

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, April 5, 2022 at 12:00 p.m.

MEETING ATTENDANCE

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

Stakeholder Representative:

Mr. B. Cocking, Alberta Teachers’ Association, Local 38

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

Chair Hack called the meeting to order at 12:00 p.m. and O Canada was led by David Thompson School Choir Club 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.

The Chair welcomed staff, public members, and union representatives participating in the Board of Trustees’ public Board meeting in person, as well as Trustee May and Superintendent Grundy who were attending virtually. She also welcomed staff and the public joining through the livestreamed meeting.



2 | **CONSIDERATION/ APPROVAL OF AGENDA**

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

MOVED by Trustee Bolger:

THAT the Board of Trustees approves the agenda for the Regular Meeting of April 5, 2022 as submitted.

The motion was
CARRIED UNANIMOUSLY.

3 | **AWARDS AND RECOGNITIONS**

There were no reports or presentations.

4 | **RESULTS FOCUS**

4.1 **Results 4: Personal Development - Annual Monitoring**

Chief Superintendent Usih introduced the report, stating that Results 4: Personal Development ensures each CBE student will identify and actively develop their individual gifts, talents, and interests. Students will be engaged, inspired, and learn to their full potential.

Superintendent Pitman provided further context of the report, stating the evidence was collected during the COVID-19 pandemic and trends should be considered with caution. The returning rate should also be considered with caution as the Province updated the methodology recently, but that the evidence indicates the gap is closing with the provincial average.

Administration responded to trustee questions on matters including: increasing supports for students; work being done by school technology planning support group; technologies that CBE is having success using; digital safety or digital citizenship being addressed in the new curriculum; challenges teachers might face in addressing double the learning outcomes in the new curriculum; number of students enrolled in Career and Life Management (CALM); the decrease in CALM engagement; the Joint Consortium for School Health Comprehensive School Health approach and how success is measured; challenges with implementing a curriculum that does not support the Comprehensive School Health approach; supporting school based staff to help them support students as it relates to the well-being goal; the annual returning rate measurement; and how the annual returning rate might affect school development plans.

Chair Hack asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for Results 4: Personal Development to the Corporate Secretary and to trustees by noon, Thursday, April 21, 2022. She stated the item will be placed on the April 26, 2022 agenda for consideration.



5 | **OPERATIONAL EXPECTATIONS**

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

Chief Superintendent Usih introduced the report, stating evidence applies to the 2020-2021 school year and indicates that students felt safe and cared for in schools during the COVID-19 pandemic. The pandemic impacted indicator 2.1.2 and is noted as non-compliant.

Superintendent Holowka highlighted that 83% of students stated that their school is a safe and caring place to learn. As no parent volunteers were allowed over the last year due to the COVID-19 pandemic, indicator 2.1.4 is shown as not applicable. She reiterated that indicator 2.1.2 is non-compliant, and even through a new system of monitoring was implemented, the COVID-19 pandemic still affected the availability of schools to meet the requirement.

Administration responded to trustee questions on matters including: the connection between the student well-being framework and the student code of conduct; student input into the student code of conduct; the safe and caring school agreement survey results; preparing students and staff for drills and emergency procedures; parent engagement in the student code of conduct; emergency practices and procedures supported by the Calgary Fire Department; and other clubs at schools that would support the welcoming, safe, and caring learning environment.

Chair Hack 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 21, 2022. She stated that if no motions come forward, the item will be placed on the April 26, 2022 consent agenda with a motion that the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-2: Learning Environment/ Treatment of Students.

6 | **PUBLIC COMMENT**

There were no public comments.

7 | **MATTERS RESERVED FOR BOARD INFORMATION**

7.1 **Budget Assumptions Report 2022-23**

Chief Superintendent Usih introduced the report, providing context of the last two years being overshadowed by the COVID-19 pandemic. The CBE will continue to allocate resources in a way that gives all students the opportunity to achieve strong learning outcomes. The CBE is in a strong and stable position because of strategic and responsible investments in Education and responsible spending decisions.

Superintendent Grundy continued, stating the report is a key accountability document and is a precursor to the budget submission in May. The Budget Assumptions Report (BAR) provides information on key assumptions used to inform the development of the budget.



