

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, September 23, 2008 at 5:00 p.m.

PRESENT:

Board of Trustees:

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

Administration:

Dr. B. Croskery, Chief Superintendent of Schools
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services
Mr. D. Dart, Superintendent, Corporate Services – Secretary Treasurer
Mr. C. Davies, Executive Assistant to the Chief Superintendent of Schools
Ms. B. Kuester, Executive Director of Communications
Mr. R. Peden, Director and General Counsel, Legal Affairs
Ms. J. Barkway, Assistant Corporate Secretary
Ms. S. Wasylyshyn, Executive Assistant to the Trustees
Ms. H. Numrich, Recording Secretary

Stakeholder Representatives:

Mr. B. Anderson, Canadian Union of Public Employees, Local 40
Ms. J. Regal, Alberta Teachers' Association, Local 38
Ms. C. Kehoe, Calgary Association of Parents and School Councils

Action By

1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Cochrane called the meeting to order at 5:03 p.m. and four students led the singing of the national anthem: Zachary and Rebecca from W. O. Mitchell School, and Zach and Jacqui from William Reid School. Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations, as well as Amanda, who will serve as one of the Board Pages for 2008-2009. Amanda is a grade 12 student attending William Aberhart High School.

2.0 CONSIDERATION/APPROVAL OF AGENDA

Ms. Barkway, Assistant Corporate Secretary noted that Item 9.1.2 Correspondence, had been pulled from the Consent Agenda in order to add an additional piece of correspondence.

MOVED by Trustee Ferguson:

THAT the Agenda for the Regular Meeting of September 23, 2008, be approved as submitted, subject to the above noted addition.

The motion was
CARRIED UNANIMOUSLY.

3.0 SCHOOL/SYSTEM PRESENTATIONS

3.1 Tanzanian Experience – Achieving the Citizenship Ends

Dr. Croskery provided brief introductory remarks. Mr. A. Charlebois, Acting Principal of William Reid School introduced the presenters: grade 5 students Zachary and Rebecca from W. O. Mitchell School, Zach and Jacqui from William Reid School and Mr. A. Dadani, Manager of Corporate and Financial Systems and Special Projects. Mr. Charlebois explained that the global education project is a reciprocal partnership agreement between William Reid School, W.O. Mitchell School and Darajani Primary School in Tanga, Tanzania. He noted that the project accomplishes one of the School Development Plan outcomes: “Students of William Reid School will be responsible, knowledgeable and ethical global citizens”. He stated that the project gives students the opportunity to build character, act morally with wisdom, and balance individual concerns with the rights and needs of others.

The students gave a PowerPoint presentation and shared what they had learned through the exchange of letters, about the Tanzania culture including the geography, food, music, clothes, languages, and arts and crafts. They highlighted several projects that were undertaken to raise funds: including fruit sales during recess; a garage sale to buy books for the Darajani School library, with special thanks given to Ms. G. Burger-Martindale, manager of the Calgary Public Library, who helped set up the library in Tanga; Christmas and Halloween projects provided funds for additional water taps at the school; a recycling project funded additional projects at Adjani School such as painting and repairing the Kindergarten classroom and purchasing learning resources and teaching supplies; a favorite project was the “Le Tanz-Canadien Opera” night where the school, parents and community participated in demonstrating their knowledge about Tanzania through music and acting. Mr. Dadani expressed gratitude to Dr. Croskery for his leadership and vision as inspiration to this project.

On behalf of the Board of Trustees, Chair Cochrane expressed her thanks to the students and staff for their presentation and for the remarkable difference they are making around the world.

4.0 HONOURS AND RECOGNITIONS

4.1 Lighthouse Award

Ms. M. Levy, System Principal, Corporate Partnerships, introduced the recipients of this month’s Lighthouse Award as Southcentre Mall and Shaganappi Chevrolet Corvette. These organizations have played an important role in our community for more than 32 years. Thanks to the generous funding from these two organizations, automated external defibrillators (AED’s) were installed in all senior high schools during the 2007-08 school year. They will be available to help students and staff as well as community groups using schools after hours. Chair Cochrane presented Ms. Moroz from Southcentre Mall and Mr. Cats from Shaganappi Chevrolet Corvette each with a plaque on behalf of the Board of Trustees and the Calgary Board of Education. She expressed gratitude for the generous gift and for making schools a safer place.

