

## 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, January 9, 2007 at 5:00 p.m.

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### PRESENT

#### Board of Trustees:

Trustee P. Cochrane, Chair  
Trustee C. Bazinet  
Trustee N. Close, arrived at 5:18 p.m.  
Trustee G. Dirks  
Trustee K. Fawcett  
Trustee L. Ferguson  
Trustee G. Lane

#### Administration:

Ms. J. Barkway, Assistant Corporate Secretary  
Dr. B. Croskery, Chief Superintendent of Schools  
Mr. D. Dart, Superintendent, Corporate Services – Secretary Treasurer  
Mr. J. Drysdale, Superintendent, Educational Support Services  
Ms. B. Hubert, Deputy Chief Superintendent  
Mr. J. Jones, Executive Assistant to the Chief Superintendent  
Ms. B. Kuester, Executive Director of Communications  
Ms. S. Wasylshyn, Executive Assistant to the Trustees  
Ms. H. Numrich, Recording Secretary

#### Stakeholder Representatives:

Ms. V. Barlow, Elementary School Principals' Association  
Ms. G. Burger-Martindale, Calgary Association of Parents and School Councils  
Ms. A. Craig, Calgary Board of Education Staff Association  
Mr. D. Huysman, Alberta Teachers' Association, Local 38  
Ms. J. Madge, Principals' Association for Adolescent Learners  
Ms. C. Oberg, Principals' Association for Adolescent Learners

### Action By

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

Chair Cochrane called the meeting to order at 5:00 p.m. and Julia Kot, a grade 12 student from Western Canada High School sang O Canada. Chair Cochrane thanked Julia for coming and welcome was extended to representatives from Stakeholder groups.

Chair Cochrane stated that Trustee Close would be joining the meeting later as she was presently attending another meeting on Board business.

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

Mrs. Barkway noted the following amendments to the agenda:

- Minutes of December 19, 2006, Agenda Item 8.1.1 and
- Agenda Item 8.2.1 Chief Superintendent Monthly Update were pulled from the Consent Agenda.

MOVED by Trustee Dirks:

**THAT the Agenda for the Regular Meeting held January 9, 2007 be approved as amended.**

The motion was  
CARRIED UNANIMOUSLY.

Absent: Trustee Close

### **3.0 SCHOOL/SYSTEM PRESENTATIONS**

#### **3.1 Enrolment Projections Presentation**

Superintendent D. Dart, Corporate Services introduced the presentation, stating that the purpose of the presentation was to provide the Board with some information on the enrolment projections over the next few years and some of the trends experienced in the past, information that is significant in preparing operating budgets for the next year.

Superintendent Dart introduced Director P. Carlton, Community Engagement and Operational Planning who stated that his department felt it was important for the Board to see the complexities involved, how they have developed the projections for this year and the rationale behind it.

Director Carlton then introduced Ms. I. Schmidt, Senior Planner, Community Engagement and Operational Planning, who gave a PowerPoint presentation including a number of factors that were considered in determining projections. The presentation gave some demographic information about Calgary. Calgary's population has increased by an average of 22,500 people per year. Despite immigration and the resulting growth of some younger age cohorts, the city population continues to age. This is largely explained by the aging baby-boom generation. Although Calgary has experienced significant growth, the rate of growth is expected to decrease due to labor shortage and the lack of affordable housing.

The presentation included historical enrolment figures, current enrolment by grade and enrolment figures of other Calgary schools and school boards. It also included new school constructions for the next few school years and recent school closures.

Trustee Close arrived at 5:18 p.m.

Ms. Schmidt stated that the Planning Department has been within 98% accuracy in past enrolment projections, based on a 5 year average. Expectations are as follows: Kindergarten intake is 58.12% of all Calgary students; Grade 1 intake is 61.72% and retention rates of those students for grades 2-12 range between 98.60% and 108.21%. In 2007, they are projecting a decline of 152 students mainly in senior high schools where there will be a large Grade 12 group leaving, with a smaller Grade 10 group coming in.

There were no Trustee questions regarding the presentation. Chair Cochrane thanked Ms. Schmidt and Director Carlton for the presentation.

#### **3.2 Child Speak – Hillhurst Community School**

Mr. Young, Principal of Hillhurst Community School introduced the ChildSpeak presentation and Ms. S. Ryan. He stated that she is both a Calgary Board of Education teacher and a volunteer with ChildSpeak. The ChildSpeak organization was recognized as a 2002 Canadian International Development Agencies Award of Excellence. In 2001, Ms. Ryan received the United Nations Volunteer Award and Hillhurst ChildSpeak students were presented with the UNICEF Global Citizenship Award. Mr. Young also noted the various conferences where ChildSpeak was represented.

