

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 27, 2018 at 12:00 noon

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. J. Everett, Acting Deputy Chief Superintendent of Schools
Mr. D. Breton, Superintendent, Facilities and Environmental Services
Mr. B. Grundy, Superintendent, Finance/Technology Services
Ms. S. Smith, Acting Superintendent, Learning
Ms. C. Betz, on behalf of Ms. M. Martin-Esposito, Chief Communications Officer
Ms. K.A. Fenney, on behalf of Mr. G. Francis, Superintendent, Human Resources and General Counsel
Ms. T. Minor, Associate Corporate Secretary
Ms. D. Perrier, Recording Secretary

Stakeholder Representatives:

Mr. B. Cocking, Alberta Teachers' Association, Local 38
Ms. J. Copithorne, Calgary Board of Education Staff Association
Ms. M.E. Dewar, Senior High School Principals' Association
Mr. T. Killam, Canadian Union of Public Employees, Local 40
Ms. T. Martin, Senior High School Principals' Association
Ms. L. Robertson, Principals' Association for Adolescent Learners (PAAL)
Ms. C. Turner, Elementary School Principals' Association
Ms. B. Yee, Principals' Association for Adolescent Learners (PAAL)

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

Chair Hurdman called the meeting to order at 12:02 p.m. and O Canada was led by students from Keeler School by way of a video recording.



Chair Hurdman acknowledged and welcomed representatives from the aforementioned organizations.

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.

2 | **CONSIDERATION/APPROVAL OF AGENDA**

Ms. T. Minor, Associate Corporate Secretary, noted that Item 7.1 would be moved to Item 4 and the remaining items renumbered accordingly.

MOVED by Trustee Bradshaw:

THAT the agenda for the Regular Meeting of November 27, 2018 be approved as submitted, subject to the revisions noted above.

The motion was
CARRIED UNANIMOUSLY.

3 | **AWARDS AND RECOGNITIONS**

There were no awards or recognitions.

4 | **MATTERS RESERVED FOR BOARD ACTION**

4.1 **2017-18 Year-end Financial Results and Audited Financial Statements**

Trustee Hrdlicka, as Chair of the Board of Trustees' Audit Committee, provided opening comments. She noted that the Board of Trustees appointed KPMG LLP as the CBE's auditors and they have completed their examination of the 2017-18 financial statements. She expressed appreciation for the work performed by the Audit Committee members, which includes four external representatives.

Chief Superintendent Stevenson provided a summary of the contents of the financial results, highlighting: student enrolment growth in the CBE; increased student learning spaces; the reduction in school fees and the transportation changes implemented through Bill 1; the \$13 million province-wide classroom improvement funding received by CBE from the government; the operational review undertaken by Alberta Education, from which no recommendations were made for improvement of the CBE's allocation of resources, other than a change in how the CBE reports the Education Centre lease; the CBE year-ending with a \$2 million deficit, which is less than 0.15% of total expenditures; and operating and capital reserves of approximately \$50 million going into 2018-19.

Superintendent Grundy informed that the CBE was recently advised by Alberta Education that a date included in their audited financial statement guides relating to the



asset retirement obligation has been updated. He noted that on page 7-29 of the report the date of September 1, 2018 has been revised to September 1, 2022.

Administration responded to trustee questions on matters, including: the Board and system administration increase and what that includes; the net debt increase from 2017; factors surrounding a projected deficit and the realized deficit; the definition of an Asset Retirement Obligation and potential challenges in the evaluation of CBE's variable assets; a breakdown of costs for schools and areas and the total Resource Allocation Method to schools; the 2016-17 and 2017-18 costs for teacher substitutes, the average number of teacher substitutes per day, and the status of the teacher substitute roster; the Alberta Teachers' Retirement Fund; the number and selection of schools for audit determined by KPMG LLP; participation with other school jurisdictions and various entities to find efficiencies in CBE procurements; the net deficit for Program Operations; the funding model for students with special education needs; the CBE's carbon tax costs; the reduction in yellow school bus services to compensate for the legislated changes that have occurred, including the carbon levy, and the ensuing challenges; the province's direction that up to 30% of Infrastructure Maintenance and Renewal (IMR) funding be applied to capital rather than operating projects; the funding shortfall of \$9.4 million for English as a Second Language; challenges surrounding the reduction to non-school based full time equivalents across the system; the Classroom Improvement Fund allocated to schools and Alberta Education's criteria on how the funding could be used; and, the new reporting to Alberta Education on the allocation of funds received for the class size initiative.

