

CALGARY BOARD OF EDUCATION

Minutes of the Organizational Meeting of the Board of Trustees held in the Board Room, Education Centre, 515 Macleod Trail SE, Calgary, Alberta, on Tuesday, October 17, 2006 at 5:02 p.m.

PRESENT

Board of Trustees:

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

Administration:

Dr. B. Croskery, Chief Superintendent of Schools
Ms. J. Barkway, Assistant Corporate Secretary
Mr. D. Dart, Superintendent, Corporate Services – Secretary Treasurer
Mr. J. Drysdale, Superintendent, Educational 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
Ms. D. Perrier, Recording Secretary
Ms. S. Wasylyshyn, Executive Assistant to the Trustees

Stakeholder Representatives:

Mr. R. Anderson, Canadian Union of Public Employees, Local 40
Ms. G. Burger-Martindale, Calgary Association of Parents and School Councils
Mr. K. Brown, Elementary School Principals' Association
Ms. A. Craig, Calgary Board of Education Staff Association
Mr. L. Liffiton, Alberta Teachers' Association, Local 38
Ms. P. Swain, Elementary School Principals' Association

Action by:

1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Mr. Dart, Secretary-Treasurer, assumed the chair as Chairman pro tem and called the meeting to order at 5:02 p.m. Amy, a grade 12 student of Central Memorial High School and in the Performing Visual Arts Vocal Program, led in the singing of the national anthem. Mr. Dart welcomed representatives from the aforementioned organizations and members of the public.

2.0 CONSIDERATION/APPROVAL OF AGENDA

MOVED by Trustee Bazinet:

THAT the Agenda for the October 17, 2006 Organizational Meeting of the Board of Trustees be approved as submitted.

The motion was
CARRIED UNANIMOUSLY.

Mr. Dart expressed thanks and appreciation to the Board of Trustees for their very fine work over the past year, and for their commitment of time, energy and expertise. He noted that the Calgary Board of Education is a stronger system because of their contributions, and he wished them all continued success in their roles over the upcoming year. Mr. Dart also offered commendations to Trustee Dirks and Trustee Close for their dedication over the past year in their role as Chair and Vice-Chair respectively.

3.0 NOMINATIONS

3.1 Nominations for and Election of Chair of the Board

Mr. Dart called for nominations for the position of Chair of the Board of Trustees for the 2006-2007 term of office.

Trustee Dirks nominated Trustee Cochrane. Mr. Dart called two more times for nominations for the position of Chair. There were no further nominations. Trustee Cochrane confirmed that she would let her name stand for Chair.

Trustee Dirks noted his pleasure that Trustee Cochrane allowed her name to stand for the position of Chair, and commented that she brings a wealth of experience to this particular role, that she has a great passion for education, and a giftedness to manage process.

Mr. Dart declared Trustee Cochrane elected by acclamation as Chair of the Board of Trustees for the 2006-2007 term of office.

Trustee Cochrane assumed the Chair and acknowledged appreciation for the dignified and diplomatic manner that Trustee Dirks exhibited in the past year as Board Chair; noting that he brought many skills to the table of the Board of Trustees, and has served Trustees well and, more importantly, he has served our students well.

3.2 Nominations for and Election of Vice-Chair of the Board

Chair Cochrane called for nominations for the position of Vice-Chair of the Board of Trustees.

Trustee Close nominated Trustee Bazinet. Chair Cochrane called two more times for the position of Vice-Chair. There were no further nominations. Trustee Bazinet confirmed that she would let her name stand for Vice-Chair.

Trustee Close provided comments about the history of the working relationship that she and Trustee Bazinet shared in the advocacy of public education. She commended Trustee Bazinet on her tireless energy and for being such a strong supporter of public education for all students.

Chair Cochrane declared Trustee Bazinet elected by acclamation as Vice-Chair of the Board of Trustees for the ensuing year.

Trustee Bazinet thanked Trustee Close for her nomination and also for her work in the role as Vice-Chair over the past year, noting that she worked diligently both in and behind the scenes on behalf of the Board of Trustees.

3.3 Roster for Second Vice-Chair

MOVED by Trustee Ferguson:

THAT the roster for Second Vice-Chair be approved as follows:

November/December 2006	Trustee Lynn Ferguson
January/February 2007	Trustee George Lane
March/April 2007	Trustee Gordon Dirks
May/June 2007	Trustee Kyle Fawcett
July/August 2007	Subject to availability
September/October 2007	Trustee Nancy Close

The motion was
CARRIED UNANIMOUSLY.

