

## **CALGARY BOARD OF EDUCATION**

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held in the Multipurpose Room, Education Centre, 1221 – 8 Street SW, Calgary, Alberta on Tuesday, April 14, 2015 at 12 noon

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### MEETING ATTENDANCE

#### Board of Trustees:

Trustee J. Bowen-Eyre, Chair  
Trustee L. Ferguson  
Trustee J. Hehr  
Trustee T. Hurdman  
Trustee P. King  
Trustee A. Stewart

#### Administration:

Mr. D. Stevenson, Chief Superintendent of Schools  
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services  
Ms. C. Faber, Superintendent, Learning Innovation  
Mr. B. Grundy, Superintendent, Finance and Supply Chain Services  
Mr. B. Brunton, Chief Communications Officer  
Mr. G. Francis, General Counsel, Legal Services/Acting Superintendent, Human Resources  
Ms. J. Barkway, Corporate Secretary  
Ms. D. Perrier, Recording Secretary

#### Stakeholder Representatives:

Mr. R. Anderson, Canadian Union of Public Employees, Local 41  
Mr. K. Hegg, Alberta Teachers’ Association, Local 38  
Ms. L. Lavoie, Principals’ Association for Adolescent Learners (PAAL)  
Ms. L. Robb, Calgary Board of Education Staff Association  
Mr. S. Young, Principals’ Association for Adolescent Learners (PAAL)

### **1 | CALL TO ORDER, NATIONAL ANTHEM AND WELCOME**

Chair Bowen-Eyre called the meeting to order at 11:59 a.m. on the Link and O Canada was led by the Grade 3/4 *One-World Choir* from Colonel Sanders School.

The meeting reconvened in the Multipurpose Room at 12:08 p.m. Chair Bowen-Eyre acknowledged and welcomed staff, public and representatives from the aforementioned organizations. She also welcomed Ms. P. Kessler, teacher, and her Grade 1 students from West Springs School, who have moved their classroom to the historical Dr. Carl Safran building for the week. She also recognized Ms. J. Hrdlicka in the public gallery. In the unofficial interim results of the April 13<sup>th</sup> by-election for the Office of CBE trustee in Wards 11 and 13, the City of Calgary has provided information that Ms. Hrdlicka received the most votes. The official results will be available on April 17, 2015.

The swearing-in ceremony is scheduled for Monday, April 20, 2015. Following that meeting, the new trustee will officially become a member of the Board of Trustees.

## 2 | **CONSIDERATION/APPROVAL OF AGENDA**

Ms. Barkway, Corporate Secretary, noted that the following changes were proposed to the agenda:

Delete:

- Item 6.2 - Office of the Board of Trustees' 2015-16 Operating Budget
- Item 6.3 - Amendment of Governance Policies – Second Reading (for consideration at a future public Board meeting agenda)

Add:

- New Item 7.2 - Approval of Minutes of Regular Meeting held February 10, 2015 (renumber subsequent agenda items accordingly)
- Item 8.0 - In-Camera Session
  
- Item 7.3.2 - Chief Superintendent's Update was removed from the Consent Agenda, for consideration immediately following the remaining Consent Agenda items.

MOVED by Trustee Stewart:

**THAT the Agenda for the Regular Meeting of April 14, 2015 be approved as submitted, subject to the above noted changes.**

The motion was  
CARRIED UNANIMOUSLY.

## 3 | **AWARDS AND RECOGNITIONS**

There were no awards or recognitions.

## 4 | **RESULTS FOCUS**

### 4.1 **Wildwood School Presentation – Results 4**

Mr. C. Davies, Area IV Director, provided opening remarks regarding the school presentation on Results 4: Citizenship. He noted that students at Wildwood School are leaders of tomorrow and act in multiple ways on a daily basis to make our world a better place. Director Davies introduced the presenters as follows:

Mr. D. Toews, Principal  
Ms. R. Prevette, Assistant Principal  
Ms. D. Connell, Teacher  
Students: Addison (Grade 2) and Khumo (Grade 6)

Ms. Connell, music teacher, shared comments about the undertaking of a compost project by students. This past fall the school received Alberta Recycling Council's Institutional Leadership Award for diverting 84% of the school's waste. In one year the school composted 35.2 tons of material. She called forward a group of students who are

members of the school's compost crew, to sing a song they created called "Come On Calgary – Compost".

