

## CALGARY BOARD OF EDUCATION

Minutes of the Regular Meeting of the Board of Trustees held in the Board Room, Education Centre, 515 Macleod Trail SE, Calgary, Alberta on Tuesday, October 5, 2010 at 5:00 p.m.

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### MEETING ATTENDANCE

#### Board of Trustees:

Trustee P. Cochrane, Chair  
Trustee C. Bazinet  
Trustee G. Dirks  
Trustee L. Ferguson  
Trustee P. King  
Trustee K. Kryczka  
Trustee G. Lane

#### Administration:

Ms. N. Johnson, Chief Superintendent of Schools  
Mr. D. Stevenson, Deputy Chief Superintendent of Schools  
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services  
Ms. C. Faber, Superintendent, Learning Innovation  
Mr. J. Johnston, Superintendent, Human Resources  
Ms. D. Lewis, Superintendent, Learning Support  
Ms. D. Meyers, Superintendent, Finance & Business Services  
Ms. B. Kuester, Executive Director of Communications  
Mr. R. Peden, General Counsel and Corporate Secretary  
Ms. J. Barkway, Assistant Corporate Secretary  
Ms. S. Wasylyshyn, Executive Assistant to the Trustees  
Ms. H. Numrich, Recording Secretary

#### Stakeholder Representatives:

Mr. B. Anderson, Canadian Union of Public Employees, Local 40  
Ms. J. Minifie, Calgary Board of Education Staff Association  
Ms. J. Regal, Alberta Teachers' Association, Local 38  
Ms. E. Kelly, Calgary Association of Parents and School Councils  
Ms. L. Newton, Calgary Association of Parents and School Councils  
Ms. V. Saretsky, Principals' Association for Adolescent Learners (PAAL)  
Mr. G. Markusson, Principals' Association for Adolescent Learners (PAAL)  
Dr. M. Christison, Senior High School Principals' Association

Action By

### **1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME**

Chair Cochrane called the meeting to order at 5:01 p.m. and Marisa, a student from MidSun School led in the singing of the national anthem. Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations.

Action By:

## **2.0 CONSIDERATION/APPROVAL OF AGENDA**

Ms. Barkway noted that there were two late reports for the agenda. The September 30 Student Enrolment Summary 2010, Item 9.2.3 was submitted after the Agenda; however, it was received in time to remain on the Consent Agenda. The minutes of the Regular Meeting of September 21, 2010 were distributed late and were pulled from the Consent Agenda.

MOVED by Trustee Kryczka:

**THAT the Agenda for the Regular Meeting of October 5, 2010, be approved with the amendment noted above.**

The motion was  
CARRIED UNANIMOUSLY.

## **3.0 SCHOOL/SYSTEM PRESENTATIONS**

### **3.1 MidSun School (Citizenship)**

The school presentation was introduced by Area Director J. Rogerson. Principal V. Saretsky of MidSun School provided further introductory comments to the presentation, noting that the MidSun School motto is "Building a Better World, One Student at a Time". A PowerPoint presentation was given by students and teachers from MidSun School and Centennial High School. The following projects were highlighted:

- "Pay It Forward", acting upon a concept learned from a film where three random acts of kindness are done with no expectation of recognition.
- Twenty-three students raised \$2,000 for Haiti earthquake relief.
- "Linkages," a program where students enjoyed bi-weekly one hour visits with senior citizens in their community.
- "Centennial Mentors" a very successful tutoring program that matched junior high students from MidSun School with student tutors from Centennial High School for assistance in math and science.

Dr. M. Christison, Principal of Centennial High School, expressed thanks to the Board for the opportunity to share and to the staff and students for their presentations. Trustee Bazinet expressed appreciation to all presenters on behalf of the Board of Trustees.

