

## **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, November 28, 2017 at 12:00 noon

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### MEETING ATTENDANCE

#### Board of Trustees:

Trustee T. Hurdman, Chair  
Trustee A. Adams  
Trustee M. Bradshaw  
Trustee L. Davis  
Trustee M. Dennis  
Trustee R. Hehr  
Trustee J. Hrdlicka

#### 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. K. Fenney, Director, Legal Services & Corporate Secretary  
Ms. T. Minor, Associate Corporate Secretary  
Ms. K. Maxwell, Recording Secretary

#### Stakeholder Representatives:

Mr. K. Bauer, Elementary School Principals’ Association  
Ms. L. Cooper, Senior High School Principals’ Association  
Ms. T. Drefko, Elementary School Principals’ Association  
Mr. M. Fell, Principals’ Association for Adolescent Learners (PAAL)  
Ms. S. Goodfellow, Senior High School Principals’ Association  
Mr. K. Kempt, Alberta Teachers’ Association, Local 38  
Ms. S. Reading, Principals’ Association for Adolescent Learners (PAAL)  
Ms. L. Robb, Calgary Board of Education Staff Association

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

Chair Hurdman called the meeting to order at 12:00 p.m. on the link and O Canada was led by the Auburn Bay School Senior Choir. The meeting reconvened in the Multipurpose Room.

Chair Hurdman acknowledged the traditional territories and oral practices of the Blackfoot Nations, which includes the Siksika, the Piikani, and the Kainai. She also acknowledged the Tsuut’ina and Stoney Nakoda First Nations, the Métis Nation (Region 3), and all people who make their homes in the Treaty 7 region of Southern Alberta. She acknowledged and welcomed staff, the public and representatives from the aforementioned organizations.

The Chair also welcomed Grade 2 students from Royal Oak School and their teacher Ms. M. Devereaux who have moved their classroom to the historical Dr. Carl Safran Building for the week to investigate the question *what does change look like?* The students have met with Chair Hurdman and Deputy Chief Superintendent Church; they also will explore the historic architecture and key people who created change in the Beltline community; the role that art plays in shaping people and changing public spaces; and how education and schools have changed over time.

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

Ms. P. Minor, Associate Corporate Secretary, noted the proposed changes to the agenda: Public Comment be moved and re-numbered as Item 4 with Results Focus and Operational Expectations re-numbered accordingly; and that Item 8.3 OE-4: Treatment of Employees – Annual Monitoring be removed from the Consent Agenda and added as Item 6.1 under Operational Expectations, with the remaining Consent Agenda items re-numbered accordingly.

MOVED by Trustee Adams:

**THAT the Agenda for the Regular Meeting of November 28, 2017, be approved as submitted, subject to the above-noted revisions.**

The motion was  
CARRIED UNANIMOUSLY.

## 3 | **AWARDS AND RECOGNITIONS**

There were none.

## 4 | **PUBLIC COMMENT**

Ms. Karen Dietrich, representing herself as a concerned parent, addressed the Board regarding bussing changes and its misalignment with the CBE noon hour supervision policy. She noted she sent her concerns to the Minister of Education, the CBE and the Board of Trustees.

## 5 | **RESULTS FOCUS**

### 5.1 **CBE Annual Education Results Report 2016-17 and Three-Year Education Plan 2017-20**

Chief Superintendent Stevenson provided opening remarks, noting the report summarizes the CBE's results on Alberta Education's Accountability measures, outlines the strategies for the current year and provides a summary of the financial information for 2016-17. He noted that today this is a report to the Board, but ultimately it becomes a report from the CBE to Alberta Education. He added that much of this information has been previously presented in other formats, including the financial report on today's agenda and the combined Accountability Pillar Overall Summary which is posted on the CBE's website when it is updated by Alberta Education. He informed the Board this report will be available on the CBE website; as well school development plans will be published on each school's website. He noted this year's system report shows the CBE

is strong and showing improvement, and that the combined information from student, teacher and parent/guardian surveys, and the monitoring of student success measures, confirms that students have achieved very strong results; however it does show room for improvement in results for students that self-identify as Indigenous.

Superintendent Everett provided highlights of the contents of the Annual Education Results report and the Three-Year Education Plan.

Administration responded to trustee questions on issues including: implementation mapping, high impact strategies, survey participation rate and Diploma Exam results; Area Directors' role in data analysis; capacity building among principals related to data collection and interpretation; formula for creating targets and target adjustments; high school re-design participation; availability of statistics on transition rate of CBE students' to post-secondary institutions and post-secondary success; expansion of existing alternative programs; use of "Pods" strategy - a four person teaching team – to achieve student success; the First Nations, Métis and Inuit 2017 Accountability Pillar summary and Indigenous students' strategies for improvement; use of learning plans as a strategy; test equated data for Math 30-1 and Math 30-2; and student mental health data.

MOVED by Trustee Dennis:

**THAT the Board of Trustees approves the Annual Education Results Report 2016-17 and the Three-Year Education Plan 2017-20, and authorizes its submission to Alberta Education.**

In debate of the motion trustee comments included: Administration has fully answered all Board questions; the *School Act* requires this information be provided to Alberta Education; the document is reflective of the Board's priorities and policies; and it is apparent there is a cohesive and consistent connection between school development plans and the Three-Year Education Plan.

