

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, June 12, 2018 at 12:00 noon

MEETING ATTENDANCE

Board of Trustees

Present:

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. J. Everett, Acting Deputy Chief Superintendent of Schools
Mr. D. Breton, Superintendent, Facilities and Environmental Services
Mr. G. Francis, Superintendent, Human Resources and General Counsel
Ms. M. Martin-Esposito, Chief Communications Officer
Dr. R. Mosher, Acting Superintendent, Learning
Mr. J. Ramdin, on behalf of Mr. B. Grundy, Superintendent, Finance/Technology Services
Ms. K. Fenney, Director, Legal Services and Corporate Secretary
Ms. T. Minor, Associate Corporate Secretary
Ms. K. Maxwell, Recording Secretary

Stakeholder Representatives:

Ms. M. Hood, Senior High School Principals’ Association
Mr. T. Killam, Canadian Union of Public Employees, Local 40
Mr. K. Kempt, Alberta Teachers’ Association, Local 38
Ms. J. Luchenski, Principals’ Association for Adolescent Learners
Ms. L. Robb, Calgary Board of Education Staff Association
Ms. C. Turner, Elementary School Principals’ Association

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

Chair Hurdman called the meeting to order at 12 noon on the link and O Canada was led by the Ted Harrison Timber-Singers from Ted Harrison School. On behalf of the Board, Trustee Dennis expressed appreciation to the group for leading the singing of O Canada.

The Chair called for a short recess and 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.

2 | **CONSIDERATION/APPROVAL OF AGENDA**

MOVED by Trustee Hehr:

THAT the Agenda for the Regular Meeting of June 12, 2018, be approved as submitted.

The motion was
CARRIED UNANIMOUSLY.

3 | **AWARDS AND RECOGNITIONS**

3.1 Deputy Consul-General, People's Republic of China

The Board Chair noted the Education Centre is currently hosting a photo exhibit courtesy of the Chinese Consulate of Calgary that explains the history of giant panda cooperation between China and Canada. She noted the Consulate has a long standing relationship with the Calgary Board of Education supporting the 600 Chinese international students that attend the CBE and also as strong advocates of the CBE's Chinese bilingual programs. Deputy Consul General Yin Juming delivered greetings on behalf of the Chinese Consulate in Calgary noting the history of the pandas that are currently at the Calgary Zoo and thanked Canada for their cooperation in protecting and conserving the giant panda species.

3.2 Lighthouse Award

Acting Superintendent Mosher introduced this month's Lighthouse Award recipient as Calgary Meals on Wheels. She noted Calgary Meals on Wheels provides a hot soup lunch twice a week to elementary students with nutritional uncertainty and that last year 75,000 hot lunches were provided at 15 schools. She also noted that Calgary Meals on Wheels is the provider for the Alberta Government's school nutrition program which operates in three CBE schools full-time and three CBE schools part-time.

Students Smera and Danylo from Connaught School and students Shawn and Josh from Marlborough School shared stories of their direct involvement with Calgary Meals on Wheels.

From Calgary Meals on Wheels Ms. Karen Forster, Production Manager, and Mr. Richard Kilo, Operations Manager, on behalf of Ms. Janice Curtis, Executive Director, thanked the CBE for the honour.

On behalf of the Board of Trustees, Chair Hurdman expressed appreciation for the CBE's partnership with Calgary Meals on Wheels and thanked the students who participated in the presentation.

4 | **RESULTS FOCUS**

There were no items.

5 | **OPERATIONAL EXPECTATIONS**

5.1 **OE-1: Global Operational Expectation – Annual Monitoring**

Chief Superintendent Stevenson provided opening remarks noting the Board approved revised Operational Expectations at the October 10, 2017 public meeting and that this is the first time the revised OE-1: Global Operational Expectation is being presented and monitored. He added that this policy statement ensures that direction and conditions are present that support student learning and enhance the organization's operations in accordance with applicable legislation. He noted the evidence provided in the report indicates compliance with this policy statement.

Administration responded to trustee questions issues including: the impact Board of Trustee policies have on Administrative Regulations; and the process for reviewing and revising Administrative Regulations.

Chair Hurdman asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for OE-1: Global Operations Expectation. She requested that trustees send their proposed motions to the Corporate Secretary and to all trustees by the end of day, Wednesday, June 13, 2018, and noted that if no motions come forward the item will be placed on the June 19, 2018 consent agenda.

6 | **PUBLIC COMMENT**

There were no public comments.

