

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, May 2, 2006 at 5:00 p.m.

PRESENT

Board of Trustees:

Trustee G. Dirks, Chair
Trustee C. Bazinet
Trustee N. Close
Trustee P. Cochrane
Trustee K. Fawcett
Trustee L. Ferguson
Trustee G. Lane

Administration:

Dr. B. Croskery, Chief Superintendent of Schools
Ms. J. Barkway, Assistant Corporate Secretary
Mr. C. Hosfield, on behalf of Ms. L. Angelo, Acting Superintendent, Human Resources
Mr. D. Dart, Superintendent, Business Operations & Environmental Services – Secretary Treasurer
Mr. J. Drysdale, Superintendent, School Support Services
Ms. B. Hubert, Deputy Chief Superintendent of Schools
Mr. J. Jones, Executive Assistant to the Chief Superintendent of Schools
Ms. B. Kuester, Executive Director of Communications
Mr. R. Peden, Acting Director, Legal & Risk Management Services
Ms. S. Wasylshyn, Executive Assistant to the Trustees
Ms. D. Perrier, Recording Secretary

Stakeholder Representatives:

Ms. G. Burger-Martindale, Calgary Association of Parents and School Councils
Mr. D. Hammill, Canadian Union of Public Employees, Local No. 40
Mr. L. Liffiton, Alberta Teachers' Association, Local No. 38
Ms. S. Raymond, Elementary School Principals' Association

Action By

1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Dirks called the meeting to order at 5:02 p.m. and welcomed Justin, a Grade 11 student from Central Memorial High School, to lead in the singing of the national anthem. Chair Dirks gave a further welcome to the representatives from the aforementioned organizations and members of the public.

2.0 CONSIDERATION/APPROVAL OF AGENDA

Ms. Barkway noted that two additions were requested to the Agenda, to be added as new Item 10.4 – 2006-2007 Calgary Board of Education Transportation Fees, and new Item 12.0 – In-Camera Session; and to renumber the subsequent Agenda items accordingly.

MOVED by Trustee Ferguson:

THAT the Agenda for the Regular Meeting held May 2, 2006, be approved as submitted, subject to the additions as noted above.

The motion was
CARRIED UNANIMOUSLY.

3.0 SCHOOL/SYSTEM PRESENTATIONS

3.1 Ethel M. Johnson Elementary School

Chief Superintendent Croskery called forward Ms. N. Johnson, Director, Area V, to make introductions. Ms. Johnson welcomed to the Board Room, Ms. J. Davis, Principal, Ethel M. Johnson School, and she provided some brief remarks about the school. She stated that in regard to the school's focus on personal development, programming has been developed in physical education and, particularly, music for all students. Ms. Davis noted that their school presentation is a snapshot of learning for some of their most challenged learners. She pointed out the belief at Ethel M. Johnson School is that they enable personal development for their students by being an inclusive learning community; and they program for individual students. An individual class is based on activities that are developmentally appropriate. They have tried an inclusive approach in the past, whereby their system classes had joined another regular class for music and physical education instruction, which resulted in some mixed results. This year, they were able to provide enough teacher support so their system classes could have their own time with the specialist teachers, and the positive effect on the students was immediate. A video presentation was shown of how the teachers and students work together on personal development through an inclusive learning environment.

In conclusion, Ms. Davis thanked her teaching staff for all their work, and noted the attendance of the following teachers: Mrs. S. Barabash, Ms. S. Franks, and Mrs. W. McLeish.

On behalf of the Board of Trustees, Trustee Close gave thanks for the presentation and applauded the staff of Ethel M. Johnson on their success with their students.

4.0 HONOURS AND RECOGNITIONS

There were no honours or recognitions.

5.0 PUBLIC CONVERSATION AND INFORMATION

5.1 Correspondence

There was no correspondence.

5.2 Report from Chair and Trustees

Trustee Lane reported that on April 20th he attended the last night of a series of drama performances put on by the William Aberhart Drama Club. A pair of performances had been given - one directed by a teacher and the other by a student.

Chair Dirks noted that the Trustees had recently met with the Minister of Education to review our capital needs for new schools and our infrastructure maintenance renewal needs. He noted this was a very lengthy and extensive meeting, where our concerns and needs were clearly expressed.

5.3 Report from Chief Superintendent

Chief Superintendent Croskery reported on the following issues and events:

- Ms. C. Faber, Director, Innovative Learning Services, won a National Technology Innovation Award from The Learning Partnership. There were 94 submissions for this particular award, and there were 7 award winners. Ms. Faber's project title was "An Ecosystem for Learning".
- Earlier in the day he visited The Mustard Seed, for the first time. He noted that The Mustard Seed offers a broad array of services, including an education and counseling

program, and he is seeking opportunities for our students and staff to assist those people in need.

- Last week he attended the College of Alberta School Superintendents' Annual Conference, where the topic of discussion was balancing accountability, learning and leadership.
- On April 24th he attended the Juno Beach Academy for a celebration of the Duke of Edinburgh's Awards. The requirement for the awards, in bronze, silver and gold, involves personal development, community service, and stretching your limits as a human being. His Honour, The Lieutenant Governor, presented the awards.
- On April 20th he attended a meeting sponsored by CEDA to hear their concerns about how they can better connect to the school system and the school system connect to them.
- Terry Fox Junior High School has won national accreditation in the UNESCO Associated Schools' Project Network (ASPNet). It is one of only five schools to be awarded this national accreditation, in recognition of their work in human rights and global citizenship.

5.4 Public Question Period

There were no public questions.

5.5 Stakeholder Reports

There were no stakeholder reports.

5.6 Trustee Inquiries

There were no Trustee inquiries.