4.0 ESTABLISHMENT OF COMMITTEES, COMMITTEE MEMBERSHIP, AND LIAISON LINKS

4.1 Establishment of Committees (including Terms of Reference and Trustee Appointments to each Committee)

MOVED by Trustee Dirks:

1. BE IT RESOLVED THAT the Board of Trustees approves the continued functioning of the following committees as well as their Terms of Reference, as attached:

- **Audit Committee**
- **Board Evaluation Committee**
- **Board of Trustees' Linkages Committee**
- **School Naming Committee (ad hoc)**
- **Trustee Remuneration Committee**

2. AND THAT the Board of Trustees approves the following Trustee appointments to Board of Trustees' Committees:

- | | |
|--|---|
| • Audit Committee: | <u>Trustee Membership - Chair</u>
Trustee Kyle Fawcett (Chair)
Trustee Carol Bazinet |
| • Board Evaluation Committee: | Trustee Carol Bazinet (Chair)
Trustee Pat Cochrane |
| • Board of Trustees' Linkages Committee
- Core Working Committee: | (All Trustees)
Trustee Lynn Ferguson (Chair)
Trustee Nancy Close |
| • School Naming Committee (ad hoc) | Chair or Vice-Chair of Board &
Ward Trustee (as Chair of
Committee) as required |
| • Trustee Remuneration Committee: | Trustee George Lane (Chair)
Trustee Gordon Dirks |

The motion was
CARRIED UNANIMOUSLY.

4.2 Appointment of Trustees to Liaison Responsibilities

Trustee Close noted that the Board of Trustees would not be appointing a Trustee to the Key Communicators Steering Committee at this time, but are delaying that decision until the Board of Trustees has resolved two outstanding issues that were put forward in a June 14, 2005 Board report on the Role and Purpose of Parent Groups in the Calgary Board of Education. At that time, recommendations were made, and approved, for the Board of Trustees to clarify the role of Key Communicators as well as the role of the Key Communicators Steering Committee. Trustee Close informed that she and Trustee Bazinet have been tasked with bringing forward a response for the Board's consideration with regards to those two recommendations, and are anticipating bringing that forward at a future meeting.

MOVED by Trustee Lane:

THAT the appointment of Trustees to liaison responsibilities be approved, as follows:

- | | |
|---|------------------------------|
| a. Staff Relations Groups including:
Alberta Teachers' Association/Calgary
Board of Education Interpretation
Committee and Liaison Committee | Trustee Kyle Fawcett |
| Calgary Board of Education Staff
Association Mutual Interest Board | Trustee George Lane |
| b. Calgary Association of Parents and School Councils | Trustee Pat Cochrane |
| c. Alberta School Boards Association
Zone 5 Director | Trustee Lynn Ferguson |
| d. EducationMatters (governors serve 3-year terms,
unless the Board decides otherwise) | |
| Current 3-year term (to October 26, 2007) | Trustee George Lane |
| Current 3-year term (to December 12, 2008) | Trustee Pat Cochrane |
| e. imagineCALGARY | Trustee Nancy Close |

The motion was
CARRIED UNANIMOUSLY.

5.0 SCHEDULE OF BOARD MEETINGS AND ANNUAL AGENDAS

MOVED by Trustee Fawcett:

- 1. THAT the Board of Trustees approves the Schedule of Regular Board Meetings, including the date, time and place, for October 2006 to October 2007, in the form as submitted with the agenda for the Organizational Meeting held October 17, 2006, and as follows:**

PUBLIC AGENDAS 5:00 p.m. to 8:00 p.m.	PRIVATE AGENDAS 3:00 p.m. to 6:00 p.m.
October 17, 2006 (following the Organizational Meeting)	
November 7, 2006	October 24, 2006
November 28, 2006	November 14, 2006
December 5, 2006 December 19, 2006	
January 9, 2007 January 23, 2007	
February 6, 2007 February 20, 2007	January 30, 2007
March 6, 2007 March 20, 2007	February 27, 2007
April 10, 2007 April 17, 2007	March 27, 2007
May 1, 2007 May 15, 2007	April 24, 2007
June 5, 2007 June 19, 2007	May 22, 2007
September 4, 2007 September 18, 2007	June 26, 2007
October 2, 2007	September 25, 2007

Meetings will be held in the Board Room, Education Centre, 515 Macleod Trail SE, Calgary, Alberta.

2. THAT the Board of Trustees approves the amended GP-4E: Annual Agenda Planning, in the form as submitted with the agenda for the Organizational Meeting held October 17, 2006.

The motion was
CARRIED UNANIMOUSLY.

6.0 DELEGATION OF AUTHORITY

MOVED by Trustee Dirks:

THAT the Board of Trustees approves the Delegation of Authority Resolution, in the form as submitted with the agenda for the Organizational Meeting held October 17, 2006, and as follows:

BE IT RESOLVED:

A. THAT the Board of Trustees rescinds:

1. The Board of Trustees' resolution on delegation of authority; and,
2. The Board of Trustees' resolution designating the Chief Superintendent as head of the Calgary Board of Education pursuant to its powers under section 61 of the *School Act* and section 95 of the *Freedom of Information and Protection of Privacy Act*; and,
3. The Board of Trustees' resolutions regarding the establishment of appeal procedures under the *School Act*, pursuant to its powers under section 61 and 123 of the *School Act*;

dated November 29, 2005.

