

# public agenda

## Regular Meeting of the Board of Trustees

November 9, 2021  
12:00 p.m.

Multipurpose Room,  
Education Centre  
1221 8 Street SW,  
Calgary, AB

### R-1: Mission |

Each student, in keeping with their individual abilities and gifts, will complete high school with a foundation of learning necessary to thrive in life, work and continued learning.

Conflict of Interest reminder: Trustees must disclose any potential pecuniary interest in any matter before the Board of Trustees, as set forth in the agenda as well as any pecuniary interest in any contract before the Board requiring the Board's approval and/or ratification.

Time	Topic	Who	Policy Ref	Attachment
12:00 p.m.	<b>1   Call to Order, National Anthem and Welcome</b>			
	<b>2   Consideration/Approval of Agenda</b>		GC-2	
	<b>3   Awards and Recognitions</b>		GC-3	
	<b>4   Results Focus</b>			
	<b>5   Operational Expectations</b>			
	<b>6   Public Comment [ <a href="#">PDF</a> ]</b> Requirements as outlined in Board Meeting Procedures		GC-3.2	
	<b>7   Board Development Session</b>			
	7.1 COVID-19 Update	J. Pitman	OE-7	Page 7-1
	<b>8   Matters Reserved for Board Information</b>			
	<b>9   Matters Reserved for Board Decision</b>	Board	GC-3	
	9.1 CBE Boundary Adjustment – Glacier Ridge Area Structure Plan, Carrington north of 144 Ave NW, Crestmont Remnant, and the remainder of the West Macleod Area Structure Plan	Board	OE-8, 9	Page 9-1



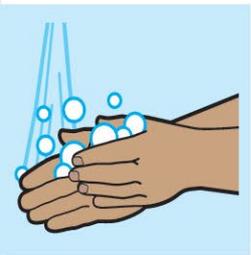
Time	Topic	Who	Policy Ref	Attachment
	9.2 Financial Status of Reserves and Designated Funds at August 31, 2021	B. Grundy	OE-5, 7	Page 9-24
	<b>10   Consent Agenda</b>	Board	GC-2.6	Page 10-1
	10.1 Items Provided for Board Decision			
	10.1.1 Roster for Second Vice Chair			
	10.2 Items Provided for Board Information			
	10.2.1 Chief Superintendent's Update			
	10.2.2 Correspondence		OE-8	Page 10-2 Page 10-9
	<b>11   In-Camera Session</b>			
4:30 p.m.	<b>12   Adjournment</b>			
	<b>Debrief</b>	Trustees	GC-2.3	

**Notice |**

This public Board meeting will be recorded & posted online.  
Media may also attend these meetings.  
You may appear in media coverage.

Information is collected under the authority of the Education Act and the Freedom of Information and Protection of Privacy Act section 33(c) for the purpose of informing the public.

For questions or concerns, please contact:  
Office of the Corporate Secretary at [corpsec@cbe.ab.ca](mailto:corpsec@cbe.ab.ca).



# COVID-19 Update

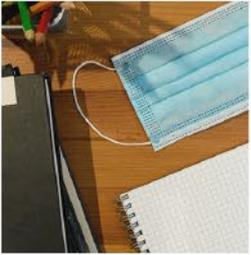
## Board Development Session

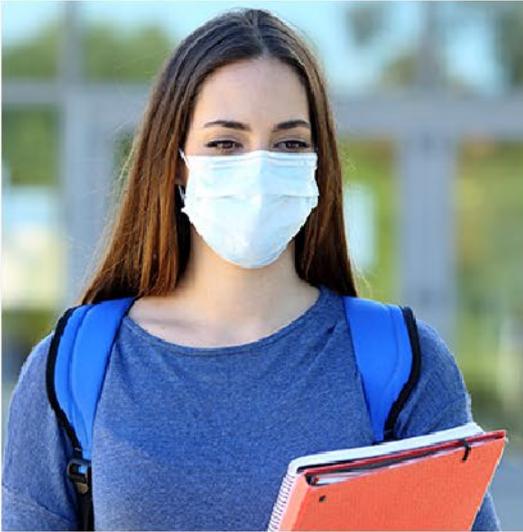
November 9, 2021

learning | as unique | as every student



Calgary Board  
of Education





## Guiding Principles

Our work is guided by the following four principles that were established by the government in collaboration with education partners.

- Safety of children, students and staff come first.
- Student learning will continue.
- Provincial funding is still flowing to schools.
- School authorities have flexibility to do what is best for their community



## Lessons Learned in 2020-21 School Year

- Ability to pivot between in-person and at-home learning
- Navigation of online learning through creation of Hub model
- Advanced student online learning resources, assessment tools, and communication
- Improved online accessibility for responsive staff professional learning, school council and parent meetings
- The incredible value of partnership with CBE families, students, staff, community, government



## Working Together

- Various departments including Alberta Education, Alberta Health, AHS, Environmental Public Health, Medical Officers of Health. City of Calgary (CEMA), and various community partners
- Across functions – field services, communications, finance, legal, facilities, human resources
- Collaborating and sharing information between metro and other school boards



## Communication Flow to Staff and Families

- Information and guidance on COVID-19 health measures changes frequently.
- CBE often first learns of changes to provincial policy through live updates, followed by additional detail from the province.
- As soon as the information is received, it is reviewed and a decision is made on what needs to be communicated.
- Typical flow of communication:
  - Leader update
  - Staff update
  - Update for families
  - Post information on website and social media
  - Provide information or interviews to news media

## Health Measures in Schools

**We adhere to or surpass guidance provided by Alberta Education and Alberta Health to ensure the safety of students and staff.**

- Staying home when sick
- Hand hygiene
- Mandatory masks policy for all students and staff (aligned with City of Calgary bylaw)
- Cohorts for K-6
- Cleaning protocols
- Enhanced ventilation
- Mandatory vaccination for staff, visitors, contractors
- Seating plans and enhancing cleaning on yellow school buses





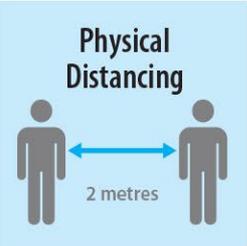
## Where to Find Information

- More information is available on our website: [CBE's COVID-19 Guidelines and Health Measures](#) including links to government resources

# Ventilation in Schools



- All schools (~5,400 classrooms) mechanically ventilated.
- Classroom air exchange rates optimized by operating HVAC systems in "occupied mode" before and after each school day, plus maximizing fresh air intake.
- ~1/3 of CBE schools have 100% fresh air and/or independent classroom ventilation systems meaning no mixing of air between classrooms/cohorts.
- HEPA filters are generally recommended when no mechanical ventilation exists.
  - HEPA filters trap particles down to 0.3 microns. Coronavirus is smaller (0.1 microns).
  - Aerosols in 1-10 microns zone are within range of regular filters
- Fans restricted under government guidance. HEPA filtration units have fans. Health Canada: *"Position the air cleaner to avoid blowing directly at or between people in the room, which may increase infection risk."*
- These measures inspected in CBE schools by Occupational Health & Safety and Alberta Health Services.



## Visitors to Schools & Facility Use

- Scheduled volunteers and visitors to schools are permitted.
- Schools may limit this access to individuals supporting student-centred events and have the strongest connection to curriculum.
- Parents/guardians and siblings of student athletes who comprise a household cohort, will be able to attend indoor high school athletic games and school-based fine and performing arts events.
- Rentals outside of school hours will be limited until June 2022.



## COVID-19 Updates – 2020-21 Year in Review

### Positive Cases

	Lowest Month Sept 2020	Highest Month April 2021	Total Sept - June 14
Students	48	486	2112
Staff	2	103	412
	50	589	<b>2524</b>

### Quarantine Impacts

	Lowest Month Sept 2020	Highest Month April 2021	Total Sept - June 14
Students	2105	20348	81041
Staff	186	1625	7531
	2291	21973	<b>88572</b>



## 2021-22 Snapshot of current cases

### Self-Reported Cases

	Aug 17 – Sept 30	Oct 1 - 15	
Students	741	259	
Staff	74	20	
<b>Total</b>	<b>816</b>	<b>279</b>	<b>1105</b>

### AHS Confirmed Cases

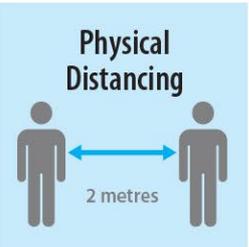
	Oct 15 - 31	on Nov 1	
Students	174	13	187
Staff	18	2	20
<b>Total</b>	<b>192</b>	<b>15</b>	<b>207</b>

\*3 Schools have pivoted a single classroom online.

# Notification of a Positive COVID-19 Case in Your School Community



- CBE COVID-19 team receives daily AHS spreadsheet
- Communication to principals with necessary information
- Schools send CBE notifications to close contacts (based on government guidance), school staff, and general notice. CBE Media relations provides summary at end of day
- 3+ Cases in 5 calendar days (K-6 only):
  - CBE COVID-19 team monitors cases in schools 7 days/week
  - If threshold is met, communicate with AHS school team
  - Confirmation of dates provided by AHS
  - School communicates with impacted families regarding online transition
  - AHS communicates directly with identified close contacts via email
- All positive case notifications across our system will also be reported on the [CBE website](#).



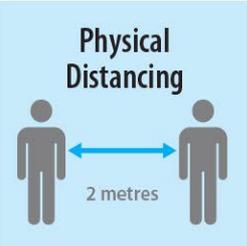
## Outbreaks

- AHS will determine if a school reaches outbreak status (10 or more confirmed cases within a 14 day period that were infectious while at school). If an outbreak is reported, the school will share a letter from AHS that will be sent through SchoolMessenger
- See the [government's school status site](#) for an up-to-date list



## At-Home Rapid Testing

- Government is implementing a targeted at-home rapid testing program for staff and students in K-6 classes that meet a specific threshold of cases within a specific time window.
- At-home rapid testing is voluntary
- Schools will distribute kits to staff and families
- Test kits are intended to be used two times/week for 5 weeks
- Tests do not qualify individuals for the Restrictions Exemption Program



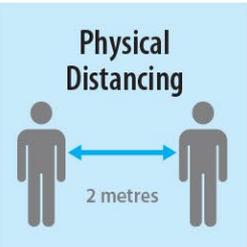
## Vaccinations

- As of Dec. 17, all CBE employees, contractors and on-site partners are required to be vaccinated as announced by the Chief Superintendent of Schools on Oct. 5. Administration will share further details when the process is finalized including specifics on exemptions under human rights legislation.



## Mental Health Supports

- Recognizing need due to impact of COVID-19
- Providing resources
- Connecting with community



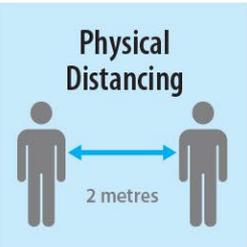
## Online Learning | Hub & CBe-learn

- Hub model was a one-year, temporary solution for about 18,000 students
- Many students discovered they enjoyed and found success learning online
- CBe-learn is a full-time, full-year learning option for students in Grades 1-12
  - CBe-learn has been a part of the CBE for 20 years
  - Full-time enrolment is 3,000+ students this year
  - About 1,000 students transferred to CBe-learn from the extra intake period from Aug. 23 to Sept. 2
- All teachers are required to maintain an online presence to support students required to stay home due to symptoms and efficiently facilitate temporary transitions online



## Alberta Education Targeted Funding

- Focus on foundational literacy and numeracy
- Annual diagnostic assessment is something teachers do across all grades, every year
- \$45 M in targeted provincial funding for students struggling with reading and mathematics
- CBE received \$5.8 million for hiring additional teaching staff to support gr. 2-3 students
- Intervention structures and supports are a normal part of planning in classrooms and across schools

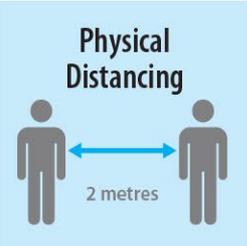


## Federal Support Summary

Safe Return to School Funding: \$45.7M

CBE COVID related costs: \$45.8M

Allocation	Estimates	
	in \$ millions	%
HUB Model (Teachers)	17.6	39%
Custodial Staff	8.4	18%
Capital Equipment (Laptops for remote learning)	6.1	14%
Substitutes	4.6	10%
Cleaning Supplies and increased HVAC usage	4.3	9%
Positions providing COVID support	2.9	6%
Student supplies and increased licenses	1.0	2%
Transportation cleaning costs	0.9	2%
<b>Total</b>	<b>45.8</b>	<b>100%</b>



## Managing COVID costs

- Costs continue to grow in 2021-22
- Pressure on budget is nearing \$10M
  - Temporary cleaners
  - Cleaning supplies
  - Certificated positions – COVID support team
  - Administration of mandatory vaccine policy for staff, contractors and volunteers
- Managing through prudent financial decision-making

learning | **as unique** | as every student



**Calgary Board  
of Education**

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## report to Board of Trustees

### CBE Boundary Adjustment – Glacier Ridge Area Structure Plan, Carrington north of 144 Ave NW, Crestmont Remnant, and the remainder of the West Macleod Area Structure Plan

Date	November 9, 2021
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	Christopher Usih, Chief Superintendent of Schools
Purpose	Decision
Originator	Dany Breton, Superintendent, Facilities and Environmental Services
Governance Policy Reference	OE-8: Communication With and Support for the Board OE-9: Facilities
Resource Person(s)	Latosia Campbell-Walters, Director, Planning Anne Trombley, Manager, Planning Paul Mountford, Senior Urban Planner

#### 1 | Recommendation

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It is recommended:

- THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education, as per the letter at Attachment I.