6.0 BOARD DEVELOPMENT

6.1 Grade Level of Achievement Reporting

Superintendent Drysdale provided opening remarks and welcomed Dr. D. Montgomery, Specialist Curriculum Support, to assist with the presentation. He noted that grade level of achievement reporting was initiated through Alberta Education in 2003, and that over the past year approximately 37 CBE schools were involved in the pilot project. Alberta Education describes the grade level of achievement reporting as follows: Teachers will assess student achievement with a grade that matches the student's performance and meeting curriculum outcomes; in simple terms, such reporting means honest assessment by a child's teacher in terms that are easily understood by parents and educators alike. The grade level of achievement reporting will involve teachers from Grades 1 through 9 and will be phased in over two years, incorporating Language Arts and Mathematics in 2006/07, and Social Studies and Science in 2007/08.

Dr. Montgomery, who has spearheaded and helped prepare for this significant initiative over the past eight months, shared comments. She introduced her colleagues who are involved in the pilot: Ms. N. Tremblay, Consultant, Cross-Curricular Initiative; program teachers, Ms. L. Smith, Ms. T. Sewall, Ms. S. Marshall, and Ms. S. Traquair, and Ms. A. Sarginson, Principal, James Short Memorial Elementary School. She also acknowledged the support of Mr. R. Everett, System Assistant Principal for SIRS. Dr. Montgomery referenced two handouts that were distributed at the meeting: an explanation of the grade level of achievement reporting, and a chart of the system-level work. She noted also that a video presentation was prepared that provides information about the grade level of achievement reporting in greater detail. The grade level of achievement will not be based on a test or on the administration of any other single assessment strategy, but it will be based on evidence of a student's achievement of the outcomes in the Alberta Program of Studies collected over

the entire school year, using a variety of assessment strategies. This method of reporting will not apply to special needs students or to English as a Second Language students – their achievements will continue to be reported by the teacher in a report card to the parents and to Alberta Education.

A lengthy discussion ensued, with many questions posed by Trustees. A summary of the discussion and responses by Administration is as follows:

- Dr. Montgomery noted that for the majority of students who are achieving at a standard of excellence, rather than put their studies at a higher grade level the teacher should enrich the program horizontally.
- It is believed that teacher classroom assessments will give a much clearer picture.
- With respect to a concern that the grade level of achievement reporting may lead to provincial achievement tests at every grade level, Dr. Montgomery noted the belief that the exact opposite would take place.
- Costs associated with the pilot were covered through Alberta Initiative for School Improvement funds for one year. The cost is particularly related to human resources to provide the teacher support and in-service, and although part of this is ongoing work of School Support Services, we could not have gone as big or as intensive if we were to only go with resources from within the service unit.
- Mr. Everett addressed a question about an evaluation framework for this method of reporting, noting that over the past two years our system and the Data Division of Alberta Education have been looking at a direct correlation between our teacher assessment and provincial achievement tests, and have discovered a high degree of validity between the two, which are within one to two percent differences. Other data is also being reviewed for a correlation between demographic factors, including our English as a Second Language population, that provides a variety of statistics and gives us a better understanding of what the needs are that need to be addressed.
- It was noted that assessments for grade level of achievement in Social Studies and in Science could be somewhat more difficult, and Dr. Montgomery pointed out that there are processes and skills that are continuous from one grade to another. She remarked that the issue has been raised continually at every task team meeting; however, their focus on this issue has not yet been in depth.
- Dr. Montgomery responded to a question, noting that consultation has occurred with the universities about the needs we have for teachers to come out of university with a sound knowledge of assessment and there are moves being made in that direction in Alberta.
- Dr. Montgomery shared that Alberta Education is assuming that every teacher has the same level of understanding of the program of studies, and that every teacher has an understanding of what the performance standards for students would be; however, this is not the case, and through this initiative and assistance provided by curriculum support staff, teachers are gaining a deeper understanding of the program of studies, particularly in English Language Arts.

On behalf of the Board of Trustees, Chair Dirks thanked Dr. Montgomery and her team for the informative presentation.

7.0 MONITORING AND RESULTS

7.1 Ends

7.1.1 Annual Monitoring Report for Ends 2: Academic Success

Superintendent Drysdale introduced the item, noting that it is a consolidated report of the February 7, 2006 report on Literacy and Numeracy and the March 7, 2006 report on Science, Social Studies, Arts and Information Technologies. The purpose of this report is to provide answers to the following questions: How are Calgary Board of Education students “doing” in relation to Ends 2: What story does the data tell? What are the successes and challenges related to student achievement? What are the implications for future programs?

Some discussion took place and Trustees' questions were responded to by Administration, summarized as follows:

- With respect to Administration's recommendation that Ends 2 be monitored annually in the fall, the information that could be presented in November includes data from the Provincial Achievement Tests, Diploma Exam results, High School Completion rates, some soft data from surveys, participation in various events – such as science fairs and productions, as well as data regarding Rutherford Scholarships, Accountability Pillar Survey, etc.
- A question was raised about target setting for English as a Second Language students and Special Needs students and the expectations for achievement at grade level. Chief Superintendent Croskery shared some observations and noted that it is a slippery slope to building differential expectations for certain groups and although it may not be a perfect approach to have one expectation for all students, it is a preferable approach.
- Mrs. Brost responded to a question about the high school completion rates and the drop out rates. She noted that the drop out rate is derived from a different cohort of students than the cohort used for high school completion rates. The drop out rate is calculated for the cohort of students ages 14 – 18. The cohort is established each year and students are followed to see if they are still registered in school or have dropped out one year later. In regard to the high school completion rates, a cohort is established on September 30th each year and consists of all students who are in their first year of grade ten. These students are tracked for 3, 4 and 5 years to see if they successfully complete high school as either credentialed or non-credentialed completers.
- In regard to a question about Special Education students and writing of the provincial achievement tests, Mrs. Brost noted that all students registered in grades 3, 6 and 9 are expected to write; however, criteria is established by Alberta Education that excuses writers who are not able to respond to the test or who may be harmed by writing the test.