B. THAT, pursuant to its powers under section 61 of the *School Act*:

1. The Board of Trustees delegates only to the Chief Superintendent the power under section 105(1) of the *School Act* to suspend a teacher from the performance of the teacher's duties when the Chief Superintendent has reasonable grounds for believing that the teacher has been guilty of gross misconduct, neglecting the teacher's duty or refusing or neglecting to obey a lawful order of the board;
2. The Board of Trustees delegates only to the Chief Superintendent the power under section 105(2) of the *School Act* to suspend a teacher from the performance of the teacher's duties without prior notice if the Chief Superintendent is of the opinion that the welfare of students is threatened by the presence of the teacher;
3. The Board of Trustees requires the Chief Superintendent to:
 - (a) Advise the board forthwith in writing of any suspension directed pursuant to this delegation; and
 - (b) Advise the affected teacher forthwith in writing of the reasons for the suspension of the teacher, and
 - (c) To forward a copy of the notice of suspension together with a written statement of the facts alleged to the Board of Trustees and to the Minister.
4. No decision of the Chief Superintendent to suspend the services of a teacher may be appealed to the Board of Trustees.
5. The Board of Trustees delegates to the Chief Superintendent the power to do any act or thing or exercise any power that the Board may or is required to do or exercise except:
 - (a) Those matters which, in accordance with section 61(2) of the *School Act*, cannot be delegated;
 - (b) The power to terminate the services of a teacher, to terminate a contract of employment of a teacher or to terminate a designation made pursuant to section 19, 95 or 96 of the *School Act*;
 - (c) The power under section 107(4) of the *School Act* to suspend a teacher from the performance of a teacher's duties in accordance

- with the notice where a teacher has been served with a notice of termination of a contract of employment; and
- (d) The appointment of an auditor under section 146 of the *School Act* and the examination of the auditor's report under section 150 of the *School Act*.
- C. THAT, pursuant to its powers under section 61 of the *School Act* and section 95 of the *Freedom of Information and Protection of Privacy Act*:
1. The Board of Trustees designates the Chief Superintendent as head of the Calgary Board of Education for purposes of the *Freedom of Information and Protection of Privacy Act*;
 2. The Board of Trustees approves the charging of fees for services related to requests under the *Freedom of Information and Protection of Privacy Act*, which must not exceed the fees as provided in the regulations under the *Freedom of Information and Protection of Privacy Act*.
- D. THAT, pursuant to its powers under section 9 of the *Student Record Regulation*, the Board of Trustees designates the Chief Superintendent to be responsible for ensuring that the policies and procedures established by the board relating to student records and to information referred to in section 3 of the *Student Record Regulation* comply with the *Student Record Regulation* and the *Freedom of Information and Protection of Privacy Act*.
- E. THAT, pursuant to its powers under section 61 and 123 of the *School Act*:
1. In accordance with section 123 of the *School Act*, the Board of Trustees approves the establishment of the following appeal procedures as set out in the Chief Superintendent's Administrative Regulations including:
 - (a) Administrative Regulation 2005 - Transportation of Students;
 - (b) Administrative Regulation 3001 - School Boundaries and Optional Attendance;
 - (c) Administrative Regulation 3003 - Special Education;
 - (d) Administrative Regulation 3013 - Program Issues and Challenges;
 - (e) Administrative Regulation 3017A - Admission of Students;
 - (f) Administrative Regulation and Procedures 3018 - Promotion and Pupil Placement;
 - (g) Administrative Regulation 3081 - Staff and Resource Allocation Decisions;
 - (h) Administrative Regulation 4027.2 - Personal and Sexual Harassment;
 - (i) Administrative Regulation 5007 - Community Concerns and Complaints
 - (j) Administrative Regulation 6001 - School Discipline;
 - (k) Administrative Regulation 6093 - Fourth Year of High School;
 - (l) Administrative Regulation 7006 - Student Fees;
 - (m) Any other existing student appeal procedures set out in the Chief Superintendent's Administrative Regulations; and
 - (n) Any future student appeal procedures set out in Administrative Regulations as long as the Chief Superintendent gives notice in writing to the Board of Trustees prior to the approval of the administrative regulation by the Chief Superintendent.
- F. THAT the Board of Trustees authorizes the Chief Superintendent to sub-delegate to other employees of the Calgary Board of Education, the powers

delegated by the Board of Trustees, other than the power to suspend a teacher under sections 105(1) and 105(2) of the School Act but this in no way relieves the Chief Superintendent of overall responsibility to the Board of Trustees.

G. THAT, pursuant to its powers under section 61 of the *School Act*:

- 1. Notwithstanding anything contained herein, the Board of Trustees reserves to itself the authority to make decisions on specific matters requiring the approval of the Board of Trustees in accordance with Board Governance Policies, Governance Procedures and Board Procedures.**

The motion was
CARRIED UNANIMOUSLY.

7.0 REVIEW OF BOARD PROCEDURES

Chair Cochrane noted there is a need to appoint two Trustees to perform a review of the Board Procedures document.

MOVED by Trustee Dirks:

THAT Trustee Cochrane and Trustee Dirks be appointed to the Board Procedures work, and bring any recommendations for amendments to the Board of Trustees.

The motion was
CARRIED UNANIMOUSLY.

8.0 ADJOURNMENT

Chair Cochrane declared the meeting adjourned at 5:21 p.m.