#### 2 | Issue

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Urban development is starting to occur in the Glacier Ridge Area Structure Plan (ASP), Carrington community north of 144 Ave NW, Crestmont remnant to include the remaining part of the Crestmont community, and the remainder of the West Macleod ASP (Attachments II, III & IV). These areas are within the City of Calgary limits, but are currently outside of the Calgary Board of Education's (CBE) jurisdictional boundary. Several students from these communities are currently attending CBE Schools.



### 3 | Background

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Annexation of land by the City of Calgary provides the CBE insight into the direction the City will be developing and where new municipal communities and school populations will be located in the future.

The City of Calgary annexed lands in 2005, 2007 and 2010, with the majority of this land continuing to fall outside the CBE's jurisdiction. While the CBE requested to have its jurisdictional boundary changed to match the City's boundary when the annexation occurred, the Minister of Education, in a letter dated February 23, 2009 (Attachment V), advised that it was in the best interest of students to leave school jurisdiction boundaries as they were until such time as urban development warranted a change and parts of the annexed lands became subject to area structure plans (ASP) and real estate development.

Attachment VI shows areas that are in various stages of development within the city limits of Calgary, but outside the CBE's current jurisdictional boundary. The timelines for occupancy are estimates based on information provided by the City and developers, and are subject to change. The CBE will request to have these communities be added to its jurisdictional boundary as development meets the Ministry of Education's requirements that the lands be subject to area structure plans and real estate development.

The last time the CBE's boundary was changed was April 20, 2021, when the Minister advised that the boundary adjustments in west Calgary, with respect to the Haskayne ASP, and part of the Belvedere community in east Calgary, were approved and would become effective for the 2021-2022 school year. The request to add the remainder of the West Macleod ASP was not approved at that time.

The Glacier Ridge ASP, Carrington north of 144 Ave NW, and the Crestmont remnant lands are within the Rocky View School Division boundary while the remainder of the West Macleod ASP currently is within the Foothills School Division boundary.

The Glacier Ridge ASP was originally approved by the City on December 8, 2015 and last revised in April 2019. This ASP will comprise of a number of communities and accommodate a population of approximately 58,800 people.

Carrington, north of 144 Ave NW, is part of the Keystone Hills ASP which was originally approved in July 16, 2021, and last revised in December 2019. This ASP will ultimately include four communities and accommodate a population of approximately 60,500 people.

The Crestmont remnant is part of the Calgary West ASP which was approved in November 2014. Residential development was not anticipated on the subject land at the time the boundary for this area was approved, with the cul-de-sac built later.

The West Macleod ASP was originally approved by the City on June 10, 2014, revised in February 2019, and will accommodate a population of approximately 35,800 people. The West Macleod ASP will ultimately include three communities:

- Community A = Yorkville and West Yorkville
- Community B = Belmont (now includes Belmont Station)
- Community C = Pine Creek (including the Amendment Area Pine Bluff)

Yorkville and Belmont (not including Belmont Station) were incorporated into the CBE boundary at the start of the 2019-2020 school year and the CBE is now requesting that the remainder of this ASP be included in its boundary. Belmont and the community to its east, Belmont Station, were subsequently combined into one community by the City of Calgary and the merged community is now called Belmont.

All of these areas are within the city limits of Calgary but are currently outside the Calgary Board of Education jurisdictional boundary.

CBE staff has had discussions with the representatives from Rocky View and Foothills School Divisions regarding these areas. Additionally, the CBE sent formal notification to each School Division of its intention to request the Minister of Education incorporate these lands into its boundary on October 20, 2021 (Attachments VII and VIII).

#### 4 | Analysis

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The Ministry of Education's position is to leave school jurisdiction boundaries in place until such time as urban development warrants a change. CBE is supportive of this approach given how the student transportation formula for metro school jurisdictions is not adequate to address the cost of providing transportation services when an area is comprised of sparse rural development.

The request to annex areas into the CBE's boundary is based on information provided through the City of Calgary and from developers. These are estimates based on timelines to complete infrastructure such as water, sanitary, storm, transportation and fire services. These estimates can also be impacted by market conditions. For these reasons, the proposed timelines are subject to change and can be sooner or later than anticipated.

#### Glacier Ridge ASP

The CBE requests to have in its boundary the entire ASP. This area is bounded by the City boundary and the northern boundaries of SEC 6-TWP 26-Rg 1 and SEC 5-TWP 26-Rg 1 on the north; the community of Carrington on the east; 144 Avenue NW and the CBE current jurisdictional boundary on the south; and the City boundary on the west.

Roads, underground utilities and homes are currently in various stages of construction. Based on information provided by the developers, residents are expected to occupy homes starting Fall 2021, with a number of others having homes occupancies starting Summer 2022.

The CBE has begun to receive inquiries from the public for information regarding designated CBE schools for these communities.

There are currently 4 students in this Calgary community attending schools in the Rocky View School Division. There are currently 0 students attending CBE schools from this community.

#### Carrington (north of 144 Ave NW)

The area the CBE requests to have in its boundary is the area bounded by the current CBE jurisdictional boundary on the east; the current CBE jurisdictional boundary on the south; 14 Street NW/Range Road 14 on the west; and the northern boundary SEC 4-TWP 26-Rg 1, the NW quarter section, on the north.

Residential development already exists in the part of Carrington south of 144 Ave NW and to the east in the community of Livingston.

Homes are expected to be occupied starting Summer 2022.

There are currently no students in this Calgary community attending schools in the Rocky View School Division. There are currently 230 students attending CBE schools in the part of Carrington south of 144 Avenue NW that is in the CBE's current boundary.

#### Crestmont (remnant)

The area the CBE requests to have is the remnant area in its boundary. It is the continuation of Crestridge Terrace SW, Crestridge Rise SW and Crestridge Heights SW. There is no direct access to Rocky View County from these streets.

Residential development was not anticipated at the time the boundary for this area was approved, and roads were built later. Homes are already occupied in this area.

Residential development already exists in the rest of Crestmont.

There are currently no students in this Calgary remnant area attending schools in the Rocky View School Division. There are currently 0 students attending CBE schools from this remnant area.

#### Remainder of the West Macleod ASP

The area the CBE requests to have in its boundary is the area bounded by the current CBE jurisdictional boundary on the north; Macleod Trail SE, Pine Creek and the Canadian Pacific (CP) railway line on the east; and the City boundary on the south and the west.

In these communities, roads, underground utilities and homes are in various stages of construction. Homes are currently built and occupied in this area with occupancies continuing for the foreseeable future.

The CBE requested that the Minister add the remainder of the West Macleod ASP on November 19, 2019. On February 16, 2021 an email was received explaining why the Minister declined to approve this area (Attachment IX).

The CBE has received numerous inquiries from the public for information regarding designated CBE schools for these communities.

There are currently 4 students in this Calgary community attending schools in the Foothills School Division. There are currently 19 students attending CBE schools from this community.

These requested areas all meet the Ministry of Education’s requirements that the lands be subject to area structure plans and real estate development.

Once approval is granted by the Minister of Education, school designations for students from the approved area(s) will be determined. To the extent possible, school designations will be determined in alignment with CBE’s planning principles as outlined in AR1090:

- Minimize disruptions for students
- Provide program continuity from Kindergarten to Grade 12
- Keep cohort groups of students together
- Allow students to attend school as close to home as possible
- Provide long term sustainability
- Use space and resources effectively
- Provide equitable access for all students to quality learning environments and choice of programs

## 5 | Financial Impact

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The Ministry of Education’s position to expand the CBE jurisdictional boundary over time as urban development warrants allows the CBE to adequately plan for new residential communities being brought into the system.

The expansion of the CBE’s jurisdictional boundary to include new communities will add to the transportation and accommodation costs of the CBE. This phased in approach is preferable from a transportation perspective as newly annexed areas on the edge of City have low populations when development first starts. Having the same boundaries as the City where no immediate development is occurring could result in multiple buses going to the edges of the City to serve a low number of students.

The combined estimated transportation costs for the regular designated program over the next three school years to serve these new areas are:

2022-2023	2023-2024	2024-2025
\$385,000	\$385,000	\$330,000

Transportation services for students attending alternative programs are provided using a congregated stop model. Initially, it is anticipated that students in these areas will travel to existing congregated stops, which will not have a financial implication based on the current service model.

New communities are regularly assessed for their suitability for transportation services to ensure there is a consistent and safe path clear of obstructions that may be caused by construction supplies and equipment in newer communities. The CBE needs city maintained roads for the yellow school bus to enter, maneuver to pick up students, and safely exit the community. Until yellow school bus service is added to new communities, a stop is provided as close as possible in a neighbouring community. This initial bus stop location may not fall within the current CBE guidelines for travel distance to a bus stop.

## 6 | Implementation Consequences

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As new area structure plans are approved and urban development commences, the CBE will continue to request the Minister of Education to incorporate these new communities into the CBE's jurisdictional boundary. These new communities will be included in the CBE's capital and operational planning, allowing for comprehensive long-term accommodation, transportation and school planning.

## 7 | Conclusion

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As the communities in the Glacier Ridge ASP, Carrington north of 144 Ave NW, Crestmont remnant, and the remainder of the West Macleod ASP are within the City of Calgary boundary, are in approved Area Structure Plans, and are seeing real estate development, they now meet the Ministry's requirements for inclusion within the CBE's jurisdictional boundary. Leaving school jurisdiction boundaries in place until there is an approved ASP and real estate development is occurring also aligns with the existing transportation funding model.



CHRISTOPHER USIH

CHIEF SUPERINTENDENT OF SCHOOLS

### ATTACHMENTS

- Attachment I: Letter to Minister of Education
- Attachment II: Proposed Glacier Ridge ASP and Carrington north of 144 Ave NW Annexation Areas
- Attachment III: Proposed Crestmont Annexation Area
- Attachment IV: Proposed West Macleod ASP Annexation Area
- Attachment V: Letter from the Ministry of Education, February 23, 2009
- Attachment VI: Estimated Residential Occupancy Timelines for Communities Outside the CBE's Boundary
- Attachment VII: Letter to Rocky View School Division

## **GLOSSARY – Developed by the Board of Trustees**

Board: Board of Trustees

Governance Culture: The Board defined its own work and how it will be carried out. These policies clearly state the expectations the Board has for individual and collective behaviour.

Board/Chief Superintendent Relationship: The Board defined in policy how authority is delegated to its only point of connection – the Chief Superintendent – and how the Chief Superintendent’s performance will be evaluated.

Operational Expectations: These policies define both the nonnegotiable expectations and the clear boundaries within which the Chief Superintendent and staff must operate. They articulate the actions and decisions the Board would find either absolutely necessary or totally unacceptable.

Results: These are our statements of outcomes for each student in our district. The Results policies become the Chief Superintendent’s and the organization’s performance targets and form the basis for judging organization and Chief Superintendent performance.



1221 – 8 Street S.W., Calgary, AB T2R 0L4

www.cbe.ab.ca

November XX, 2021

Honourable Adriana LaGrange  
Minister of Education  
228 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister LaGrange,

**Re: Calgary Board of Education (CBE) Jurisdictional Boundary**

On behalf of the Board of Trustees, I am writing to request an adjustment to the CBE's jurisdictional boundary.

The areas the CBE is requesting to be annexed are the entire area of the Glacier Ridge Area Structure Plan (ASP), Carrington, north of 144 Ave NW, Crestmont remnant, and the remainder of the West Macleod ASP. All of these areas are within the City of Calgary's municipal boundary.

**Glacier Ridge ASP**

This area is located on the north side of the City of Calgary, above the existing communities of Nolan Hill, Sage Hill and Evanston, north of 144 Ave NW.

The legal descriptions of the area are: SEC 3-TWP 26-Rg 2; SEC 2-TWP 26-Rg 2; SEC 1-TWP 26-Rg 2; SEC 6-TWP 26-Rg 1; and SEC 5-TWP 26-Rg 1 (Attachment I).

**Carrington, north of 144 Ave NW**

This area is located on the north side of the City of Calgary, above the existing part of Carrington, east of the community of Livingston, and north of 144 Ave NW.

The legal descriptions of the area are: SEC 4-TWP 26-Rg 1, the NW and SW quarter sections. (Attachment I).

**Crestmont, remnant**

This area is located on the west side of the City of Calgary, south of the Trans-Canada Highway, in the south part of the Crestmont community. It is the continuation of Crestridge Terrace SW, Crestridge Rise SW and Crestridge Heights SW.

The legal description of the area is: SEC 30-TWP 24-Rg 2, in the NE quarter section. (Attachment II).

Remainder of the West Macleod ASP

This area is located on the south side of Calgary, west of Macleod Trail SE. The area is bounded by the current CBE jurisdictional boundary on the north; Macleod Trail SE, Pine Creek and Canadian Pacific (CP) railway line on the east; and the City boundary on the south and west (Attachment III).