MOVED by Trustee Bazinet:

THAT the Board of Trustees has reviewed the scheduled monitoring report on Ends 2: Academic Success, and concludes that reasonable progress is being made towards the ultimate achievement of this Ends policy.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Fawcett:

THAT the Board of Trustees commends the Chief Superintendent for the exemplary results in the area of English as a Second Language education.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Bazinet:

THAT the Board of Trustee commends the Chief Superintendent for work in the area of high school completion, including many innovative programs such as CBe-learn and the Registered Apprenticeship Program to ensure that a higher percentage of students stay in school and complete, and this is shown by the fact that the most recent high school completion rates are significantly higher than our previous three-year averages.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Lane:

THAT the Board of Trustee commends the Chief Superintendent for the strong work in the area of language and culture courses, with 18,000 students enrolled in those courses and 8,000 students in second language immersion courses, all consistent with the growing capacity to prepare students for participation in the global environment.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Fawcett:

THAT the Board of Trustees believes the issue of high school completion continues to be an area of challenge within the Calgary Board of Education.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Bazinet:

THAT the Board of Trustees believes the following areas to be areas of challenge in the Calgary Board of Education: Grade 9 Math, at the acceptable level; Grade 9 Science, at the acceptable level; and, Pure Math 30, at the acceptable level.

The motion was
CARRIED.

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| In favour: | Trustee Bazinet Trustee Close Trustee Cochrane Trustee Dirks Trustee Ferguson Trustee Lane |
| Opposed: | Trustee Fawcett |

MOVED by Trustee Close:

THAT the Board of Trustees requests the Chief Superintendent to provide a report that includes reasonable interpretation, indicators and targets for the next scheduled monitoring for Ends 2: Academic Success, for the Board's consideration at a Regular Meeting in June 2006.

Trustee Close provided clarification, noting that the requested report should contain any new information with respect to indicators or targets that the Administration could expect to use in preparing the upcoming monitoring report on Ends 2: Academic Success. It was noted by a Trustee that it is important for Administration to be as transparent as is possible in this report so that the expectations can be clearly understood by Trustees.

Chair Dirks called for the vote on the motion.

The motion was
CARRIED UNANIMOUSLY.

B. Croskery/
J. Drysdale

7.2 Executive Limitations

There were no items.

8.0 POLICY DEVELOPMENT AND REVIEW

8.1 Executive Limitation 11: Financial Condition – Second and Third Reading

MOVED by Trustee Bazinet:

THAT the Board of Trustees gives second reading to the amended Governance Policy, Executive Limitations 11: Financial Condition, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Bazinet:

THAT the Board of Trustees gives third reading and thereby final approval to the amended Governance Policy, Executive Limitations 11: Financial Condition, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

The motion was
CARRIED UNANIMOUSLY.

(The full text of amended EL-11: Financial Condition is attached to these Minutes.)

9.0 CONSENT AGENDA

There were no objections to the Board Consent Agenda or to the Chief Superintendent Consent Agenda, and Chair Dirks declared the items to be adopted as presented.

9.1 Board Consent Agenda

9.1.1 Approval of Minutes

- Regular Meeting held March 21, 2006

THAT the Minutes of the Regular Meeting of the Board of Trustees held March 21, 2006 be approved.

9.1.2 Liaison Report – imagineCALGARY

THAT the liaison report with respect to imagineCALGARY be received for information, in the form as submitted with the agenda for the Regular Meeting of the Board of Trustees held May 2, 2006.

9.1.3 EducationMatters – Quarterly Report

THAT the Board of Trustees receives the first quarter 2006 unaudited internal report for EducationMatters as information, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

9.1.4 Committee Report - Standing Audit Committee

THAT the Board of Trustees appoints Mr. Greg Harris to the Audit Committee for a three year term, to end May 1, 2009.

9.1.5 Monitoring Report: GP-1: Global Governance Process, and GP-2: Governing Style

THAT the Board of Trustees approves the Governance Process Monitoring Reports for GP-1: Global Governance Process, and GP-2: Governing Style, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

9.1.6 Revised Governance Policy GP-2: Governing Style

- 1. THAT the Board of Trustees gives first reading to the amended Governance Policy, Governance Process 2: Governing Style, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.**
- 2. THAT the Board of Trustees gives second reading to the Governance Policy, Governance Process 2: Governing Style, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.**
- 3. THAT, in accordance with the existing Governance Process Policy 3: Governance Policy Development, the Board of Trustees proceeds with third reading of Governance Policy Governance Process 2: Governing Style at this meeting.**
- 4. THAT the Board of Trustees gives third reading and thereby final approval to Governance Policy, Governance Process 2: Governing Style, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.**

(The full text of amended GP-2: Governing Style is attached to these Minutes.)

9.1.7 Change of Date of June 6, 2006 Regular Meeting of the Board of Trustees

THAT the Board of Trustees approves a Regular Meeting to be held on June 13, 2006 at 5:00 p.m. in the Board Room, Education Centre, 515 Macleod Trail S.E., and that the meeting formerly scheduled for June 6, 2006 be cancelled.

9.2 Chief Superintendent Consent Agenda

9.2.1 Monthly Update

THAT the Board of Trustees receives the Chief Superintendent's monthly update for information, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

9.2.2 Attendance Area Changes for 2006-2007

THAT the Board of Trustees receives the report on Attendance Area Changes for 2006-2007 for information and for the record, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

7:15 p.m. – Recessed.
7:32 p.m. – Reconvened.

10.0 ACTION ITEMS

10.1 Annual Summative Evaluation of the Chief Superintendent

MOVED by Trustee Close:

THAT the Board of Trustees approves the Annual Summative Evaluation of the Chief Superintendent, as attached to the report submitted with the agenda for the Regular Meeting held May 2, 2006.

The motion was
CARRIED UNANIMOUSLY.