On a point of information about the submission deadline, Chair Hurdman stated the due date for submission to Alberta Education is November 30, 2018.

MOVED by Trustee Hrdlicka:

THAT the Board of Trustees approves the Financial Results of the Calgary Board of Education for the year ended August 31, 2018, including the Audited Financial Statements for the year ended August 31, 2018 and the Auditors' Report dated November 27, 2018, for submission to the Minister of Alberta Education, subject to corrections identified by Administration.

Trustee comments in debate of the motion included: the financials show that our system has done significant work to abide by legislation and requirements as a school board, and goes to great lengths to create the best possible learning environments and education for our students; acknowledgement of the significant and impressive work that the Superintendent of Finance and his team has done; and, the 2017-18 Financial Results document prepared by CBE senior administrators and staff is in a format that is readable and understandable.

Chair Hurdman called for the vote on the motion.

The motion was
CARRIED.

In favour: Trustee Adams
Trustee Bradshaw



Trustee Dennis
Trustee Hehr
Trustee Hrdlicka
Trustee Hurdman

Opposed: Trustee Davis

Recessed: 1:19 p.m.
Reconvened: 1:33 p.m.

5 | **RESULTS FOCUS**

5.1 **CBE Annual Education Results Report 2017-2018 and Three-Year Education Plan 2018-2021**

Chief Superintendent Stevenson introduced the item, noting that the reports provide the provincial government and our community with an in-depth review of the CBE's performance on provincial accountability measures and the plan for continued organizational growth. The Annual Education Results Report and Three-Year Education Plan summarize the CBE's past results from Alberta Education's accountability measures and outlines the strategies for this current year, and also provides a summary of the CBE's financial information for 2017-18. These reports are a part of Alberta Education's accountability framework for the Kindergarten to Grade 12 system. He noted that much of this information has been previously presented in other formats and the combined accountability pillar summaries are posted on the CBE's website twice each year, when it is updated by Alberta Education in the spring and in the fall. Chief Stevenson noted that similar processes of documenting annual results reports and school development plans are occurring at CBE schools this month and those documents will be posted on the respective school websites.

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

Administration responded to numerous questions posed by trustees on matters including, but not limited to: the determination of refinements to the teacher induction program, and the work that is undertaken in the program; the definition of high school completion; how well-being is supported in the planning and building of modern school facilities; the processes undertaken in the evaluation of research for distribution and use of the resources throughout the system; the formative and summative assessments provided by teachers to parents throughout the year, by way of two report cards, face-to-face conversations, email communications, Desire2Learn, and/or through Iris; assessments, participation and teacher supports to the classroom as noted in the Mathematics Strategy; challenges around class sizes and adaptations that are made with limited resources and flexibility; how the learning needs of identified complex learners in the classroom are met; clarification of statements and measures in the Indigenous Education Strategy; clarification of statements and measures in the Literacy Strategy; the use of running records as a tool in providing formative information about a student's understanding of certain concepts in Mathematics and Literacy; the



assessment of a child's reading level at the beginning of the year and the tools used to make those determinations; the Literacy Strategy encompassing second language learners in the CBE; and, the continuing work of graduation coaches.

At 3:00 p.m. Chair Hurdman received the consent of the Board of Trustees to continue the meeting to the completion of the agenda.

The session of questions and responses continued, on matters including: the new initiatives undertaken in this second year of the Mathematics Strategy; the progress and steps taken in moving forward the Strategy for Fostering a Positive Workplace Environment; clarification of key actions noted under the High School Success Strategy; tools and benchmarks available to teachers for assessing early learners; implementation and potential of the new student information system; plans for implementation of the new curriculum; system-wide approaches to sustainability; and CBE partnerships, in terms of expanding opportunities for community members to contribute to student learning.

