



Planning & Priorities Committee

Regional Office, Berwick 11:30 a.m.

April 26, 2017

I N D E X

PP17:016	Approval of Agenda	[Approved]
PP17:017	Approval of Minutes of March 21, 2017	[Approved]
PP17:018	Adjournment	[Approved]



Planning & Priorities Committee

Regional Office, Berwick

11:30 a.m.

April 26, 2017

MINUTES

Present: Sue Ritchie, Chair; Donna Johnstone, Vice Chair; Peter Cromwell, Sandy Fraser, Pat Parker; Lavinia Parrish Zwicker, Roberta Kubik, Superintendent of Schools; Stephen Amirault, Regional Education Officer; Kim Grimard, Board Secretary

Also Present: Nancy Bigelow Acker; Jackie Foster (via conference call)

Regrets: Phil Van Zoost

Sue Ritchie, Chair, called the meeting to order at 11:55 a.m. She welcomed Jackie Foster participating by conference call and members of the public.

APPROVAL OF AGENDA

► PP17:016

Approval of Agenda

[Approved]

On motion of Sandy Fraser, seconded by Donna Johnstone, it was moved to approve the agenda. Motion Carried

APPROVAL OF MINUTES

► PP17:017

Approval of Minutes of March 21, 2017

[Approved]

On motion of Pat Parker, seconded by Sandy Fraser, it was moved to approve the minutes of March 21, 2017.

Motion Carried

BUSINESS ARISING

SELF-ASSESSMENT UPDATE

Ms. Ritchie noted that the Board self-assessment identified 14 categories to monitor to ensure the Board is practicing good governance. The subsequent work plan developed by the Planning and Priorities Committee identified eight actions for follow up to ensure best practices. She presented a report that directly addresses Action 1 in the work plan which recognizes the need to schedule time to highlight areas at public meetings in which the Board is functioning well that should be acknowledged and celebrated. The following areas of success reflect the Board's knowledge and understanding of its role as governing school board members. Reporting will be a regular part of this Committee's self-assessment update. Areas for reflection this month include:

Category #1: Legislation

1. **(1.3) The school board maintains a focus on the achievement of all students.** The Board scored high in this area. The achievement results and ongoing support to students is monitored by the Board and is reported through the Education Committee and at the Board table.

2. **(1.4) The school board respects that the Superintendent is responsible for the day-to-day management of the school system.** AVRSB members' high score in this category clearly indicates that there is understanding that the Superintendent is responsible for the management of the system while Board members are accountable for governing. Accountability for monitoring and reporting publically is the responsibility of the governing board.

Category #2: Governance

1. **(2.2) School board decisions are made on the basis of facts, evidence and research, rather than hearsay and opinion.** It is evident in the results of this question that Board members understand the importance of the decisions before them and the need to consider only facts when tasked with decision-making.
2. **(2.5) The school board publicly supports the decision of the majority, once the vote has been taken.** Scores in this question show the Board fully understands that we each have one vote. Once the vote has been taken, we respect the decision/motion of the full Board thus practicing good governance.
3. **(2.9) From a governance perspective, school board members represent the entire school system.** Members indicate in this question that they understand fully that we make good governance decisions on the basis of what is appropriate throughout the system as a whole and not just the electoral area that we represent.
4. **(2.10) The school board functions as a unit and makes decisions as a whole.** The results speak for themselves; we understand that the whole Board must work together and we respect the full decision of the Board.

(A copy of the report is attached to the official minutes and forms part of this document.) This information will be brought forward regularly to Board meetings from the Planning and Priorities.

Members agreed to continue to use this type of format to present at Planning and Priorities

Committee meetings and regular Board meetings. Lavinia Parrish Zwicker, Board Chair, commended the Planning and Priorities Committee for the ongoing monitoring of the Board self-assessment work plan to ensure the Board continues to use best practices and continues to strive to improve in its governance role. Board members were asked on a go-forward basis to forward Ms. Ritchie any comments for future reporting.

NEW BUSINESS

FOIPOP / PIIDPA ANNUAL REPORT

Kristen Loyst, Communications and FOIPOP Officer, joined the meeting at 12:10 p.m. Each year public organizations must submit to the Minister of Justice a report on FOIPOP requests and PIIDPA exemptions. She presented the *Annual Report on FOIPOP (April 1, 2016 - March 31, 2017) and PIIDPA (2016)*. The FOIPOP reporting period is per fiscal year and the PIIDPA reporting period is per calendar year. (A copy is attached to the official minutes and forms part of this document.)

Roberta Kubik, Superintendent, commended Ms. Loyst for her extensive knowledge of these two provincial Acts for which she is known around the province. She noted that other school boards confer with Ms. Loyst on inquiries they receive. Roberta Kubik and the members thanked Ms. Loyst for presenting the report and for her ongoing work processing information requests and ensuring the Board is in compliance with the Acts.

Ms. Loyst left the meeting at 12:29 p.m.

BOARD BY-LAWS REVISIONS

Ms. Parrish Zwicker noted that the Board undertook a comprehensive review of its By-laws over a period of 18 months. She acknowledged the necessity of periodic review of sections of the By-laws to clarify language or keep up to date on current practices. The By-laws direct the Board and its members on sound governance practices and provides a reference for rules and procedures for conducting its meetings. The members began to review some of the proposed revisions to the By-laws. **Due to the number of revisions and the time involved, the members agreed to continue reviewing the items at a future meeting to be determined.**

NEXT MEETING DATE: May 15, 2017 at 11:15 a.m. in the Education Room.

ADJOURNMENT

► PP17:018

Adjournment

[Approved]

On motion of Sandy Fraser, seconded by Pat Parker, it was moved to adjourn at 1:32 p.m.
Motion Carried

Kim Grimard, Board Secretary

Sue Ritchie, Committee Chair