Addison and Khumo, also members of the compost crew, showed a video that they produced of students, staff and parents demonstrating and explaining the need for and benefits of composting, recycling and saving energy. Students act as ambassadors for the project and show their fellow students how to properly recycle material. Every year students plant vegetables in their school garden, which contains the soil from their compost material, and they harvest the garden in the fall.

Ms. Prevette provided concluding remarks, noting that the make-up of their school population embraces 40 different cultures. Wildwood is a *Circle of Courage* school where they have developed an understanding of what it is to be a responsible citizen and through mastery, independence, generosity and belonging they work together to ensure the uniqueness of each individual is strengthened and celebrated in working towards student success.

On behalf of the Board, Trustee Hehr shared words of appreciation for the presentation and for the remarkable work of staff and students in their citizenship efforts.

#### 4.2 R-4: Personal Development – Annual Monitoring

Chair Bowen-Eyre stated that this report was introduced at the April 7, 2015 meeting where trustees posed questions and received clarification on various issues. The Board must now consider whether the Chief Superintendent has made reasonable progress towards achieving the desired results of R-4: Personal Development.

MOVED by Trustee Stewart:

**THAT the Board of Trustees has reviewed the monitoring report on Results 4: Personal Development, and concludes that reasonable progress is being made toward the ultimate achievement of this Results policy.**

Trustee comments in debate of the motion included that the report provides evidence of strong results in the area of personal development, the values that the Board has expressed in this policy are foundational and critical to student success and the indicators for Results 4 show positive results. The Board expressed appreciation for the work of administration in gathering the data for this monitoring report.

Chair Bowen-Eyre called for the vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

## 5 | OPERATIONAL EXPECTATIONS

### 5.1 Budget Assumptions Report

Chief Superintendent Stevenson provided a brief review of the general assumptions for the CBE's 2015-16 proposed budget, as put forward on page 5-16 of the report. This

budget information was prepared subsequent to the provincial budget announcement on March 26, 2015. Chief Stevenson noted that this report is being provided for information of the Board.

Administration responded to trustee questions and provided clarification on several issues including, but not limited to, the level of engagement and communication that has been undertaken with CBE staff members, union groups and public stakeholders; the potential implications surrounding the use of operating reserves to balance the budget; the provincial direction that provides school boards with limited budget flexibility; the Resource Allocation Method to schools; and the issue of no funding for growth.

Recessed: 1:16 p.m.

Reconvened: 1:21 p.m.

Administration pointed out that these budget assumptions are very broad and, to the extent possible, eliminate all known “conservatism” in estimates and projections. As a result, there is an increased risk of an overall negative variance between the budget plan and actual results at the end of 2015-16. A question and answer session continued on issues including: the charging of fees for instruction, transportation and services, including those services for which we receive provincial grants and those that we don’t; potential sale of properties; facility rentals and leasing costs; the use of reserves and the differences between reserves and surplus; the cleanliness of our facilities and potential impacts; the importance of supporting the provision of safe and healthy learning environments for students and staff; the potential minimal savings that will result from fewer travel expenses; commissioning costs for new schools and modulars that are not covered by the province; the increase in class sizes if school-based teacher FTEs (full-time equivalents) are maintained at 2014-15 levels, given the expected increase in the number of students; and student success.

Recessed: 2:35 p.m.

Reconvened: 2:52 p.m.

#### Motion Arising

MOVED by Trustee Hurdman:

**THAT the Board of Trustees directs Administration to use \$18 million of reserves in the proposed 2015-2016 budget, to be allocated directly to schools to address growth and to maintain class sizes, based on current projections.**

Trustees debated the motion and noted full support for the need to protect students, especially our most vulnerable students, to address projected enrolment growth and maintain class sizes.

