

CALGARY BOARD OF EDUCATION

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held on Tuesday, June 15, 2021 at 12:00 p.m. through Microsoft Teams

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 Fish Creek School by way of pre-recorded video.

Chair Dennis made a statement about the news regarding the discovery of unmarked graves being found at the Kamloops BC residential school site. She spoke about the important work of reconciliation in the school system and society as a whole, referencing the work educators have been doing the past few weeks in creating a safe space to learn from the news and allow discussions to take place. Students are finding tangible ways to acknowledge the impact the news is having on them, their classmates and their schools, and reflecting on the actions of people who came before them. They are looking for ways to be part of a path forward to healing. 215 seconds of silence was observed in honour of the 215 children that never made it home.

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 was a request for Item 9.1.1 Locally Developed Courses to be removed from the consent agenda and added as Item 8.1 under Matters Reserved for Board Decision.

MOVED by Trustee Bradshaw:

THAT the Board of Trustees approves the agenda for the Regular Meeting of June 15, 2021, subject to the changes noted above.

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-5: Financial Planning – Annual Monitoring

Chief Superintendent Usih introduced the report stating that evidence on policy OE-5: Financial Planning indicates prudent financial planning and management, and compliance on all six indicators.

Superintendent Grundy provided additional detail stating all activities are related to the 2019/2020 school year and reiterated that the CBE is fully compliant with policy OE-5: Financial Planning. The documents provided by Administration related to the 2019/2020 school year were: the Budget Assumptions Report setting out planning assumptions and estimates; and the budget report setting out the plan for the school year, which aligns with the three year Education Plan and contained information from the Budget Assumptions Report. Quarterly budget variance reports were also provided to keep Trustees apprised of progress against the approved budget.

Administration responded to a trustee question related to mitigation strategies used to avoid budget surprise risks.

Chair Dennis asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for OE-5: Financial Planning to the Corporate Secretary and to trustees by noon, Thursday, June 17, 2021. She stated that if no motions come forward, the item will be placed on the June 22, 2021 consent agenda



with a motion that the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-5: Financial Planning.

5.2 OE-9: Facilities – Annual Monitoring

Chief Superintendent Usih introduced the report stating that even with the many challenges in responding during the global pandemic, evidence showed that the CBE continued to focus on maintaining safe places of work and learning that are clean and properly maintained. The CBE continues to utilize prioritization criteria to ensure the effective and efficient use of capital funding and demonstrate responsible stewardship of resources. Evidence presented indicates compliance with all thirteen indicators.

Superintendent Breton provided additional detail stating that spring 2020 presented many challenges due to the pandemic, but that the commitment to safe, clean, and properly maintained work in learning environments was made evident by the data contained in the report. He also stated that while the CBE strives to allow public to access facilities, due to the pandemic, facilities closed to public rentals beginning March 2020.

Administration responded to trustees questions on matters including: environmental quality concerns and hazard reporting; infrastructure, maintenance and renewal plan projects being removed or held indefinitely; safety related concerns increasing with the return to in-person learning; LEED silver level certification requirements; construction and design costs associated with building LEED certified and impacts to other building projects; site naturalization and school gardens process; determining rental rates for facilities including equipment, wear and tear costs; and school rentals not being a revenue generator.

Chair Dennis asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for OE-9: Facilities to the Corporate Secretary and to trustees by noon, Thursday, June 17, 2021. She stated that if no motions come forward, the item will be placed on the June 22, 2021 consent agenda with a motion that the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-9: Facilities.

6 | **PUBLIC COMMENT**

There were no public comments.

7 | **MATTERS RESERVED FOR BOARD INFORMATION**

7.1 Third Quarter Budget Variance Analysis

Chief Superintendent Usih introduced the report and invited Superintendent Grundy to provide greater detail.

Superintendent Grundy provided greater detail on the report, stating the report has previously been presented to the Audit and Risk Committee. The report highlights changes from the budget that was approved in the spring of 2019. He noted that the CBE operating and capital reserve numbers are in compliance with the Board of Trustees policy



and Alberta Education guidance. The 2020-2021 school year is also the first school year using the new Weighted Moving Average funding framework which included a funding adjustment mechanism that addresses differences between projected and actual enrolments. Due to this new mechanism, and because the CBE saw a dramatic reduction in enrolment this year, the 2021-2022 school year funding will need to be adjusted by approximately \$19 million. The financial health matrix is used to assess the overall financial health of the organization and shows the CBE has a solid financial foundation.

Administration responded to trustees questions on matters including: continuing to offer the Federally discontinued Language Instruction for Newcomers to Canada (LINC) program; differences between adult English education classes; decreases in medical and dental benefit expense claims, and anticipating an increase in the coming year; ability to provide high quality public education with flat funding; reusing or continuing to use capital equipment bought in response to the pandemic; managing noon hour supervision staff; increase in utilities and cleaning costs continuing; CBE school infrastructure fluctuations; enrolment impacts; and non-certificated staff transitions between COVID-19 support and their base positions.

8 | **MATTERS RESERVED FOR BOARD DECISION**

8.1 **Locally Developed Courses**

Administration responded to trustees questions on matters including: process used to select which courses are chosen to be developed, withdrawn, or acquired considering funding constraints; student voice when developing or determining desirability of courses; encouraging students or teachers to develop courses where they see a need; the flexibility needed to ensure local context; and courses not aligning with the curriculum.

MOVED by Trustee Hrdlicka:

THAT the Board of Trustees approves the Locally Developed Courses listed in Appendix I for school use in The Calgary Board of Education, for the authorization periods set by Alberta Education.

In debate of the motion, trustees made comments on: being required to confirm the courses being offered annually; good that courses allow flexibility; the depth and breadth of courses that are offered; continually checking in and reviewing the courses offered; supporting the students and allowing their voices to be heard; having the opportunity to respond to various curriculum possibilities; and taking the time to review and incorporate contributions made by Indigenous peoples.

The motion was
CARRIED UNANIMOUSLY.

9 | **CONSENT AGENDA**

9.1 **Items Provided for Board Decision**

This item was removed from the consent agenda.



9.2 Items Provided for Board Information

9.2.1 Chief Superintendent's Update

9.2.2 Construction Projects Status Update

Chair Dennis noted that the Board would meet in-camera following the public portion of the meeting to discuss two legal, one land, one labour, and two strategic planning matters. She noted the next public Board meeting is scheduled for Tuesday, June 22, 2021.

Recessed: 1:41 p.m.

Reconvened: 2:03 p.m.

10 | **IN-CAMERA SESSION**

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, June 15, 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.

Motion to Action In-Camera Recommendations

MOVED by Trustee Hehr:

THAT the Board of Trustees approves a one year extension of the Professional Services Agreement with Directions Evidence & Policy Research Group LLP for Governance Consultation Services.

The motion was
CARRIED UNANIMOUSLY.



MOVED by Trustee Adams:

THAT the Board of Trustees directs the Chief Superintendent to review indicators 4.1.1 and 4.1.2 for Board re-affirmation or approval by September 30, 2021.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Hrdlicka:

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

The motion was
CARRIED UNANIMOUSLY.

11 | **ADJOURNMENT**

The meeting adjourned at 6:03 p.m.