Ms. Fenney shared that on page 4-14 of the report, with respect to the CBE Public Interest Disclosure (Whistleblower Protection) policy, an error for correction was to the monitoring period date, which should read "...from September 30, 2017, up to and including September 29, 2018...".

Recessed: 3:40 p.m.

Reconvened: 3:52 p.m.

MOVED by Trustee Dennis:

THAT the Board of Trustees approves the Annual Education Results Report 2017-2018 and the Three-Year Education Plan 2018-2021, and authorizes its submission to Alberta Education.

On a point of information about the deadline for submission, Chair Hurdman stated the due date for submission to Alberta Education is November 30, 2018.

Trustee comments in debate of the motion included: the Three-Year Education Plan is responsive to how we need to work within our limited budget; the Plan is an important document as it drives the operational plan within the organization; it is a working document; the Plan is succinctly written, easy to understand and provides clear direction; and Board priorities are clearly reflected in the Plan.

Chair Hurdman called for the vote on the motion.

The motion was

CARRIED UNANIMOUSLY.



5.2 Results 2: Academic Success – Follow-up Report

Chair Hurdman noted this follow-up report responds to a motion adopted by the Board of Trustees on February 13, 2018, to provide additional information for specific areas of exception or concern.

Chief Superintendent Stevenson provided introductory remarks and Acting Superintendent Smith shared highlights of the contents of the report.

Administration responded to trustee questions on matters, including: an explanation of advancing culturally responsive instructional design and assessment for First Nations, Métis and Inuit students; data analysis at the school level for Indigenous students; individual learning plans for Indigenous students; student results in the Provincial Achievement Test for Mathematics Grade 9 at the Acceptable Standard, particular to Math Coach schools; student participation rates in the Mathematics 30-1 and 30-2 Diploma Exams; clarification of the charts on pages 4-53 and 4-56 of the reports, in regards to where the consistencies were and where improvements were made; the ability to breakdown the perception data collected through the CBE Student Survey by grade level, by school, and for Indigenous and English Language learners; how students self-identify as Indigenous on the student survey; an explanation of the barriers that have been removed to support the attendance in school of First Nations, Métis and Inuit students; interpretation of the report by Grade 9 students on the Student Survey that 35.4% have the opportunity to understand their learning and explain why and how they are progressing; and how the data from the Student Survey is reviewed and the results are shared with students to move the work forward.

Chief Superintendent Stevenson commended staff for their presentation skills and detailed responses to trustee questions and he expressed appreciation for their diligence in the work they do every day.

6 | OPERATIONAL EXPECTATIONS

There were no reports.

7 | PUBLIC COMMENT

There were no public comments

8 | CONSENT AGENDA

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

8.1 Approval of Minutes

THAT the Board of Trustees approves the minutes of the Regular Meeting held September 25, 2018 as submitted.



8.2 Items Provided for Board Information

- 8.2.1 Correspondence
- 8.2.2 EducationMatters - Financial Statements as at September 30, 2018
- 8.2.3 Fourth Quarter Budget Variance Report for the 2017-18 Budget
- 8.2.4 Fall 2018 Update to the 2018-19 Budget and First Quarter Budget Variance Report

Chair Hurdman stated that the Board would meet in-camera to discuss one strategic governance matter. She noted the next public meeting is scheduled for Tuesday, December 4, 2018.

Recessed: 5:08 p.m.

Reconvened: 5:23 p.m.

9 | In-Camera-Session

Motion to Move In-Camera

MOVED by Trustee Dennis:

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 27, 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 Bradshaw:

THAT the Board of Trustees authorizes that the November 6, 2018 private report be placed on the January 15, 2019 Regular Board meeting private agenda, as discussed in camera.

The motion was
CARRIED UNANIMOUSLY.



10 | **ADJOURNMENT**

Chair Hurdman declared the meeting adjourned at 6:05 p.m.