The legal descriptions of the area are parts of: SEC 16-TWP 22-Rg 1, SEC 15-TWP 22-Rg 1, SEC 14-TWP 22-Rg 1, SEC 9-TWP 22-Rg 1, SEC 10-TWP 22-Rg 1, and SEC 11-TWP 22-Rg 1.

The majority of the 36,000 acres annexed by the City of Calgary, from the MD of Foothills in 2005 and the MD of Rocky View in 2007, remain outside of the CBE's jurisdictional boundaries. The Minister of Education, in a letter dated February 23, 2009 (Attachment IV), identified that it was in the best interest of students to retain the existing school boundaries until urban development warranted change and parts of the annexed lands become subject to area structure plans and real estate development.

All of these areas now meet these criteria as they are communities with approved area structure plans that are now seeing roads, underground utilities and homes in various stages of construction.

The Rocky View School Division and the Foothills District School Division No. 28 were notified of the CBE's intention to request the Minister of Education to incorporate these areas into its boundaries in letters dated October 20, 2021 to their Director of Facility Planning, and Assistant Superintendent, Corporate Services/Secretary-Treasurer, respectively (Attachments V and VI).

Based on the above information, I am respectfully requesting that the Minister of Education invoke her authority under Section 23 of the *School Act* and incorporate these lands into the CBE's jurisdictional boundary.

Thank you for your consideration on this matter.

Yours sincerely,

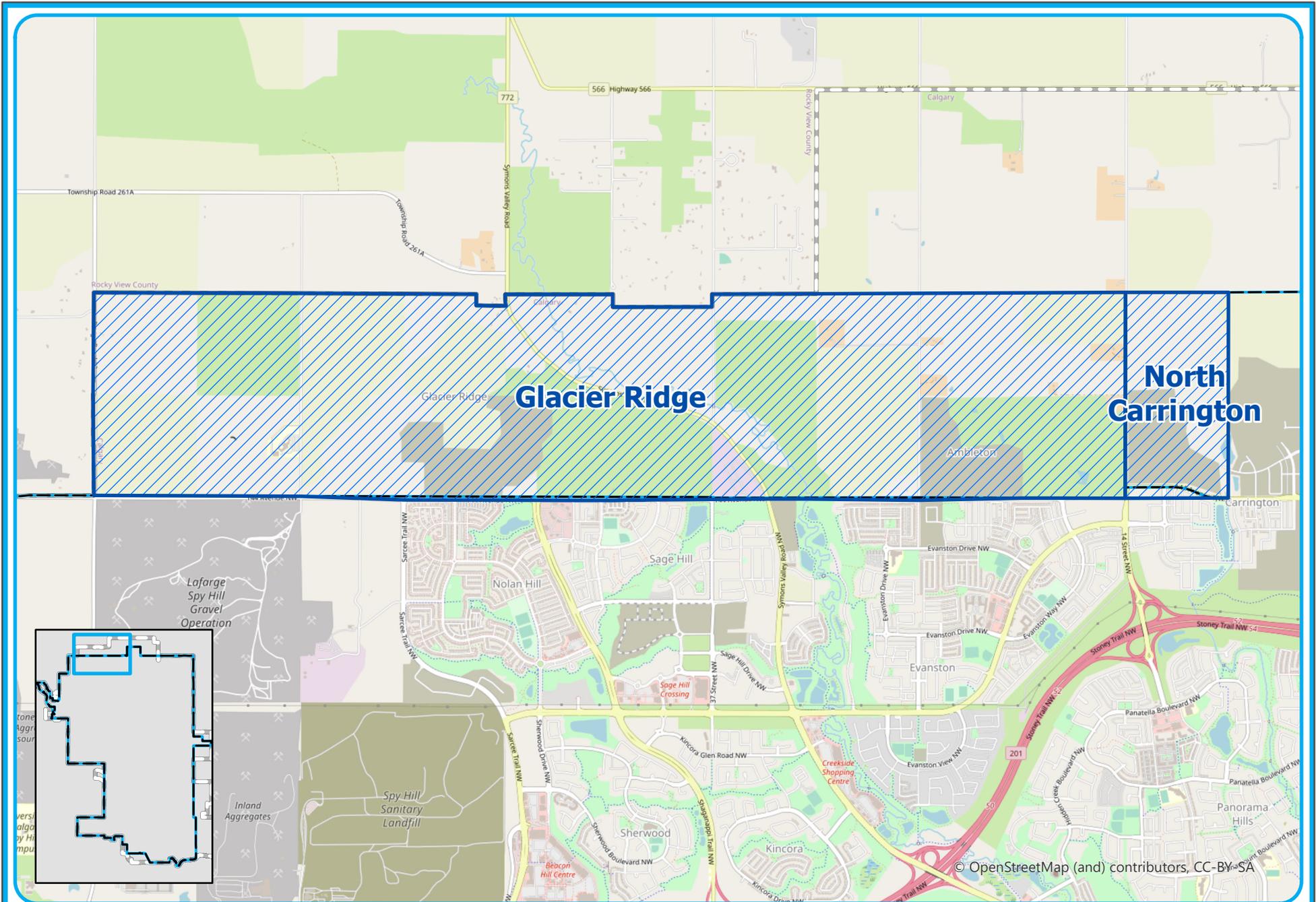
***Signature***

Chair  
Board of Trustees  
t | 403-817-7930  
[@cbe.ab.ca](mailto:info@cbe.ab.ca)

## **ATTACHMENTS**

- Attachment I: Proposed Glacier Ridge ASP and Carrington north of 144 Ave NW Annexation Areas
- Attachment II: Proposed Crestmont Annexation Area
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- Attachment IV: Letter from the Ministry of Education, February 23, 2009
- Attachment V: Letter to Rocky View School Division
- Attachment VI: Letter to Foothills School Division

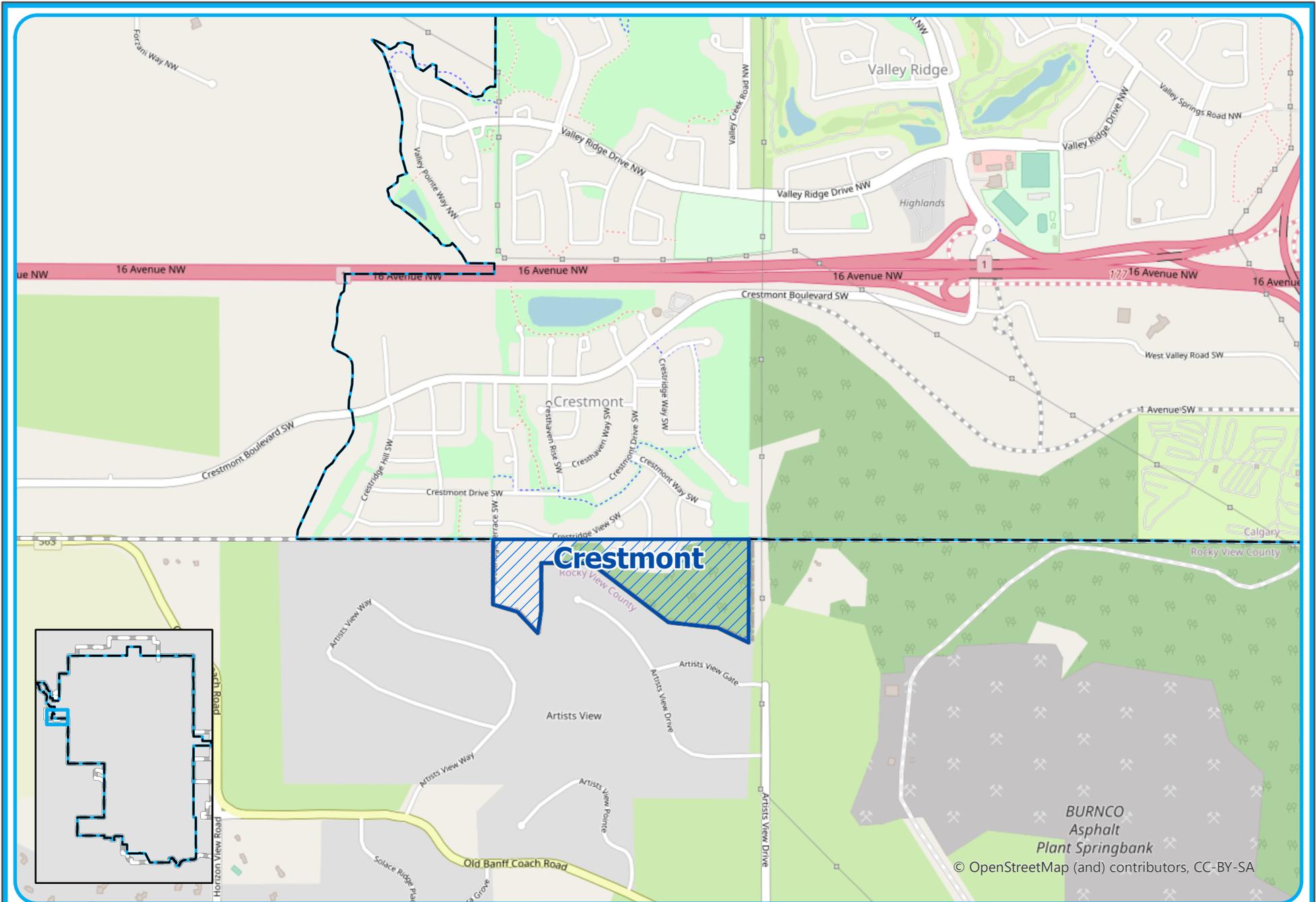




-  Calgary Board of Education
-  Proposed Annexation
-  CBE Boundary
-  City Boundary

**Attachment II**  
**Proposed Glacier Ridge ASP and Carrington**  
**north of 144 Ave NW Annexation Areas**

  
 0 250 500 1000 1500 Metres  
 Scale: 1:40,000  
**NAD 1983 3TM 114**  
 Prepared by: Planning  
 Map: New\_Communities  
 Date: September 28, 2021



**Crestmont**

Rocky View County

Artists View

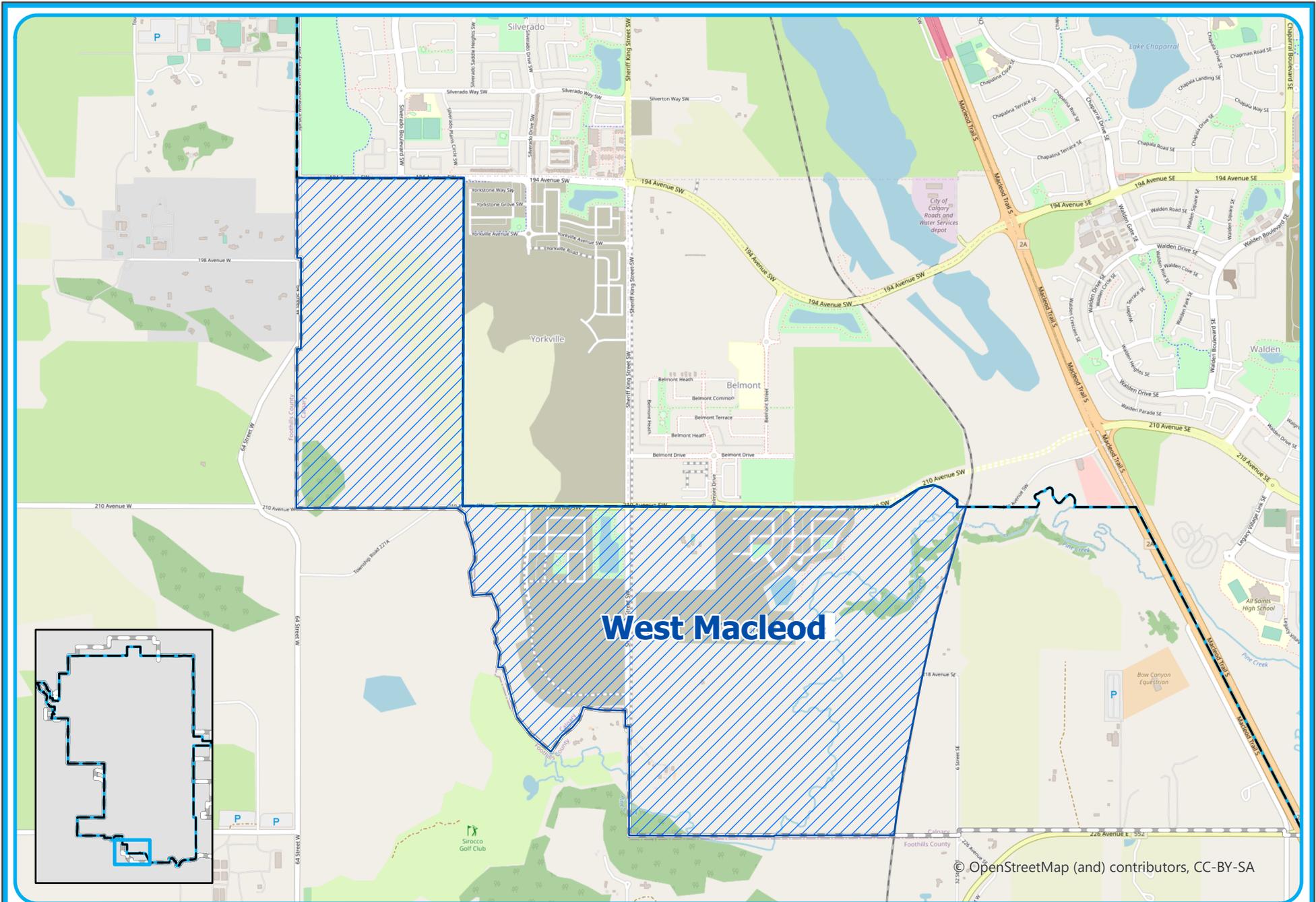
BURNCO Asphalt  
Plant Springbank

© OpenStreetMap (and) contributors, CC-BY-SA

-  Calgary Board of Education
-  Proposed Annexation
-  CBE Boundary
-  City Boundary