## **4.0 HONOURS AND RECOGNITIONS**

## **5.0 PUBLIC CONVERSATION AND INFORMATION**

### **5.1 Report from the Chair and Trustees**

- Chair Cochrane read the following statement:

Action By:

*“In regard to recent media reports on the new Education Centre Tower, the Board of Trustees of the Calgary Board of Education has prepared the following response.*

*The Board started planning for this project a long time ago in 2000 when economic and real estate conditions were different than today. We all know that Calgary goes through boom and bust cycles and, like any other organization, we are impacted by those fluctuations in the economy.*

*Our new Education Centre will accommodate staff whose job is supporting the teaching and learning needs of our students and schools. In order to run Alberta's largest school system which educates more than 100,000 students, we have highly skilled staff who support the work of schools in the areas of learning innovation, learning support (e.g. ESL, special needs students), facilities, finance and information technology located in offices in multiple locations throughout the city. The consolidation of more than 500 staff together in a central workplace will enhance opportunities to communicate and collaborate more effectively.*

*Our current centre was built more than forty years ago and has increasing costs of utilities, repairs and maintenance because of its age. Two key benefits to moving into a new facility are increased productivity and improved organizational effectiveness which also lowers costs.*

*In addition, the preservation of the historical Dr. Carl Safran School, which is one of the first sandstone schools built in Calgary, was central to the plan to utilize a Heritage building and celebrate our history. During the planning process, the Calgary Board of Education actively engaged the Calgary community.*

*There is no per pupil funding being diverted into this project and no money taken from classrooms. It was inaccurately reported that school fees and fundraising by parents would be used to finance this long term project. The project will be funded through the future sale of the current Education Centre, the sale and/or lease of other CBE properties throughout Calgary and through funds allotted for capital development.*

*In every Calgary Board of Education budget, there is revenue from Alberta Education grants that include base instruction, student transportation and other targeted initiatives. There is other revenue that comes from a variety of sources including investment income and lease income. In our 2010/11 budget, other revenue amounted to \$48 million which includes revenue from lease and investment income, more than sufficient to cover the lease payment.*

*Over the past ten years, subsequent Boards of Trustees have considered the benefits of this project and focused on planning appropriately for the future needs of our public education system.”*

- Trustee Kryczka recently attended an Alberta School Board's Association (ASBA) meeting in Edmonton. She informed that the Board of Trustees has agreed that the CBE will participate in the tripartite discussions that have just commenced and will be providing leadership and expertise, working with other

Action By:

school boards, the ATA and the Minister of Education towards making positive changes to the provincial education system.

- Trustee Kryczka, along with Superintendent D. Lewis, recently attended the Association of Professional Engineers, Geologists and Geophysicists of Alberta (APEGGA) “Excellence in Education” awards for Calgary and area. Fifteen CBE teachers were nominated and two were 2010 award recipients.
- Trustee Lane announced that Wildwood School recently won the People’s Choice Award in the Calgary International Film Festival for an ecological documentary film they created entitled “Tiny Footprints Make a Big Difference”.
- Trustee Lane announced that he recently attended an event celebrating a gift of horse statues by artist Joe Fafard to the City of Calgary and its twin city, Quebec City, in commemoration of Quebec City’s 400th anniversary. The statues will eventually be installed near the new courthouse, close to W.H. Cushing School. Students and staff from W.H. Cushing School provided entertainment at the event. Also in attendance were Principal S. Anderson, Area Director J. Langley and Board Chair Pat Cochrane.
- Trustee Ferguson expressed words of appreciation to Trustee Kryczka and Trustee Dirks who are not seeking re-election.
- Trustee Dirks stated that he was grateful, joyful, satisfied and proud of the privilege and honor of serving the students, parents and constituents of Wards 1 and 2 over the past 11 years.
- Trustee Kryczka voiced her confidence in the dedicated, highly qualified leadership at the CBE. She expressed her gratitude for three wonderful years as a public school trustee and of the importance of this office.
- Chair Cochrane expressed her thanks and appreciation to Trustee Kryczka and Trustee Dirks who would not be seeking re-election. She commented on the strengths that they have each brought to the Board and contributions they have made to the Calgary Board of Education and wished them every success in their future endeavors.