5.0 PUBLIC CONVERSATION AND INFORMATION

5.1 Report from the Chair and Trustees

- Trustee Kryczka reported that she had attended the Public Education Leadership Project (PELP) at Harvard University and provided a written report to Trustees. She noted that

the Calgary Board of Education team was recognized as the first Canadian team to attend the project and that it was a very positive and worthwhile experience. She expressed thanks to Dr. Croskery and the Superintendent's Team for believing in its value, for the excellent team experience and to Superintendent Dart for his team leadership.

- Trustee Ferguson reported that she had attended the North of McKnight Community Resource Centre 10th Anniversary celebration. She noted that it is an excellent example of the partnership between schools, families and students.
- Chair Cochrane read a message from the Board of Trustees informing of the retirement of Dr. B. Croskery, Chief Superintendent as of mid January 2009. Deputy Chief Superintendent, B. Hubert will assume the role of interim Chief Superintendent. Regarding next steps, the Board has embarked on a process to recruit a new Chief Superintendent and will post updates on the Trustees' website as they become available.

5.2 Report from the Chief Superintendent

Chief Superintendent Croskery provided highlights of the following issues and events:

He noted the recent retirement celebrations for Ms. V. Roberts, Executive Administrative Assistant, Educational Support Services; Ms. J. Crarer, Acting Superintendent, Educational Support Services; and Ms. L. Brost, Director, Accountability Services. Dr. Croskery met with the John G. Diefenbaker Principal following the recent tragic death of a grade ten student and the Principal of Woods Homes, which three students involved in the same accident attend. He displayed two trophies that the Calgary Senior High School Athletic Association was recently awarded from the Calgary Sport Council.

5.3 Public Question Period

There were no public questions.

5.4 Stakeholder Reports

There were no stakeholder reports.

5.5 Trustee Inquiries

There were no Trustee inquiries.

6.0 **ACTION ITEMS**

There were no action items.

7.0 **MONITORING AND RESULTS**

7.1 Annual Monitoring of EL-12: Asset Protection

Dr. Croskery introduced the report, acknowledging the resource persons and the importance of the protection of assets.

Chair Cochrane reviewed the criteria against which the Trustees are to judge the monitoring report, including that of reasonable interpretation of the policy, compliance with the provisions of the policy or disclosure of how compliance would be met, and whether sufficient information has been provided. She noted further that any particular vote with regard to compliance should in no way be considered as a vote of non-compliance.

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

- Superintendent Dart stated that the current utilization of the non-digital records centre is adequate, at approximately 85 per cent. This is the same as last year and records are currently being culled and the need for continued storage or for additional off-site storage is being assessed. There is some additional warehouse space available, should it be required.
- Digital records are backed up and held off-site on a regular basis. Some are done daily and others bi-weekly; this is dependent on the type of record.
- Mr. Braun responded to a Trustee inquiry regarding adequate property insurance coverage in the event of a catastrophic loss of one or more high schools. The Calgary Board of Education account is under the umbrella of the Urban School Insurance Consortium (USIC) that is comprised of thirteen urban and rural member boards. Superintendent Dart stated that property insurance coverage is based on a "per occurrence" and was increased to \$130 million in 2007/2008. It is felt that this amount is more than adequate.

In response to a Trustee inquiry as to whether the rise in insurance rates was due to an increase in theft, Superintendent Dart explained that the increase was determined after a review of replacement values, including costs of construction materials. Property and liability insurance rates are determined annually, through the assistance of brokers obtaining quotes for USIC. However, it was noted that the presence of police liaison officers in high schools likely deters crime.