Chair Bowen-Eyre called for the vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

## 6 | **MATTERS RESERVED FOR BOARD ACTION**

### 6.1 **Report from Trustee Remuneration Committee**

Trustee Hurdman provided a summary of the contents of the report and of the discussions held by the Trustee Remuneration Committee at two meetings. She shared that the Committee expressed their opinion that the remuneration for trustees should be tied to a benchmark, and they felt that a three-year rolling average would be workable, rather than small adjustments having to be made upwards or downwards from year to year.

A trustee questioned whether there is a document that is publicly posted that shows the earnings of a trustee, to which Administration noted that the information forms part of the financial statements that are sent to the province, which are publicly disclosed annually.

MOVED by Trustee Hurdman:

**THAT the Board of Trustees approves the recommended changes to GC-2E: Trustee Remuneration, as provided in the attachment to the report.**

MOVED by Trustee Stewart:

**THAT the motion be amended to add “subject to a change of the date to September 1, 2016, in part A.1 of the policy exhibit.”**

The amendment was  
CARRIED UNANIMOUSLY.

Chair Bowen-Eyre called for the vote on the motion as amended.

The motion was  
CARRIED UNANIMOUSLY.

## 7 | **CONSENT AGENDA**

The Chair noted that items on the consent agenda are approved with the agenda, as follows:

### 7.1 **OE-9: Communicating With the Public**

**THAT the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of policy OE-9: Communicating With the Public.**

### 7.2 **Approval of Minutes – Regular Meeting held February 10, 2015**

**THAT the Board of Trustees approves the minutes of the Regular Meeting held February 10, 2015, as submitted.**

### 7.3.4 **Locally Developed Courses**

**THAT the Board of Trustees approves the following, newly developed for the Calgary Board of Education, senior high locally developed courses and resources,**

as listed in the course outline submitted to Alberta Education, for use in Calgary Board of Education schools for September 1, 2015 to August 31, 2019:

**Environmental Science (AP)**

Level: 35 Credits: 5

THAT the Board of Trustees approves the following, newly acquired for the Calgary Board of Education, senior high locally developed courses and resources, as listed in the course outline submitted and approved to Alberta Education, for use in Calgary Board of Education schools from Red Deer Public School District No. 104:

**Competencies in Math**

Level: 15 Credits: 5

September 1, 2015 to August 31, 2018

**Physics (AP)**

Level: 35 Credits: 5

September 1, 2015 to January 31, 2019

THAT the Board of Trustees approves the following renewed Calgary Board of Education senior high locally developed courses and the resources, submitted and approved to Alberta Education, as listed in the course outline for use in Calgary Board of Education schools: September 1, 2015 to August 31, 2019:

**Advanced Acting/Touring Theatre**

Level: 15, 25, 35 Credits: 3 | 5

*(Trustee approval is provisional on confirmation of a successful review by Alberta Education.)*

**Autobody Repair K&E**

Level: 15, 25, 35 Credits: 5

**Creative Writing and Publishing**

Level: 15, 25, 35 Credits: 3 | 5

**Journalism**

Level: 15, 25, 35 Credits: 5

**Korean Language & Culture | 3Y**

Level: 15, 25, 35 Credits: 5

**Musical Theatre**

Level: 15, 25, 35 Credits: 5

**Yoga**

Level: 15, 25, 35 Credits: 3 | 5

THAT the Board of Trustees approves the following newly developed Calgary Board of Education junior high locally developed courses and the resources, as listed in the course outline for use in Calgary Board of Education schools from September 1, 2015 to August 31, 2019:

**Performing Arts**

Grade: 7, 8, 9

**Power up your Learning**

**Grade: 6**

**Yoga**

**Grade: 7, 8, 9**

**THAT the Board of Trustees approves the following re-newed Calgary Board of Education junior high locally developed courses and the resources, as listed in the course outline for use in Calgary Board of Education schools from September 1, 2015 to August 31, 2019:**

**Dance**

**Grade: 7, 8, 9**

**ESL Beginner English Language Development**

**Grade: 7, 8, 9**

**Leadership/Service**

**Grade: 7, 8, 9**

**Power up your Learning**

**Grade: 7, 8, 9**

**Training for Excellence in Sport**

**Grade: 7, 8, 9**

**THAT the Board of Trustees approves the following expiring courses developed by Calgary Board of Education for junior and senior high locally developed courses be removed from the Calgary Board of Education course board:**