**5.2 Report from the Chief Superintendent**

At this point in the meeting, on behalf of the entire system, Chief Superintendent Johnson extended thanks to the Board of Trustees.

The members of Superintendent’s Team shared comments and gave accolades to each of the Trustees as follows:

- General Counsel Peden paid tribute to Trustee Dirks;
- Superintendent Faber paid tribute to Trustee Ferguson;
- Superintendent Lewis paid tribute to Trustee King;
- Deputy Chief Superintendent Stevenson paid tribute to Trustee Lane;
- Chief Superintendent Johnson paid tribute to Trustee Cochrane;
- Superintendent Johnson paid tribute to Trustee Kryczka; and
- Superintendent Coppinger paid tribute to Trustee Bazinet.

Action By:

Chief Superintendent Johnson expressed thanks on behalf of Calgary Board of Education administration and staff to Trustee Dirks and Trustee Kryczka who have made the decision not to seek re-election. She acknowledged their commitment to public education and presented them with gifts as a token of appreciation.

### **5.3 Public Question Period**

There were no public questions.

### **5.4 Stakeholder Reports**

There were no stakeholder reports.

### **5.5 Trustee Inquiries**

There were no trustee inquiries.

## **6.0 ACTION ITEMS**

### **6.1 Year-End Carry Forward Funds (Operating)**

Superintendent D. Meyers introduced the report stating that it includes details of the unspent funding that requires approval to carryforward to the 2010/11 budget. She noted that all of the funding requests meet the established guidelines for carryforward and that this is a standard part of the annual budget process. This is the first year it is being brought forward as a separate report; however, in the past it has been presented as part of the fourth quarter reporting.

Director Braun provided further explanatory comments noting that the unused school carryforward portion of just over \$5 million will be spent over the next year, some of which will be used to improve technology equipment in high schools. He further noted that a major component of the service unit requests in Attachment II is the Professional Improvement Fellowships; this is a carryforward that is part of a contractual agreement.

Trustees asked questions to which Administration responded and a summary of the discussion is as follows:

- Superintendent Johnson explained that the Professional Improvement Fellowship (PIF) is part of the Alberta Teachers' Association Agreement. There are restrictive, contractual provisions as to how this funding can be released; it is designated for specific uses such as leaves of absence to conduct research or further studies. Approximately 45 Full Time Equivalent (FTE) applicants apply for a PIF consideration each year and the amount used and/or unused varies, depending on how many apply.
- A portion of the CBE's 125<sup>th</sup> Anniversary Celebration budget is yet unspent as there are further celebration events to take place this year. Some of these include a 125<sup>th</sup> Celebration Anniversary book and possibly a 125<sup>th</sup> Celebration Run/Walk to take place in November.

Action By:

- Director Braun stated that it is the intent that school based funds will be fully expended by the end of June next year.

MOVED by Trustee Bazinet:

**THAT the Board of Trustees approves that the unspent school decentralized fund balances of \$5,054,074 be approved for carryforward to 2010/2011; and**

**THAT the unspent service unit fund balances of \$2,499,809 be approved for carryforward to 2010/2011.**

A Trustee commented in support of this motion, expressing appreciation that this report is being presented to Trustees now, before the audited financial statements are finalized.

The motion was  
CARRIED UNANIMOUSLY.

## **7.0 MONITORING AND RESULTS**

### **7.1 Annual Monitoring of EL-4: Treatment of Parents and Citizens**

Deputy Chief Superintendent D. Stevenson provided introductory comments. He expressed appreciation to CBE principals for their contribution to the report by completion of a survey, the results of which are included in the report. He also noted that some of the current measures will be revised for future reporting as the existing Administrative Regulations are replaced with Chief Superintendent Directives.

Chair Cochrane reviewed the criteria against which the Trustees are to judge this report, including that of reasonable interpretation of the policy, compliance with the policy and whether sufficient information has been provided. She noted also that any decision or comment of the Board of Trustees around non-compliance is in no way intended to be a vote of non-confidence for the Chief Superintendent.

