**  
**Earl Elliott**

**Dr. Jim Hearn**  
**Mel Hong**  
**Brendan White.**

Trustees were asked to complete the Committee Preference form to enable the Chair and Director to make appropriate appointments to the other two committees, based on stated preferences.

Mr. Cyril Hayden distributed information on the *School Lunch Program* for consideration at the next meeting. The Chair advised that *Kids Eat Smart* representatives have asked to meet with him and the Director in near future.

**Motion:** Moved by Jim Hearn, seconded by Vi Parsons, that Cyril Hayden continue to serve as this Board's representative on the School Lunch Program Committee. Carried.

- 4.3 **Board involvement in NLSBA** The Chair updated Trustees on recent meetings with NLSBA. It was noted that a consensus was achieved by the five (5) board chairs that NLSBA exist with a revised structure. It was noted that the French, Labrador and Central **boards** have expressed their support.

A decision was taken at the last meeting by all Chairs and Directors to bring back to their boards a recommendation to advance \$5000 to NLSBA to provide another month of funding so that a proposal of options for a new structure can be prepared. Then boards can review and decide on what is to be supported in the new structure. Future participation in NLSBA will be decided by the full board at a later date.

**Motion:** Moved by Jim Hearn, seconded by Danny Button that ESD advance \$5000 to NLSBA. Carried.

- 4.4 **Square footage for ESD facilities.** Distributed for information only.

- 4.5 **Consolidated Balance Sheet.** Provided as a result of a request at the last meeting and was for information purposes.

- 4.6 **Signing Authority Policy.**

**Motion:** Moved by Danny Button, seconded by Ron Ellsworth, that the presented Signing Authority Policy (copy attached) be approved. Carried.

- 4.7 **Budget Proposal - Additional Funding Allocations.** Mr. Snow reviewed the budget

revisions based on the additional funding received from government.

**Motion:** Moved by Jim Hearn, seconded by Angus Gilbert, that budget proposals for the additional funding allocation be approved. Carried.

5. **CORRESPONDENCE**

5.1 **French Family - Thank You** An appreciation card for an expression of sympathy by the Board was received.

5.2 **Chairperson - Western School District** This was distributed for information purposes only.

5.3 **Minister of Education.** This was distributed for information purposes only. The Director advised that a congratulatory note had been sent, on behalf of the Board, to the new Minister of Education.

5.4 **Orders in Council** This was distributed for information purposes only.

6. **NEW BUSINESS**

6.1 **Communication Protocol.** A discussion was held on the communication policies of each of the original four boards.

**Motion:** Moved by Ron Ellsworth, seconded by Rick Martin, that 3.10 be accepted as ESD policy on communications. With amendments as discussed

Motion withdrawn.

**Motion:** Moved by Brendan White, seconded by Joe Keating, that *the Chair and/or Director of Education or their designates be the spokesperson for the Board.* Carried.

6.2 **Staffing Update.** Student assistant allocation and holdback were reviewed by the Assistant Director of Personnel in response to questioning.

It was noted that Avalon East School District had a committee set up to advocate for a long term staffing policy and allocation based on needs. It was suggested that this be set up again.

- 6.3 **Placentia Area Restructuring.** Trustee Gilbert gave background information on the restructuring in the Placentia school system and noted that the 7-12 new school had been a priority of AWSB. An update on the capital priorities of ESD was sought. The Director reported on the top 3 capital priorities of each of the former boards.

**Motion:** Moved by Jim Hearn, seconded Cyril Hayden, to refer this matter to the Finance & Property Committee to provide a recommendation. Carried.  
A response to the correspondence from the joint school councils in the area will be forwarded by the Director.

- 6.4 **Director's Report.** Dr. Sheppard gave a brief report on highlights in the district to date. Provincial assessment results will be presented at the next meeting. The Chair thanked the Director for his timely report and such an appropriate agenda item.

**Motion:** Moved by Jim Hearn, seconded by Ron Ellsworth, that the Board accept the Director's report. Carried.

- 6.5 **Retirement Banquet - AESB**

**Motion:** Moved by Brendan White, seconded by Jim Hearn, to move this item to privileged session. Carried.

- 6.6 **Trustee correspondence.** The Director advised that e-mail addresses will be provided to all trustees on the new intranet system adopted by the Board.

- 6.7 **Article in Telegram - Dr. Sheppard re finances.** Concern was expressed that ESD should be identifying inequities in funding to boards and to advocate for additional funding.

## 7. **ADJOURNMENT**

**Motion:** Moved by Brendan White, seconded by Ron Ellsworth, that the meeting adjourned to privileged session at 10:05 p.m. Carried.