**Exploration in Fine and Performing Arts**

**Grade: 7**

**Physics (AP)**

**Level: 35 Credits: 3**

**Sport Psychology**

**Level: 25 Credits: 5**

**THAT the Board of Trustees approves the following Calgary Board of Education senior high locally developed courses be updated to provide enhanced current resources for students in the Calgary Board of Education:**

**Geology**

**Level: 25 Credits: 3**

**7.3 Items Provided for Board Information**

7.3.1 Correspondence

7.3.3 Second Quarter Budget Variance Report for the 2014-15 Budget

7.3.5 Construction Projects Status Report

### 7.3.2 Chief Superintendent's Update

Chief Superintendent Stevenson pointed out that the Student Speak Out Conference was cancelled by the organizers as a result of the upcoming provincial election. We continue to provide student voice locally at the CBE.

At the request of a trustee, Chief Superintendent Stevenson provided comments about the services being moved out of the Calgary Young Offenders Center (CYOC) and West View School to be centralized in Edmonton. Our Administration has been actively engaged in negotiations with Alberta Education and the Solicitor General about the move of this program, and the discussions around the desire by all parties to understand how we can best serve the educational program and young offender program to those students.

Chair Bowen-Eyre shared that Administration has the support of the Board of Trustees to offer assistance in the form of advocating for our students involved in this program.

Chair Bowen-Eyre informed that the Regular Meeting would go in-camera for the Board to discuss a strategic planning issue.

Recessed: 3:39 p.m.  
Reconvened: 3:56 p.m.

## 8 | **IN-CAMERA ISSUES**

### 8.1 Motion to Move In Camera

MOVED by Trustee Ferguson:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the Private Agenda for the Regular Meeting of the Board, April 14, 2015, be considered at an in-camera session; therefore be it

***Resolved, THAT the Regular Meeting of the Board of Trustees moves in camera.***

The motion was  
CARRIED UNANIMOUSLY.

### 8.2 Motion to Revert to Public Meeting

MOVED by Trustee Stewart:

**THAT the Regular Meeting of the Board of Trustees moves out of in camera.**

The motion was  
CARRIED UNANIMOUSLY.



8.3 Motion to Action In-Camera Recommendation

MOVED by Trustee Hehr:

**THAT the Board of Trustees approves the draft correspondence, in principle, and authorizes the Board Chair to seek support for the request as discussed in camera.**

The motion was  
CARRIED UNANIMOUSLY.

9 | ADJOURNMENT

MOVED by Trustee King:

**THAT when the Board adjourns, it adjourns to meet at the call of the Chair.**

The motion was  
CARRIED UNANIMOUSLY.

The meeting adjourned at 4:15 p.m.

Chair Bowen-Eyre reconvened the April 14, 2015 Regular Meeting at 1:07 p.m. on Tuesday, April 21, 2015, in Room T224, Education Centre, 1221 – 8 Street SW, Calgary, Alberta

MEETING ATTENDANCE

Board of Trustees:

Trustee J. Bowen-Eyre, Chair  
Trustee L. Ferguson  
Trustee J. Hehr  
Trustee J. Hrdlicka  
Trustee T. Hurdman  
Trustee P. King  
Trustee A. Stewart

Administration:

Mr. D. Stevenson, Chief Superintendent of Schools  
Ms. S. Church, Deputy Chief Superintendent of Schools  
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services  
Ms. C. Faber, Superintendent, Learning Innovation  
Mr. B. Grundy, Superintendent, Finance and Supply Chain Services  
Mr. B. Brunton, Chief Communications Officer  
Mr. G. Francis, General Counsel, Legal Services/Acting Superintendent, Human Resources  
Ms. J. Barkway, Corporate Secretary

MOVED by Trustee Hehr:

**THAT the Board of Trustees approves the addition of two emergent items to the Private Agenda.**

The motion was  
CARRIED UNANIMOUSLY.