Trustees asked questions to which Administration responded and a summary of the discussion is as follows:

- Administration has determined that although some of the sub-sections have not been determined to be in compliance, overall compliance was determined.
- There was some discussion regarding the effective handling of concerns and complaints referred to in Measure 15. There are specific, standardized processes in place to track and record complaints. When a complaint is noted, a file is opened and it is not closed until a satisfactory conclusion has been reached to the satisfaction of the complainant. Administration works with parents to ensure a solution and sometimes it might be to agree to disagree. An example was provided from the Area I office where they received approximately 180 complaints during a one year period out of a student population of 15,000. It was suggested that Trustees might have a better

Action By:

indication of the number of unresolved complaints than Administration, as parents call Trustees when they feel their concerns have not been heard.

- There was some discussion in regards to whether the parent satisfaction rate expectation of 71 per cent in Measure 5 is set too high. This is the 2010 provincial average and it is the CBE expectation; however, the Accountability Pillar Survey results show that the CBE parent satisfaction rate is only 66 per cent. A Trustee questioned if this particular measure had ever been met, noting that smaller school boards may have higher rates of satisfaction simply due to more access. Although the measure could change on a yearly basis, it is set at a level that Administration believes is achievable and appropriate to achieve. They are currently working on a plan to increase this result in order to align the results with expectations.
- Another Trustee suggested that it would be good to include trends in this report as has been done in other monitoring reports. It was noted that this report was difficult to interpret because of the wording around compliance for all interpretations; the measures are not grouped under provisions and compliance with the provision of the policy is what the Board is evaluating. Chief Superintendent Johnson stated that Administration has noted this concern and that it will be taken into consideration.

MOVED by Trustee Ferguson:

**THAT the Chief Superintendent has reasonably interpreted the provisions of this policy, *Executive Limitation 4: Treatment of Parents and Citizens* and the Board of Trustees finds the Chief Superintendent to be in compliance.**

A Trustee commented that although Administration and the Chief Superintendent have identified some measures that are not in compliance, this policy and provisions are in compliance overall with the expectations of the Board.

The motion was  
CARRIED UNANIMOUSLY.

## **7.2 Annual Monitoring of EL-16: Learning Environment and Treatment of Students**

Superintendent D. Lewis provided a brief introduction, expressing thanks to all of those who worked on the report. She noted that the measures included in the report are based on existing Administrative Regulations and it is anticipated that some of these may be revised. She stated that this EL-16 monitoring report is different from past reports as it does not include the CBE Student Survey or Accountability Pillar Survey results; this data will be included in the Ends monitoring reports. This report includes some of the things being done to quantify the measure with a numerical standard. As the work moves forward it may not be possible or prudent to determine a numerical standard for all of the measures.

Trustees asked questions to which Administration responded and a summary of the discussion is as follows:

Action By:

- Superintendent Faber commented on the success of the Alberta Speak Out conference referred to in Measure 12. Students were interviewed for their feedback and 9 of the students from Alternative High School requested and participated in a follow up video conference with the Minister of Education to address their concerns and give recommendations for improvements for next year's conference. It will have a significant impact on work going forward, including Empowering Minds, the Mega End conference and the Chief's Student Advisory that just recently began.
- There was considerable discussion regarding fire drills in Measure 20. Chief Superintendent Johnson stated that there is an issue across the system in this area. Superintendent Lewis reported that every school had at least one fire drill by the end of December, but the expectation is to have had two to be at 100 per cent compliance. There is a list generated of schools that are not compliant that is followed up by the area directors and principals. (It was noted that 5 of the CBE schools are monitored externally and follow the requirements set out by other authorities). Director Church stated that there is no one main reason for this problem, but many reasons including inaccurate reporting or when there is a turn over in staff. Sometimes new principals and caretakers aren't aware of the procedures. It is a challenge to keep up with the requirements and Administration is working with principals and caretakers in this regard. Superintendent Coppinger stated that the measure chosen to report on in this report was fire drills; however, there are other areas of building code compliance that could be measured if Trustees request it.
- Superintendent Coppinger explained that Measure 18 refers to "green" technology for health reasons. Caretakers are being trained and oriented in this regard.
- Measure 10 refers to CBE leadership opportunities provided through Career and Technology Studies, Locally Developed Courses and co-curricular activities. There are no examples provided in this report as they have been previously reported in EL-6 and will be included in a future Ends monitoring report.