**Attachment III**  
**Proposed Crestmont Annexation Area**  
9-12


  
 Scale: 1:15,000  
**NAD 1983 3TM 114**  
 Prepared by: Planning  
 Map: New\_Communities  
 Date: September 28, 2021



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-  Calgary Board of Education
-  Proposed Annexation
-  CBE Boundary
-  City Boundary

**Attachment IV**  
**Proposed West Macleod ASP Annexation Area**  
 9-13

  
 0 250 500 1000 Metres  
 Scale: 1:25,000  
**NAD 1983 3TM 114**  
 Prepared by: Planning  
 Map: New\_Communities  
 Date: September 28, 2021

ALBERTA  
EDUCATION*Office of the Minister*

February 23, 2009

Ms. Pat Cochrane  
 Chairman  
 Calgary School District  
 515 Macleod Trail SE  
 Calgary, Alberta  
 T2G 2L9

Dear Ms. Cochrane:

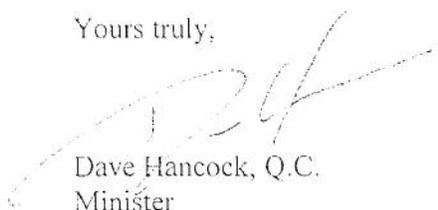
In 2005 and 2007, the City of Calgary annexed land into Foothills School Division, Christ the Redeemer Catholic Separate Regional Division and Rocky View School Division (see attached map).

As a result of municipal annexations, my ministry has been conducting a review of the school jurisdiction boundaries in the Calgary area over the past year, and that review is now complete. I appreciated the opportunity to consider the views expressed by school jurisdictions regarding annexation in the Calgary area. I wish to assure you that the information provided by school jurisdictions regarding their individual perspectives was conveyed to me by my staff and proved to be most helpful. I will not invoke my authority under Section 239 of the *School Act* to add or take lands from the affected school jurisdictions. I believe that it is in the best interest of students to leave school jurisdiction boundaries as they currently are. However, boundaries may be looked at in the future if urban development warrants a further review. Please ensure that your current and long-term planning continues to meet the needs of both current and future resident students.

Therefore, Calgary Board of Education, Calgary Roman Catholic Separate School District, Foothills School Division, Christ the Redeemer Catholic Separate Regional Division, and Rocky View School Division will continue to operate with their current educational boundaries.

If you have any questions, please contact my office at 780-427-5010.

Yours truly,



Dave Hancock, Q.C.  
 Minister

Attachment

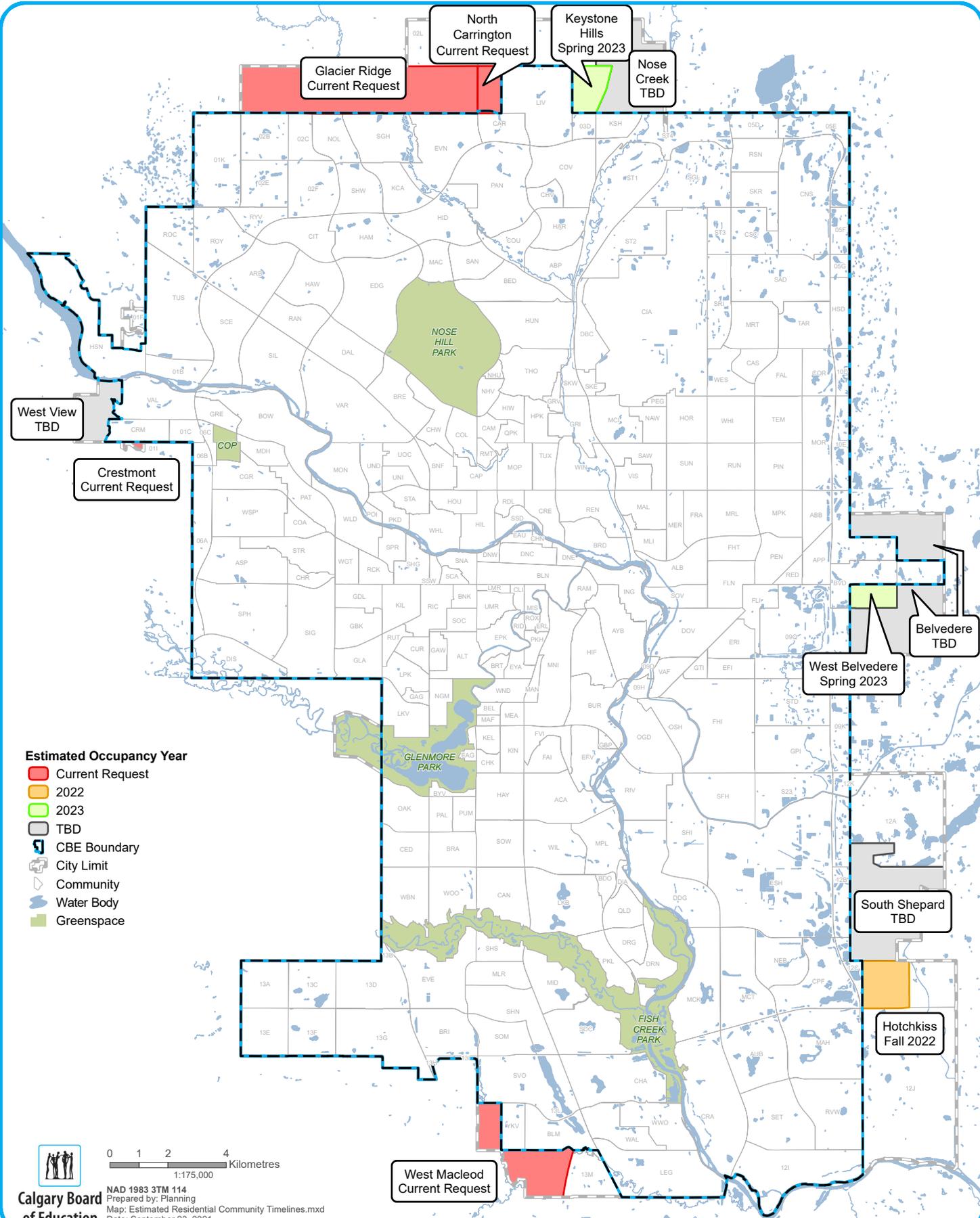


world skills  
 Calgary 2009

224 Legislature Building 10800 - 97 Avenue, Edmonton, Alberta Canada T5K 2B6 Telephone 780-427-5010 Fax 780-427-5018  
 203, 569 Riverbend Square, Edmonton, Alberta Canada T6R 2E3 Telephone 780-413-5970 Fax 780-413-5971

 Printed on recycled paper

# Attachment VI Estimated Residential Occupancy Timelines for Communities Outside the CBE's Boundary



**Estimated Occupancy Year**

- Current Request
- 2022
- 2023
- TBD
- CBE Boundary
- City Limit
- Community
- Water Body
- Greenspace

0 1 2 4  
Kilometres  
1:175,000



October 20, 2021

Sent Via Email

Colette Winter  
Director of Facility Planning  
Rocky View Schools  
2651 Chinook Winds Drive SW  
Airdrie, AB T4B 0B4

Dear Ms. Winter:

**Re: Consideration of Changes to Jurisdictional Boundaries**

---

I am writing to formally advise that the Calgary Board of Education (CBE) will be seeking to request approval from the Province of Alberta for a boundary change

Under previous governments, the Minister of Education advised that it was in the best interest of students to leave school jurisdiction boundaries as they were until urban development warranted change. With urban development advancing in areas previously annexed by the City of Calgary, the CBE is now requesting corresponding boundary changes.

The areas the CBE will be requesting to annex are the following, which is within the City of Calgary's municipal boundary. Maps showing the locations of the areas are provided at the end of this letter.

Glacier Ridge ASP

This area is located on the north side of the City of Calgary, above the existing communities of Nolan Hill, Sage Hill and Evanston, north of 144 Ave NW.

The legal descriptions of the area are: SEC 3-TWP 26-Rg 2; SEC 2-TWP 26-Rg 2; SEC 1-TWP 26-Rg 2; SEC 6-TWP 26-Rg 1; and SEC 5-TWP 26-Rg 1

Carrington, north of 144 Ave NW

This area is located on the north side of the City of Calgary, above the existing part of Carrington, east of the community of Livingston, and north of 144 Ave NW.

The legal descriptions of the area are: SEC 4-TWP 26-Rg 1, the NW and SW quarter sections.

Crestmont, remnant

This area is located on the west side of the City of Calgary, south of the Trans-Canada Highway, in the south part of the Crestmont community. It is the continuation of Crestridge Rise SW and Crestridge Heights SW.

The legal description of the area is: SEC 30-TWP 24-Rg 2, in the NE quarter section.

The CBE wishes to continue to work in partnership with Rocky View Schools to ensure the effective planning for current and future students. If you require any further information or have any questions please contact me.

Thank you,



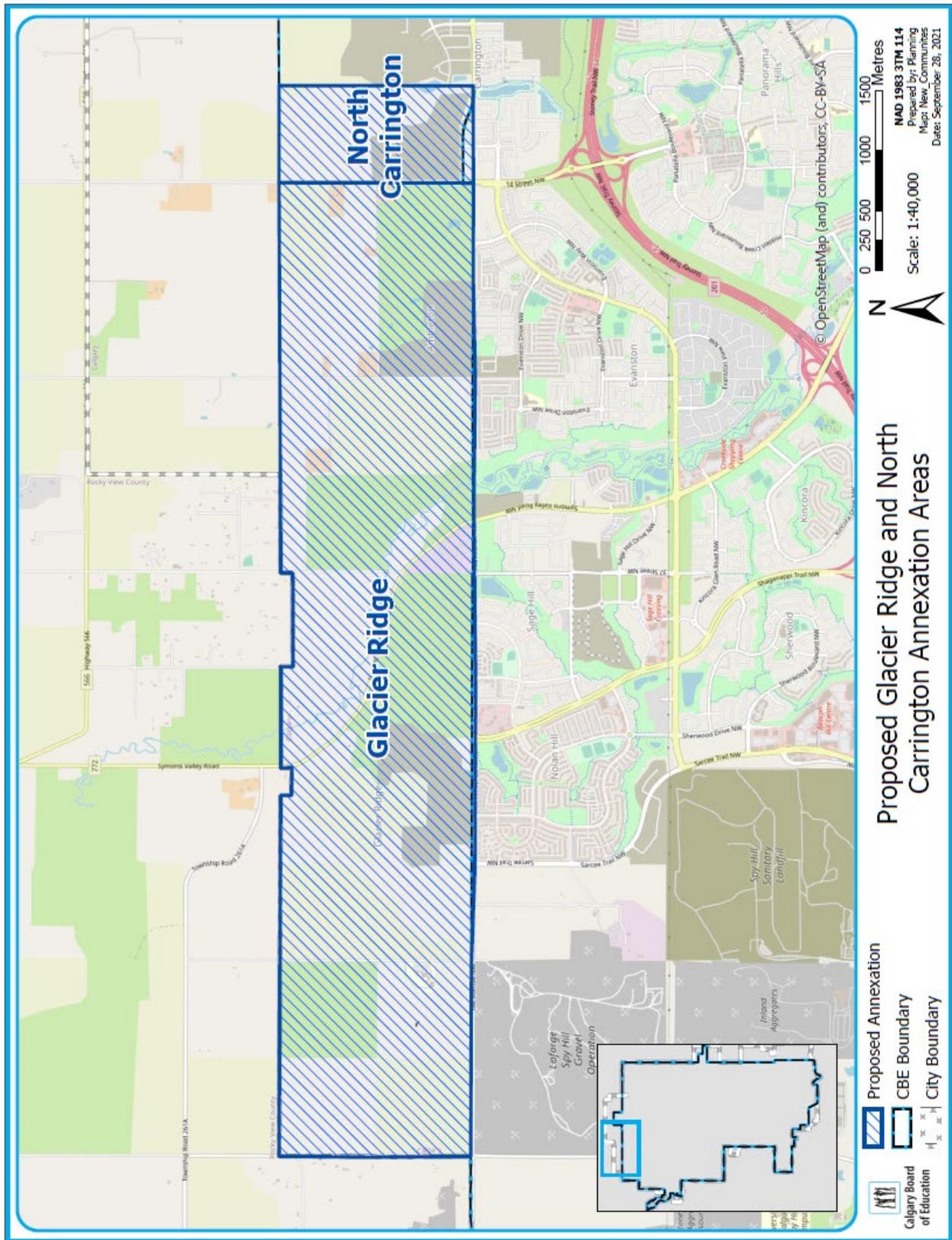
Latosia Campbell-Walters

Director, Planning

t | 403-817-7225

f | 403-777-8769









October 20, 2021

Sent Via Email

Andrew F. Chipman  
 Assistant Superintendent, Corporate Services/Secretary-Treasurer  
 Foothills School Division No. 38  
 P.O. Box 5700  
 129 – 4<sup>th</sup> Avenue SW, Suite 300  
 High River, AB T1V 1M7

Dear Mr. Chipman:

**Re: Consideration of Changes to Jurisdictional Boundaries**

---

I am writing to formally advise that the Calgary Board of Education (CBE) will be seeking to request approval from the Province of Alberta for a boundary change.