The assumptions and risks highlighted help to ensure that the CBE's annual budget meets the expectations set out in: the *Education Act*, Ministerial Orders; Board Results policies; CBE's Education Plan; and the Chief Superintendent's annual summative evaluation. Superintendent Grundy walked through the budget cycle process. At the same time as preparing the budget, the CBE will be working to provide principals with school budgets through the Resource Allocation Method (RAM) by April 7, ensuring that schools have sufficient time to make grade configuration and staffing decisions in alignment with their school development plan goals and to meet student needs.

Administration responded to trustee questions on matters including: the CBE's ability to provide additional funding to schools while provincial funding remains flat; determining full day kindergarten locations; student transportation funding from the province; transportation funding for special needs students; transportation funding formula alignment with the *Education Act*; transportation funding formula for other school jurisdictions; the percentage of riders fees covered by the transportation funding grant; mandated and non-mandated transportation services; operational impacts to programs of choice; per student funding decreasing which leads to the risk of class sizes increasing; guidelines and controls for determining fees; ensuring equity for students to access specific opportunities or activities where fees are required; overview of the waiver process and eligibility; acceptable uses of the revenue received from the sale of CBE properties; school closures when overall enrolment is increasing; type of services provided by the CBE for schools leased to other school jurisdictions; neighbourhoods waiting for new schools in their neighbourhood; information available on curriculum implementation funding; how the CBE will fund curriculum implementation if provincial funding is not enough; how the CBE can access and spend grant money to support student well-being; impact to the CBE if the 85% system utilization rate can't be maintained; system classes that might be considering expanding; Indigenous Education team funding amount; additional funding sources or grants available to fund supports for students who self-identify as Indigenous; implementation of the weighted moving average calculation; cost of investments into the various CBE frameworks; ensuring equitable access and availability to unique pathways, dual credit, Science Technology Engineering Math (STEM), and trades programs; impacts of the asset retirement obligations; offsetting asset retirement obligation totals with modernization budgets; non-certificated staff numbers decreasing; and staffing numbers decreasing for school based staff but increasing in non-school based staff.

8 | **MATTERS RESERVED FOR BOARD DECISION**

There were no reports or presentations.

9 | **CONSENT AGENDA**

9.1 **Items Provided for Board Decision**

9.1.1 Proposed Amendment to Governance Culture Policy Exhibit 2E: Trustee Remuneration

THAT the Board of Trustees approves the amendment to Governance Culture Policy Exhibit 2E: Trustee Remuneration.



9.2 Items Provided for Board Information

9.2.1 Chief Superintendent's Update

9.2.2 2021 General Election – Non-Compliance in Relation to Disclosure Statements

Chair Hack noted that the Board would meet in-camera following the public portion of the meeting to discuss four land and four strategic planning matters. She noted the next public Board meeting is scheduled for Tuesday, April 26, 2022.

Recessed: 2:39 p.m.

Reconvened: 3:07 p.m.

10 | **IN-CAMERA SESSION**

Superintendent Grundy and Trustee May 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 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, April 5, 2022 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 Bolger:

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 May:

THAT the Board of Trustees approves the second elementary school being built in the community of Auburn Bay be named “Bayside School”; and

THAT the decision of the Board of Trustees be communicated to the public as soon as possible.

The motion was
CARRIED.

In favour: Trustee Bolger
Trustee Close
Trustee Dennis
Trustee Downey
Trustee Hack
Trustee May

Opposed: Trustee Vukadinovic

MOVED by Trustee May:

THAT the Board of Trustees approves the middle school being built in the community of Auburn Bay be named “Lakeshore School”; and

THAT the decision of the Board of Trustees be communicated to the public as soon as possible.

The motion was
CARRIED.

In favour: Trustee Bolger
Trustee Close
Trustee Dennis
Trustee Downey
Trustee Hack
Trustee May

Opposed: Trustee Vukadinovic

11 | ADJOURNMENT

The meeting adjourned at 5:15 p.m.

Attachment:

- Amended GC-2E: Trustee Remuneration



GOVERNANCE CULTURE**GC-2E: Trustee Remuneration****Monitoring Method: Board Self-assessment****Monitoring Frequency: Annually****A. Taxable Honoraria, Benefits and Allowances**

1. Effective September 1, 2014, Trustees' honoraria was set at \$45,000 per annum, paid in regular bi-weekly payments.

Effective September 1, 2023, and at the commencement of each fiscal year (September 1) following, Trustees' honoraria will be adjusted according to the most recent three-year rolling average of Statistics Canada annual published Calgary Consumer Price Index (CPI – all items). Trustee honoraria will be paid in regular bi-weekly payments. The annual honoraria provide compensation for all duties, responsibilities and activities required of Trustees.