10.2 Three-Year Education Plan

Chief Superintendent Croskery provided background information, and noted the integral role in the development of the Three-Year Education Plan of the CBE's five Area Directors: Mr. D. Stevenson, Area I, Ms. A. Verdiel, Area II, Ms. M. McBride, Area III, Ms. K. Krylly, Area IV, and Ms. N. Johnson, Area V. Each Area developed a renewal plan based on its schools' development plans, for which information was derived from data related to the unique needs, styles, values and demographics of the students and community they encompass. These renewal plans were also developed in congruence with the Board's Ends statements and provincial goals. These plans were then merged into one consolidated Area Renewal Plan, which also received input from the four Service Units with respect to how their work can support this Plan. The consolidated, integrated strategies, along with responsibility for implementing them, form the basis of the Three-Year Education Plan. The data from the Accountability Pillar Overall Summary and Evaluation must inform the Three Year-Education Plan.

Trustees gave consideration to the report and received clarification from Administration on a number of issues that were questioned, including: the Annual Education Results report, which ties into the Three-Year Education Plan; the effect of these results on the budget; outcomes and strategies – how they were determined, and how they tie in with one another or don't necessarily match. Information was also provided by some of the Area Directors on how they plan to move forward with the strategy building and setting of targets that are realistic and achievable.

8:00 p.m. – Chair Dirks received the consent of Trustees to continue the meeting to the completion of the agenda.

MOVED by Trustee Cochrane:

THAT the Board of Trustees approves the Three-Year Education Plan 2006-2009, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006, and authorizes its release to the Minister of Education.

The motion was
CARRIED UNANIMOUSLY.

10.3 2006/07 Calgary Board of Education Fees

Superintendent Dart provided an overview of the contents of the report, and noted the attendance of Mr. W. Braun, Director, Corporate Financial Services, to assist with questions. The school fees that are proposed in the report do not show any significant changes from the prior year, although there are a few that reflect an increase relative to the cost structure under which the CBE operates, and there are small increases recommended to some fees to reflect the increased costs of providing services.

Trustees posed questions, which were responded to by Administration and are summarized as follows:

- The Incidental Activity Fees for Students at Lunchtime: the maximum amount that a school may charge for this is \$10 annually, and the actual amount charged is determined at each individual school.
- The Elementary Noon Supervision Fee is an elective fee in that a parent can choose to have their child stay at the school over the lunchtime; this does not pertain to students who are eligible for transportation. The incidental activity for students at lunchtime ties in with the elementary noon supervision, however, those respective fees are separated out and they are both direct cost recovery. If students do not elect to stay at school over the lunchtime, the Incidental Activity Fees for Students at Lunchtime should not apply at all.
- Concerns were noted about the General School Fees, if a parent elects to not pay the fees and the resulting possibility that the student might not be allowed to participate in extra-curricular or co-curricular programs or activities. Superintendent Dart noted that the intent is that it is not a required or compulsory fee that parents must pay, it is an elective fee, and there is some discretion at the school level in terms of how the particular fees are collected from parents. It is his understanding that school councils participate in the setting of those fees so that there is a general understanding behind what is covered under those fees.
- In response to a question of where the money comes from for a school to pay for locks, newsletters or awards when fee waivers are granted to parents, Mr. Braun noted that a provision is made through the resource allocation method (RAM) of funding to schools to cover that loss of revenue. A Trustee noted a concern and questioned where the money comes from when a waiver is not applied for by the parent or by the school, and the elective General School Fees are not paid for by the parent. A Trustee noted it seems that whether the fee is paid or not, all students receive newsletters, and likely an agenda as well because it is an important part of the students' daily school regime; and the question that arises is whether those parents who elect to pay the General School Fees are subsidizing those who don't pay. Chief Superintendent Croskery noted that most or all of the fee system hinges on trust and faith, because there are families who genuinely can't afford to pay the fees, and yet there may be families who simply refuse to pay, which makes for a difficult situation for a school district to be in.
- Superintendent Dart addressed a question of how the school system might be affected if the General School Fees were not mandated. He noted that the fee originally came in effect as sort of an efficiency fee, and all items covered under the fee can have a cost recovery attached to them. In the absence of this particular fee, the option for many schools might be to assign specific fees for each specific item or activity; or, schools might choose to use some of their decentralized funds to support those costs; or, they might choose to do away with those items or activities altogether. There would be different implications of not mandating General School Fees, and many challenges that could arise. Chief Superintendent Croskery, Mr. Peden and Ms. Trylinski have held discussions on this particular matter, and will continue to work together to build on understanding and provisions for school fees; however, this is extremely complex work.

Chair Dirks received the consent of the Trustees to give separate consideration to each of the following elective school fees:

- General School Fees,
- Incidental Activity Fees for Students at Lunchtime, and
- Elementary Noon Supervision Fee.

MOVED by Trustee Fawcett:

THAT the Board of Trustees approves the 2006/07 Calgary Board of Education Fees as put forward in the report, with the exception of:

- **General School Fees,**
- **Incidental Activity Fees for Students at Lunchtime, and**
- **Elementary Noon Supervision Fee.**

The motion was
CARRIED UNANIMOUSLY.

For clarification, the approved 2006/07 Calgary Board of Education Fees, as per the above motion, are as follows:

Mandatory School Fees

Instructional Resource Fees

In accordance with Section 60(2) (j) of the School Act, a school board may charge a parent of a student, fees with respect to instructional supplies or materials. Annual instructional resource fees are charged by the Calgary Board of Education schools, including CBe learn students who are 19 years of age or younger and admitted to the CBE, pursuant to this section of the Act, as follows:

| <u>Instructional Resource Fees</u> | <u>2006/07</u> |
|--|----------------|
| Kindergarten (half day) | \$15.00 |
| Kindergarten (full day program when offered) | \$30.00 |
| Elementary (grades 1 to 6) | \$30.00 |
| Junior High (grades 7 to 9) | \$105.00 |
| Senior High (grades 10 to 12) | \$132.00 |
| CBe-learn | |
| 1 course | \$66.00 |
| 2 courses | \$99.00 |
| 3 or more courses | \$132.00 |

Family maximum* \$264.00

* Established at two times the approved rate for Senior High School students.