Under previous governments, the Minister of Education advised that it was in the best interest of students to leave school jurisdiction boundaries as they were until urban development warranted change. With urban development advancing in areas previously annexed by the City of Calgary, the CBE is now requesting corresponding boundary changes.

The area the CBE will be requesting to annex is the West Macleod Area Structure Plan (ASP), which is within the City of Calgary's municipal boundary. A map showing the locations of the communities is provided at the end of this letter.

Remainder of West Macleod ASP and Silverado Community

This area is located on the south side of Calgary, west of Macleod Trail SE. The area is bounded by 194 Avenue SE and a straight line extending from its eastern endpoint to Macleod Trail SE on the north, Macleod Trail SE, Pine Creek and Canadian Pacific (CP) railway line on the east, and the City boundary on the south and west.

The legal descriptions of the area are parts of: SEC 16-TWP 22-Rg 1, SEC 15-TWP 22-Rg 1, SEC 14-TWP 22-Rg 1, SEC 9-TWP 22-Rg 1, SEC 10-TWP 22-Rg 1, and SEC 11-TWP 22-Rg 1.

The CBE wishes to continue to work in partnership with Foothills School Division No. 38 to ensure the effective planning for current and future students. If you require any further information or have any questions please contact me.

Thank you,



Latosia Campbell-Walters  
Director, Planning  
t | 403-817-7225  
f | 403-777-8769





**From:** Rick Grebenstein [REDACTED]  
**Sent:** Tuesday, February 16, 2021 7:43 AM  
**To:** [REDACTED] Minor, Patricia [REDACTED] Grundy, Brad  
**Cc:** Eric Tetreau [REDACTED]  
**Subject:** [EXTERNAL] Calgary Boundary Adjustment - Update

**CAUTION:** *This email originated from outside of the Calgary Board of Education. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

Hi,

I am emailing you to inform you that Minister LaGrange has made her decision regarding the adjustment of school division boundaries in the Calgary area due to past land annexations by the City of Calgary. 3 areas were under consideration – Haskayne in northwest Calgary, Belvedere in east Calgary and West Macleod in southwest Calgary. The Minister has approved the adjustment of lands for Haskayne and Belvedere only, which will impact CBE and Rocky View. West Macleod will not be adjusted at this time so there is no impact to Calgary Catholic, Christ the Redeemer or Foothills.

Public school students in these 2 affected areas in northwest and east Calgary will become resident students of CBE for the 2021/22 school year. This change will also be in affect for the October 2021 school board trustee elections. Public school electors who reside in the affected areas will be able to run for trustee with CBE rather than Rocky View.

The Ministerial Order reflecting these changes is currently being finalized for Minister signature. A time extension will also be provided to allow CBE and Rocky View additional time to amend their electoral ward boundaries after the signing of the ministerial order to adjust these lands. This will extend the deadline for both boards to finalize their ward boundaries from Dec 31, 2020 to May 31, 2021. A copy of the Ministerial Order will be provided once it is signed. If you need more time beyond May 31, 2021 to make adjustments to your ward boundaries, please let me know.

I appreciate your patience as we worked our way through this issue. If you have any questions, let me know.

Thanks,

Rick Grebenstein, BCom  
Acting Director, Business Operations and Stakeholder Support  
Alberta Education,  
8th Floor, 10155-102 Street,  
T5J 4L5  
780-422-6018

Classification: Protected A

## report to Board of Trustees

### Financial Status of Reserves and Designated Funds at August 31, 2021

Date	November 9, 2021
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	Christopher Usih, Chief Superintendent of Schools
Purpose	Decision and Information
Originator	Brad Grundy, Superintendent, Chief Financial Officer and Corporate Treasurer
Governance Policy Reference	Operational Expectations OE-5: Financial Planning OE-7: Communication With and Support for the Board
Resource Person(s)	Tanya Scanga, Manager, Corporate Planning & Reporting Tauha Pasha, Financial Reporting Supervisor

#### 1 | Recommendation

---

It is recommended:

1. THAT the transfers represented in Attachment I be approved.

#### 2 | Issue

---

Operational Expectation OE-5: Financial Planning requires that the Chief Superintendent ensure that prior board approval is received for all expenditures from reserves funds and for all transfers between operating reserves, capital reserves or committed operating surplus.



### 3 | Background

---

Each spring, the Calgary Board of Education (CBE) prepares operating and capital budgets (by May 30<sup>th</sup>) for the school and fiscal year beginning September 1<sup>st</sup> for submission to Alberta Education. Quarterly and annual reports are presented to the Audit and Risk Committee and the Board of Trustees to provide updates on the status and results of financial activity. These results are compared to the approved operating and capital budgets to meet the monitoring requirements of OE 5: Financial Planning and GC-5E: Board Committees.

When the year-end actual financial results are known, funds are transferred in to or out of reserves in order to fund a deficit or to reserve the use of a surplus for a future period. The Board has approved terms and conditions for various operating and capital reserves which include conditions for additions and withdrawals that are subject to Board approval consistent with OE 5: Financial Planning.

The CBE has previously permitted unspent budgeted funds pertaining to one-time projects to be carried forward for use in the following year. The amount and purpose for these carried forward funds are approved annually by superintendents. These are referred to as Designated Funds.

On May 26, 2020, the Board of Trustees approved the 2020-21 budget which included the planned use of \$2.7 million from operating reserves. The use of reserves was identified to balance the 2020-21 budgeted operating deficit of \$2.7 million. The Minister of Education subsequently approved this use of operating reserves for the 2020-21 school year.

CBE's original intention was to first fund the deficit from savings found over the course of the year. The significant financial and operational volatility brought on by the global pandemic negatively impacted that plan. Accordingly, the CBE will need to access operating reserves for \$2.7 million or two-tenths of one percent of expenditures.

If the transfers proposed in this report are approved, the operating reserves balance at August 31, 2021, will be \$38.8 million (3.4% of total fiscal 2019-20 expenditures). This operating reserve balance will then be available to fund future operations subject to Board of Trustee and Ministerial approval. (Attachment I).

### 4 | Analysis

---

The following section provides details to support all requests for operating and capital reserve transfers for the year ended August 31, 2021 (Attachment I).

## Restricted Reserves

### EducationMatters flow-through fund

The CBE is required to consolidate the financial results of EducationMatters<sup>1</sup> for financial reporting purposes under public sector accounting standards. The EducationMatters flow-through fund represents the operating surplus of EducationMatters which is not available to support CBE operations.

Sept 1, 2020	Transfers in / (out)	Aug 31, 2021
\$ 2,089,000	\$ 79,000	\$ 2,168,000

## Designated Operating Funds

Operating budgets are prepared on an annual basis and relate to the CBE's fiscal year. Past practice at the CBE has been to permit unspent budgeted funds, pertaining to projects initiated in the year that are not yet fully completed, to be carried forward, subject to superintendent approval, for use in the following year. If not approved, these expenditures would need to be funded from 2021-22 resources.

Sept 1, 2020	Transfers in / (out)	Aug 31, 2021
\$ 12,005,000	\$ (2,596,000)	\$ 9,409,000

Guidelines are in place to assist in the determination of which requests are considered appropriate to support the carryforward of unspent budgeted funds (Attachment II). In general, for funds to be carried forward, the project requires previous approval, has commenced, and is planned to conclude in the following school/fiscal year.

The \$2.6 million transfer out represents a cumulative decrease in service unit carryforwards (\$0.7 million) and a decrease in school carryforwards (\$1.9 million). This decrease establishes a carryforward of \$7.5 million in school carryforwards and \$1.9 million in service unit carryforwards towards the 2021-22 fiscal year.

---

<sup>1</sup> EducationMatters is a charitable trust that funds innovative public enhancement programs. It is governed through a Trust indenture by an independent Board of Governors, which includes two appointed CBE Trustees.

## Available for use reserves

### Fiscal Stability Reserve

The Fiscal Stability Reserve was established at the end of 2006-07 and amended in September 2016 to:

- Stabilize the CBE's operating activities from year to year if provincial funding does not keep pace with student growth.
- Stabilize the CBE's operating activities from year to year in years of temporary student decline.
- Provide funds for planned or unexpected dramatic operational consequences or emergencies.
- Provide funds for one-time initiatives that generate operating budget savings.

\$0.2 million is recommended for transfer out of the reserve. The targeted minimum balance under the terms and conditions for this reserve is \$7 million or 0.5% of the total annual operating budget.

Sept 1, 2020	Transfers in / (out)	Aug 31, 2021
\$ 37,547,000	\$ (183,000)	\$37,364,000

## Capital Reserves

### Other Capital Reserves

Other Capital Reserves includes the carry forward of unspent budgeted funds from the previous year as well as other specific capital reserves established such as capital leases, relocations, etc. Similar to operating designated funds, unspent budgeted funds pertaining to projects initiated in the year that are not yet fully completed, are recommended for carry forward for use in the following year.

The same guidelines for both operating and capital are used to determine which requests are considered appropriate for carryforward (Attachment II).

Sept 1, 2020	Transfers in / (out)	Aug 31, 2021
\$16,155,000	\$ 7,522,000	\$ 23,677,000

## 5 | Financial Impact

---

### ***The Statement of Operations for the Year Ended August 31, 2021***

For the year ended Aug. 31, 2021, the CBE's unrestricted surplus is expected to be \$40,000 from disposal of unsupported capital assets, after accounting for the reserve provision requests identified in this report.

The complete Financial Statements with the signed Audit Report will be presented to the Board of Trustees in November 2021 for approval. At the time of writing this report, the audit is in progress. Any changes required, as a result of audit findings, could amend the year end unrestricted surplus balance or actual reserves transfers recommended for the CBE.

The Financial Statements will include disclosure of planned reserve transfers and the reserved designated funds with full disclosure in the 2020-21 year-end Audited Financial Statements and this disclosure will be consistent with previous Board of Trustees motions.

## 6 | Conclusion

---

Each of these requests to transfer funds to or from these Reserves is being recommended in accordance with the Board approved terms and conditions for specific reserve funds where applicable, and in accordance with provincial regulations and guidelines.

This report represents the Statement of Total Reserves and Designated Funds as at August 31, 2021, with a request for consideration and approval of the Reserve transfers by the Board of Trustees in connection with the 2020-21 operating and capital budgets and associated financial results for the Calgary Board of Education, as required by OE 5: Financial Planning.



CHRISTOPHER USIH  
CHIEF SUPERINTENDENT OF SCHOOLS

### ATTACHMENTS

Attachment I: 2020-21 Statement of Total Reserves and Designated Funds  
Attachment II: Guidelines for carryforward requests

## **GLOSSARY – Developed by the Board of Trustees**

Board: Board of Trustees

Governance Culture: The Board defined its own work and how it will be carried out. These policies clearly state the expectations the Board has for individual and collective behaviour.

Board/Chief Superintendent Relationship: The Board defined in policy how authority is delegated to its only point of connection – the Chief Superintendent – and how the Chief Superintendent’s performance will be evaluated.

Operational Expectations: These policies define both the nonnegotiable expectations and the clear boundaries within which the Chief Superintendent and staff must operate. They articulate the actions and decisions the Board would find either absolutely necessary or totally unacceptable.

Results: These are our statements of outcomes for each student in our district. The Results policies become the Chief Superintendent’s and the organization’s performance targets and form the basis for judging organization and Chief Superintendent performance.



## Attachment I – 2020-21 Statement of Total Reserves and Designated Funds

<u>Description</u>	Reserves balance Sep. 1, 2020	2020-21 Budget planned use of reserves <sup>(1)</sup>	2020-21 proposed use of reserves	Reserves balance Aug. 31, 2021
<b>Accumulated operating reserves</b>				
<u>Available for use reserves</u>				
Fiscal stabilization reserve	37,547	(2,716)	(183)	37,364
<u>Restricted reserves</u>				
EducationMatters flow-through funds <sup>(2)</sup>	2,089	-	79	2,168
Changes in accounting policy reserve	(10,164)	-		(10,164)
<b>Total operating reserves</b>	<b>29,472</b>	<b>(2,716)</b>	<b>(104)</b>	<b>29,368</b>
<b>Designated operating reserves</b>				
School decentralized budgets	9,436		(1,932)	7,504
Instructional and service unit initiatives	2,569		(664)	1,905
<b>Total designated funds</b>	<b>12,005</b>	<b>-</b>	<b>(2,596)</b>	<b>9,409</b>
<b>Total operating reserves and designated funds</b>	<b>41,477</b>	<b>(2,716)</b>	<b>(2,700)</b>	<b>38,777</b>
<b>Capital reserves</b>				
Building reserve	17,388	-		17,388
Other capital reserves <sup>(3)</sup>	16,155		7,522	23,677
Plant, operations and maintenance asset replacement	798	-		798
<b>Total capital reserves</b>	<b>34,341</b>	<b>-</b>	<b>7,522</b>	<b>41,863</b>
<b>Total reserves</b>	<b>75,818</b>	<b>(2,716)</b>	<b>4,822</b>	<b>80,640</b>

(1) Approved by the Board of Trustees on May 26, 2020.