- The rates of return for investments are reported annually to Trustees in the audited financial statements for the current year and for the preceding year. They are reported to the Investment Advisory Committee and Superintendent's Team on a quarterly basis.
- In response to a Trustee inquiry regarding an increase to lease rates, Mr. Braun replied that he has not been advised of any problems with the current lease rates. He stated that lease rates are set for cost recovery, not to generate profit.
- A Trustee noted that the Board of Trustees approved electronic door access in May, 2008 for all schools and requested an update on the progress. Mr. Braun explained that this is a three-year project and is currently in year one. Superintendent Coppinger explained that it has taken longer than expected due to an IT component in the selection of a security system. He noted that a tender has now been awarded and rapid progress should be seen in installation in upcoming months. He confirmed that there is a school priority list for installation.
- In regards to a Trustee question over the disposition of King Edward School, Superintendent Coppinger stated that the completion of the sale is still outstanding, as the purchaser is developing a proposal for an alternative payment plan to complete the sale.
- In response to a Trustee question regarding the outstanding five statements of claim mentioned in the report, Mr. Braun explained that these are not yet resolved and are part of the 224 accidents that were sent to the insurer. They are all in different stages of being resolved and the breakdown of how many occurred on field trips is not known.

- A Trustee commented on the significant costs savings when maintenance work is done internally, as shown in the report. Director Braun stated that Director D. Hoerz, Facilities Operations, always considers this option and looks for opportunities where the work can be completed internally. It is dependent on the availability and workload of internal manpower.
- Provincial maintenance funding was discussed. Director Braun stated that in the provincial budget this past year (2007-2008) the Calgary Board of Education received just over \$18 million in maintenance funding; the same is expected for 2008-2009. He noted that there is some maintenance funding remaining from past years that will be added to the maintenance budget for 2008-2009, enhancing it to approximately \$25 million.

Superintendent Coppinger stated that he has recently met with Alberta Infrastructure who have indicated that they are reviewing deferred maintenance needs, and are very aware of the need. They are also reviewing the borrowing regulation to consider extending it beyond the funding of energy conservation projects to cover deferred maintenance. Superintendent Coppinger noted there has not been a formal maintenance program within the Calgary Board of Education for several years and that if buildings were maintained on a regular basis they would last longer and costs would not be as great. The program is now in place.

MOVED by Trustee Dirks:

THAT the Chief Superintendent has reasonably interpreted the provisions of Executive Limitations 12: Asset Protection and the Board of Trustees finds the Chief Superintendent to be in compliance.

Trustee comments in support of the motion included:

- The report demonstrates a comprehensive accounting of asset protection and that the assets are being well protected, therefore is in compliance.
- Although in support of the motion for compliance, a Trustee noted that in 2007/2008 there was \$8 million of work undertaken for facilities and preventive maintenance for Calgary Board of Education schools. She noted that this year the provincial government provided approximately \$8 million funding to privately owned and operated schools in maintenance funding; money that could have been well used within the Calgary Board of Education.
- It is important to commend all involved in managing the assets and those who work diligently to do more with less.

The motion was
CARRIED UNANIMOUSLY.

Motion Arising:

MOVED by Trustee Dirks:

That the Board of Trustees formally recognize the rigorous attention and prudent steps taken to ensure Calgary Board of Education assets are properly safe guarded, and in particular, to commend the Chief Superintendent for steps taken to achieve significant savings in costs or enhanced productivity.

A Trustee commented that this is something for which Trustees should be concerned, as this is a publicly funded organization.

The motion was
CARRIED UNANIMOUSLY.

7.2 Annual Monitoring of EL-10: Budgeting Process

Dr. Croskery introduced the report and expressed appreciation to those who worked on it.

Chair Cochrane reviewed the criteria against which the Trustees are to judge the monitoring report, including that of reasonable interpretation of the policy, compliance with the provisions of the policy or disclosure of how compliance would be met, and whether sufficient information has been provided. She noted further that any particular vote with regard to compliance should in no way be considered as a vote of non-confidence.