Refundable Security Deposit

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|---|---------|
| Junior High (grades 7 to 9) | \$50.00 |
| Senior High (grades 10 to 12) (except for the Integrated Occupational Program) | \$50.00 |

Chinook Learning Services – Age 19 and under Academic Fees

Students who are 19 years of age or younger (at September 1, 2006) and enrolled in Chinook Learning Services will be required to pay the following fees per course:

- (i) a non-refundable Instructional Resource Fee

| | |
|--|---------|
| per course | \$60.00 |
| (ii) Textbook Rental Fee, including a refundable textbook Security Deposit of \$45.00 (2005/06 – \$45.00) | \$70.00 |
| (iii) a performance bond of up to \$220.00 (2005/06 - \$360.00) for a five credit course will be required of students 19 years of age or younger for each course they are repeating in the Fall and Winter semesters. All students attending the summer semester are required to pay a performance bond. The amount of the performance bond, minus the non-refundable instructional resource fee, will be refunded if the student achieves the requirements as set by Alberta Education. The amount of any non-refunded performance bonds is used, in lieu of provincial grants, to offset program costs incurred by Chinook Learning Services | |

CBe-learn Fees – Students not admitted to CBE

Students who are 19 years of age or younger (at September 1, 2006) and who are not admitted to a Calgary Board of Education school or program of studies will be required to pay the following fees per course:

| | <u>2006/07</u> |
|---|----------------|
| (i) a non-refundable Instructional Resource Fee per course | \$60.00 |
| (ii) Textbook Rental Fee, including a refundable textbook Security Deposit of \$45.00 (2005/06 - \$45.00) | \$70.00 |

Non-Resident Student Fees

In accordance with Section 49(2) (a) of the School Act, a School Board may charge mandatory tuition fees to students who attend its schools and who are not residents of Alberta based on actual school year costs.

- (i) Non-Resident (of Alberta) Fees
(entitled under Section 8 of the School Act)

In accordance with Section 49(3) (a) of the School Act, a tuition fee charged by a school board to students entitled under Section 8 to have access to an education program must not exceed the cost to the school board.

Non-resident (of Alberta) fees have been updated to reflect actual school year costs. The following basic fees represent the average cost per student of the programs offered:

| | <u>2006/07</u> |
|--|----------------|
| Kindergarten | \$3,250.00 |
| Elementary | \$6,500.00 |
| Junior High | \$6,300.00 |
| Senior High School (Integrated Occupational Program) | \$8,400.00 |
| Senior High School (CBe-learn full-time program) | \$5,700.00 |
| Senior High School (Other Programs) | \$6,400.00 |

Students with Special Needs Add:

| | |
|-------------------------------|-------------|
| Mild Or Moderate Disabilities | \$4,700.00 |
| Severe Disabilities | \$14,400.00 |

English as a Second Language Basic Support \$950.00

2006/07

Specialized Individual Pupil Costs (if provided) Add:

| | |
|--|-------------|
| Education Assistant (1.0 FTE – 10 month) | \$43,866.00 |
| Transportation | Actual Cost |
| Institutions | Actual Cost |

Fees related to students with special needs or for a requested specialized individual educational program or for a part-time program are determined, on request, on an individual basis.

(ii) Non-Resident (of Canada) Fees
 (not entitled under Section 8 of the School Act)

In accordance with Section 49(3) (b) of the School Act, a tuition fee charged by a school board to a student not entitled under Section 8 to have access to an education program may exceed the cost to the board. The International Bureau was established by the Calgary Board of Education in 2002 to pursue opportunities to bring international students to Calgary. Fees are required to be set two years in advance in order to provide timely information for prospective students. Accordingly, the following annual mandatory fees per student for 2006/07 and 2007/08 (including English as a second language support, as required) are recommended:

| | <u>2007/08</u> | <u>2006/07</u> |
|---|----------------|----------------|
| Home Placement fee | \$400.00 | \$400.00 |
| Non-refundable application fee | \$250.00 | \$250.00 |
| Grade 1 – Grade 12 (full year and full day Kindergarten where offered) | \$11,000.00 | \$10,500.00 |
| Kindergarten (full year, half day) | \$5,500.00 | \$5,250.00 |
| Senior High - Grades 10-12 (one semester only) | \$5,700.00 | \$5,400.00 |
| Monthly Fee (Kindergarten – Grade 9) (no credit granted on auditing of course(s)) | \$1,300.00 | \$1,200.00 |
| Senior High - Grades 10-12 (one CBe-learn or Chinook Learning Services 5 credit course) | \$1,000.00 | \$975.00 |
| Senior High - Grades 10-12 (one CBe-learn or Chinook Learning Services 3 credit course) | \$600.00 | \$575.00 |
| Refund processing service charge | \$250.00 | \$250.00 |

Fees related to a student with special needs or for a requested specialized individual educational program are determined, on request, on an individual basis. Costs for required textbooks and, including shipping costs if applicable, are determined on an individual basis.