2. The Chair will receive an additional honorarium in regular bi-weekly payments at the rate of \$10,000 per annum; and the Vice-Chair will receive an additional honorarium in regular bi-weekly payments at the rate of \$5,000 per annum. These honoraria provide compensation for duties, responsibilities and activities required of the Chair and Vice-Chair.
3. In addition to honoraria, each Trustee will receive a taxable benefit package worth 10% of the basic honorarium. The package will include for each Trustee, \$50,000 group life insurance and \$50,000 Accidental Death and Dismemberment coverage which will be paid 100% by the Calgary Board of Education. In lieu of other benefits, each Trustee will receive the remainder of the package (the value of 10% of basic honorarium less the cost of the group life insurance and Accidental Death and Dismemberment premiums) in regular bi-weekly payments.
4. Each Trustee will receive an annual taxable transportation allowance of \$4,100 paid in regular bi-weekly payments. This allowance will compensate for all in-city transportation costs including vehicle expenses, parking, taxis, LRT fares and the like.

B. Reimbursable Expenses

1. In accordance with GC 2.4(a) each Trustee will be entitled to be reimbursed from the Board of Trustees' budget for expenses, which are supported by receipts, related to professional



development up to a maximum of \$2,000 per fiscal year of the CBE. This budget is expected to cover the costs of travel, fees and related expenses to attend professional meetings; and the costs of books, journals and similar items that are clearly of a professional development nature.

2. Each Trustee will be entitled to be reimbursed from the Board of Trustees' budget for expenses that are supported by receipts, related to reasonable costs of carrying out assigned Board business or approved representation of the Board at meetings and events in accordance with standard CBE policies.
3. Trustees' expense information will be publicly disclosed on a regular basis.
4. Notwithstanding the requirement to provide receipts for all reimbursable expenses, the following is the maximum that will be reimbursed for any meal expense incurred:

Breakfast:	\$12.00
Lunch:	\$17.00
Dinner:	\$26.00

5. Expenditures for alcohol will not be reimbursed.

C. Other

1. Each Trustee will be entitled to reserved or scramble underground parking at the individual's expense. Each Trustee will be provided office space in the Dr. Carl Safran Centre. Each Trustee will be provided the use of a laptop computer or similar portable electronic device for use in the Board Room, in the Trustee's Office and off site.
2. For the purpose of accessibility, each Trustee will be entitled to either a CBE issued cell phone or \$25.00 per month for personal cell phone use to perform their duties, if the Trustee does not have a CBE issued cell phone. The cell phone subsidy paid for the use of a personal cell phone is deemed to compensate for the reasonable business portion of the costs of ownership and operation of the cell phone and will cover such costs as damage, repair and replacement. Trustees who use a

personal cell phone for conducting CBE business are required to comply with the applicable administrative regulations and practices for personal mobile devices. Trustees will not be reimbursed for the purchase or replacement of cell phones for personal or CBE business uses.

2. At the end of each Trustee's service, such Trustee shall be entitled to a retiring allowance to ease the transition from such service, in accordance with the following schedule:
 - (a) A Trustee whose service ends at the end of his/her first term shall receive a retiring allowance equal to two weeks of Trustees' basic honorarium prevailing at the end of such service per year of service;
 - (b) A Trustee whose service ends following the completion of two or more terms shall receive a retiring allowance equal to one month's honoraria per year of continuous service to a maximum of one-half of the Trustees' basic annual honorarium prevailing at the end of such service; and
 - (c) Notwithstanding a) and b) above, a Trustee who fails to complete the term to which he/she is elected shall not be entitled to a retirement allowance for any portion of that term, except as the Board of Trustees might determine after due consideration of any extenuating circumstances.
3. It should be noted that there is no provision to pay 'meeting honoraria' or 'per diems'; nor is there any provision to reimburse Trustees for any other support of home offices that Trustees may choose to establish as an off-site work place.

Approved: April 5, 2022