

CALGARY BOARD OF EDUCATION

Minutes of the Organizational Meeting of the Board of Trustees ("Board") held in the Multipurpose Room, Education Centre, 1221 8th Street SW, Calgary, Alberta, on Tuesday, June 18, 2024 at 3:00 p.m.

MEETING ATTENDANCE

Board of Trustees:

Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis
Trustee L. Hack
Trustee C. May
Trustee S. Vukadinovic

Absent:

Trustee D. Downey

Administration:

J. Pitman, Chief Superintendent of Schools
D. Breton, Superintendent, Facilities and Environmental Services
K. Fenney, General Counsel
M. Martin-Esposito, Chief Communications Officer
P. Minor, Corporate Secretary
D. Perrier, Sr. Board Administrator
M. Graham, Board Administrator

1 | CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

The meeting commenced at 3:00 p.m. and in accordance with Section 1 of the *Board Procedures Regulation* under the *Education Act*, Corporate Secretary Minor assumed the chair as Chair pro tem. O Canada was led by students from New Brighton School through a video recording.

Corporate Secretary Minor acknowledged the traditional territories and oral practices of the Blackfoot Nations, which includes the Siksika, the Piikani, and the Kainai. Also acknowledged were 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.

2 | CONSIDERATION/APPROVAL OF AGENDA

MOVED by Trustee Dennis:

THAT the Board of Trustees approves the Agenda for the June 18, 2024 Organizational Meeting, as submitted.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

3 | ELECTION OF OFFICERS

3.1 Nominations for and Election of Chair of the Board

In accordance with Section 1(3) of the *Board Procedures Regulation*, Corporate Secretary Minor presided over the election of Board Chair.

P. Minor called for nominations for the position of Chair of the Board of Trustees.

Trustee Dennis nominated Trustee Bolger.

P. Minor called two more times for further nominations and there were none.

Trustee Bolger agreed to let her name stand for Chair of the Board of Trustees.

P. Minor declared Trustee Bolger acclaimed as Chair of the Board of Trustees. Trustee Bolger assumed the Chair.

3.2 Nominations for and Election of Vice Chair of the Board

Chair Bolger called for nominations for the position of Vice Chair of the Board of Trustees.

Trustee Hack nominated Trustee Close for Vice Chair of the Board of Trustees.

Chair Bolger called two more times for further nominations and there were none.

Trustee Close confirmed she would allow her name to stand for Vice Chair of the Board.

Chair Bolger declared Trustee Close acclaimed as Vice Chair of the Board of Trustees.

4 | ESTABLISHMENT OF COMMITTEES, COMMITTEE MEMBERSHIP AND LIAISON LINKS

4.1 Establishment of Committees and Committee Membership

MOVED by Trustee Vukadinovic:

THAT the Board of Trustees approves the continued functioning of the following committees and their Terms of Reference, as outlined in GC-5E that was circulated to Trustees:

- **Agenda Planning Committee**
- **Audit and Risk Committee**
- **Board Governance Committee**
- **Name Review Committee (ad hoc)**
- **Name Review Committee for Sir John A. Macdonald School**
- **School Name Recommendation Committee (ad hoc)**
- **Trustee Remuneration Committee**

No comments were made in debate of the motion.

Chair Bolger called for a vote.

The motion was

CARRIED UNANIMOUSLY.

Absent: Trustee Downey

- **Audit and Risk Committee**

Chair Bolger noted that two nominations had come forward for the Audit and Risk Committee through the written nomination process and those nominees were Trustee Dennis as Committee Chair and Trustee Vukadinovic as the second trustee appointment to the Committee.

Chair Bolger called two more times for nominations from the floor and there were none.

Trustee Dennis agreed to let her name stand for Chair of the Audit and Risk Committee. Trustee Vukadinovic agreed to let her name stand for the second trustee appointment to the Committee.

Chair Bolger declared Trustee Dennis elected as Chair of the Audit and Risk Committee and Trustee Vukadinovic elected as the second trustee appointed to the Committee.

- **Board Governance Committee**

Chair Bolger noted that two nominations had come forward for the Board Governance Committee through the written nomination process, and those nominees were Trustees May and Vukadinovic as the trustee appointments to the Committee. The Board Vice Chair, Trustee Close, will serve as the Committee Chair in accordance with the Terms of Reference for the Committee.

Chair Bolger called two more times for nominations from the floor and there were none.

Trustees May and Vukadinovic agreed to let their names stand for trustee appointments to the Board Governance Committee.

Chair Bolger declared Trustees May and Vukadinovic as the trustees appointed to the Board Governance Committee.

- **Trustee Remuneration Committee**

Chair Bolger noted that two nominations had come forward for the Trustee Remuneration Committee through the written nomination process, and those nominees were Trustee May as Chair of the Committee and Trustee Vukadinovic as the second trustee appointment to the Committee.

