

CALGARY BOARD OF EDUCATION

Minutes of the Organizational Meeting of the Board of Trustees (“Board”) held in the Multipurpose Room, Education Centre, 1221 8th Street SW, Calgary, Alberta, on Tuesday, June 21, 2016 at 3:00 p.m.

MEETING ATTENDANCE

Board of Trustees:

Trustee J. Bowen-Eyre
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. D. Breton, Superintendent, Facilities and Environmental Services
Ms. J. Everett, Superintendent, Learning
Mr. G. Francis, Superintendent, Human Resources/General Counsel
Mr. B. Grundy, Superintendent, Finance/Technology Services
Ms. M. Martin-Esposito, Chief Communications Officer
Ms. J. Barkway, Corporate Secretary
Ms. D. Perrier, Recording Secretary

1 | CALL TO ORDER AND WELCOME

Ms. J. Barkway, Corporate Secretary, assumed the chair as Chair pro tem and called the meeting to order at 3:00 p.m. O Canada was led by the student choir from Sommerset School, by way of a DVD recording.

2 | CONSIDERATION/APPROVAL OF AGENDA

MOVED by Trustee Hehr:

THAT the Agenda for the June 21 2016 Organizational Meeting of the Board of Trustees be approved, as submitted.

The motion was
CARRIED UNANIMOUSLY.

3 | ELECTION OF OFFICERS

3.1 Nominations for and Election of Chair of the Board

Ms. Barkway called for nominations for the position of Chair of the Board of Trustees.

Trustee Ferguson nominated Trustee Bowen-Eyre for Chair of the Board.
Trustee Hurdman nominated Trustee Stewart for Chair of the Board.

Ms. Barkway called one more time for further nominations and there were none.

Trustee Bowen-Eyre agreed to let her name stand for Chair. Trustee Stewart agreed to let her name stand for Chair.

Trustee Ferguson spoke to her nomination for Trustee Bowen-Eyre as Chair of the Board of Trustees.

Trustee Hurdman spoke to her nomination for Trustee Stewart as Chair of the Board of Trustees.

Trustee Ferguson requested that the vote be by secret ballot. Ms. Barkway distributed the ballots and gathered them for tallying. Ms. Barkway declared Trustee Bowen-Eyre as Chair of the Board of Trustees.

MOVED by Trustee Hehr:

THAT the ballots be destroyed.

The motion was
CARRIED UNANIMOUSLY.

Chair Bowen-Eyre thanked her colleagues for their support and assumed the Chair.

3.2 Nominations for and Election of Vice-Chair of the Board

Chair Bowen-Eyre called for nominations for the position of Vice-Chair of the Board of Trustees.

Trustee Hrdlicka nominated Trustee King for Vice-Chair of the Board.
Trustee Hehr nominated Trustee Hurdman for Vice-Chair of the Board.
Trustee Ferguson nominated Trustee Stewart for Vice-Chair of the Board.

Trustees King and Hurdman confirmed that they would let their name stand for Vice-Chair of the Board. Trustee Stewart respectfully declined the nomination.

Trustee Hrdlicka spoke to her nomination for Trustee King as Vice-Chair of the Board.

Trustee Hehr spoke to her nomination for Trustee Hurdman as Vice-Chair of the Board.

Trustee Ferguson requested that the vote be by secret ballot. Ms. Barkway distributed the ballots and gathered them for tallying. The Chair declared Trustee Hurdman as Vice-Chair of the Board of Trustees.

MOVED by Trustee King:

THAT the ballots be destroyed.

The motion was
CARRIED UNANIMOUSLY.

4 | **ESTABLISHMENT OF COMMITTEES, COMMITTEE MEMBERSHIP AND LIAISON LINKS**

4.1 **Establishment of Committees and Committee Membership**

MOVED by Trustee Hurdman:

THAT the Board of Trustees approves the continued functioning of the following committees and their terms, as outlined in GC-5E attached to the report:

- **Audit Committee**
- **Board Evaluation Committee**
- **School Naming Committee (ad hoc)**
- **Strategic Dialogue and Public Engagement Committee**
- **Trustee Remuneration Committee**
- **Agenda Planning Committee**

The motion was
CARRIED UNANIMOUSLY.

- **Audit Committee**

Chair Bowen-Eyre stated that two nominations had come forward for the Audit Committee through a written nomination process, and those nominees are Trustee Ferguson as Chair of the Committee, and Trustee Stewart.

Chair Bowen-Eyre called two more times for further nominations from the floor, and there were none.

Trustee Ferguson will serve as Chair of the Committee, and Trustee Stewart as member.



- **Board Evaluation Committee**

Chair Bowen-Eyre stated that two nominations had come forward for the Board Evaluation Committee through the written nomination process, and those nominees are Trustee Hurdman as Chair of the Committee, and Trustee Hehr.

Chair Bowen-Eyre called two more times for further nominations from the floor, and there were none.

Trustee Hurdman will serve as Chair of the Committee, and Trustee Hehr as member.