Ms. Ryan gave a PowerPoint presentation outlining how ChildSpeak began in 1998 as a simple letter-writing exchange between two schools in two countries. It has grown to become an international project exchanging not just letters but learning materials, cultures, values, perspectives and philosophies. ChildSpeak matches Calgary elementary school students with counterparts in developing countries, those in which Bow Valley College has Canadian International Development Agency funded projects.

ChildSpeak has provided a number of opportunities for students as they work towards achieving the Calgary Board of Education's Ends Statements. ChildSpeak works towards meeting the Global Citizenship Ends as well as those pertaining to personal and character development and academics. Much of the work students engage in has them actively contributing to both the local and global communities, developing the skills necessary to work and communicate effectively with others from their peers to international organizations and governments, respecting cultural diversity. ChildSpeak activities are designed to develop literacy, numeracy and critical thinking skills. ChildSpeak now operates in more than 12 Calgary Board of Education schools, 2 Namibian schools, 8 Ghanaian schools and 1 Cameroonian school.

Trustee Lane thanked Ms. Ryan for her presentation stating that it deserves great credit, and wished her continued success.

#### **4.0 HONOURS AND RECOGNITIONS**

#### **5.0 PUBLIC CONVERSATION AND INFORMATION**

##### **5.1 Correspondence**

There was no correspondence.

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

There were no reports from the Chair or Trustees.

##### **5.3 Report from the Chief Superintendent**

Chief Superintendent, Dr. B. Croskery, reported on the following activities and school visits: he attended City Hall Hanukah Festival as Calgary Board of Education representative, extended personal thanks and Season's Greetings to Education Centre staff together with Deputy Chief Superintendent B. Hubert; met with Dr. Lee, a key member of the Korean community and liaison between the Calgary Board of Education and Korean community; attended Terry Fox Junior High school celebration with Trustee Ferguson who brought greetings from the Board, to honor one of their teachers, Mr. A. Brash, who climbed Mt. Everest and before reaching the summit stopped to help another climber; he also attended Belfast Elementary School's presentation of *Beauty and the Beast*.

##### **5.4 Public Question Period**

There were no questions from the public.

##### **5.5 Stakeholder Reports**

There were no stakeholder reports.

##### **5.6 Trustee Inquiries**

There were no Trustee inquiries.

#### **6.0 MONITORING AND RESULTS**

#### **7.0 POLICY DEVELOPMENT AND REVIEW**

**7.1 Executive Limitations 14: Student Accommodation – First Reading**

Trustee Fawcett introduced the report. He stated that the Board passed the first reading on June 13, 2006 of amended Executive Limitations 13. Some provisions that were originally proposed to be included in EL-13 were excluded. The Board directed a working group to consider and propose a reformatted Executive Limitations 14: Attendance Areas, to include the broader concept of student accommodation planning that would consider the EL-13 deleted items. Trustee Close added that Attachment III (draft EL-14E: Student Accommodation Information Requirements) is not part of the first reading, it is provided for information and for Administration to have a clear picture on what the impacts would be for the system.

Trustees gave consideration to the report, and the following is a summary of the discussion:

- A Trustee questioned whether the reduction of costs associated with surplus space is net costs and do we have revenue that offsets the costs? Trustee Ferguson explained that this would be left up to the interpretation of the Chief Superintendent. They have tried to leave it open enough to allow Administration to address the issue of surplus space and allow flexibility to use their own interpretation.
- A Trustee asked for the rationale on the change in policy regarding the 85% utilization rate target as this target has been in the policy for several years. Trustee Fawcett stated that the various groups working on this policy felt that the 85% utilization rate is a target that might not accurately reflect the current situation. In a large system there is a need for some space flexibility in emergency situations, such as the case at Marlborough Elementary where the Board made the decision to not allow students in the school because of an issue with the roof.
- Trustee Close stated the some of the discussion regarding the changes is provided in Attachment 1. For instance, in regards to the wording of “functional utilization”, Trustees wanted to make it clear that there are different uses of our space, but we also have to be accountable to the government for regulations that they set. There is a need to define what utilization is.
- A Trustee questioned whether the class size initiative was considered in this definition of flexibility? Trustee Close explained that in an earlier draft, the class size initiative was specified, but in this recommendation it was left open intentionally. It has been changed from previous drafts, but the challenges of space requirements for class size initiatives have definitely been considered.

MOVED by Trustee Fawcett:

**THAT the Board of Trustees gives first reading to the amended Executive Limitations 14: Student Accommodation, as attached to the report submitted with the agenda for the Regular Meeting held January 9, 2007 (Attachment II).**

Trustee Fawcett explained that the overall premise was to allow greater flexibility, focusing on deeper values, particularly with surplus space and utilization. When the Board receives the impact statements, they will see how it will or will not work and what direction this policy would provide to the Chief Superintendent.