Elective School Fees

Musical Instruments Registration Fees

2006/07

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|---------------------|----------------|
| Elementary Program | |
| Annual | \$65.00 |
| Summer | \$30.00 |
| | <u>2006/07</u> |
| Junior High Program | |
| Annual | \$65.00 |
| Summer | \$30.00 |
| Senior High Program | |
| Annual | \$85.00 |
| Summer | \$30.00 |

Chinook Learning Services – Age 20 and over Adult Academic Fees

Students who are 20 years of age or older (as at September 1, 2006), and enrolled with Chinook Learning Services will be required to pay course fees and textbook rental fees for academic courses, as follows:

| | |
|----------------------------------|----------------|
| | <u>2006/07</u> |
| (i) 5 credit course – night time | \$420.00 |
| – daytime | \$480.00 |
| 3 credit course – day time | \$305.00 |
| 1 credit course – day time | \$165.00 |

The increase in course fees reflects the cost of additional instructional hours required by Alberta Education.

| | |
|---|---------|
| (ii) Textbook Rental Fee, including a refundable textbook Security Deposit of \$45.00 (2005/06 - \$45.00) | \$70.00 |
|---|---------|

CBe-learn Age 20 and over Course Fees

Students who are 20 years of age or older (as at September 1, 2006), and enrolled with CBe-learn will be required to pay course fees and textbook rental fees for academic courses, as follows:

| | |
|--|----------------|
| | <u>2006/07</u> |
| (i) 5 credit course | \$420.00 |
| 4 credit course | \$390.00 |
| 3 credit course | \$235.00 |
| 1 credit course | \$95.00 |
| (ii) Textbook Rental Fee including a refundable textbook Security Deposit of \$45.00 (2005/06 - \$45.00) | \$70.00 |

Student Parking Fees

A parking fee may be charged to students by schools for those students wishing access to on-site parking at schools.

2006/07

Maximum annual fee \$25.00

Staff Parking Fees and Car Heater Plug-In Cost Recovery (annual)

With the exception of the parking lots at the Education Centre, all other parking is provided free of charge to staff. However, there continues to be a recovery for the estimated cost of operating plug-ins.

2006/07

| | |
|--|----------|
| Education Centre (A deck) - parking fee | \$132.00 |
| Education Centre (B/C decks) - parking fee | \$330.00 |
| All other CBE lots - plug-in charge only | \$30.00 |

MOVED by Trustee Lane:

THAT the General School Fees as outlined in the report be approved, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

For clarification, the 2006-07 General School Fees, as proposed in the above motion, are as follows:

General School Fees

Schools may charge a General School Fee for non-instructional items and activities, such as agendas, awards, student council activities, locks and newsletters. It may also contribute to extra-curricular and co-curricular programs. The amount of the fee and the items it covers must be reviewed by School Council. The maximum amount of the fee is set annually. The following maximum annual amounts are recommended:

2006/07

| | |
|-------------------------------|---------|
| Kindergarten | \$11.00 |
| Elementary (grades 1 to 6) | \$22.00 |
| Junior High (grades 7 to 9) | \$33.00 |
| Senior High (grades 10 to 12) | \$50.00 |

Trustees debated the motion and comments in support included:

- Continuation of the General School Fees represents a status quo from last year, with no increases and these fees seem to be relatively modest, especially in their separation by school grade level.
- Revenues generated from this fee are in the area of \$4 million and if this were taken away, it could lead to a reduction in services that are currently offered and place a financial burden on schools.
- Student council activities are an important aspect of school life.

In the discussion, expressions of concern included the following:

- In some schools, students are not allowed to take their backpacks into the classrooms and, therefore, require a locker, and yet there is an elective cost for a lock.
- Student agendas are used as a tool to assist with a student's daily organization, and therefore should be categorized as an instructional resource fee.
- The term "Elective Fees" and the fact that those who choose not to pay are still getting the service or goods that others are paying for; the payment of these fees is based on an

honour system; in essence, these fees contribute to the life of a school, but not everyone sees it as such.

- The lack of clarity in communicating with parents about what they are paying for.
- If the General School Fees are eliminated, schools may have to make individual charges for items that are currently covered under these fees, and those costs might be higher than the amount currently charged. Also, it is questionable if there would be an allowance made for waivers of those individual charges.

Chair Dirks handed the chair to Vice-Chair Close.

MOVED by Trustee Dirks:

THAT the General School Fees as outlined in the report be amended by reducing the maximum annual amounts by 50% for the upcoming year.

Trustees debated the amending motion and comments in support included:

- The time has come for the Calgary Board of Education to take the step to reduce fees for parents.
- A belief was shared that there is a need to eliminate the General School Fees in their entirety; however, the full impact on the school system of doing so immediately is unknown at this time.

Some of the concerns with the amendment were shared, which included that the amendment does not address the issues that are fundamental to the General School Fees, which includes the need for transparency of what these fees cover.

Chair Close called for the vote on the amendment.

The motion to amend was
DEFEATED.

| | |
|------------|--|
| In favour: | Trustee Dirks Trustee Fawcett Trustee Ferguson |
| Opposed: | Trustee Bazinet Trustee Close Trustee Cochrane Trustee Lane |

Chair Dirks resumed the chair and called for the vote on the main motion.

For clarification, the vote was called on the following motion, which was proposed by Trustee Lane:

THAT the General School Fees as outlined in the report be approved, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

The motion was
DEFEATED.

| | |
|------------|---|
| In favour: | Trustee Bazinet Trustee Lane |
| Opposed: | Trustee Close Trustee Cochrane Trustee Dirks Trustee Fawcett Trustee Ferguson |

MOVED by Trustee Bazinet:

THAT the Incidental Activity Fees for Students at Lunchtime be deleted from the Calgary Board of Education fees.

Trustee Bazinet provided rationale for the motion, noting her belief that this is one of the fees that is very confusing for parents, as they are uncertain of what they are actually being charged for by this fee. She noted also her understanding that very few schools charge such a fee - the actual amount that is charged being unknown to her; and by the removal of this fee altogether, it would tidy up the fee structure and make it less complicated for parents.

Chair Dirks called for the vote on the motion.