- **Strategic Dialogue and Public Engagement Committee**

Chair Bowen-Eyre pointed out that all trustees sit as members on the Strategic Dialogue and Public Engagement Committee. She noted that Trustee Hurdman was nominated for Chair of the Committee through the written nomination process.

Chair Bowen-Eyre called two more times for nominations for Chair of the Strategic Dialogue and Public Engagement Committee, and there were none.

Trustee Hurdman will serve as Chair of the Committee.

- **Trustee Remuneration Committee**

Chair Bowen-Eyre stated that two nominations had come forward for the Trustee Remuneration Committee through the written nomination process, and those nominees are Trustee Hehr as Chair of the Committee, and Trustee Bowen-Eyre.

Chair Bowen-Eyre called two more times for further nominations from the floor, and there were none.

Trustee Hehr will serve as Chair of the Committee, and Trustee Bowen-Eyre as member.

- **Agenda Planning Committee**

The trustee membership for the Agenda Planning Committee, as provided for in the Terms of Reference, includes all trustees, and it is chaired by the Vice-Chair of the Board.

A summary of trustee appointments to the Board of Trustees' Committees is as follows:

Audit Committee

- Trustee Ferguson (Chair)
- Trustee Stewart

Board Evaluation Committee

- Trustee Hurdman (Chair)
- Trustee Hehr



Strategic Dialogue and Public Engagement Committee

- Trustee Hurdman (Chair)
- All trustees

Trustee Remuneration Committee

- Trustee Hehr (Chair)
- Trustee Bowen-Eyre

Agenda Planning Committee

- Trustee Hurdman (Chair)
- All trustees

4.2 Appointment of Trustees to Liaison Responsibilities

• **CBE Liaison to ASBA Zone 5**

Chair Bowen-Eyre noted that through the written nomination process, Trustee Hrdlicka was nominated as the Board's representative to ASBA Zone 5.

Chair Bowen-Eyre called two more times for further nominations from the floor, and there were none.

Trustee Hrdlicka was appointed as Trustee Liaison to ASBA Zone 5.

• **Elder Advisory Council**

Chair Bowen-Eyre noted that typically one trustee serves as the liaison representative on this group; however, in efforts to enhance the Board's relationships with the Elders, two trustees will be appointed for this year. Through the written nomination process, Trustee Bowen-Eyre and Trustee Hrdlicka were nominated as the Board's representatives to the Elder Advisory Council.

Chair Bowen-Eyre called two more times for further nominations from the floor, and there were none.

Trustees Bowen-Eyre and Hrdlicka were appointed as Trustee Liaisons to the Elder Advisory Council.

• **imagineCALGARY**

Chair Bowen-Eyre noted that through the written nomination process, Trustee Hrdlicka was nominated as the Board's representative to imagineCALGARY.

Chair Bowen-Eyre called two more times for further nominations from the floor, and there were none.

Trustee Hrdlicka was appointed as Trustee Liaison to imagineCALGARY.



- **ATA Council of School Representatives**

Chair Bowen-Eyre noted that through the written nomination process, Trustee King was nominated as the Board's representative to the ATA Council of School Representatives. She pointed out that two trustees are appointed to this group, with the first trustee position serving as a regular appointment, and the second trustee is determined on a rotating basis.

Chair Bowen-Eyre called two more times for further nominations from the floor, and there were none.

Trustee King was appointed as the regular Trustee Liaison to the ATA Council of School Representatives.

- **EducationMatters**

Chair Bowen-Eyre noted that she and Trustee Hehr have served as Governors of EducationMatters since October 2013. Trustee Hehr has submitted her resignation in writing as Governor of EducationMatters. Through the written nomination process, Trustee Ferguson was nominated as the Board's second representative to EducationMatters.

MOVED by Trustee King:

THAT the Board of Trustees accepts the resignation of Trustee Hehr as Governor of EducationMatters, effective June 21, 2016; and

THAT the Board of Trustees appoints Trustee Ferguson as Governor of EducationMatters, effective June 21, 2016.

The motion was
CARRIED UNANIMOUSLY.

A summary of Board of Trustees' appointment of trustees to liaison responsibilities is as follows:

CBE Liaison to ASBA Zone 5

- Trustee Hrdlicka

Elder Advisory Council

- Trustee Bowen-Eyre
- Trustee Hrdlicka

imagineCALGARY

- Trustee Hrdlicka

ATA Council of School Representatives

- Trustee King (regular appointment)
- Second trustee to be on a rotating basis



EducationMatters

- Trustee Bowen-Eyre
- Trustee Ferguson

The following previously made appointments are in place until November 2017:

ASBA Board of Directors

- Trustee King

ASBA Board of Directors Alternate

- Trustee Ferguson

Chair Bowen-Eyre noted that Trustee Stewart was previously appointed as the Board's representative on the TEBA Representative Committee.