(2) This reserve is the result of consolidating EducationMatters into the CBE's financial statements in accordance with accounting standards.

(3) Includes designated capital funds of \$18 million (2020 - \$10.5 million) carried forward for projects that were in progress and will continue into 2021-22.



## Attachment II: GUIDELINES FOR CARRYFORWARD REQUEST

- 1) The amount requested is for project expenditures not otherwise incorporated in the 2020-21 operating and capital budgets and are directly related and critical to the success of the Education Plan.
- 2) The initial funding for the project has been specifically approved by superintendents' team or the Capital Budget Council (A cross-organizational council chaired by the Chief Financial Officer).
- 3) The project is already underway as evidenced by outstanding purchase orders or a work order.
- 4) All service unit carry forward requests are presented to superintendents' team for approval or rejection prior to their inclusion in this report.



## report to Board of Trustees

### Roster for Second Vice-Chair

Date	November 9, 2021
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	Trish Minor Corporate Secretary
Purpose	Decision
Governance Policy Reference	Governance Culture GC-4: Officers' Roles

#### 1 | Recommendation

---

THAT the Board of Trustees approves the roster for Second Vice-Chair for the period of November 2021 through June 2022 as follows:

- November/December 2021                      Trustee Dennis
- January/February 2022                        Trustee Close
- March/April 2022                                Trustee Downey
- May/June 2022                                    Trustee Bolger

#### 2 | Background

---

The Board of Trustees' Board Meeting Procedures require that a second Vice-Chair be appointed on a rotating roster basis, every two months. During the months of July and August Trustees will provide information to the Corporate Secretary and other trustees regarding their availability and whereabouts, in order that each trustee can be contacted in the event of the need to call a special meeting, an emergency, or if a trustee(s) is required to assist the Chair and/or Vice-Chair. The roster needs to be confirmed following the Organizational Meeting, as it must exclude the Chair and Vice-Chair.



report to  
Board of Trustees

Chief Superintendent's Update

Date	November 9, 2021
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	Christopher Usih Chief Superintendent of Schools
Purpose	Information
Governance Policy Reference	OE-2: Learning Environment/Treatment of Students OE-3: Instructional Program OE-9: Facilities

## 1 | Recommendation

---

This report is being provided for information for the Board. No decision is required at this time.

## 2 | Issue

---

As the Board of Trustees' chief executive officer, the Chief Superintendent is accountable for meeting the expectations set by the Board. These expectations are stated in Results and Operational Expectations policies.

**OE-2:** Learning Environment/Treatment of Students states that "it is essential to establish and maintain a learning environment that is welcoming, caring, safe, respectful and conducive to effective learning for each student." With other reports submitted to the Board of Trustees, this update meets the requirement of providing safe and positive learning conditions for each student that fosters a sense of belonging and a respect for diversity.



**OE-3:** Instructional Program states that "providing high quality programming for all students is essential for student success, as defined in the Results". With other reports submitted to the Board of Trustees, this update meets the requirement of OE-3 in planning for and providing challenging, relevant and high quality programming opportunities that consider the educational needs of students.

**OE-9:** Facilities states that "in order to meet the needs of the entire organization, the responsible stewardship of resources requires effective and efficient use of funding for real property". With other reports submitted to the Board of Trustees, this update meets the requirement of OE-9 in the effective and efficient use of capital funding and demonstrates responsible stewardship of resources.

### 3 | Timely Information

---

#### **Corporate Partnerships | Students Benefit from Back-to-School Essentials**

Throughout the summer, community partners stepped up to ensure more than 3,000 students went back to school with everything they need for learning. Thanks to the generosity of community businesses, our students have much needed supplies to support their learning at home.

A special thank you to Staples for donating hundreds of backpacks filled with essential supplies for students in need. **EducationMatters**, Calgary's trust for public education, also hosted an online back to school fundraising campaign to support schools and new students throughout the year.

*"Our students and families are very grateful for the support and kindness we received from our valued community partners who provided backpacks full of school supplies for our students. There were so many expressions of gratitude from parents and students who said that this gift was a caring and welcoming beginning to their new school year."*

*Warren Ferguson, Assistant Principal - Jack James High School*

#### **Strategic Resourcing | Update on Sustainability**

The CBE has a considerable legacy of leadership and success in environmental education and energy management on both an individual school and system level. The CBE's commitment to environmental sustainability is laid out within Operational Expectation (OE) 9 (Facilities) and Results 3 Citizenship.

In keeping with the direction provided by the Board of Trustees, the CBE Sustainability Framework was created in 2014. It was subsequently reviewed in

2018, with targets established out to 2020. The CBE Sustainability Framework supports a formal commitment to a sustainable future. The table below provides an overview of each 2020 target, whether the target was met and a brief description. A 'report card' on the CBE's progress towards its sustainability goals.

Progress Indicator:  met  neutral  not met

Target	Progress	Comment
<b>Student Achievement</b>		
Instructional design and leadership supports sustainability as a focus of inquiry related to all core subject areas that engages students as sustainability leaders	--	CBE schools use sustainability as a focus of inquiry in learning and engage students as sustainability leaders in action projects. This work is ongoing.
The CBE takes a proactive approach to promoting a diverse, inclusive and welcoming culture that ensures the academic and social success of all students.	✓	CBE schools are safe, positive, inclusive, equitable and welcoming learning and working environments that support and respond to the needs of students and staff. This work is ongoing.
<b>Employee Development</b>		
The CBE dedicates resources to sustainability coordination, incorporating sustainability into CBE policies and strategic plans, and developing action plans to move towards sustainability.	--	Success in achieving sustainability targets requires all of CBE to support and participate in sustainability initiatives. This work is ongoing.
The CBE incorporates sustainability into their human resources programs, policies, staff training and development.	--	CBE's commitment to environmental sustainability is laid out in OE-9 Facilities, and the Education Plan.  Staff training and development is ongoing.
<b>Community Engagement</b>		
The CBE gives back to its community through community service, engagement, and partnerships.	✓	The CBE partners with a number of organizations to collaborate on sustainability programs and initiatives, as well as help deliver quality education programs to students. How to engage with stakeholders on decisions that affect is guided by the "Dialogue" community engagement framework.
The CBE has formal and informal partnership(s) with the local community, including government agencies, non-profit organizations, or other entities, to work together to advance sustainability within the community.	✓	

<b>Building Design, Construction, Operations and Maintenance</b>		
The CBE builds, operates and maintains its buildings in ways that protects the health of building occupants and the environment.	✓	The CBE has a number of policies and programs in place to support this target.

All new construction and major renovation projects are, at a minimum, LEED Silver certified.	✓	18 sites are LEED Silver Certified 15 sites are LEED Gold certified
GHG emissions are reduced by 12% by 2020 (from 2010/11 levels).	✓	a net reduction of 15% in adjusted greenhouse gas emissions* from 2010/11 to 2019/20  *emissions impacted by COVID-19 operational measures and restrictions. For comparison, in 2018/19 there was a net reduction of almost 2% in GHG emissions, from 2010/11 levels
The CBE manages and/or reduces energy consumption to the following energy utilization intensity targets, by 2020:  0.92 GJ/m2 for elementary schools; and  1.08 GJ/m2 for middle/junior and senior high schools	✓	For elementary schools, the average energy intensity was 0.75 GJ/m2 (29 schools did not meet the target)  For middle/junior and senior high schools, the average energy intensity was 0.68 GJ/m2 (5 schools did not meet the target)
The CBE manages and/or reduces water consumption to 4m <sup>3</sup> per student per year, by 2020.	✓	3m <sup>3</sup> * per student for the year 19/20  *water consumption was impacted by COVID-19 operational measures and restrictions; the mid-year value (assessed in Feb 2020) equated to 3.8m <sup>3</sup> per student for the year, so on track to meet the target
The CBE reduces waste going to landfill by 80% by 2020 (from 2007/08 levels).	✗	CBE reduced waste to landfill by 78% by 2020, from 2007-08 levels  * waste to landfill was impacted by COVID-19 operational measures and restrictions; there was an increase in waste to landfill during spring 2020 to remove soft furnishings and clutter from schools
CBE schools reduce their dependency on fossil fuels through the incorporation of photovoltaic systems on schools.	✓	In 2019/20 the solar generation was approx. 303 MWh or 0.5% of total electricity consumption
<b>Purchasing</b>		
The CBE chooses environmentally and socially preferable products and services and supports companies with strong commitments to sustainability.	==	The CBE considers social and environmental impacts in specific product and service selections and agreements.
<b>Transportation</b>		
The CBE works to reduce its dependency on petroleum-based fuels for transportation.	==	The CBE is more efficient in its transportation and fleet services and works with student transportation service providers to be more efficient.

Further to the report card above, here are some of the details regarding greenhouse gas emissions reduction, water consumption, waste reduction and solar generation.

### CBE GHG Emissions

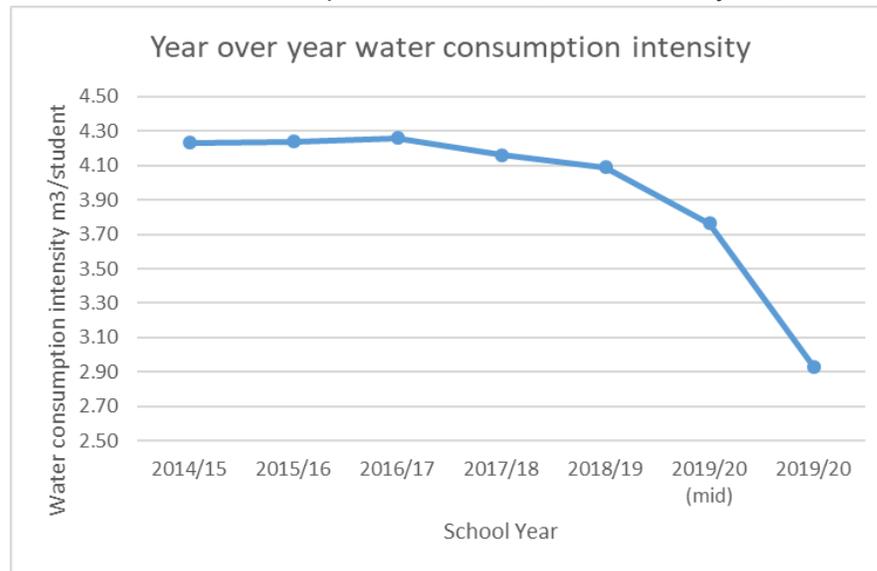
The CBE Greenhouse Gas emissions are summarized as follows:

2010-11 Emissions (tonnes CO <sub>2</sub> e)	2014-15 Emissions (tonnes CO <sub>2</sub> e)	2019-20 Emissions (tonnes CO <sub>2</sub> e)	Difference from Baseline to 2019/20	2018-19 Emissions (tonnes CO <sub>2</sub> e)	Difference from Baseline to 2018/19
151,812	137,359	128,372	15.44%	148,996	1.89%

The above table shows a net reduction of 15% in adjusted greenhouse gas emissions from 2010/11 to 2019/20. This exceeds the 12% reduction target set in the Sustainability Framework.

### Water consumption

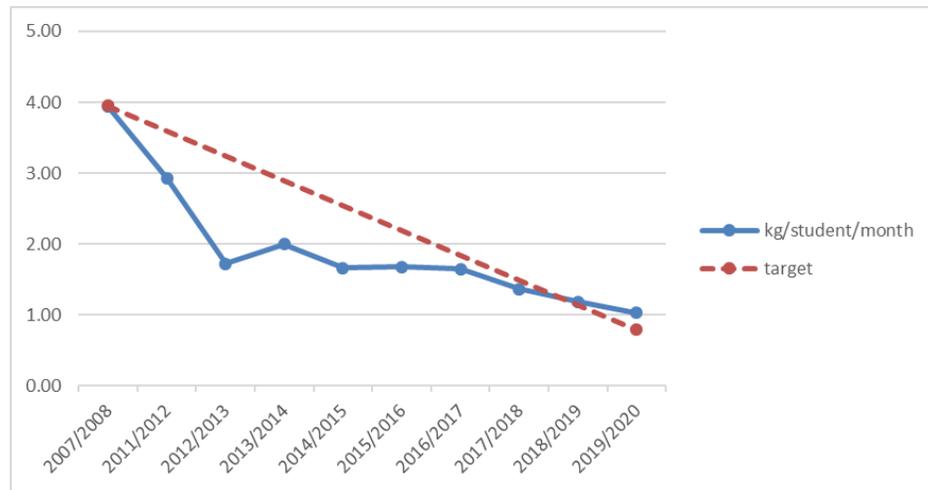
The following graph represents year-over-year water consumption intensity at the CBE. The water consumption in 2014/15, the baseline year, is 4.23m<sup>3</sup> per student.



During the 2019-2020 school year, the CBE was on track to exceed the water consumption target of 4m<sup>3</sup> per student. In fact, the mid-year value (assessed in Feb 2020) equated to 3.8m<sup>3</sup> per student for the year. However, as a result of the cancellation of in-person classes in March 2020, due to COVID-19, water consumption decreased considerably, such that the average water consumption was 3m<sup>3</sup> per student.