Trustee Close stated that there is recognition that some points in this policy may be controversial, specifically 1 l), which is a new idea that has not been in policy before. It is from a recommendation from the Alberta Commission on Learning report to try to treat schools as hubs for meeting the learning needs of students. Trustees were reminded that the policy can be debated and is amendable at every reading. She stated that there is a

description of on student accommodation in a separate form on the website that includes a definition of what student accommodation issues are. This is very helpful and supportive.

Trustee Lane stated that he supports the motion with the inclusion of that clause, recognizing that it is from an Alberta Learning Commission recommendation and it should be implemented. The enrolment projections presentation shows that administration needs some flexibility for long term planning and this policy should facilitate that.

Trustee Cochrane stated that it is exciting to have first reading of this policy after much hard work. The Board is endeavoring to have, in writing, what the values are and how decisions are made in order for Calgarians to understand and support them.

Chair Cochrane called for the vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

7.2 **EL-3: Information, Counsel and Support to the Board of Trustees – First reading and EL-11: Financial Condition – First Reading**

Trustee Fawcett introduced the report and explained that when looking at the policy evaluation forms Trustees submitted to the policy committee, they identified that there was a need to try and make it more clear as to what Trustees were requiring from Administration. There are three areas in particular that were identified: support, information and counsel. In the area of information, the Board needs to be totally informed. There are times when they require Administration's counsel on a particular item and may, from time to time, require administrative support, particularly when with working with committees. Trustee Fawcett noted that Attachment III is the original policy, attached to help Trustees see what changes the Policy Committee has made.

In response to a question as to why EL-6 and EL-11 were treated differently, Trustee Fawcett explained that he will be bringing forward the recommendation that the policy committee review EL – 6 to identify any overlaps, etc. with the addition of the new clauses from EL-3.

MOVED by Trustee Fawcett:

**BE IT RESOLVED THAT:**

**The Board of Trustees gives first reading to the amended EL-3 Information, Counsel and Support to the Board of Trustees, provided as Attachment II to the report submitted with the agenda for the Regular Meeting held January 9,2007.**

Trustee Fawcett stated that the proposed policy is much clearer, and should be easier for Trustees to monitor. Trustee Close added that the policy is not shortened and applauded Trustee Fawcett for his diligence and work on this policy.

Trustee Ferguson stated that she also worked on this policy and supports it, as it is much clearer, and is very well organized. She expressed appreciation for the effort of the committee and their work on this policy.

Chair Cochrane called for the vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Fawcett:

**THAT the Board of Trustees gives first reading to a revised EL-11 Financial Condition, provided as attachment IV to the report submitted with the Agenda for the Regular Meeting held January 9, 2007.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Fawcett:

**THAT the Board of Trustees directs the Policy Committee to review EL-6 Instructional Program with respect to incorporating the deleted policy provisions 12-14 of EL-3.**

The motion was  
CARRIED UNANIMOUSLY.

## **8.0 CONSENT AGENDA**

Chair Cochrane stated that the following two items were pulled from the Board Consent Agenda and the Chief Superintendent Consent Agenda to be discussed further, immediately following the Consent Agenda items.

- 8.1.1 December 19, 2006 Minutes
- 8.2.1 Monthly Update

Chair Cochrane declared the remaining items on the Board and Chief Superintendent Consent Agendas to be adopted as presented.

## **8.1 Board Consent Agenda**

### **8.1.2 Board Chief Superintendent Linkage Policies 1 through 5**

**THAT the Board of Trustees approves the Annual Monitoring of Board-Chief Superintendent Linkage Policies Report, as attached to the report submitted with the Agenda for the Regular Meeting held January 9, 2007, and concludes that the Board and the Chief Superintendent have complied with the Board-Chief Superintendent Linkage Policies; and**

**That the Board of Trustees refers to the Policy Committee, for further review and recommendation to the Board of Trustees, the suggested changes for policy amendment, as identified in the Board-Chief Superintendent Linkage Policies monitoring report.**

## **8.2 Chief Superintendent Consent Agenda**

### **8.2.2 Locally Developed Senior High Courses**

**THAT the motion from the December 19, 2006 regular meeting of the Board of Trustees be amended to read as follows:**

**THAT the following newly acquired locally developed course be approved for use in Calgary Board of Education schools for the period February 1, 2007 to August 31, 2007: World Literature 35.**

**(The original December 19, 2006 motion read as follows:**

**THAT the following newly acquired locally developed course be approved for use in Calgary Board of Education schools for the second semester of the 2006-2007 school year: World Literature 25).**

### **8.3 Items Pulled from the Consent Agenda**

#### **8.1.1 Approval of Minutes**

- Regular Meeting held December 19, 2006

MOVED by Trustee Dirks:

**THAT the Board of Trustees approves the Minutes of the Regular Meeting held December 19, 2006, subject to the following amendments: On page 6 under Executive Limitations 13, Annual Monitoring Report, the reference should be to EL-13 Facilities/Accommodations rather than EL-11 Financial Condition. Also, on page 12 under College of Alberta School Superintendents, CASS members should not include J. Jones.**

The motion was  
CARRIED UNANIMOUSLY.