5 | SCHEDULE OF BOARD MEETINGS

MOVED by Trustee Hehr:

THAT the Board of Trustees approves the Schedule of Regular Board Meetings, including the date, time and place, for September 2016 to June 2017, as follows:

Board Meetings to be held at the Education Centre, 1221 – 8 Street SW, Calgary, Alberta

PUBLIC AGENDAS 12:00 p.m. to 3:00 p.m. Multipurpose Room	PRIVATE AGENDAS 12:00 p.m. to 3:00 p.m. Room T224
September 13, 2016	
September 20, 2016	September 27, 2016
October 4, 2016	
October 11, 2016	October 25, 2016
November 1, 2016	
November 8, 2016	November 23, 2016
November 29, 2016	
December 6, 2016	December 13, 2016
January 10, 2017	
January 17, 2017	January 31, 2017



PUBLIC AGENDAS 12:00 p.m. to 3:00 p.m. Multipurpose Room	PRIVATE AGENDAS 12:00 p.m. to 3:00 p.m. Room T224
February 7, 2017	
February 14, 2017	February 28, 2017
March 7, 2017	
March 14, 2017	March 21, 2017
April 4, 2017	
April 11, 2017	April 25, 2017
May 16, 2017	
May 23, 2017	May 30, 2017
June 13, 2017	
June 20, 2017	June 27, 2017

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

The motion was
CARRIED.

In favour: Trustee Bowen-Eyre
 Trustee Ferguson
 Trustee Hehr
 Trustee Hrdlicka
 Trustee Hurdman
 Trustee Stewart

 Opposed: Trustee King

6 | DELEGATION OF AUTHORITY RESOLUTION

MOVED by Trustee Ferguson:

THAT the Board of Trustees approves the Delegation of Authority Resolution, as submitted; and

THAT the Board of Trustees approves that the Delegation of Authority Resolution, as submitted, be approved as Board-Chief Superintendent Relationship Policy 4E, and that this policy will replace the current B/CSR-4E Delegation of Authority Resolution.

The motion was
CARRIED UNANIMOUSLY.

The approved Delegation of Authority reads as follows:

- A. THAT the Board of Trustees rescinds its April 17, 2012 resolution concerning the delegation of authority.
- B. THAT pursuant to the *School Act*:
 1. the Board of Trustees delegates to the Chief Superintendent, including the power to sub-delegate after that, the power to do any act or thing or exercise any power that the Board may or is required to exercise except:
 - (a) those matters that cannot be delegated under section 61(2) of the *School Act*,
 - (b) the appointment of an auditor under section 146 of the *School Act* and the examination of the auditor's report under section 150 of the *School Act*, and
 - (c) those specific matters and decisions reserved to the Board of Trustees in its Governance Policies (i.e. Results, Operational Expectations, Board/Chief Superintendent Relationship and Governance Culture policies).
 2. Notwithstanding Paragraph B.1 above, the Board of Trustees delegates to the Chief Superintendent the following powers, which cannot be sub-delegated:
 - (a) the power to suspend the services of a teacher in accordance with sections 105(1) and 105(2) of the *School Act*, and
 - (b) the power to terminate the services of a teacher.
 3. With respect to the powers specified in Paragraph B.2 above all suspensions and/or terminations shall be carried out in accordance with the *School Act* and shall be reported in writing to the Board of Trustees following any such suspension or termination.
 4. No decision of the Chief Superintendent to suspend the services of a teacher, or to terminate the services of a teacher, or to terminate a designation made under section 19, 95, or 96 of the *School Act* may be appealed to the Board of Trustees.
- C. THAT pursuant to section 61 of the *School Act* and section 95 of the *Freedom of Information and Protection of Privacy Act* the Chief Superintendent is designated as head of the Calgary Board of Education for the purposes of the *Freedom of Information and Protection of Privacy Act*.
- D. THAT, pursuant to its powers under section 9 of the *Student Record Regulation*, the Board of Trustees designates the Chief Superintendent to be responsible for ensuring that the policies and procedures established by the Calgary Board of Education comply with the *Student Record Regulation* and the *Freedom of Information and Protection of Privacy Act*.
- E. THAT, when the Board of Trustees is recessed for 30 days or more, the Board of Trustees delegates to the Chief Superintendent, including the power to sub-

delegate, all powers related to the selection and approval of tenders under the *School Buildings and Tenders Regulation*. Approvals of any such tenders are subject to the *School Act* and other applicable legislation and regulations.

1. With respect to the power set out in this Paragraph E the Chief Superintendent shall:
 - (a) notify the Corporate Secretary of the Board of Trustees as soon as possible of any approvals of tenders made during the Board of Trustees' recess;
 - (b) seek the appropriate Ministerial approvals in accordance with the *School Act* and regulations and provide a record of such approvals to the Corporate Secretary; and
 - (c) when the Board of Trustees' recess terminates, provide a report to the Board of Trustees of all tenders awarded during the recess period.

- F. THAT, pursuant to its delegation of authority specified in Paragraph B. above, and in accordance with section 123 of the *School Act*, the Board of Trustees resolves to establish the appeal procedures set out in the Chief Superintendent's Administrative Regulations including:
 1. Administrative Regulation 3003;
 2. Administration Regulation 5008; and
 3. Administrative Regulation 6006.

7 | ADJOURNMENT

Chair Bowen-Eyre declared the meeting adjourned at 3:31 p.m.