ANGLOPHONE SOUTH SCHOOL DISTRICT (ASD-S)
DISTRICT EDUCATION COUNCIL
Minutes of Meeting – August 12, 2026

The District Education Council (DEC) for Anglophone South School District (ASD-S) met in-person on Wednesday, August 12, 2026. The following Council members and staff were in attendance:

Council Members:
Roger Nesbitt, Chair, Kristine Wickner, Vice-Chair, Amanda Hamm, Ginny Hooper, Matthew Hall, Fane Gallant, Justin Speight, Sara Cook, Mark Perry and Nadia Dobbin.

Absent Members:
No members absent.

ASD-S Staff:
Derek O'Brien, Superintendent; Rosemary Southard, Director of Schools, Mike Wilson, Director of Schools, Angela Marr, Director of Schools, Shonna Martin, Acting Director of Curriculum and Instruction, Susan Moffatt, Director of Human Resources, Jessica Hanlon, Director of Communications, Jennifer Grant, Director of Education Support Services, Amy McClure, Director of System Improvement and Susan Cunningham, Recording Secretary.

1. **Call to Order/Welcome/Regrets**
   Mr. Nesbitt, Chair, called the meeting to order at 7:04 pm.

   Mr. Nesbitt began the meeting respectfully acknowledging that New Brunswick is situated on the unceded and unsurrendered territories of the Wolastoqey, Mi'gmaw, and Peskotomuhkati peoples. We seek to repair and rebuild meaningful relationships with Indigenous peoples and honour these lands which hold the hopes of future generations.

2. **Approvals**
   2.1 Approval of the Agenda
   Mr. Nesbitt referred to the Agenda for the meeting and asked that if there were no questions or concerns that a motion be put forward to approve. Ms. Hooper moved that the Agenda be approved as presented. Seconded by Mr. Speight. Motion carried.

   2.2 Approval of Minutes
   Mr. Nesbitt referred to the Minutes of the June 10, 2026 meeting and asked if there were no questions or concerns that a motion be put forward to approve. There being no questions or concerns, Mr. Gallant moved that the Minutes be approved as presented. Seconded by Ms. Hooper. Motion carried.

   2.3 Public Comment
   No public present at the meeting.

3. **Superintendent's Report & Update**
   Mr. O'Brien advised that his report had been posted for Council to review.

   He began by introducing the new Director of Finance and Administration, Ben Eagan as well as the new Director of System Improvement, Amy McClure.

   He spoke about the assessment academy which continued with the elementary cohort of teachers. These applicants were interested in targeted instruction and development in assessment strategies for the classroom.

   Mr. O'Brien reported that the leadership development participants engaged in a module on using professional learning communities to drive change and connect teacher collaboration time to student achievement. He mentioned there were 2 days of Level 1 Violent Threat Risk Assessment training offered over the summer, a meeting with community partners on planning and development of District Artificial Intelligence Implementation, there was continued training for Human Resources (Payroll) and Budget and Accounting for the new Fusion program and the Education Group Provincial Meetings were held August 11 & 12, 2026.

Mr. O'Brien mentioned that the Leadership Development participants completed their inclusion module, ensuring our future leaders have the knowledge to understand equity-related issues, along with the resources and relationships needed to support them in their early days as administrators.

He concluded his report that he met with the current principals of the four schools and community partners to discuss the community hubs for the new south end and north end schools. He was able to take a tour of the new north end school, and he participated in the multiple community partner meetings.

4. Presentation – Human Resources Annual Report

Ms. Susan Moffatt, Director of Human Resources presented on the Human Resources Policy Essentials. She began her presentation speaking about the four policy essentials: recruitment, payroll, staffing and employee concerns.

She spoke about the move from the Disk Operating System payroll system to FUSION system which went live on July 6, 2026.

She indicated that orientation for new employees includes a review and sign-off on six key policies: technology use, prevention of workplace violence, substance use in the workplace, respect in the workplace, pupil protection policy and social media policy.

Ms. Moffatt mentioned that recruitment starts with consistent and documented decisions; a defensible competition depends on process, records, and alignment with the collective agreement; teacher and administrator staffing follows an annual cycle and employee concerns should move through the regular channels.

She concluded her presentation by stating the process that we encourage will all managers, principals, supervisors and leadership is to Pause, Document and Consult Human Resources.

5. Business Arising from Minutes

5.1 Draft Annual Planning Calendar

Mr. Nesbitt reviewed the Draft Annual Planning Calendar. A suggestion for a presentation was from the Community School Coordinator, Erica Lane, particularly regarding the School Lunch Program.

6. New Business

6.1 Proposed Timeline – District Improvement Plan

Mr. O'Brien reported on the timeline for the District Improvement Plan. He went on to explain that this plan allows us to adjust the strategies based on what we've accomplished in the academic year and allows us to come back and set a new direction with DEC for the next school year.

6.2 PSSC Budgets

Mr. O'Brien reviewed the PSSC Budgets (2026-2027) which had been posted last week. The budget is based on $2.40/student or minimum of $500.

7. Information Items

7.1 Member's Notebook

Ms. Hamm mentioned the High School athletics and drama are beginning. She spoke about the Open Houses that are happening at the schools in her sub-district. She also mentioned a notification from the province regarding summer school.

7.2 Chair's Report and Update
Chair's Report August 2026
Appeals
A big thanks to all those who have signed on to do appeals.

DEC Meeting Questionnaire
He believes that the DEC must carry out constant evaluation of itself in order to be able to perform optimally. This document that was included as part of your meeting materials will for part of that self-evaluation that we carry out. He will ask a couple of different members to fill out the form near the end of each meeting. These will be used along with online evaluation of the CSR and GP policies. The summary of the online form will be posted on the website.

DEC Policies
He encourages you to familiarize yourself with our DEC policies that are on our website. We will review a number of these as our meetings go forward. The more familiar you are with the policies, the more things will come together in your role.

Provincial Policies From EECD
There are a number of provincial policies relating to: appeals, school sustainability, French second language, pupil transportation to name a few. These may arise as the year goes on and in each case, the provincial policy always takes precedence over any district policy.

Members and Zoned Schools
Members from each of the 12 subdistricts have a number of schools located within each subdistrict. He encourages you to make contact with the principal of each school in your subdistrict as soon as you can. It is important they know who the DEC member is to strengthen the DEC linkage with the schools and who should be invited to attend PSSC meetings and other school functions.

Oracle Fusion
As you may know there is a new payroll system that has just been introduced. It is through this system that you will receive your stipend and expenses. He encourages you to be patient as we all work through the learning curve on this.

Meeting Attendence
Your attendance and participation in our meetings, either in person or virtually is very important. When you do have to be absent from a meeting, please let me or Susan know and the reason for your absence.

Member's Notebook
This item that appears near the end of the agenda is a chance for you to report to the Council on a positive item that you learned from attending a school function or PSSC meeting.

7.3 Correspondence
Posted for this meeting and dealt with prior to the meeting.

8. Adjournment
Mr. Nesbitt thanked all who attended this evening's Council meeting.

There being no further business the meeting was adjourned at 8:12pm.

Respectfully submitted,

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Roger Nesbitt, Chair

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Susan Cunningham, Recording Secretary