The motion was
DEFEATED.

| | |
|------------|---|
| In favour: | Trustee Bazinet Trustee Dirks Trustee Fawcett |
| Opposed: | Trustee Close Trustee Cochrane Trustee Ferguson Trustee Lane |

MOVED by Trustee Lane:

THAT the Incidental Activity Fees for Students at Lunchtime be approved as set out in the report, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

The motion was
CARRIED.

| | |
|------------|---|
| In favour: | Trustee Close Trustee Cochrane Trustee Ferguson Trustee Lane |
| Opposed: | Trustee Bazinet Trustee Dirks Trustee Fawcett |

For clarification, the approved Incidental Activity Fees for Students at Lunchtime, as per the above motion, are as follows:

Incidental Activity Fees for Students at Lunchtime

This fee was established in order to assist schools in meeting incidental needs of students at lunch time. The maximum amount of the fee is set annually.

| | <u>2006/07</u> |
|-----------------------------|----------------|
| Elementary (grades 1 to 6) | \$10.00 |
| Junior High (grades 7 to 9) | \$30.00 |

MOVED by Trustee Fawcett:

THAT the Elementary Noon Supervision Fee be approved as set out in the report, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

During the debate of the motion, a comment was shared, and agreed upon by more than one Trustee, that the Elementary Noon Supervision Fee should be the same for students whether they are bused or walk to school.

Chair Dirks called for the vote on the motion.

The motion was
CARRIED.

In favour: Trustee Bazinet
Trustee Cochrane
Trustee Dirks
Trustee Fawcett
Trustee Ferguson
Trustee Lane
Opposed: Trustee Close

For clarification, the approved Elementary Noon Supervision Fee, as per the above motion, is as follows:

Elementary Noon Supervision Fee

The Calgary Board of Education offers noon supervision to all students in Grades 1 to 6 (including Kindergarten with full-day program). Individual schools may charge noon supervision fees to students who are not eligible for transportation. The maximum fees to be charged are approved by the Board of Trustees on an annual basis. The following maximum annual amount is recommended for the 2006/07 school year:

| <u>Non bus-eligible students*</u> | <u>2006/07</u> |
|-----------------------------------|----------------|
| Kindergarten (full-day program) | \$230.00 |
| Elementary (Grades 1 to 6) | \$230.00 |

*Non bus-eligible students are those students who live within the school's designated walk limit for elementary schools (1.2 kilometres) or attend a school other than their designated school. The proposed changes to the maximum fee reflect estimated cost increases e.g. salary and benefits, for the 2006/07 year.

9:22 p.m. - Recessed.
9:29 p.m. - Reconvened.

10.5 2006-2007 Calgary Board of Education Transportation Fees

Superintendent Dart provided a brief overview of the issue, noting that a \$20 increase in transportation fees is recommended by the Administration to cover increased costs of fuel, of transportation carrier salaries, and inflation. In addition, the transportation service standards of the Calgary Board of Education cannot be effectively maintained with current levels of government funding.

Trustees posed some questions, which were responded to by Administration, and a summary of the discussion is as follows:

- A provincial review of the current transportation funding formula for metro boards is underway.
- Administration is reviewing the overall service model that is in place, with the hope of decreasing the overall costs; and this review includes the potential for establishing centralized pick up stops for those routes that are utilized at less than 50%, utilizing

- Calgary Transit for junior high school students where applicable, and establishing new regular pick up stops for some special education programs.
- The lost revenue to the system would be in the area of \$416,000 if the Board of Trustees don't support the recommendation by Administration to increase the transportation fees by \$20.
 - An explanation was provided about the process that is followed with respect to paying Calgary Transit bus passes when a waiver has been approved to a family for payment of those fees.
 - A question was asked about what the consequences might be if a decision was made to forfeit making the CBE's deficit reduction payment of \$2.6 million and, instead, use that money to subsidize our transportation budget. Superintendent Dart stated that it is entirely possible to do that; however, administratively we are responsible to the Minister of Education for that deficit reduction payment. He noted further that we are ahead of schedule on our deficit repayment plan.

MOVED by Trustee Cochrane:

THAT the Board of Trustees approves the 2006/07 Calgary Board of Education Transportation Fees as set out in the report, in the form as submitted with the agenda for the Regular Meeting held May 2, 2006.

Subsequent to the Trustees' debate of the motion, Chair Dirks called for the vote on the motion.

The motion was
CARRIED UNANIMOUSLY.

For clarification, the approved 2006-07 Transportation Fees, as per the above motion, is are as follows:

| | <u>2006/07</u> |
|---|----------------|
| <u>Senior High School</u> | |
| Calgary Transit (net of rebate of \$150)* | \$320.00 |
| Ineligible Transit | \$470.00 |

* Calgary Transit student monthly bus passes will remain at \$47 per month for the 2006/07 school year. It is proposed that the CBE rebate of \$15.00 per month established for 2005/06 remain in effect for the 2006/07 school year.

Kindergarten and Grades 1-9

| | |
|---|----------|
| Kindergarten Charter Transportation | \$165.00 |
| Elementary (grades 1-6) Charter Transportation | \$165.00 |
| Junior High (grades 7-9) Charter Transportation | \$165.00 |
| Junior High (grades 7-9) Calgary Transit** | \$165.00 |
| Eligible Special Needs Students (Grades 10-12) | \$165.00 |
| Family Maximum*** | \$330.00 |
| Ineligible Charter | \$165.00 |

** The fees associated with Calgary Transit student monthly bus passes will be provided on an equitable basis with the fees for charter bus transportation for Junior High students. As a result, it is proposed the CBE continue to provide an approved rebate for the eligible Junior High students with Calgary Transit student monthly bus passes at \$30.50 per month for 2006/07.

*** Established at two times the approved charter rates for eligible Charter Transportation students.

10.4 Directives for Action – Submission to Alberta School Boards Association:

The Board of Trustees agreed to consider the following three items together.

- (a) Corporate Financial Services
- (b) Facilities
- (c) P3 School Facility Projects

MOVED by Trustee Ferguson:

1. **THAT the following Directive for Action and background information be presented to Zone 5 of the Alberta School Boards Association (ASBA) for approval, to be forwarded to the Alberta School Boards Association for consideration at the fall Annual General Meeting:**

The Alberta School Boards Association believes that School Boards should be granted the right to borrow for the construction, renovation, or modernization of school buildings and to have greater local discretion to borrow for other capital expenditures.