Chair Bolger called two more times for nominations from the floor and there were none.

Trustee May agreed to let her name stand for Chair of the Trustee Remuneration Committee. Trustee Vukadinovic agreed to let her name stand as the second trustee appointment to the Committee.

Chair Bolger declared Trustee May as Chair of the Trustee Remuneration Committee and Trustee Vukadinovic as the second trustee appointed to the Committee.

For the purpose of clarification, the Agenda Planning Committee did not require nominations, as the membership is comprised of the Board Chair, Trustee Bolger, Vice Chair, Trustee Close, and Second Vice Chair; it is chaired by the Board's Vice Chair. In addition, there are no appointments for the School Naming Committee as it is an ad hoc committee formed when needed.

A summary of trustee appointments to the Board of Trustees' Committees is as follows:

Agenda Planning Committee

- Trustee Close (Chair) (as per GC-5E, the Vice Chair serves as Committee Chair)
- Trustee Bolger (Board Chair)
- Trustee _____ (determined when the Roster for Second Vice Chair is approved)

Audit and Risk Committee

- Trustee Dennis (Chair)
- Trustee Vukadinovic

Board Governance Committee

- Trustee Close (Chair) (as per GC-5E, the Vice Chair serves as Committee Chair)
- Trustee May
- Trustee Vukadinovic

Trustee Remuneration Committee

- Trustee May (Chair)
- Trustee Vukadinovic

4.2 Appointment of Trustees to Liaison Responsibilities

• **Alberta School Boards Association Zone 5**

Chair Bolger noted that one nomination had come forward for the Board liaison appointment to the Alberta School Boards Association Zone 5 through the written nomination process and that nominee was Trustee Close.

Chair Bolger called two more times for nominations from the floor and there were none.

Trustee Close agreed to let her name stand for the nomination.

Chair Bolger declared Trustee Close as the liaison appointment to the Alberta School Boards Association Zone 5.

• **Alberta Teachers' Association Council of School Representatives**

Chair Bolger noted that one trustee serves as liaison, but whenever possible the Board has two trustees attend the meetings. Through the written nomination process, Trustees May and Hack were nominated for the Alberta Teachers' Association Council of School Representatives.

Chair Bolger called two more times for nominations from the floor and there were none.

Trustees May and Hack agreed to let their names stand for the nomination.

Trustee May and Trustee Hack were declared the liaison appointments to the Alberta Teachers' Association Council of School Representatives.

- **EducationMatters Board of Governors**

Chair Bolger noted that two vacancies exist for trustee liaison representatives on the EducationMatters Board of Governors. She stated that two nominations had come forward through the written nomination process for EducationMatters Board of Governors and the nominees were Trustees May and Vukadinovic.

Chair Bolger asked two more times for nominations from the floor and there were none.

Trustees May and Vukadinovic agreed to let their names stand for the nomination.

Chair Bolger declared Trustees May and Vukadinovic as the liaison appointments for the EducationMatters Board of Governors.

- **Elder Advisory Council**

Chair Bolger noted that two nominations had come forward through the written nomination process for the Elder Advisory Council and those nominees were Trustees Hack and May.

Chair Bolger called two more times for nominations from the floor and there were none.

Trustees Hack and May agreed to let their names stand for the nomination.

Chair Bolger declared Trustee Hack and Trustee May as liaison appointments to the Elder Advisory Council.

- **Teachers' Employer Bargaining Association Representative Committee**

Chair Bolger noted that one nomination had come forward through the written nomination process for the Teachers' Employer Bargaining Association Representative Committee and that nominee was Trustee Close.

Chair Bolger called two more times for nominations from the floor and there were none.

Trustee Close agreed to let her name stand for the nomination.

Chair Bolger declared Trustee Close as the liaison appointment to the Teachers' Employer Bargaining Association Representative Committee.

- **CBE Transportation Advisory Committee**

Chair Bolger noted that one nomination had come forward through the written nomination process for the CBE Transportation Advisory Committee and that nominee was Trustee Dennis.

Chair Bolger called two more times for nominations from the floor and there were none.

Trustee Dennis agreed to let her name stand for the nomination.

Chair Bolger declared Trustee Dennis as the liaison appointment to the CBE Transportation Advisory Committee.

For clarification, the trustee appointments to liaison responsibilities are as follows:

Alberta School Boards Association Zone 5

- Trustee Close

Alberta Teachers' Association Council of School Representatives

- Trustee May (*regular appointment*)
- Trustee Hack (*alternate appointment*)

EducationMatters Board of Governors

- Trustee May (*term June 2024 to October 2025*)
- Trustee Vukadinovic (*term June 2024 to October 2025*)

Elder Advisory Council

- Trustee Hack
- Trustee May

Teachers' Employer Bargaining Association Representative Committee (TEBA)

- Trustee Close

CBE Transportation Advisory Committee

- Trustee Dennis

5 | **SCHEDULE OF REGULAR MEETINGS AND GC-6E: ANNUAL WORK PLAN
2024-2025**

MOVED by Trustee Dennis:

THAT the Board of Trustees approves the Schedule of Regular Board Meetings, including the date, time and place, from September 2024 through June 2025, as provided in Attachment I of the report.

