

## **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 15, 2022 at 11:00 a.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:

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

#### Stakeholder Representatives:

S. Clements, Alberta Teachers’ Association, Local 38  
C. Gordon, Canadian Union of Public Employees, Local 40  
M. Bylsma, Principals’ Association for Adolescent Learners  
B. Ko, Principals’ Association for Adolescent Learners

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

Chair Hack called the meeting to order at 11:00 a.m. and students from New Brighton School led the national anthem through a video recording.

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, union representatives and members of the public to the meeting.

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

P. Minor, Corporate Secretary, noted the following agenda change request was received: add new Item 3.0 Opening Remarks, and the remaining items to be renumbered accordingly.

MOVED by Trustee Vukadinovic:

**THAT the Board of Trustees approves the agenda for the Regular Meeting of November 15, 2022 subject to the changes noted above.**

The motion was  
CARRIED UNANIMOUSLY.

## 3 | **OPENING REMARKS**

Chair Hack invited Chief Usih to share opening remarks.

Chief Usih commented on: the issue of student and staff illness in CBE schools; higher than normal levels of absence due to illness; the pressure of unfilled positions on staff and students to ensure that learning continues; increased hiring of substitute staff; plans to begin to transition individual classes or full grades to online learning for a short period of time if necessary; ways to mitigate illness; and continued enhancement to ventilation and high-touch point cleaning.

## 4 | **AWARDS AND RECOGNITIONS**

There were no presentations.

## 5 | **RESULTS FOCUS**

There were no reports or presentations.

## 6 | **OPERATIONAL EXPECTATIONS**

### 6.1 **OE-4: Treatment of Employees – Annual Monitoring**

Chief Superintendent Usih introduced the item. The data collected for this monitoring report applies to the 2021-2022 school year. The data indicates evidence of a safe, supportive and respectful organization with clear personal rules and procedures; standards and practice for recruitment and adherence with expectations of the board as set out in the report.. The evidence presented in the report indicated compliance with eleven indicators for the 2021-2022 school year.

Superintendent Armstrong provided details specific to the contents of the annual monitoring report for OE-4: Treatment of Employees.



Administration responded to trustee questions on the report including: the June 2022 pulse survey and any emerging themes from that survey; the effect of class sizes on employee well-being and ability to achieve goals as educators; the status of literacy, math and well-being champions and leadership on employee well-being at the CBE; harassment, work-place violence, and whistleblower reports; hiring processes and the continuous contract process; Professional Improvement Fellowships leave applications; how the CBE supports staff in addressing disrespectful behaviour; what the CBE proactively does to show genuine appreciation of school employees; and, hiring and retention processes, particularly with regard to new teacher temporary contract and lunchroom supervisors.

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, November 24, 2022. If no motions come forward, the item will be placed on the November 29, 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.

7 | **PUBLIC COMMENT**

There were no public comments.

8 | **MATTERS RESERVED FOR BOARD INFORMATION**

There were no reports or presentations.

9 | **MATTERS RESERVED FOR BOARD DECISION**

9.1 **CBE Boundary Adjustment – Part of Belvedere, and Hotchkiss Communities**

Chief Usih introduced the report, stating that the proposed adjustment to the Calgary Board of Education boundaries are in two areas currently under development by the City of Calgary.

Superintendent Breton provided details specific to the contents of the report including: CBE boundaries do not align with the expanded City of Calgary boundaries; these areas were sparsely populated rural areas when annexed by the City of Calgary which impacts student transportation; no students currently reside in either area; bringing these two communities into the CBE boundaries at this time aligns with Alberta Education criteria; occupancy in these new neighbourhoods will commence summer 2023.

Administration responded to trustee questions on the report including: the process for boundary adjustments; and impact on criteria ranking for the three-year school capital plan and for student accommodations.

MOVED by Trustee Downey:

**THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education as per Attachment I to the report.**



In debate of the motion, trustees noted support of the motion to provide clarity to new residents in the two areas regarding school designations; that the areas identified be brought into the CBE boundaries to give families and the CBE time to plan ahead for accommodating any students living in those areas; and the CBE is following all provincial guidelines and hope to serve all families responsibly within the City of Calgary.

The motion was  
CARRIED UNANIMOUSLY.

## 9.2 Financial Status of Reserves and Designated Funds

Chief Usih introduced the report for the 2021-2022 fiscal year. As per Board policy, all transfers between and from reserves and designated funds require prior approval from the Board of Trustees; accordingly the report before the Board sets out the range of transactions necessary to accurately and appropriately report on the activities for the 2021-2022 school year. No new requests for access to capital operating reserves to fund CBE operations were included in the report. The report incorporates previously Board approved access for up to \$14 million in operating reserves, which was also approved by the Minister of Education.

Superintendent Grundy highlighted revisions to the report.

Administration responded to trustee questions on the report including: clarity around the \$12.165M deficit, specifically where the \$12.165M is included on page 7 of 8 in Attachment I, the Statement of Total Reserves and Designated Funds; what the difference is between available-for-use reserves and unrestricted surplus; and, on the use of reserves when provincial funding does not keep pace with enrolment growth.

MOVED by Trustee Dennis:

**THAT the Board of Trustees approves the transfers as represented in Attachment I to the report.**

In debate of the motion, trustees noted that the transfers of these reserves and the reasons for them are in compliance with OE-5.5, and approval from the Board will support the completion of CBE's 2021-22 financials.

The motion was  
CARRIED UNANIMOUSLY.

## 10 | CONSENT AGENDA

### 10.1 Items Provided for Board Decision

There were no items.



10.2 Items Provided for Board Information

9.2.1 Chief Superintendent's Update

Chair Hack noted that the Board would meet in-camera following the public portion of the meeting to discuss one labour, one land, and five strategic planning matters. She noted the next public Board meeting will be held on Tuesday, November 29, 2022.

Recessed: 12:00 p.m.

Reconvened: 12:33 p.m.

11 | **IN-CAMERA SESSION**

Motion to Move In-Camera

MOVED by Trustee Bolger:

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 15, 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 Close:

**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 Vukadinovic:

**THAT the Board of Trustees approves the registration of a sidewalk easement on school lands; and**

**THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education pertaining to registration of the easement, Attachment I to the private report.**

The motion was  
CARRIED UNANIMOUSLY.



MOVED by Trustee Dennis:

**THAT the Board of Trustees approves the reappointment of Janice Barbieri as an external member of the Calgary Board of Education Board of Trustees' Audit and Risk Committee for an additional three-year term, from November 1, 2022 to November 1, 2025.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Dennis:

**THAT the Board of Trustees approves the reappointment of Wayne Wasylyshyn as an external member of the Calgary Board of Education Board of Trustees' Audit and Risk Committee for an additional three-year term, from November 1, 2022 to November 1, 2025.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Downey:

**THAT the Board of Trustees authorizes the Chair to communicate with CBE School Councils as discussed in camera.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Bolger:

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

The motion was  
CARRIED UNANIMOUSLY.

## 12 | **ADJOURNMENT**

The meeting adjourned at 3:07 p.m.