### Waste Reduction

In 2019/2020, the CBE's average waste generation by weight is 1.04 kgs per student, per month. This is a reduction of 74% from 2007-08 levels, by weight. Waste generation includes all waste destined for landfill. The following graph shows waste reduction by weight:



Note that at the end of 2020, the waste generation was further reduced to 0.912 kg/student or 78%.

### Solar Generation

By the end of 2021, 31 schools will have solar panels installed. The following table shows current and anticipated solar generation as well as solar generation as a percentage of current total electricity consumption.

	2018/2019	2019/2020	2020/21	2021/22
solar generation (kWh/yr)	303,050	853,006	1,313,600	2,778,500
% of total consumption	0.4%	0.5%	2%	4%

### Next Steps

The CBE has made good progress in achieving the Sustainability targets set for 2020.

The priority for developing an ecologically aware, socially just, and economically responsible society has not diminished. In fact, in the face of current global environmental challenges, including climate change, loss of biodiversity, pollution and resource depletion, it is more important than ever to continue on a path of learning, planning and action in support of a sustainable future.

A draft revised Sustainability framework is in development. The proposed targets for 2030 are written to align with current municipal, provincial and federal targets.

During the 2021-22 school year, the CBE will seek feedback on the proposed targets from both internal and external stakeholders so as to understand our shared values for sustainability and to help prioritize actions under each of the sustainability targets.

## Learning Excellence | Collaborative Partnerships | Indigenous Education

CBE's first system-wide Indigenous Education Professional Learning Day was held on October 18th. This professional learning day was designed for all staff, regardless of role, to participate in developing foundational knowledge of Indigenous ways of being, belonging, doing and knowing. The CBE is committed to acknowledging and responding to the Truth and Reconciliation Commission's 94 Calls to Action including providing professional learning to support staff and students. A key outcome of CBE's Education Plan is: "Students who self-identify as Indigenous are supported to experience improved achievement and well-being." To achieve this outcome staff must gain knowledge and understanding of, and respect for, the histories, cultures, languages, contributions, perspectives, experiences and contemporary contexts of Indigenous peoples. Through learning, staff can contribute to reconciliation with the Indigenous community and focus their collective efforts on supporting CBE's Indigenous students.



CHRISTOPHER USIH  
CHIEF SUPERINTENDENT OF SCHOOLS

### GLOSSARY – Developed by the Board of Trustees

Board: Board of Trustees

Governance Culture: The Board defined its own work and how it will be carried out. These policies clearly state the expectations the Board has for individual and collective behaviour.

Board/Chief Superintendent Relationship: The Board defined in policy how authority is delegated to its only point of connection – the Chief Superintendent – and how the Chief Superintendent's performance will be evaluated.

Operational Expectations: These policies define both the nonnegotiable expectations and the clear boundaries within which the Chief Superintendent and staff must operate. They articulate the actions and decisions the Board would find either absolutely necessary or totally unacceptable.

Results: These are our statements of outcomes for each student in our district. The Results policies become the Chief Superintendent's and the organization's performance targets and form the basis for judging organization and Chief Superintendent performance.



## report to Board of Trustees

### Correspondence

Date	November 9, 2021
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	Patricia Minor, Corporate Secretary
Purpose	Information
Governance Policy Reference	Operational Expectations OE-7: Communication With and Support for the Board

#### 1 | Recommendation

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This report is being provided for the information of the Board.

#### 2 | Background

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The following is a summary of the correspondence provided to the Board:

- Letter dated May 25, 2021 to The Hon. A. Lagrange, Education Minister re: Abbeydale School Utility Right of Way.
- Letter dated June 17, 2021 from The Hon. A. Lagrange, Education Minister re: Ward Boundary Bylaw No. 1-2021.
- Letter dated June 23, 2021 to The Hon. A. Lagrange, Education Minister re: Modular Classroom Application and Approval Process.
- Letter dated June 28, 2021 to The Hon. A. Lagrange, Education Minister re: Use of Capital Reserves for Solar for Schools.
- Letter dated June 29, 2021 to The Hon. A. Lagrange, Education Minister re: Charter School Applications.
- Letter dated July 20, 2021 from The Hon. A. Lagrange, Education Minister re: Operating Reserves.



- Letter dated July 20, 2021 from The Hon. A. Lagrange, Education Minister re: Use of Capital Reserves for Solar for Schools.
- Letter dated August 4, 2021 from The Hon. A. Lagrange, Education Minister re: Charter School Applications.
- Letter dated September 3, 2021 from The Hon. A. Tremblay, Deputy Education Minister re: Modular Classroom Application and Approval Process.
- Letter dated September 13, 2021 from The Hon. A. Lagrange, Education Minister re: Charter Applications.
- Letter dated September 17, 2021 to The Hon. A. Lagrange, Education Minister and The Hon. T. Shandro, Minister of Health re: COVID-19 Impacts on CBE Schools.

Attachments: Relevant Correspondence



Board Chair

Marilyn Dennis Wards 5 & 10

Vice-Chair

Althea Adams Wards 3 & 4

Trustees

Trina Hurdman Wards 1 & 2

Board of Trustees Wards 6 & 7

Richard Hehr Wards 8 & 9

Julie Hrdlicka Wards 11 & 13

Mike Bradshaw Wards 12 & 14

May 25, 2021

Honourable Adriana LaGrange  
Minister of Education  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister LaGrange:

**Re: Utility Right of Way on School Lands**

The Calgary Board of Education (CBE) is requesting approval to register a Utility Right of Way Agreement on school board lands.

Utility provider Enmax has an existing Utility Right of Way and utility box on the CBE’s Abbeydale School property. Enmax has requested an additional Right of Way on the same site in order to allow for an expanded clearance area around its existing equipment. No new equipment will be installed.

The new Utility Right of Way pertains to lands along the perimeter of the school property, adjacent to the existing Right of Way. The CBE has no concerns with the Utility Right of Way request, as it will not disrupt CBE’s continued use of the property.

On May 20, 2021 the CBE Board of Trustees passed the following motion:

- “*THAT the Board of Trustees approves registration of an Enmax Utility Right of Way on the Abbeydale School property;*”

The Utility Right of Way will be registered on the Abbeydale School land title; these lands are legally described as Plan 8910518; Block 8; Lot 71SR.

Sincerely,

Marilyn Dennis, Chair  
Board of Trustees

cc Christopher Usih, Chief Superintendent  
Dany Breton, Superintendent, Facilities and Environmental Services



ALBERTA  
EDUCATION

Office of the Minister



AR116035

JUN 17 2021

Ms. Marilyn Dennis  
Chair, Board of Trustees  
Calgary Board of Education  
1221 - 8 Street NW  
Calgary AB T2R 0L4

Dear Ms. Dennis: *Marilyn,*

I am responding to the May 25, 2021 email from Patricia Minor, Corporate Secretary, on behalf of the Calgary Board of Education. I appreciate receiving a copy of the Calgary Board of Education Ward Bylaw No. 1-2021, which will be in effect for the October 2021 general election.

The governance structure of school boards in our province is extremely important, and I appreciate the time your board took to review this matter in response to the recent boundary adjustment. I am confident this structure will work well for your electors.

Sincerely,

Adriana LaGrange  
Minister

cc: Christopher Usih  
Superintendent of Schools

Patricia Minor  
Corporate Secretary



Board Chair

Marilyn Dennis Wards 5 & 10

Vice-Chair

Althea Adams Wards 3 & 4

Trustees

Trina Hurdman Wards 1 & 2

Board of Trustees Wards 6 & 7

Richard Hehr Wards 8 & 9

Julie Hrdlicka Wards 11 & 13

Mike Bradshaw Wards 12 & 14

June 23, 2021

Honourable Adriana LaGrange  
Minister of Education  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister LaGrange:

Re: **Modular Classroom Application and Approval Process**

The Calgary Board of Education (CBE) wishes to raise concerns regarding the modular classroom application and approval process for charter schools that lease CBE-owned properties.

As background, the CBE submitted its 2021-22 Modular Classroom Program request to Alberta Education last fall as it routinely does every year. Subsequently in May, Alberta Education approved the modular classroom requests and notified school jurisdictions in writing. A few weeks later, CBE administration became aware that two charter schools that lease CBE-owned properties had also received written approval from Alberta Education for a total of ten new modular classrooms. One charter school also indicated they would be relocating an additional four modular classrooms to a CBE-owned leased site.

It is important to note that neither Alberta Education nor the requesting charter schools had notified the CBE about the requests to install or relocate 14 modular classrooms. The CBE was not consulted during the decision process. This is concerning since these approvals involve modifications to the lands and buildings for which the CBE has responsibility. Finally, the CBE was not included on the distribution list when the approval letters were sent to the charter schools notwithstanding the fact that the CBE will need to be involved and support these modular additions.

As owners of these properties, it is important that we be involved in the process as we can provide valuable input and insight into such requests. For example, the soil on one of the CBE-owned charter sites that was approved for seven modulars is contaminated by pollutants from a neighbouring property. Prior consultation could have ascertained whether or not the addition of seven modulars was financially feasible or if these funds would be better directed towards another site. Once a decision regarding approval is made, notifying

the CBE at the same time as the charter school can also allow us to better support them as they work to implement the decision.

As we all work towards advancing student educational opportunities, we ask that clear processes are followed to ensure that public school jurisdictions, as stewards of the properties entrusted to us, are appropriately engaged, consulted, and informed.

Sincerely,



Marilyn Dennis, Chair  
Board of Trustees

cc: Lorrie Jess, President, Alberta School Boards Association  
Dr. Vivian Abboud, Chief Executive Officer, Alberta School  
Boards Association  
Christopher Usih, Chief Superintendent  
Dany Breton, Superintendent, Facilities & Environmental Services





**Board Chair**

**Marilyn Dennis** Wards 5 & 10

**Vice-Chair**

**Althea Adams** Wards 3 & 4

**Trustees**

**Trina Hurdman** Wards 1 & 2

**Board of Trustees** Wards 6 & 7

**Richard Hehr** Wards 8 & 9

**Julie Hrdlicka** Wards 11 & 13

**Mike Bradshaw** Wards 12 & 14

June 28, 2021

Honourable Adriana LaGrange  
Minister of Education  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister LaGrange:

**Re: Use of Capital Reserves for Solar for Schools Initiative**

With this letter, we are requesting authorization to expend up to \$8,200,000 from capital reserves to support the installation of photovoltaic (PV) systems on Calgary Board of Education (CBE) schools under the Municipal Climate Change Action Centre (MCCAC) Solar for Schools program.

In reference to this request, the CBE Board of Trustees passed the following motion on June 22, 2021:

- *“THAT the Board of Trustees approves a budget expenditure of up to \$8,200,000 from capital reserves to enhance the CBE solar power portfolio.”*

Funds requested will be used to install PV systems on approximately 35 schools, with the investment being anticipated to attract a MCCAC Solar for Schools rebate of \$3.7 million, reducing the net investment to \$4.5 million. Once installed, the electricity produced by these systems is estimated to yield annual energy savings of \$500,000, meaning an expected payback of 9 years. Note that if the MCCAC program closes prior to submission, or if the CBE is not successful in the application process, the initiative will be terminated and all funds will be returned to the capital reserves.

Should you have further questions regarding this request, please do not hesitate to contact me or have your staff contact Dany Breton, Superintendent, Facilities & Environmental Services for additional information.

Sincerely,

Marilyn Dennis, Chair  
Board of Trustees

cc: Christopher Usih, Chief Superintendent  
Dany Breton, Superintendent, Facilities & Environmental Services



**Board Chair**

Marilyn Dennis Wards 5 & 10

**Vice-Chair**

Althea Adams Wards 3 & 4

**Trustees**

Trina Hurdman Wards 1 & 2

Board of Trustees Wards 6 & 7

Richard Hehr Wards 8 & 9

Julie Hrdlicka Wards 11 & 13

Mike Bradshaw Wards 12 & 14

June 29, 2021

Honourable Adriana LaGrange  
Minister of Education  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister LaGrange:

Re: **Charter School Applications  
Calgary Classical Academy  
European Skills for Careers Charter Academy**

The Calgary Board of Education (CBE) received notification from Alberta Education of two charter school applications in Calgary, namely the Calgary Classical Academy and the European Skills for Careers Charter Academy. CBE Board of Trustees would like to provide information regarding current programming in CBE schools. We are concerned with the duplication of existing programming and the implications for funding as a result of this duplication.

Section 3(1) of *Charter Schools Regulation* states that the Minister of Education will “consider any information received from any board of a public or separate school division, Francophone regional authority or charter school that receives notice under section 24 of the Act, including information about any alternative programs that currently exist in the geographic area.”

The first notification of the application by the Calgary Classical Academy indicates the intent to offer Kindergarten to Grade 12 classical liberal arts education with a focus on enduring works of art, literature, science and philosophy from around the world. The pedagogy would be based on the Trivium model (grammar, logic, rhetoric) using explicit instruction in teacher-led classrooms and adopting the Socratic method to inspire a sense of philosophic wonder and curiosity. Character formation is a central objective of the program.

