

## **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 5, 2024 at 11:00 a.m.

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### MEETING ATTENDANCE

#### Board of Trustees:

Trustee P. Bolger (Chair)  
Trustee N. Close  
Trustee M. Dennis (attended virtually)  
Trustee D. Downey  
Trustee L. Hack  
Trustee C. May  
Trustee S. Vukadinovic

#### 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:

S. Clements, Alberta Teachers’ Association (ATA), Local 38  
C. Gordon, Canadian Union of Public Employees (CUPE), Local 40  
J. Leavitt, Sr. High School Principals’ Association

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

Chair Bolger called the meeting to order at 11:03 a.m. and students from Douglas Harkness School led the national anthem through a video recording.

Chair Bolger acknowledged the traditional territories and oral practices of the Treaty 7 Nations, including the Siksikaitsitapi, comprised of the Siksika, the Kainai, the Piikani, and the Amskapi Piikani Nations. We acknowledge the Tsuut’ina Nation, the Îyârhe Nakoda, comprised of the Chiniki, Bearspaw, and Goodstoney Nations, the Métis Nation within Alberta, and all people who make their homes in the Treaty 7 region of southern Alberta. This land on which we gather is traditionally known as Moh’kinstsis, Guts’ists’i, Wîchîspa, and Otôskwanîhk.



As a learning organization, we are committed to advancing the Truth and Reconciliation Calls to Action focused on Education for ReconciliACTION.

Oki, Dādánast'áda, Âba Wathtec, Tânisî, Taanishi, bonjour, hello, and welcome, from Chair Bolger, to all staff, union representatives, and members of the public in attendance at the meeting.

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

P. Minor, Corporate Secretary, noted that a request was received to remove Item 9.2.1, Chief Superintendent's Update, from the Consent Agenda and add it as Item 7.1 under Matters Reserved for Board Information.

MOVED by Trustee Hack:

**THAT the Board of Trustees approves the agenda for the Regular Meeting of October 29, 2024, subject to the change noted above.**

The motion was  
CARRIED.

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

Opposed: Trustee Vukadinovic

## 3 | **AWARDS AND RECOGNITIONS**

There were no reports or presentations.

## 4 | **RESULTS FOCUS**

There were no reports or presentations.

## 5 | **OPERATIONAL EXPECTATIONS**

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

Chief Superintendent Pitman introduced the report, highlighting evidence of compliance with Board of Trustees' expectations to provide employees with a culture of safety and well-being; results of the 2024 staff well-being survey; policies and supports available to staff; 2023-24 staff retention rates; and 2023-24 collective bargaining.

Administration responded to trustee questions on the report on matters including improvement goals for the promotion of welcome, caring, safe and respectful work environments; professional improvement fellowship (PIF) leaves; management process



for addressing staff concerns; recruitment and retention practices, including awarding of continuous teaching contracts; high turnover rate in the lunchroom supervisor role; professional learning and growth opportunities; professional learning and leadership development supports for school based principals and assistant principals; student-to-staff violence reporting and supports; and evidence from the well-being survey that staff feel safe and respected at work.

Chair Bolger 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 21, 2024. If no motions come forward, the item will be placed on the November 26, 2024 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**

S. Clements, Alberta Teachers' Association, Local 38, commented on teachers reporting unmanageable levels of stress and workloads, and the rate of teachers rescinding full-time contracts.

## **7 | MATTERS RESERVED FOR BOARD INFORMATION**

### **7.1 Chief Superintendent's Update**

Chief Superintendent Pitman introduced the report, highlighting work on career education; enhancement to partnerships; and updates on enrolment numbers.

Administration responded to trustee questions on summer programming opportunities.

## **8 | MATTERS RESERVED FOR BOARD DECISION**

### **8.1 Financial Status of Reserves and Designated Funds**

Chief Superintendent Pitman introduced the report, highlighting the full disclosure of all funds and use of funds across the CBE.

Superintendent Grundy presented on the report, highlighting the sole authority of the Board of Trustees to approve any and all transfers in or out of reserves; the process of annual auditing of CBE financial statements; Accumulated Surplus from Operations (ASO), including Alberta Education requirements, factors that impact ASO over the school year, and actions to increase CBE's ASO; and CBE's commitment to maximize funds flowing directly to classrooms.

Administration responded to trustee questions on matters in the report, including the impact of funding received from the Alberta Education in July 2024; Alberta Education guidelines for operating reserves; implications of further drawing on operating reserves; the practice of permitting unspent budgeted funds to be carried forward into the following fiscal year; changes in accounting policy reserve; and designated operating funds.



Chair Bolger called for a motion.

MOVED by Trustee Vukadinovic:

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

In debate of the motion, Trustees made comments on confidence in CBE financial services work; prudent and fiscally responsible use of funding; insufficiency of funding from the Alberta Government; and impacts of inflation.

A Trustee commented on appreciation for the clear view of CBE's current financial position.

Chair Bolger called for a vote.

The motion was  
CARRIED UNANIMOUSLY.

## 9 | **CONSENT AGENDA**

### 9.1 **Items Provided for Board Decision**

9.1.1 Governance Culture and Board/Chief Superintendent Relationship Governance Policies – Board of Trustees' Annual Self-Evaluation.

**THAT the Board of Trustees approves the Board's 2023-24 self-evaluation report.**

9.1.2 Proposed Amendments to Governance Culture Policies

**THAT the Board of Trustees approves the amendments to Governance Culture policy 5E: School Name Recommendation Committee Terms of Reference, as provided in Attachment I to the report.**

### 9.2 **Items Provided for Board Information**

Chair Bolger noted the public portion of this meeting is now adjourned; and, that the Board would reconvene in private to discuss one legal, one labour and four strategic planning matters. She stated the next public Board meeting is on Tuesday, November 26, 2024.

Recessed: 11:58 a.m.  
Reconvened: 12:30 p.m.



10 | **PRIVATE SESSION**

Trustee Dennis acknowledged she was alone and in a location that no other person could hear her 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, November 5, 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.

Motion to Move Out of In Camera

MOVED by Trustee Vukadinovic:

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

The motion was  
CARRIED UNANIMOUSLY.

11 | **MOTION TO ADJOURN**

MOVED by Trustee Close:

**THAT on adjournment the meeting adjourns to the call of the Chair.**

The motion was  
CARRIED UNANIMOUSLY.

The meeting adjourned at 3:57 p.m.

