

## 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, April 23, 2013 at 11:00 a.m.

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### MEETING ATTENDANCE

#### Board of Trustees

##### Present:

Trustee P. Cochrane, Chair  
Trustee C. Bazinet  
Trustee J. Bowen-Eyre  
Trustee L. Ferguson  
Trustee P. King  
Trustee G. Lane  
Trustee S. Taylor

##### Administration:

Ms. N. Johnson, Chief Superintendent of Schools  
Mr. D. Stevenson, Deputy Chief Superintendent of Schools  
Mr. E. Heeger, Director, Capital Planning/Development,  
for Mr. F. Coppinger, Superintendent, Facilities and Environmental Services  
Ms. C. Faber, Superintendent, Learning Innovation  
Mr. G. Francis, General Counsel, Legal Services  
Ms. E. Gouthro, Acting Superintendent, Learning Services  
Ms. D. Meyers, Superintendent, Finance and Supply Chain Services  
Mr. K. Peterson, Acting Superintendent, Human Resources  
Mr. R. Peter, Chief Communications Officer  
Ms. J. Barkway, Corporate Secretary  
Ms. J. Manfield, Recording Secretary

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

Chair Cochrane called the meeting to order at 11:00 a.m.

### 2 | CONSIDERATION/APPROVAL OF AGENDA

MOVED by Trustee King:

**THAT the Agenda for the Regular Meeting of April 23, 2013 be approved as submitted.**

The motion was  
CARRIED UNANIMOUSLY.

### 3 | **MATTERS RESERVED FOR BOARD ACTION**

#### 3.1 **Office of the Board of Trustees 2013-14 Operating Budget**

Chair Cochrane commenced the meeting by acknowledging the report prepared by Superintendent Meyers.

Chair Cochrane read the recommended motion as stated in the report.

The following is a summary of the major points of discussion:

- It was noted that funds are available under Professional and Technical Services which could be used for contracted services for Board orientation if required.
- With respect to the reduction in Membership Dues, it was stated that the proposed budget reductions include an approximate 10% reduction in ASBA dues and the elimination of Zone 5 dues.
- It was clarified that if the Board wishes to withdraw from ASBA, notice of such intention needs to be provided by February 1<sup>st</sup>. A point of information was made to state that the intention is not to withdraw from ASBA, but rather a reduction in membership fees.
- Regarding the net budget amount indicated on page.3.2, Administration clarified that the intention was that the reduction of 10% be applied to the budget excluding ASBA fees, as membership reductions were already included in the Budget Assumptions report.
- Administration stated that 2012-2013 year-to-date actuals for the Trustee budget is anticipated to be a variance of about -\$1,000,000, due primarily to higher than anticipated election and enumeration costs. The 2011-2012 actual expenditures information was not available.
- A trustee asked if the Board uses the budgeted amount for Legal Fees. In the past Administration has absorbed those costs; however going forward these expenditures will be passed on to the Board in order to be properly recognized.
- Administration could not provide more details regarding what is covered under General and Contracted-Out Services. It was noted that it would be useful to have more clarity about what each budget line means.
- Audit Fees in the Board of Trustees budget remain the same; Administration will pay for the increased costs related to changes in accounting practices.
- In the Salaries and Overtime budget line, it was confirmed that this amount includes two staff members.
- An explanation was provided on election expenses. It was stated that the Board has a tripartite agreement with the City of Calgary to provide election services and the process is to accrue a portion of the enumeration and election costs each year to be paid in an election year. The estimate for the 2013 election is \$1,284,010. In addition we pay a portion of the elections base office costs annually. In 2012, that cost was \$121,000.

- Administration could not provide the 2011-2012 information for consulting services expenditures, but provided that the Aspen Consulting costs were included in the Chief Superintendents' budget for the current year. In 2013-2014, there is a budget of \$100,000 for General Professional and Technical Services. Chair Cochrane added that it hasn't been a consistent pattern, and has come out of both the Board and Chief's budget at times.

MOVED BY Trustee Bowen-Eyre:

**THAT the Board of Trustees approves the 2013-2014 budget for the Office of the Board of Trustees of \$1,549,027 to be reasonable to allow the Board to effectively and efficiently perform its governing responsibilities.**

- A trustee questioned why the motion does not refer to Attachment 1. It was stated that the motion reflects the requirements Policy OE-5.7 Financial Planning. Superintendent Meyers clarified that approving the bottom line total provides operational flexibility to manage actuals.
- A trustee noted concern with the Membership Dues & Fees line and the belief that Trustees will feel they have approved each line as shown.

