

## **CALGARY BOARD OF EDUCATION**

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held on Tuesday, April 6, 2021 at 12:00 p.m. through Microsoft Teams

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### MEETING ATTENDANCE (Virtual)

#### Board of Trustees:

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

#### Administration:

Mr. C. Usih, Chief Superintendent of Schools  
Mr. R. Armstrong, Superintendent, Human Resources  
Mr. D. Breton, Superintendent, Facilities and Environmental Services  
Ms. K. Fenney, General Counsel  
Mr. B. Grundy, Superintendent, Finance/Technology Services  
Ms. M. Martin-Esposito, Chief Communications Officer  
Ms. J. Pitman, Superintendent, School Improvement  
Ms. D. Unruh, Acting Superintendent, School Improvement  
Ms. T. Minor, Corporate Secretary  
Ms. M. Broda, Board Administrator

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

Chair Dennis called the meeting to order at 12:00 p.m. and O Canada was led by students from New Brighton School by way of pre-recorded video.

Chair Dennis 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.

Chair Dennis welcomed staff, public members, and union representatives participating in the virtual Board meeting.

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

Ms. Minor, Corporate Secretary, noted there were no requests for agenda changes.



MOVED by Trustee Hrdlicka:

**THAT the Board of Trustees approves the agenda for the Regular Meeting of April 6, 2021 as submitted.**

The motion was  
CARRIED UNANIMOUSLY.

3 | **AWARDS AND RECOGNITIONS**

There were no awards or recognitions.

4 | **RESULTS FOCUS**

There were no reports or presentations.

5 | **OPERATIONAL EXPECTATIONS**

5.1 **OE-2: Learning Environment/ Treatment of Students – Annual Monitoring**

Chief Superintendent Usih introduced the report, stating it shows compliance with six of the seven indicators. A new system was introduced for principals in September 2018 to assist in the compliance of emergency drills but analysis has shown that, while the new system led to improvements, it did not ensure 100% compliance. A new system will be implemented allowing for greater oversight by the Education Directors in the 2021-22 school year to be reported in 2022.

Superintendent Pitman provided more detail stating the report highlights the importance of communication throughout the system and in the engagement of students. Superintendent Breton provided more detail about indicator 2.1.2, compliance with Administrative Regulation 3021 – School Emergency Practices and Procedures, stating that it continues to be an area of challenge. New measures, such as principal's providing a schedule, are being put in place to try to improve the process.

Administration responded to trustee questions on matters including: who the eligible survey recipients are; changes made to the student code of conduct as a result of survey responses; how the student code of conduct is shared with students and parents; gay straight alliances in schools and why some schools no longer have them; ensuring staff are culturally responsive to student behaviours and unacceptable behavior outlined in the student code of conduct; parents being informed of school emergency procedures and practices; the purpose and process of debrief conversations; the attendance team role when everyone transitioned to online learning in March 2020; the student organizations promoting safe and caring learning environments and are they spread out across all divisions and between all grades; why the new system was needed for fire drills and lock-downs; and the expiration and transferability between schools of volunteer security clearances.

Chair Dennis asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for OE-2: Learning Environment/ Treatment



of Students to the Corporate Secretary and to trustees by noon, Thursday, April 22, 2021. She stated that if no motions come forward, the item will be placed on the April 27, 2021 consent agenda with a motion that the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-2.

## 6 | **PUBLIC COMMENT**

### 6.1 Ms. M. Truong, Parent

Ms. Truong, a parent who home schools her children, shared some realizations about home schooling. She expressed concern about the amount of funding received from Alberta Education for home schooling. She would also like to be able to access and use school facilities for home schooling students needs.

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

### 7.1 Budget Assumptions Report 2021-22

Chief Superintendent Usih introduced the report stating this is the first step in the annual budget development process with the budget approval coming in May. Superintendent Grundy provided more detail, highlighting the key assumptions that will inform the budget. He stated that this is a necessary precursor to the development of the Resource Allocation Method (RAM) which is how schools are funded. The RAM is released before the May budget to allow schools to plan for the upcoming year. The report assumes that funding is staying the same as previous years based on the announcement by the Education Minister in February. Additional funding has been announced to support COVID costs and the return to school. Superintendent Grundy also highlighted several items: giving more money through RAM even though funding is flat; RAM funding allocation is different from previous years; continuing to move forward on the CBE CARES initiative; Indigenous education resources will continue to be invested in; the 40% reduction in fees for transportation costs; facility operations and maintenance costs, and actively managing system wide utilization at above 85% to maximize the funding from province. The budget will be built on solid foundation with a focus on being maintainable, sustainable and affordable.