2. **THAT the following Directive for Action and background information be presented to Zone 5 of the Alberta School Boards Association (ASBA) for approval, to be forwarded to the Alberta School Boards Association for consideration at the fall Annual General Meeting:**

The Alberta School Boards Association requests that internal work be done to review and consolidate the ASBA Facilities policy statements and directives for action in order to facilitate successful advocacy initiatives.

3. **THAT the following Directive for Action and background information be presented to Zone 5 of the Alberta School Boards Association (ASBA) for approval, to be forwarded to the Alberta School Boards Association for consideration at the fall Annual General Meeting:**

The Alberta School Boards Association believes that School Boards require clear funding support and a timely process from the provincial government for P3 school facility project initiatives.

In the event that these directives are not approved for submission to ASBA by Zone 5, the Board of Trustees authorizes the submission of the directives to the ASBA Board of Directors for consideration.

The motion was
CARRIED UNANIMOUSLY.

11.0 TRUSTEE NOTICES OF MOTION

There were no Trustee notices of motion.

12.0 IN-CAMERA ISSUES

12.1 Motion to Move In Camera

MOVED by Trustee Cochrane:

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

The motion was
CARRIED UNANIMOUSLY.

12.2 Motion to Revert to Public Meeting

MOVED by Trustee Cochrane:

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

The motion was
CARRIED UNANIMOUSLY.

12.3 Motions to Action In-Camera Recommendations

MOVED by Trustee Bazinet:

THAT *Mountain Park School* be approved as the name of the new middle school being built in the community of McKenzie Lake.

The motion was
CARRIED UNANIMOUSLY.

13.0 ADJOURNMENT

The Chair declared the meeting adjourned at 10:13 p.m.

Attachments: (2)

- Executive Limitations Policy, EL-11: Financial Condition (revised)
- Governance Process Policy, GP-2: Governing Style (revised)



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Executive Limitations EL-11: Financial Condition

Monitoring Method: Internal, external and direct inspection

Monitoring Frequency: Annually with quarterly financial statements

With respect to the actual ongoing condition of the organization's financial health, the Chief Superintendent shall not cause or allow the development of fiscal jeopardy or a material deviation from the budget policy. Accordingly the Chief Superintendent shall not:

1. Expend more funds than have been received or are reasonably expected to be received in the fiscal year unless appropriate authorizations have been received pursuant to the *School Act* and shall include a repayment schedule in reporting such expenditure to the Board of Trustees;
2. Plan to use any committed operating surplus or operating or capital reserves for other than their designated purposes;
3. Plan to use any uncommitted operating surplus or capital reserves without the prior approval of the Board of Trustees;
4. Allow any reports or filings required by any provincial or federal agency to be overdue or incorrectly filed;
5. Fail to:
 - (a) Ensure that the auditor is given access to all records, documents, books of accounts and vouchers of the Calgary Board of Education by Calgary Board of Education employees;
 - (b) Provide any information and explanations that in the auditor's opinion may be necessary to enable the auditor to report as required by provincial legislation;
6. Fail to bill on a timely basis and actively pursue receivables after a reasonable grace period;
7. Fail to settle payroll and debts in a timely fashion;
8. Fail to assure that any purchase is based upon prudent judgment and sound financial practice, including precaution against conflict of interest, comparative pricing based on items of similar quality with a balance between long-term quality and cost;
9. Fail to maintain complete and accurate financial records by funds and accounts in accordance with law and generally accepted accounting principles;
10. Allow any expenditure of borrowed capital funds for any purpose not authorized by the Minister of Education.

Adopted: May 2, 2006



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Governance Process GP-2: Governing Style

Monitoring Method: Self-Assessment
Monitoring Frequency: Annual

The Board of Trustees values the importance of strategic leadership, policy governance and accountability for governance performance.

The Board of Trustees shall govern with an emphasis on strategic leadership. This means a focus on:

1. Aligning decisions with mission, vision, values and Ends;
2. The future more than the past;
3. Proactivity rather than reactivity;
4. Collective rather than individual decisions;
5. Encouraging diversity in viewpoints;
6. Clear understanding of Board of Trustees and Chief Superintendent roles;
7. Monitoring, reporting and publicly discussing the Calgary Board of Education's performance.

The Board of Trustees shall direct, control, and inspire the district through the careful establishment of written policies. The Board of Trustees' major policy focus shall be on the intended long-term benefits for students, not on the administrative or programmatic means of attaining those benefits. Accordingly, all business introduced by individual trustees shall be for the purpose of: policy amendment; policy addition or deletion; or policy monitoring. Trustees shall not:

1. Assume authority for resolving operational problems or complaints;
2. Give personal direction to any part of the operational organization.

The Board of Trustees shall hold itself accountable for the quality of its governance performance in Board meetings. This self-discipline shall apply to attendance, preparation for meetings, adherence to the principles of the Board of Trustees' governing model, respect for roles, and ensuring the long-term capacity for excellent governance in the district. To ensure that the Board of Trustees' board meetings are conducted with maximum effectiveness and efficiency, trustees shall:

1. Come to meetings adequately prepared;
2. Speak only when recognized;
3. Not interrupt each other;
4. Not engage in side conversations;
5. Support the Chair's efforts to facilitate an orderly meeting.



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Governance Process Page 2 to GP-2: Governing Style

The Board of Trustees shall monitor its meeting process and performance through a debriefing process. Self-monitoring shall include comparison of the Board of Trustees' performance with policies in the Governance Process and Board-Chief Superintendent Linkage categories.

Continuous Board of Trustees' development shall include orientation of potential candidates for the Board of Trustees and new members of the Board of Trustees about the Board of Trustees' governance process, and periodic Board of Trustees discussion and evaluation of its process to assure continued improvement.

The Board of Trustees shall allow no officer, individual, or committee of the Board of Trustees to hinder its performance or prevent its fulfilling its policy commitments.

Adopted: May 2, 2006