7 | **MATTERS RESERVED FOR BOARD ACTION**

7.1 **Proposed Revisions to Board Meeting Procedures – Second Reading**

Trustee Davis introduced the report noting the Board of Trustees approved first reading of the proposed revisions to the Board Meeting Procedures on December 5, 2017 and impact statements were received at the April 24, 2018 Board meeting. The proposed revisions are now before the Board for the second and final reading.

Trustee Davis expressed an intention to amend the motion reducing the number of days the material was to be distributed in advance of the meeting from 14 days to 9 days.

Trustee Davis requested a point of information. She asked Chief Superintendent Stevenson if amending the motion from 14 days to 9 days would change the impact statement that was submitted to the Board by Administration on April 24, 2018. Chief Superintendent Stevenson responded that a change in the number of days would not change the impact statement.

Trustee Davis amended the motion.

MOVED by Trustee Davis:

1. **THAT the Board of Trustees gives first reading to the following amendments to its Board Meeting Procedures, under *G. Distribution of Agenda – Regular Meetings* be amended as follows:**
 - a. **“1. All regular meeting Agenda information will be circulated by the Corporate Secretary to Trustees and members of Administration, as appropriate, 9 days prior to the applicable meeting. In order to meet this schedule, signed reports and all information required to prepare the Agenda must be received in the Corporate Secretary’s Office by noon, 12 days prior to the meeting.”**
 - b. **“4. Agenda information for public meetings, including reports attached to the Agenda, shall be made available in an electronic format by the Corporate Secretary to the media and public 7 days prior to the respective meeting.”**

In debate of the amended motion trustee comments included: the amendment provides a reasonable amount of time for trustees to review the meeting material.

Chair Hurdman called for a vote on the motion.

The motion was
CARRIED.

In favour: Trustee Adams
Trustee Davis
Trustee Dennis
Trustee Hehr
Trustee Hurdman

Opposed: Trustee Bradshaw
Trustee Hrdlicka

MOVED by Trustee Davis:

THAT the Board of Trustees gives second reading, as amended, and thereby final approval of the amendments to the Board Meeting Procedures as provided in this report.

In debate of the motion trustee comments included: the revision provides trustees and the public more time to review meeting materials; the revision would result in meeting materials for two meetings being available at the same time which might be confusing; the impact statements show this change would disrupt the work of the CBE and that is not in the best interest of the organization; currently any reports that require a decision are bridged over two meetings which gives trustees time to consult with their constituents; trustees can always request postponing making a decision about a report if more time is needed on a case-by-case basis; the current Board meeting materials distribution schedule is comparable to the other Alberta metro school boards; and giving trustees more time to prepare may increase public confidence in the Board.

Chair Hurdman called for a vote on the motion.

The motion was
DEFEATED.

In favour: Trustee Adams
Trustee Davis

Opposed: Trustee Bradshaw
Trustee Dennis
Trustee Hehr
Trustee Hrdlicka
Trustee Hurdman

8 | **CONSENT AGENDA**

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

8.1 Approval of Minutes

- Regular Meeting held February 13, 2018
- Regular Meeting held February 27, 2018
- Regular Meeting held March 6, 2018
- Regular Meeting held March 13, 2018
- Regular Meeting held March 30, 2018
- Regular Meeting held April 3, 2018

THAT the Board of Trustees approves the minutes of the Regular Meetings held February 13, February 27, March 6, March 13, March 30, and April 3, 2018 as submitted.

8.2 Discontinuation of Quarterly Records Management Updates

THAT the Board of Trustees approves the concluding of the written quarterly updates related to Records Management that was requested by the Board of Trustees at its Regular Meeting of January 24, 2012.

8.3 Items Provided for Board Information

- 8.3.1 Correspondence
- 8.3.2 Chief Superintendent's Update

Chair Hurdman noted the Board would meet in-camera to deal with one land and two governance matters.

Recessed: 1:00 p.m.
Reconvened: 1:17 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, June 12, 2018, 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, subject to any non-material adjustments to the *Audit Planning Report to the Audit Committee* (the “Planning Report”) made by the Chief Financial Officer, the Planning Report for the year ending August 31, 2018 be approved by the Board of Trustees as submitted.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Hrdlicka:

THAT the Board of Trustees approves the recommendation regarding the recruitment of an external Audit Committee member as outlined in the June 12, 2018 private report.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Hehr:

THAT the Board of Trustees authorizes the Board Chair to communicate with the successful candidate as discussed in-camera.

The motion was
CARRIED.

In favour: Trustee Adams
Trustee Davis
Trustee Dennis
Trustee Hehr
Trustee Hrdlicka
Trustee Hurdman

Opposed: Trustee Bradshaw

10. ADJOURNMENT

Chair Hurdman declared the meeting adjourned at 2:50 p.m.