Regular Meeting of the Board of Trustees  
April 14, 2015, and reconvened on April 21, 2015

MOVED by Trustee King:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the Private Agenda for the Regular Meeting of the Board, April 14, 2015, reconvened on April 21<sup>st</sup>, be considered at an in-camera session; therefore be it

*Resolved, THAT the Regular Meeting of the Board of Trustees moves in camera.*

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Stewart:

**THAT the Regular Meeting of the Board of Trustees moves out of in-camera.**

The motion was  
CARRIED UNANIMOUSLY.

Recessed: 1:34 p.m.  
The meeting reconvened at 1:38 p.m. in the Multipurpose Room.

#### MEETING ATTENDANCE

##### Board of Trustees:

Trustee J. Bowen-Eyre, Chair  
Trustee L. Ferguson  
Trustee J. Hehr  
Trustee J. Hrdlicka  
Trustee T. Hurdman  
Trustee P. King  
Trustee A. Stewart

##### Administration:

Mr. D. Stevenson, Chief Superintendent of Schools  
Ms. S. Church, Deputy Chief Superintendent of Schools  
Mr. F. Copping, Superintendent, Facilities and Environmental Services  
Ms. C. Faber, Superintendent, Learning Innovation  
Mr. B. Grundy, Superintendent, Finance and Supply Chain Services  
Mr. B. Brunton, Chief Communications Officer  
Mr. G. Francis, General Counsel, Legal Services/Acting Superintendent, Human Resources  
Ms. J. Barkway, Corporate Secretary  
Ms. D. Perrier, Recording Secretary

##### Stakeholder Representatives:

Ms. L. Robb, Calgary Board of Education Staff Association

Chair Bowen-Eyre welcomed stakeholders, staff and members of the public to the meeting. She noted that the item for continuing discussion and review at this reconvened meeting is Item 5.1 Budget Assumptions Report, which was first presented on April 14, 2015. Additional information titled "Budget 2015-16 Balancing" was provided for this item.

Regular Meeting of the Board of Trustees  
April 14, 2015, and reconvened on April 21, 2015

Chief Superintendent Stevenson provided a summary of the report, noting it is in response to the Board of Trustees' motion that was passed on April 14, 2015, directing Administration to use \$18 million of operating reserves in the proposed 2015-16 budget, to be allocated directly to schools to fund growth and to maintain class sizes, based on current projections. Superintendent Grundy provided a brief description of the materiality and risks associated with the Board direction.

Administration addressed questions posed by trustees and provided clarification, where required, on issues including: some of the risks associated with timing of decisions made by both the system and the province; aspects of the Resource Allocation Method (RAM); the provincial government direction to school boards in preparation of budgets for submission; the requirement to maintain, at a system level, the number of 2014-15 teaching positions (FTEs); the request from Administration to the province for clarification of transition strategies in terms of allowing operating reserves to be used as one time funding; prioritizing the safety and security of our students; and, the parameters that surround system conservatism.

Chair Bowen-Eyre noted that the Regular Meeting would go in-camera for the Board to discuss a strategic planning issue and a land issue.

Recessed: 2:13 p.m.

Reconvened: 2:25 p.m.

MOVED by Trustee Ferguson:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the Private Agenda for the Regular Meeting of the Board, April 14, 2015, reconvened on April 21<sup>st</sup>, be considered at an in-camera session; therefore be it

*Resolved, THAT the Regular Meeting of the Board of Trustees moves in camera.*

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Hehr:

**THAT the Regular Meeting of the Board of Trustees moves out of in camera.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Stewart:

**THAT, subject to appropriate ministerial approval, the Board of Trustees approves the tender for construction of the elementary schools in Panorama and Auburn Bay, as discussed in camera on April 21, 2015.**

The motion was  
CARRIED UNANIMOUSLY.

Regular Meeting of the Board of Trustees  
April 14, 2015, and reconvened on April 21, 2015

MOVED by Trustee Ferguson:

**THAT the Board of Trustees authorizes the Board Chair to correspond with the Alberta School Boards Association (ASBA) President in regards to the ASBA Task Force on Strengthening the Provincial Voice, as discussed in camera.**

The motion was  
CARRIED UNANIMOUSLY.

Chair Bowen-Eyre declared the meeting adjourned at 3:14 p.m.