MOVED by Trustee Lane:

**THAT the Chief Superintendent has reasonably interpreted the provisions of this policy, *Executive Limitations 16: Learning Environment and Treatment of Students* and the Board of Trustees finds the Chief Superintendent to be in compliance.**

MOVED by Trustee Dirks:

**THAT the motion be amended to include "with the exception of sub part policy provision 6."**

Trustee comments in support of the motion included:

- There are some policy provisions that are provisional while others are mandatory; issues of safety, such as fire drills, are mandatory.
- It is extremely important that this expectation is met and that students are safe in the event of an emergency.



Action By:

Trustees' comments not in support of the motion included:

- Non-compliance in one measure of a sub-section does not make non-compliance with the EL.
- Every school had a fire drill, this would not put it out of compliance.

Chair Cochrane called for the vote on the amendment to the motion.

The motion was  
DEFEATED.

In Favour: Trustee Dirks  
Trustee Cochrane  
Trustee Lane

Opposed: Trustee Ferguson  
Trustee King  
Trustee Bazinet  
Trustee Kryczka

Chair Cochrane called for vote on the original question.

A Trustee commented that the Chief Superintendent is in compliance in every other measure. The contents of the report are good and it is interesting to see these measures, but it is not a very accessible report, it could be more user friendly.

The motion was  
CARRIED UNANIMOUSLY.

## **8.0 POLICY DEVELOPMENT AND REVIEW**

### **9.0 CONSENT AGENDA**

Chair Cochrane declared the following items to be adopted as submitted:

#### **9.1 Board Consent Agenda**

##### 9.1.1 Approval of Minutes

- Regular Meetings held September 7 and September 28, 2010  
**THAT the Board of Trustees approves the Minutes of the Regular Meetings held September 7 and September 28, 2010, as submitted.**

##### 9.1.2 Issues Identification

**THAT the Board of Trustees receives the *Issues Identification – Tripartite Discussions on Sustaining Workforce Stability and Enabling Continued Collaboration on Transformation in the K-12 Education System* report for information and for the record.**

##### 9.1.3 Monitoring of Governance Process Policy 6: Board Chair's Role

**THAT the Board of Trustees approves the *Governance Process Policy Monitoring* report for Governance Process Policy 6, in the form as submitted as Attachment I to the report dated October 5, 2010.**

Action By:

**9.2 Chief Superintendent Consent Agenda**

9.2.1 Chief Superintendent's Update

**THAT the Board of Trustees receives the Chief Superintendent's Update report for information.**

9.2.2 Transition Strategies for Sir William Van Horne High School Students

**THAT the Board of Trustees receives the *Transition Strategies for Sir William Van Horne High School Students* report for information and for the record.**

9.2.3 September 30 Student Enrolment Summary 2010 (EL-14E(d))

**THAT the Board of Trustees receives the *September 30 Student Enrolment Summary 2010* report for information.**

9.1.1 Approval of Minutes

Regular Meeting held September 21, 2010

MOVED by Trustee King:

**THAT the Board of Trustees approves the Minutes of the Regular Meeting held September 21, 2010, as submitted.**

The motion was  
CARRIED UNANIMOUSLY.

**10.0 TRUSTEE NOTICES OF MOTION**

There were no trustee notices of motion.

**11.0 ADJOURNMENT**

Chair Cochrane declared the meeting adjourned at 7:21 p.m.