

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, June 18, 2024 at 1:00 p.m.

MEETING ATTENDANCE

Board of Trustees:

Trustee L. Hack, Chair
Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis
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
B. Grundy, Superintendent, Finance/Technology Services
M. Martin-Esposito, Chief Communications Officer
M. Nelson, Superintendent, School Improvement
J. Turner, Superintendent, School Improvement
P. Minor, Corporate Secretary
M. Graham, Board Administrator

Stakeholder Representatives:

C. MacDermott, Alberta Teachers’ Association, Local 38
C. Gordon, Canadian Union of Public Employees, Local 40
A. Bobenic, Elementary Schools Principals’ Association

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

Chair Hack called the meeting to order at 1:14 p.m. and students from McKenzie Lake 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 no agenda change requests were received.

MOVED by Trustee Dennis:

THAT the Board of Trustees approves the agenda for the Regular Meeting of June 18, 2024, as submitted.

The motion was
CARRIED UNANIMOUSLY.

3 | OPENING STATEMENTS

Chief Superintendent Pitman welcomed Dr. Jennifer Turner and Dr. Mike Nelson in their new roles as Superintendents, School Improvement, highlighting their skills and experience.

4 | AWARDS AND RECOGNITIONS

There were no reports or presentations.

5 | RESULTS FOCUS

There were no reports or presentations.

6 | OPERATIONAL EXPECTATIONS

6.1 OE-5: Financial Planning – Annual Monitoring

Chief Superintendent Pitman introduced the report, highlighting careful and intentional financial planning that aligns with CBE mission and values, supports student learning and provides assurance to the community.

B. Grundy, Superintendent, Finance/Technology Services, noted full compliance with all indicators as in the report.

Trustees made comments on the prudent and thoughtful budget planning and good financial management with the resources available.

Administration responded to a trustee question on in-year budget actions that ensure compliance with indicators as in the report.

Chair Hack 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 20, 2024. She stated that if no motions come forward, the item will be placed on the June 25, 2024 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.

6.2 OE-9: Facilities – Annual Monitoring

Chief Superintendent Pitman introduced the report, highlighting: the instrumental role of the Facilities and Environmental Services team in ensuring schools are safe and healthy; one indicator found to be non-compliant; and overall evidence that administration has consistently worked to meet expectations.

D. Breton, Superintendent, Facilities and Environmental Services, provided further highlights from the report, including: lifting of all pandemic related restrictions in the 2022-2023 school year; impacts of ongoing high enrolment; non-compliance with indicator 9.3.3, measurement of ordinary tidiness, by a very small margin; and successful recertification under the Cleaning Industry Management Standard after third-party review, providing evidence that CBE schools do meet standards of ordinary cleanliness.

Administration responded to trustee questions on matters from the report, including: LEED certification; levels of ordinary cleanliness; emergency maintenance requests; public use of facilities; before and after school programs; operations and maintenance funding; and infrastructure maintenance and renewal funding.

Chair Hack 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 20, 2024. She stated that if no motions come forward, the item will be placed on the June 25, 2024 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.

7 | **PUBLIC COMMENT**

There were no public comments.

8 | **MATTERS RESERVED FOR BOARD INFORMATION**

8.1 2023-24 Third Quarter Budget Variance Report

Chief Superintendent Pitman introduced the report, noting: the quarterly variance reports provide an indication of CBE's financial position at the time of the report; and that this report provides indications of improvement.

B. Grundy provided highlights from the report, noting: the report identifies variances between the budget passed by the Board in May 2023 and the budget forecast as of May 31, 2024; various changes impacting CBE operations; a current forecast deficit of \$5 million, an improvement from the forecast deficit of \$11.3 million in the second quarter, necessitating a smaller than expected draw from operating reserves; increased revenue



and a slight decrease in forecast expenditures; the impacts of continued enrolment growth, and that the CBE continues to be in sound financial health.

Administration responded to trustee questions on matters from the report, including funding for in-year enrolment growth and the forecast for year-end budget balancing.

9 | **MATTERS RESERVED FOR BOARD DECISION**

9.1 **Proposed Amendments to Governance Culture Policies**

Chair Hack introduced the report, noting it is presented for the Board of Trustees' consideration of revisions to policies GC-4: Officers Roles and GC-5E: School Name Recommendation Committee Terms of Reference.

MOVED by Trustee May:

THAT the Board of Trustees gives first reading to the amendments to Governance Culture 4: Officers' Roles policy, as provided in Attachment I to the report.

In debate of the motion trustees made comments on the Board's commitment to continuous improvement.

Chair Hack called for a vote.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

MOVED by Trustee May:

THAT the Board of Trustees gives second reading, and thereby final approval, to the amendments to Governance Culture 4: Officers' Roles policy, as provided in Attachment I to the report.

Trustees made no comments in debate of the motion.

Chair Hack called for a vote.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

MOVED by Trustee May:

THAT the Board of Trustees approves the amendments to GC-5E: School Name Recommendation Committee Terms of Reference, as provided in Attachment II to the report.



In debate of the motion trustees made comments on: committee roles and responsibilities; school naming procedure; community engagement; and improving efficiency in the school naming procedure.

Chair Hack called for a vote.

The motion was
CARRIED.

In Favour: Trustee Bolger
Trustee Close
Trustee Dennis
Trustee Hack
Trustee May

Opposed: Trustee Vukadinovic

Absent: Trustee Downey

10 | CONSENT AGENDA

10.1 Items Provided for Board Decision

10.2 Items Provided for Board Information

10.2.1 Chief Superintendent's Update

10.2.2 Correspondence

Chair Hack noted the public portion of this meeting is now adjourned; and, that the Board would reconvene in private to discuss two land, two labour and six strategic planning matters. She stated the next public Board meeting is on Tuesday, June 25, 2024.

Recessed: 2:10 p.m.

Reconvened: 3:28 p.m.

11 | PRIVATE SESSION

Motion to Move In Camera

MOVED by Trustee Hack:

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 18, 2024 be considered at a private session; therefore, be it

Resolved, **THAT the Regular Meeting of the Board of Trustees moves in camera.**

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey



Motion to Move Out of In Camera

MOVED by Trustee Dennis:

THAT the Regular Meeting of the Board of Trustees moves out of in camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

Motions to Action In-Camera Recommendations

MOVED by Trustee Vukadinovic:

THAT, subject to Ministerial approval, the Board of Trustees approves transfer of the property to the City of Calgary; and

THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education and the Minister of Infrastructure pertaining to this transfer, Attachment I to the report.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

12 | TERMINATION OF MEETING

The meeting terminated at 5:45 p.m.

