

## **CALGARY BOARD OF EDUCATION**

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held on Tuesday, December 7, 2021 at 12:00 p.m. through Microsoft Teams

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### MEETING ATTENDANCE (Virtual)

#### Board of Trustees:

Trustee L. Hack, Chair  
Trustee P. Bolger  
Trustee N. Close  
Trustee M. Dennis  
Trustee D. Downey  
Trustee C. May  
Trustee S. Vukadinovic

#### 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. A. Holowka, Superintendent, School Improvement  
Ms. T. Minor, Corporate Secretary  
Ms. M. Broda, Board Administrator

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

Chair Hack called the meeting to order at 12:01 p.m. and O Canada was led by students from Deer Run School by way of pre-recorded video.

Chair Hack 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 Hack welcomed staff, public members, and union representatives participating virtually in the Board meeting.

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

Ms. Minor, Corporate Secretary, shared a request for item 9.2.2 2021-2022 School Enrolment Report to be removed from the consent agenda.



MOVED by Trustee Close:

**THAT the Board of Trustees approves the agenda for the Regular Meeting of December 7, 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-4: Treatment of Employees – Annual Monitoring Report**

Chief Superintendent Usih introduced the report, stating that the evidence indicates a safe, supportive and respectful organization with clear personnel rules and procedures. The CBE is compliant with eleven indicators, as two of the indicators were deemed not applicable for this reporting period.

Superintendent Armstrong provided more detail, stating the CBE is compliant in all measures that are still applicable. The two measures that are not applicable this year are due to a shift in utilizing single topic surveys that will focus on only one topic or issue, allowing the CBE to be more responsive and effective. The single focus survey will be implemented in the 2021-2022 school year and reported in the 2022-2023 year. It is anticipated that the survey focus will be related to employee wellness and well-being. This past year, the work of staff at all levels and in all parts of the system has highlighted the strengths of the organization, strengths such as a focus on student success, strong relationships with students and coworkers, and valuing diversity.

Administration responded to trustee questions on matters including: the types of opportunities available through the professional improvement fellowship (PIF); providing mental health and well-being supports to staff; costs incurred from staff participation in PIF and determining return on investment; staff recognized for award winning work recently; PIF being used for multi-year leaves; minimum amount of time required between PIF leaves; number of temporary employees staying on over two years; time it takes a temporary employee to get a permanent contract; advantages realized by improving training opportunities for individuals seeking administrative roles; determining which public interest disclosures will be acted on; maintaining confidence in the public interest disclosure process; ways of supporting administrators in having challenging conversations and supporting staff to know guidelines; and the appropriate timing and process to have this Operational Expectations policy reviewed.



Chair Hack asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for OE-4: Treatment of Employees to the Corporate Secretary and to trustees by noon, Thursday, January 6, 2022. She stated that if no motions come forward, the item will be placed on the January 11, 2022 consent agenda with a motion that the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-4: Treatment of Employees.

6 | **PUBLIC COMMENT**

There were no public comments.

7 | **MATTERS RESERVED FOR BOARD INFORMATION**

There were no reports or presentations.

8 | **MATTERS RESERVED FOR BOARD DECISION**

8.1 **New School Fit Up Funding**

Chief Superintendent Usih introduced the report requesting the use of capital reserve funds to ensure successful learning environments are ready in five new schools.

Superintendent Breton provided further context to the report, stating that the report is requesting funding for the CBE capital development team required to support Alberta Infrastructure in the design and constructions of five new schools, as well as for furniture and equipment that are not covered. The additional expenses that are not covered include items such as information technology devices for students and staff, learning resources and software licenses, Musical instruments, career and technology equipment above the \$100,000 threshold, and school administration salaries to set up the new schools.

Administration responded to trustee questions on matters including: previous use of fit up funding; maintaining capital balances when continuously using the money for new schools; clarification on the difference in amounts required between schools; building playgrounds at elementary schools and the funding source; how far in advance administrative staff are hired prior to new schools opening; and the optimal capital reserve balance.

MOVED by Trustee May:

**THAT the Board of Trustees approves a budget expenditure of up to \$8,467,000 from capital reserves in 2021-2022 to undertake school development and fit-up for the following five (5) schools:**

- **Auburn Bay Elementary School**
- **Auburn Bay Middle School**
- **Mahogany School**
- **North Calgary High School**
- **Skyview Ranch K-9 School**

In debate of the motion, trustees made comments on: being supportive of funding for new schools; being excited for new schools opening; appreciating the extra thought in making



sure the schools are ready for September; the funding being critical to ensuring resources are in the schools; ensuring students and staff have what they need to learn and teach; and the prudent decision in having administration in place ahead of time to get the school ready for September.

Chair Hack called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Close:

**THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education pertaining to the use of reserves.**

In debate of the motion, trustees made comments on: the level of oversight and fiscal prudence; the focus being on student success; and the requirement to seek Ministerial approval.

Chair Hack called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

## 9 | **CONSENT AGENDA**

### 9.1 Items Provided for Board Decision

#### 9.1.1 Trustee Liaison Appointments – ASBA Board of Directors

**THAT the Board of Trustees approves Trustee Patricia Bolger as the Board’s regular appointment to the Alberta School Boards Association Board of Directors, and Trustee Charlene May as the alternate appointment to the Alberta School Boards Association Board of Directors, effective December 7, 2021 to June 30, 2023.**

### 9.2 Items Provided for Board Information

#### 9.2.1 Chief Superintendent’s Update

#### 9.2.2 2021-2022 School Enrolment Report

Administration responded to trustee questions on matters including: breakdown and reasons for the increased enrolment; the alternative programs seeing increases in enrolment; leases and capacity limits affecting the utilization rate; system utilization rate decreasing due to calculation changes for unique settings and kindergarten; some schools having large out of attendance area student numbers; space leased by private and charter schools; students choosing out of attendance area schools; and financial impacts of leasing facilities to charter and private schools.



Chair Hack noted that the Board would meet in-camera following the public portion of the meeting to discuss two labour, three land, and four strategic planning matters. She noted the next public Board meeting is scheduled for Tuesday, January 11, 2022.

Recessed: 1:25 p.m.  
Reconvened: 1:50 p.m.

## 10 | **IN-CAMERA SESSION**

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 Vukadinovic:

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, December 7, 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 Downey:

**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 Downey:

**THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education and Minister of Infrastructure, as per the letter attached to the private report.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Vukadinovic:

**THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education, as per the letter attached to the private report.**

The motion was  
CARRIED UNANIMOUSLY.



MOVED by Trustee Dennis:

**THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education, as per the letter attached to the private report.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Bolger:

**THAT the Board of Trustees approves the appointment of Gerry Burger-Martindale as Governor of EducationMatters for a three-year term effective December 7, 2021, ending December 7, 2024.**

**THAT the Board of Trustees approves the appointment of Sean Pollock as Governor of EducationMatters for a three-year term effective December 7, 2021, ending December 7, 2024.**

The motion was  
CARRIED UNANIMOUSLY.

11 | **ADJOURNMENT**

The meeting adjourned at 4:23 p.m.