In debate of the motion trustees made comments on: standards of practice, clarity for the Board and CBE system allowing for advanced strategic planning, and public transparency.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

MOVED by Trustee Dennis:

THAT the Board of Trustees approves GC-6E: Annual Work Plan for 2024-2025 in principle, as provided in Attachment II of the report, recognizing that the

work of the Board and agenda planning for specific Board Meetings is subject to ongoing review and update by the Board's Agenda Planning Committee.

In debate of the motion trustees made comments on: the further provision of clarity and transparency to the CBE system and the public; assists with Board oversight ensuring focus on Results and Operational Expectations policies; and planned Board development sessions and Community of School Council (COSC) meetings.

The motion was

CARRIED UNANIMOUSLY.

Absent: Trustee Downey

The approved Schedule of Regular Meetings and GC-6E: Annual Work Plan 2024-2025 are attachment to these minutes.

6 | TERMINATION OF MEETING

Chair Bolger declared the meeting terminated at 3:22 p.m. She noted the next public Board meeting is June 25, 2024.

Attachment:

- Schedule of Regular Meetings and GC-6E: Annual Work Plan 2024-2025



Calgary Board
of Education

**BOARD OF TRUSTEES
SCHEDULE OF REGULAR MEETINGS
SEPTEMBER 2024 TO JUNE 2025**

held at the Education Centre, 1221 – 8 Street SW, Calgary, Alberta
(or virtual through Microsoft Teams)

PUBLIC AGENDAS 11:00 a.m. to 4:30 p.m.	PRIVATE AGENDAS 11:00 a.m. to 4:30 p.m.
September 24, 2024	
October 15, 2024	
October 29, 2024	
November 5, 2024	November 21, 2024
November 26, 2024	
December 17, 2024	
January 14, 2025	
January 28, 2025	
February 11, 2025	
March 4, 2025	
March 18, 2025	
April 8, 2025	
April 22, 2025	
May 20, 2025	
May 27, 2025	
June 10, 2025	
June 24, 2025	

**Board of Trustees’
Governance Policy**

**GOVERNANCE CULTURE
GC-6E: Annual Work Plan – 2024-25**

**Monitoring Method: Board Self-assessment
Monitoring Frequency: Annual**

MONTH	GC/ B/CSR	OE	RESULTS	STRATEGIC DIALOGUE/ ENGAGEMENT	BOARD DEVELOPMENT/ GENERATIVE DISCUSSION	OTHER BOARD ACCOUNTABILITIES
2024 SEP 24						<ul style="list-style-type: none"> Locally Developed Courses EducationMatters
OCT 15, 29		OE-1 (M)	DIPS & PATS	COSC – Oct. 23 (in person)	Continuum of Student Supports and Services	<ul style="list-style-type: none"> Modular Classroom Plan Chief Superintendent Student Advisory Council Presentation
NOV 5, 21, 26	GC 1-9, B/CSR 1-5	OE-4 (M)				<ul style="list-style-type: none"> ASBA FGM Nov 17-19 EducationMatters Audited Financials Annual Education Results Report
DEC 17		OE-8 (M)				<ul style="list-style-type: none"> School Enrolment Report Ward Boundary By-law
2025 JAN 14, 28			R-2 (M)			
FEB 11		OE-3 (M)	R-2 (M con’t)			<ul style="list-style-type: none"> Chief Sup’t Summative Evaluation
MAR 4, 18		OE-7 (M)	R-3 (M)		Outcomes Based Assessment	<ul style="list-style-type: none"> Edwin Parr Nominee Friend of Education Nominee 3-Yr. School Capital Plan
APR 8, 22		OE-2 (M) OE-6 (M)	R-4 (M)	COSC – Apr. 23		<ul style="list-style-type: none"> Budget Assumptions Report Trustee Remuneration Report Board of Trustees 2025-26 Operating Budget Locally Developed Courses
MAY 20, 27			R-5 (M)			<ul style="list-style-type: none"> Education Plan 2025-26 Budget
JUNE 10, 24		OE-5 (M) OE-9 (M)				<ul style="list-style-type: none"> ASBA SGM June 2-3 3 Yr. System Student Accommodation Plan EducationMatters (presentation)

RI Reasonable Interpretation

I Indicators

Dates of Private Meetings in Red

M Monitoring of compliance or reasonable progress

RM Re-monitoring

B/T Baseline and Targets

Approved: