

Eastern School District Transitional Team

July 26, 2004

1. **OPENING**

A meeting of the Eastern School District Transitional Team was held on Monday, July 26, 2004, at the School Board Office, Burin. The meeting was called to order at 7:00 p.m. by the Chairperson, Bruce Peckford. Mr. Keating welcomed all to the Burin Peninsula Board Office.

Members present: Bruce Peckford (Chair)
Danny Button
Earl Elliott
Ron Ellsworth
Angus Gilbert
Cyril Hayden
Jim Hearn
Mel Hong
Joe Keating
Rick Martin

Absent with regrets: Joan Marie Gatherall
Vi Parsons
Brendan White

Also in attendance: Dr. Bruce Sheppard, Director of Education, Eastern
Mr. Richard Harvey, Assistant Director, Personnel
Dr. Darin King, Assistant Director, Programs
Mr. Albert Trask, Assistant Director, Rural
Mr. Eric C. Snow, Assistant Director, Finance & Administration
Mr. Barry Roberts, Director of Education, Burin
Mr. Brian Shortall, Director of Education, AESB
Ms. Gwen Hurley, Executive Assistant

The Chair welcomed the newly appointed Assistant Directors to the meeting: Eric Snow, Darin King, Richard Harvey, and Albert Trask.

2. **ADOPTION OF AGENDA**

It was agreed to add correspondence to the Chair from two employees of AESB.

Motion: Moved by Joe Keating, seconded by Cyril Hayden, that the agenda be

approved, with addition. Carried.

3. **CONSIDERATION OF MINUTES**

Motion: Moved by Jim Hearn, seconded by Angus Gilbert, that the minutes of the Eastern School District Transitional Team meeting held July 5, 2004, be adopted as presented. Carried.

4. **BUSINESS ARISING**

4.1 **Orientation/Retreat for Trustees.** It was agreed that Friday & Saturday - Oct. 22 & 23 would be the preferred dates for a Trustee Orientation. The venue suggested was The Wilds on Salmonier River. If the dates are not available it was agreed that the meeting move to Sunday afternoon and Monday. The Director's Office would confirm the date and place at the next meeting.

4.2 **Education Foundations.** Information was distributed on AWSB and AESB Education Foundations. After discussion it was agreed that a committee would be set up to make recommendations to the Board.

Motion: Moved by Danny Button, seconded by Ron Ellsworth, that a committee be formed to review the Education Foundations and to bring back a recommendation to the Board. Carried.

It was agreed that membership for this committee would consist of Brendan White, Cyril Hayden, Earl Elliott, and Rick Martin.

4.3 **Transition Agreement - NAPE/CUPE.** The Director advised that the distributed document was a result of several consultative meetings with the unions, NLSBA and himself. Dr. Sheppard reported that this document is being taken to the membership of both unions for ratification this week.

A discussion was held on signing authority of this Committee to legalize the document. Legal counsel has advised that NLSBA could sign on behalf of the Committee, with the approval of the Committee. Dr. Sheppard was asked to seek legal advise regarding AESB not being a member of NLSBA and if NLSBA signature could legally cover their participation in the agreement or if a signature from AESB is required as well.

The Director advised that the transitional agreement is for one year, however after six months it allows ESD to go to the Labour Relations Board if problems arise.

Motion: Moved by Cyril Hayden, seconded by Ron Ellsworth, that the transition

agreement be approved and that the Transitional Committee ratify after September 1. Carried.

It was agreed that meeting documents would be distributed prior to meetings.

- 4.4 **Transitional Committee meeting with NSLBA.** The Chair reported he was waiting for the President of NLSBA to set up the meeting in question. It was suggested that NLSBA be wound down at the end of August and then resurrected in September if the new boards support its existence. The Chair advised that he will write the chairs of the Transitional Committees and existing Boards to initiate discussion on the future of NLSBA.

It was emphasized by some trustees that an umbrella group is necessary to advocate on behalf of education.

- 4.5 **Correspondence - Chair to Minister of Education.** Distributed for information purposes.

- 4.6 **Correspondence - Director of Education to CDLI** Distributed for information purposes.

5. NEW BUSINESS

- 5.1 **Staffing Update.** Director advised of the hiring process used for staffing support and program specialist positions.

Motion: Moved by Jim Hearn, seconded by Ron Ellsworth, that the Transitional Committee accept the recommendations for Program Specialists as presented. Carried.

An appeal was received from two support personnel from AESB regarding the administrative assistant position for the Assistant Director of Education (Personnel). A discussion was held on the document. The Director addressed each concern outlined. It was agreed that the Chair would respond to the correspondence received.

Motion: Moved by Jim Hearn, seconded by Danny Button, that the recommendations for support personnel be approved by the Transitional Committee. Carried.

After discussion the Chair noted that the Administrative Staff would continue to be aware that communication with staff in the existing Board offices would be helpful, especially for those unsuccessful. The Director would be available to meet with the existing staffs at the request of the existing Directors.

Motion: Moved by Joe Keating, seconded by Cyril Hayden, that the Director be authorized to hire support personnel and Program Specialists as required and bring back a staffing update to the Committee at the next meeting. Carried.

- 5.2 **Organizational Chart and Administration Budget** The Director presented an organizational chart for the district, noting concerns with the level of funding for resourcing the district.

Mr. Snow reviewed the grants allocated to ESD and their breakdown in relation to the organizational chart presented.

Motion: Moved by Danny Button, seconded by Ron Ellsworth that the Transitional Committee approve the organizational structure. Carried.

It was agreed that the Organizational Chart could be shared with staffs in each office.

- 5.3 **School Holiday Schedule.** A school holiday schedule providing common holidays for the entire district was distributed.

Motion: Moved by Jim Hearn, seconded by Cyril Hayden, that the School Calendar for 2004-05 be approved. Carried.

- 5.4 **Behavioral Support Specialist.** Dr. Sheppard reported that ESD is allocated 2 positions to provide training for teachers of Criteria E students. Since this is one of the priority professional development initiatives of the Department of Education, the Department will assist school boards with some of the associated costs of implementation.

- 5.5 **Budget Preparation** The Director advised that a budget will be ready for next committee meeting. It was agreed that the Executive, plus Ron Ellsworth, will become the Finance Committee and will review the budget before the next meeting.

A Strategy for Committees Meetings will be placed on the August agenda.

6. **ADJOURNMENT**

Motion: Moved by Jim Hearn, seconded by Joe Keating, that, as there was no further business, the meeting adjourn at 10:00 p.m. Carried.