Chair Hurdman called for the vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

Recessed: 1:36 p.m.  
Reconvened: 1:57 p.m.

## 6 | **OPERATIONAL EXPECTATIONS**

### 6.1 **OE-4: Treatment of Employees – Annual Monitoring**

Chair Hurdman stated that this report was introduced at the November 14, 2017 meeting where trustees posed questions and received clarification on various issues. Administration then responded to an additional question posed by Trustee Hrdlikca on whether staff reductions and changes to RAM rates taken to balance the 2017-18 budget have impacted the system.

Chair Hurdman noted that the Board must now formally act on the monitoring report to determine compliance on this policy.

MOVED by Trustee Hrdlicka:

**THAT the Board of Trustees finds that the Chief Superintendent is in compliance with the provisions of OE-4: Treatment of Employees with the exception of policy sub-sections 4.7 and 4.13.**

In debate of the motion trustee comments included: Administration self-identified in the report that they were non-compliant with sub-section 4.7 *Protect confidential information* and with sub-section 4.13 *Reasonably include people in decision that affect them*; treatment of employees is critical as research shows student learning is most impacted by school staff; and great strides have been made in this policy area during the last four years.

The Chair called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

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

### 7.1 **2016-17 Year-end Financial Statements & Audited Financial Statements**

Trustee Davis, Chair of the Audit Committee, introduced the report reviewing the process undertaken by the committee. She expressed appreciation for the committee's diligent work and the volunteer time from the committee's external members.

Finance Superintendent Grundy noted that on November 24, 2017 Alberta Education advised the CBE that they were required to submit *Schedule 11* with the audited financial statements. *Schedule 11* is a form that summarizes information related to a nutrition program the CBE participated in during the 2016-17 school year. This schedule was not included in the original package of materials from Alberta Education. He explained *Schedule 11* was completed and shared with the external auditors, KPMG, who had no questions or concerns and with the Audit Committee. As a result Superintendent Grundy recommended that *Schedule 11* be added to the 2016-17 Year-end Financial Statements and Audited Financial Statements. Chair Hurdman confirmed all trustees had received a copy of *Schedule 11*.

Administration responded to trustee questions on issues including: noon hour supervision fees; components of cost recovery; transportation costs; school resource officers; accounts payable and accrued liabilities related to post-secondary institutions and other Alberta school jurisdictions; charter school leases; municipal election expenses; fee waivers; variance between per student funding from Alberta Education and expenditure by the CBE; practices for comparisons between Metro Boards; prioritizing IMR (infrastructure, maintenance & renewal) funded projects; third party payments; Education Centre lease cost allocation; EducationMatters financial statements; Alberta Education's calculation for the fee replacement grant; and Chinook Learning Services.

MOVED by Trustee Davis:

**THAT the Board of Trustees approves the Financial Results of the Calgary Board of Education for the year ended August 31, 2017, including the Audited Financial Statements for the year ended August 31, 2017 and the Auditors' Report dated November 28, 2017, for submission to the Minister of Alberta Education.**

The motion was  
CARRIED UNANIMOUSLY.

Chair Hurdman expressed gratitude for the tremendous amount of work done by Administration in putting together the financial statements.

## **8 | CONSENT AGENDA**

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

### **8.1 Approval of Minutes**

- Organizational Meeting held October 27, 2017

**THAT the Board of Trustees approves the minutes of the Organizational Meeting held October 27, 2017 as submitted.**

### **8.2 First Quarter Budget Variance Report for 2017-18 Operating and Capital Budgets and Fall 2017 Budget Update**

**THAT the Board of Trustees receives the Fall 2017 Update to the 2017-18 Operating Budget reflecting total planned spending of \$1,401.0 million, an increase of \$21.5 million from the approved 2017-18 Operating Budget, and authorize submission to Alberta Education.**

**THAT the Board of Trustees receives the planned 2017-18 use of operating reserves and designated funds for a total of \$28.7 million.**

### **8.3 Resignation of Chief Superintendent**

**THAT the Board of Trustees accepts, with regret, the resignation of David Stevenson as Chief Superintendent of Schools, effective April 26, 2018.**

### **8.4 Items Provided for Board Information**

- 8.4.1 Correspondence
- 8.4.2 Fourth Quarter Budget Variance Report for the 2016-2017 Budget
- 8.4.3 Construction Projects Status Update
- 8.4.4 Confirmation – Agenda Planning Decision

Chair Hurdman noted the Board would meet in-camera to discuss one labour issue.

Recessed: 2:58 p.m.

Reconvened: 3:14 p.m.

9 | **IN-CAMERA SESSION**

Motion To Move In Camera

MOVED by Trustee Adams:

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 of Trustees, November 28, 2017, 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.

Motion To Revert To Public Meeting

MOVED by Trustee Bradshaw:

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

The motion was  
CARRIED UNANIMOUSLY.

Motions To Action In-Camera Recommendations

MOVED by Trustee Adams:

**THAT the Board of Trustees approves the Objective/Mission and Guiding Principles as discussed, and**

**THAT the Board of Trustees approves that the Scope of Services for Chief Superintendent Recruitment, as amended, be used as part of the Request for Proposals to executive search firms for Board consideration as quickly as possible.**

The motion was  
CARRIED UNANIMOUSLY.

10. **ADJOURNMENT**

Chair Hurdman declared the meeting adjourned at 4:11 p.m.