Administration responded to trustee questions on matters including: differences between the funding sheet and the Budget Assumptions Report; the learning loss experienced during the pandemic and how the CBE is addressing it; the Program Unit Funding (PUF) gap; the fluctuating number of Early Development Centres; solicitation of public feedback by the fees committee and what fees does committee look at; the fees charged by school societies; funding for CBE CARES initiatives; funding allocated to schools for 2020/2021 school year; allocating maximum dollars to schools in the year they are received; stretching funding further; how CBE is addressing the elimination of the Regional Collaborative Service Delivery (RCSD) grant; anticipated spending on pandemic costs for operations next year; progress of the equity approach work; the potential shift in funding with the updated Alberta Education curriculum; responsibility of maintenance costs for facilities rented to charter schools; the consequences from higher than expected retirements and resignations; transportation fee reduction in the 2021/2022 school year; considerations being made to use the transportation surplus to reinstate enhanced



services for special needs students; primary factors for considering school closures; managing school utilization rates; not offering online programs for special needs students for 2021/2022 school year; anticipated CBe-learn enrolment for next year; whether 2018/2019 funding per student graph included the RCSD grant amount; sustainability dependent on funding commitment from the government; maintaining full day kindergarten at 16 schools; capacity available to increase number of students accessing full day kindergarten; resource allocation impacts under the new equity approach; reason for reduction in staffing numbers; and the number of students accessing PUF funding and resources.

## 8 | **MATTERS RESERVED FOR BOARD DECISION**

### 8.1 **Trustee Remuneration Committee Report**

Trustee Bradshaw thanked the external committee members for their input. The revised terms of reference align with the format of the Audit and Risk Committee's Terms of Reference. The newly developed skills matrix will help when recruiting new members for the committee. The amendment to Governance Culture 2E: Trustee Remuneration is to allow trustees to be issued CBE cell phones or receive a monthly reimbursement if they choose to use their own.

MOVED by Trustee Bradshaw:

**THAT the Board of Trustees approves the amendments to the Terms of Reference for the Trustee Remuneration Committee, Attachment I to this report.**

In debate of the motion, trustees made comments on: having seen the terms of reference format before; and the new format providing more clarity to committee members, trustees, and the public.

Chair Dennis called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Bradshaw:

**THAT the Board of Trustees approves the amendments to Governance Culture 2E: Trustee Remuneration, Attachment II to this report.**

In debate of the motion, trustees made comments on: the pandemic underscoring how reliant everyone is on technology; the importance of working remotely and staying connected; technology helping trustees stay connected; and being accessible at all times.

Chair Dennis called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.



8.2 Minutes of the Regular Meeting held February 23, 2021

MOVED by Trustee Adams:

**THAT the Board of Trustees approves the minutes of the Regular Meeting held February 23, 2021.**

The motion was

CARRIED UNANIMOUSLY.

Abstained: Trustee Bradshaw

9 | **CONSENT AGENDA**

9.1 Items Provided for Board Decision

9.1.1 Meeting Minutes

- Regular Meeting held February 9, 2021
- Regular Meeting held March 9, 2021

**THAT the Board of Trustees approves the minutes of the Regular Meetings held February 9, 2021 and March 9, 2021.**

9.1.2 Revisions to the Schedule of Regular Meetings

**THAT the Board of Trustees approves the revision to the Schedule of Regular Meetings to remove the public meeting scheduled for Tuesday April 13, 2021 held by electronic means commencing at 12:00 p.m., in Calgary, Alberta.**

9.2 Items Provided for Board Information

9.2.1 Chief Superintendent's Update

9.2.2 Correspondence

Chair Dennis noted that the Board would meet in-camera following the public portion of the meeting to discuss three strategic planning and one legal matter. She noted the next public Board meeting is scheduled for Tuesday, April 27, 2021.

Recessed: 2:20 p.m.

Reconvened: 2:54 p.m.

10 | **IN-CAMERA SESSION**

The in-camera portion of the April 6, 2021 meeting commenced at 10:32 a.m., prior to the public meeting. The notes are recorded here to provide continuity to these minutes.

All Trustees and Superintendents confirmed they were alone and in a location that no other person could hear them or any part of this meeting.



Motion to Move In-Camera

MOVED by Trustee Hurdman:

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, April 6, 2021 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 Hrdlicka:

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

The motion was  
CARRIED UNANIMOUSLY.

Recessed: 11:20 a.m.

The in-camera portion of the meeting was reconvened at 2:54 p.m.

Motion to Move In-Camera

MOVED by Trustee Hrdlicka:

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, April 6, 2021 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 Hehr:

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

The motion was  
CARRIED UNANIMOUSLY.

11 | **ADJOURNMENT**

MOVED by Trustee Adams:

**THAT on adjournment, the meeting adjourns to the call of the Chair.**



The motion was  
CARRIED UNANIMOUSLY.

The meeting adjourned at 5:47 p.m.

Chair Dennis reconvened the April 6, 2021 Regular meeting of the Board of Trustees at 10:02 a.m. on Friday April 9, 2021 through Microsoft Teams.

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##### Board of Trustees:

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

##### Administration:

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Ms. M. Martin-Esposito, Chief Communications Officer  
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Ms. D. Unruh, Acting Superintendent, School Improvement  
Ms. T. Minor, Corporate Secretary

All Trustees and Superintendents confirmed they were alone and in a location that no other person could hear them or any part of this meeting.

##### Motion to Move In-Camera

MOVED by Trustee Bradshaw:

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, April 6, 2021, reconvened April 9, 2021, 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 Hehr:

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

The motion was  
CARRIED UNANIMOUSLY.

11 | **ADJOURNMENT**

The meeting adjourned at 4:06 p.m.