Trustees posed questions and comments in regards to this report and a summary of the discussion is as follows:

- Director Braun stated that a working committee meets regularly to plan and manage cash flow. They look for opportunities to place surplus funds into short-term investments.
- In response to a Trustee question as to the possibility of more parent participation in the budget as a whole, rather than just at the school level, Director Braun stated that parents are welcome to give their input to Trustees who in turn convey those messages to Administration. He stated that time constraints can affect the feasibility of greater parent involvement.

Superintendent Dart noted that the voice of principals and area directors are also avenues that parents can access to put forth their suggestions. Recently parents have had an opportunity to give their input into school fees. Dr. Croskery added that valuable insight could be gained from parents with professional financial and managerial skills. He suggested one area that parents could become involved with is the decentralized resource allocation. It could be raised as an agenda question and pilot opportunities for parental input.

- Director Braun stated that the majority of surplus funds that are being carried forward from 2007-2008 have been allocated to technology, curriculum, photocopiers and certificated staff for 2008-2009. The majority of schools have a clear goal or initiative intended for these funds.
- Director Braun stated that the AISI Learning Leaders that are currently in place are in two-year term positions. When the term is over, redeployment of 200 Learning Leaders will depend upon whether or not another AISI funding grant is announced in the provincial budget, expected to be approximately mid February. He did note, however, that generally there are availabilities due to retirements and resignations. Director Braun stated that it is the intention to spend all remaining AISI funds in the final fiscal year.

MOVED by Trustee Bazinet:

That the Chief Superintendent has reasonably interpreted the provisions of Executive Limitations 10: Budgeting Process, and the Board of Trustees finds the Chief Superintendent to be in compliance.

A Trustee commented that this was a very comprehensive Executive Limitation. The budget presentation this last year was an understandable summary format for any reasonably informed layperson, a very well done presentation. It was also extremely well done in relationship to the budget and the Ends. The Ends have been very much in focus and Administration has carefully considered what we can afford now and in the future.

The motion was
CARRIED UNANIMOUSLY.

Motion Arising:

MOVED by Trustee Ferguson:

The Board of Trustees commends the Chief Superintendent for exemplary performance with regards to how well the budget documents clearly showed and demonstrated the relationship between the proposed budget and the Ends.

The motion was
CARRIED UNANIMOUSLY.

8.0 POLICY DEVELOPMENT AND REVIEW

9.0 CONSENT AGENDA

Chair Cochrane noted that Item 9.1.2 Correspondence had been removed from the Consent Agenda. She declared the remaining Consent Agenda items to be adopted as submitted:

9.1 Board Consent Agenda

9.1.1 Approval of Minutes

- Regular Meeting held September 9, 2008

THAT the Board of Trustees approves the Minutes of the Regular Meeting held September 9, 2008, as submitted.

9.1.3 EducationMatters Quarterly Report

THAT the financial report for EducationMatters be received for information and for the record, in the form as submitted.

9.2 Chief Superintendent Consent Agenda

9.2.1 EL-18E: Student Fees Report

THAT the Board of Trustees receive this report for information, in the form as submitted.

9.3 Item Pulled From the Consent Agenda

Correspondence

The following motion was approved by consent:

THAT the Board of Trustees receives the following correspondence for information and for the record, as submitted:

- **Letter dated September 9, 2008 to Board Chair Pat Cochrane, from the Honourable Dave Hancock, Minister of Education, with regards to Calgary hosting the WorldSkills trades and technology competition and encouraging the Board to consider starting the 2009/2010 school year on August 27, 2009 in order to facilitate student participation.**

Chair Cochrane read a letter into the record from Dr. Croskery to Board Chair Pat Cochrane, to be added to Item 9.1.2. Correspondence.

Motion Arising:

MOVED by Trustee Bazinet:

THAT the Board of Trustees receives the correspondence of June 18, 2008 from Dr. Brendan Croskery for information and the record, and accepts, with regret, his resignation from his position of Chief Superintendent of the Calgary Board of Education, effective on the close of business, January 16, 2009.

The motion was
CARRIED UNANIMOUSLY.

10.0 TRUSTEE NOTICES OF MOTION

There were no Notices of Motion.

11.0 ADJOURNMENT

Chair Cochrane declared the meeting adjourned at 6:43 p.m.