Trustees debated the motion and comments and concerns are summarized below:

- A trustee stated that the Board of Trustees approves the general operating budget. In an effort to keep funds directed back into the classroom, the Board believes a reduction of 10% is in the best interest of students. With significant cuts in the level of Provincial funding, it is appropriate for the Board to reduce its own budget. Although she believes ASBA membership is valuable, it is suggested we communicate with ASBA that a 10% reduction in membership fees is appropriate.
- A trustee agreed that a 10% reduction is appropriate, but questioned the proposed amendments to ASBA and Zone 5 fees, as those are subject to a group decision.
- Although this will be a challenging budget, it reflects the commitment of the trustees to maximize classroom funding. A concern was expressed with the proposed reduction to the Professional and Technical Services line, as the election of new board members will necessitate the need for training and/or professional development. It was recommended that the appropriate time to discuss reducing ASBA membership fees would be at the spring general meeting in June.
- Support was expressed for the budget reduction, as there have been several years of significant under-spending. The reduction will free up funds that can be budgeted elsewhere. A concern was expressed that it would have been helpful to see actuals and definitions next to each line item, in order to make a more informed decision.
- A trustee questioned the strategy around paying less membership fees than we will be committed to, as a result of the ASBA assembly of 62 boards making a decision.
- Although in support of the budget reduction, a concern was expressed around the amount spent on an American consultant. A trustee provided her opinion that the same types of services are available from ASBA at a lesser cost.

- Also in support of the budget reduction, a trustee agreed that actuals of prior years would have been helpful but added that trustees could have asked for that information and it could have been provided in advance of the meeting.
- A concern was expressed around whether we are getting value for the dollar with respect to membership fees, and whether this expenditure has actually helped students in the system. It was noted that we have in-house expertise for many of the services provided by ASBA, and that we do not access ASBA services to the extent that many other boards do.
- It was stated that although the reduction is a small amount, the reduction shows that trustees are communicating by leading, and it will allow this money to go back to the classroom.
- Concern was noted around the value of ASBA services, as it is purely administrative support to the Board of Trustees.
- A concern was noted that it is unrealistic to assume the other 61 boards in the Province would agree to a 10% reduction to ASBA fees.

Chair Cochrane repeated the Motion and called the question.

The motion was  
CARRIED UNANIMOUSLY.

Recessed: 11:53 a.m.  
Reconvened: 12:08 p.m.

#### 4 | **IN-CAMERA ISSUES**

##### 4.1 **Motion to Move In Camera**

MOVED by Trustee King:

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, Tuesday, April 23, 2013, 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.

In favour: Trustee Bazinet  
Trustee Bowen-Eyre  
Trustee Cochrane  
Trustee Ferguson  
Trustee King  
Trustee Lane

Opposed: Trustee Taylor

During the in-camera session, the meeting recessed at 1:16 p.m. and reconvened at 1:23 p.m.

**4.2** Motion to Revert to Public Meeting

MOVED by Trustee Lane:

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

The motion was  
CARRIED UNANIMOUSLY.

**4.3** Motions to Action In-Camera Recommendations

MOVED by Trustee Ferguson:

**THAT the Chief Superintendent prepare information, for public release, that would clarify the content and context of the March 19, 2013 exempt salary review report.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Ferguson:

**THAT the Board of Trustees authorizes the Chair of the Board to initiate discussion regarding a contract with the Aspen Group International for the provision of consulting services in support of the furthering of the Coherent Governance model, and to report back to a private meeting of the Board of Trustees by May 7, 2013.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Bowen-Eyre:

**THAT, subject to receiving appropriate Ministerial approval, the Building Management System/Heating Ventilation and Air Conditioning (BMS/HVAC) Energy Performance Contract project, for up to one hundred and two schools, be approved;**

**THAT a loan of no more than \$22 million, borrowed in installments spread over five years, be obtained to finance the energy retrofit project; and**

**THAT upon confirmation of an energy service company, that the Minister of Education's approval be sought by Administration for capital borrowing to finance this project.**

The motion was  
CARRIED UNANIMOUSLY.

Chair Cochrane declared the following items on the Private Consent Agenda approved as presented:

**THAT the Board of Trustees receives the correspondence attached to the private report of April 23, 2013 for information and for the record.**

**THAT the Board of Trustees receives the minutes of the Trustee Remuneration Committee meetings held October 23 and 30, 2013, and March 20 and April 5, 2013, and the Trustee Remuneration Review dated April 3, 2013 for information and for the record.**

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

**THAT the Construction Projects Status report be received for information and for the record; and**

**THAT the information in Attachments I, II and IV be authorized for public release.**

**THAT the Calgary Board of Education (Lessor) enters into a License of Occupation with the Genesis Centre of Community Wellness Partners (Licensee) for a shared parking lot on the future Northeast High School site located in Martindale.**

**THAT the approval of Alberta Education be sought for capital funding of \$450,000 to contribute toward the construction expenditure of a shared parking lot of the future Northeast High School.**

At 1:32 p.m. Trustee Bazinet declared a pecuniary interest in a labour relations matter and left the meeting.

#### **4.4 Motion to Move In Camera**

MOVED by Trustee King:

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, Tuesday, April 23, 2013, 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.

#### **4.5 Motion to Revert to Public Meeting**

MOVED by Trustee Ferguson:

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

The motion was  
CARRIED UNANIMOUSLY.

4.6 Motions to Action In-Camera Recommendations

MOVED by Trustee King:

**THAT the Board authorizes Trustees to publicly discuss the information received in the private meeting regarding the proposed Framework Agreement.**

The motion was  
CARRIED UNANIMOUSLY.

5 | ADJOURNMENT

MOVED by Trustee King:

**THAT when the Board adjourns, it adjourns to meet at the call of the Chair.**

The motion was  
CARRIED UNANIMOUSLY.

Chair Cochrane declared the meeting adjourned at 2.37 p.m.