#### **8.2.1 Monthly Update**

Trustees posed questions from the Chief Superintendent's Monthly Update report regarding class sizes as follows: What plan or strategies does the Calgary Board of Education have for reducing the class average in K-3 to become compliant with the provincial class size targets? Has the provincial formula for calculating class size been examined and is this an accurate method for developing a system wide picture of the impact the class size dollars have at each division level? Has the full funding now been received?

A Trustee stated that she is hearing from parents at the Division 4 level that they believe that class sizes are much larger than the 24.9 average that we report at that level and question why. There was a lengthy discussion on this issue, which is summarized as follows:

Chief Superintendent Croskery explained that all resources were allocated to schools under the direction of the Board through a budget and that the government expects that these targets will be met. Superintendent Dart stated that we do have all of the funding now towards meeting class size initiatives. There is a variation in how schools designate the funding for several reasons. It was particularly difficult this past year when announcements regarding extra funding were delayed. Schools set their budgets and staffing arrangements early and it does take some time to put the funding in place.

Mr. Bauer, Specialist, Accountability Services, added that there are several contributing factors as to how the class sizes are determined. There are facility and space issues, student transitions, as well as student coding and special needs demographics which involve deployment of staff to students with extraordinary needs.

A Trustee noted that as enrolment has increased and hiring has taken place to meet the class size initiative the Calgary Board of Education has been successful in hiring over 500 new teachers. This is both newsworthy and commendable. He asked if there had been any difficulties or challenges encountered with such a large hiring

and if it is anticipated that there will be a dramatic turnover in next three years because of baby boom retirement.

Dr. Croskery stated that it has been difficult for Human Resources to hire suitable, qualified teachers due to the current workforce shortages. Superintendent Dart stated that they have been successful fulfilling new teacher requirements, however the overall Calgary Board of Education experience levels have dropped well into the provincial average, where previously it was significantly higher. Some temporary and substitute contracts have become permanent and there has been an impact on substitute pools which have dwindled substantially and are causing some concern. It has been noticed at campus fairs that there are representatives from different school boards trying to recruit out of Alberta. Expanded recruitment searches have taken place beyond the local area and will continue to do so.

MOVED by Trustee Ferguson:

**THAT the Board of Trustees receive this report for information.**

The motion was  
CARRIED UNANIMOUSLY.

**9.0 TRUSTEE NOTICES OF MOTION**

There were no Trustee notices of motion.

Recessed at 7:00 p.m.

Reconvened at 7:22 p.m. by Vice-Chair Bazinet, as Chair Cochrane was absent.

**10.0 IN-CAMERA ISSUES**

**10.1 Motion to Move In Camera**

Chair Cochrane returned to the meeting at 7:24 p.m.

MOVED by Trustee Lane:

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

The motion was  
CARRIED UNANIMOUSLY.

Chair Cochrane resumed the Chair.

**10.2** There were no action items.

**10.3 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.



**10.4 Motion to Action In-Camera Recommendations**

MOVED by Trustee Dirks:

1. **THAT the Board of Trustees approves:**
  - (a) **the reappointment of Dr. Yvonne Hebert, Mr. Michael Rempel, Ms. Sue Tomney to EducationMatters Board of Governors, to be effective February 4, 2006, for a 3-year term, ending February 4, 2009;**
  - (b) **the reappointment of Dr. Michael Maher to EducationMatters Board of Governors, to be effective November 25th, 2006, for a 3-year term, ending November 25, 2009;**
  - (c) **the reappointment of Dr. Vettivelu Nailainayagam to EducationMatters Board of Governors, to be effective December 2, 2006, for a 3-year term, ending December 2, 2009; and**
2. **THAT the Board of Trustees accepts the resignations of the following Governors of EducationMatters:**
  - (a) **Mr. Rogers Lehew, effective Dec. 1, 2005**
  - (b) **Ms. Joanne Cuthbertson, effective May 31, 2006**
  - (c) **Mr. Steven Letwin, effective November 30, 2005, and**
  - (d) **Mr. Matt Bootle, effective September 20, 2006.**

The motion was  
CARRIED UNANIMOUSLY.

**11.0 ADJOURNMENT**

The Chair declared the meeting adjourned at 7:30 p.m.

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Chair

\_\_\_\_\_  
Assistant Corporate Secretary  
January 9, 2007