CBE currently offers two alternative programs similar to the proposed Calgary Classical Academy charter school: Arts Centred Learning (K – 12) and Traditional Learning Centres (K – 9). Arts Centred Learning engages students with an interest in and passion for the arts within and moves beyond basic curricular expectations. Traditional Learning Centres focus on direct instruction with the requirement of instruction of French and Music across all grades. Character education is intentionally taught and reinforced daily and demonstrated through service to the school, local and global community. These alternative programs exist across 18 different CBE schools.

The second notification of application by The European Skills for Careers Charter Academy identifies that it will provide Grades 9 to 12 students access to skilled trades professions through co-ops, internships, entrepreneurship, service learning, applied research projects, practicums, field placement and work experience to develop skills for workplace success. The charter school proposes to work collaboratively with existing skilled trades programs at the high school, post-secondary, union and industry level to allow students experience with as many career pathways possible before graduation and to facilitate dual-credit options.

CBE is recognized as a leader in the province in the provision of dual credit, trades, and career exploration programs. We work closely with school jurisdictions across the province to share our expertise and experience in the development of programming and partnerships. CBE currently has in existence across all high schools robust programming related to skilled trades, Career and Technology Studies courses, dual credit and additional career exploration programs.

Through focused partnerships, CBE is able to provide access across the city of Calgary to in-depth and flexible programming through exploratory programs, dual credit, internships, and direct links to industry. Since 2014, CBE has partnered with SAIT, Olds College, Mount Royal University and the University of Calgary. Furthermore, our work directly with The Educational Partnership Foundation (TEPF), and CAREERS: The Next Generation allows for direct connection to important internships in areas such as Culinary Arts, Boilermakers, Pipe Trades, Electrical, Information technology, agriculture, and Registered Apprenticeship Programs.

In addition to programming across CBE high schools, we have dedicated facilities such as the Career and Technology Centre (CTC) and Jack James High School. These facilities provide access to Career clusters such as:

- Trades, Manufacturing and Transportation
- Health, Recreation and Human Services
- Natural Resources, and
- Media Design and Communication Arts

In the case of the CTC we provide continuous access to academic, industry-standard programs, certificated journey person instructors, facilities and equipment for students seeking credentials in skilled occupations. Jack James High School exists as a school of choice in CBE and also provides state of the art program offerings with direct links and programming with industry and post-secondary partners.

Grade 7 – 9 students access current Career and Technology Foundation courses providing a direct link to career pathways in CBE high schools and we continue to look for new ways to expand programming as appropriate. The depth and breadth of opportunity in existence and currently focused on preparing students for new economic opportunities following high school is evidence of already broad access and efficient and sustainable use of resources.

It is our position that the charter school applications identified are in fact duplications of programming and opportunities already available in the city of Calgary and within CBE. In the context of flat funding, the possible approval of duplicate programs puts in jeopardy the ability to maintain what is already accessible to all. We encourage focused funding in a manner that leverages our existing partnerships, infrastructure, and programming in the areas identified and look forward to continued collaboration.

Should you have further questions regarding details of CBE programming, we are happy to provide additional information. We look forward to receiving information on your decision regarding the preliminary applications as stated in the notice, on or before August 15, 2021.

Sincerely,



Marilyn Dennis, Chair  
Board of Trustees

cc: Maurice Trottier, Field Services Manager, Central Service Branch  
Christopher Usih, Chief Superintendent  
Joanne Pitman, Superintendent, School Improvement





Office of the Minister



JUL 20 2021

AR116358

Ms. Marilyn Dennis  
Vice Chair / Trustee, Wards 5 & 10  
Calgary School Division  
1221 - 8 Street SW  
Calgary AB T2R 0L4

Dear Ms. Dennis:

The purpose of this letter is to confirm your board's operating reserve balances.

As part of the reporting process for school boards, an annual budget report is required to be submitted to Alberta Education by May 31 of each year.

Accumulated reserve balances for school boards have increased from \$383 million in August 2020 to over \$431 million projected for August 2021. This is a \$131 million increase from the May 2020 estimated reserve balance projection received from school boards and a \$48 million increase year over year.

Financial information provided by Calgary School Division provided the following information:

Adjusted Accumulated Surplus from Operations 2019/20	\$41,477,000.00
Adjusted Accumulated Surplus from Operations 2020/21	\$41,046,000.00
Projected Adjusted Accumulated Surplus from Operations 2021/22	\$41,046,000.00

For the 2021/22 school year, Calgary School Division has requested \$0.00 in operating reserve spending.

Thank you for your support of students and public education in Alberta.

Sincerely,

Adriana LaGrange  
Minister

cc: Andre Tremblay, Deputy Minister  
Mr. Christopher Usih, Superintendent of Schools  
Mr. Bradley Grundy, Treasurer



*Office of the Minister*



AR116358

July 20, 2021

Ms. Marilyn Dennis  
Chair  
Calgary Board of Education  
1221 - 8 Street SW  
Calgary AB T2R 0L4

Dear Ms. Dennis:

Thank you for your June 28, 2021 letter requesting ministerial approval to fund the Calgary Board of Education's (CBE) the installation of photovoltaic systems on Calgary schools through a transfer from capital reserves.

I hereby approve your request to transfer up to \$8.2 million from capital reserves to support CBE's photovoltaic system project for 35 schools. I trust this will assist in the implementation of this program.

I recognize should funds as applied for under the Municipal Climate Change Action Centre Solar for Schools program is not received, these funds will not be required and will be returned to capital reserves.

I wish CBE's board, students, staff and families a restful summer.

Sincerely,

Adriana LaGrange  
Minister

cc: Andre Tremblay  
Deputy Minister



Office of the Minister



AR116346

AUG 04 2021

Ms. Marilyn Dennis, Chair  
Calgary Board of Education  
1221 - 8 Street SW  
Calgary AB T2R 0L4

Dear Ms. Dennis:

*Marilyn*

Thank you for your June 29, 2021 letter in response to the notification the Calgary Board of Education received regarding new preliminary charter school applications for Calgary Classical Academy and European Skills for Careers Charter Academy.

I appreciate the information you have shared regarding Calgary Board of Education programming, along with your feedback that the proposed programming for the charter schools duplicates programming already offered by your school authority. I have forwarded the letter to department staff for consideration.

As per Sections 3(5) and (6) of the Charter Schools Regulation, a decision on the preliminary application will be made within 60 days of receiving the application and will be communicated to the applicants and to your board within 15 days of the decision being made – on or before August 15, 2021.

Should you have any further questions regarding these applications, or charter schools in general, I encourage you to contact Maurice Trottier, Field Services Manager, Central Services Branch, at [maurice.trottier@gov.ab.ca](mailto:maurice.trottier@gov.ab.ca) or 780-427-6714 (toll-free by first dialing 310-0000).

Thank you for taking the time to share your feedback with me.

Sincerely,

Adriana LaGrange  
Minister

cc: Christopher Usih, Chief Superintendent, Calgary Board of Education  
Joanne Pitman, Superintendent, School Improvement, Calgary Board of Education

AR116308

SEP 03 2021

Mr. Christopher Usih  
Superintendent  
Calgary School Division  
1221 - 8 Street SW  
Calgary AB T2R 0L4

Dear Mr. Usih:

I am writing in response to a letter dated June 23, 2021 from Marilyn Dennis, Board Chair, to Honourable Adriana LaGrange, Education Minister, regarding some concerns related to the modular classroom approval process. As Deputy Minister of Education, I am pleased to respond.

As a part of Budget 2021, an additional \$59.5 million was approved for the Modular Classroom Program (MCP), for a total of \$84.5 million for the 2021/2022 program. This represents the largest investment in modular classrooms in a single year.

As you are aware, the MCP provides school jurisdictions with new modular classrooms and relocations in order to assist jurisdictions with accommodating students on an urgent basis. The call for modular classroom requests is sent to school jurisdictions in October and charter schools are included in this request.

First and foremost, Education respects your local board autonomy, as well as the local autonomy of the charter Schools who lease space in your school buildings. Education encourages the continued collaboration and regular communication between the owners of the school facilities and with those school authorities who lease your properties.

Subsequent to the MCP approval notices being sent out in May 2021, I understand administration staff from your school division met with Capital Planning to discuss a number of concerns, including those outlined in the correspondence from your Board Chair, related to the approval process for the modular classrooms. At this time, I am aware that Education staff were able to confirm the charters that had received modular approvals and were able to provide clarity on the funding provided by the province to support these projects.

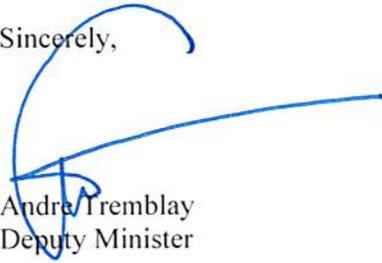
.../2

Mr. Christopher Usih  
Page Two

As a result of the concerns that have been raised from this year's MCP, process changes to include early engagement of landlord school divisions are being considered. These will include the need for jurisdictions who are leasing space to provide confirmation that they have engaged with the landlord, in accordance with the requirements of their lease agreements on any addition or removal of modular classroom space.

Should your school division have continued questions or concerns regarding the current modular approvals, please contact Glen Gamble, Director, Capital Planning South at [glen.gamble@gov.ab.ca](mailto:glen.gamble@gov.ab.ca)

Sincerely,



Andre Tremblay  
Deputy Minister



Office of the Minister



AR116393

SEP 13 2021

Ms. Marilyn Dennis  
Chair  
Calgary Board of Education  
1221 - 8 Street SW  
Calgary AB T2R 0L4

Ms. Mary Martin  
Chair  
Calgary Catholic School District  
1000 - 5 Avenue SW  
Calgary AB T2P 4T9

Ms. Sandra Palazzo  
Chair  
Edmonton Catholic Schools  
9807 - 106 Street NW  
Edmonton AB T5K 1C2

Ms. Trisha Estabrooks  
Chair  
Edmonton Public Schools  
1 Kingsway NW  
Edmonton AB T5H 4G9

Dear Metro School Boards Group:

Thank you for your July 7, 2021 letter on behalf of the Metro School Boards Group regarding the charter school application process and its implications.

I believe that all Albertans share the same values in wanting a strong, vibrant education system that meets the learning needs of all students and gives them the skills and knowledge they will need to be successful in school, work and life.

The *Choice in Education Act* was passed in the Legislature on June 24, 2020. The act amends the *Education Act* to affirm that parents have the right to choose the kind of education they feel is best for their children. It is intended to strengthen Alberta's successful tradition of education choice, which includes public and separate schools, francophone schools, charter schools, independent (private) schools, home education and early childhood education.

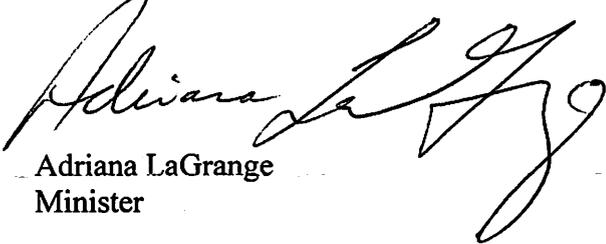
I appreciate the perspectives and feedback from the Metro School Boards Group related to the charter school application process, implications for provincial funding and associated ramifications for school authority facility management responsibilities. I have forwarded your feedback to department staff. All of the feedback received will be taken into consideration.

.../2

Should you require further assistance from Alberta Education staff, please contact Kindy Joseph, ADM, Program and System Support at [kindy.joseph@gov.ab.ca](mailto:kindy.joseph@gov.ab.ca) or 780-644-8613 (toll-free by first dialing 310-0000).

Thank you for taking the time to share your perspectives with me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adriana LaGrange', written over a horizontal line.

Adriana LaGrange  
Minister

cc: Lorrie Jess, President, Alberta School Boards Association  
Dr. Vivian Abboud, Chief Executive Officer, Alberta School Boards Association  
Christopher Usih, Chief Superintendent, Calgary Board of Education  
Dr. Bryan Szumlas, Chief Superintendent, Calgary Catholic School Division  
Robert Martin, Chief Superintendent, Edmonton Catholic School Division  
Darrel Robertson, Superintendent, Edmonton Public School Division



## Board of Trustees

1221 – 8 Street SW Calgary, AB T2R 0L4 | t | 403-817-7933 | www.cbe.ab.ca

www.cbe.ab.ca

### Board Chair

Marilyn Dennis Wards 5 & 10

### Vice-Chair

Althea Adams Wards 3 & 4

### Trustees

Trina Hurdman Wards 1 & 2

Board of Trustees Wards 6 & 7

Richard Hehr Wards 8 & 9

Julie Hrdlicka Wards 11 & 13

Mike Bradshaw Wards 12 & 14

September 17, 2021

Honourable Adriana LaGrange  
Minister of Education  
228 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Honourable Tyler Shandro  
Minister of Health  
423 Legislature Building  
10800 – 97 Avenue NW  
Edmonton, AB T5K 2B6

Dear Minister LaGrange and Minister Shandro:

### **RE: COVID-19 Impacts on CBE Schools**

We are writing to express grave concern with the government's response to the pandemic in the face of the fourth wave and the COVID-19 Delta variant.

We prepared plans for this school year with measures that exceeded the government's public health measures for schools. CBE's plans were determined with the purpose of prioritizing in-person learning, limiting disruptions due to absences and providing access for students to participate in extra-curricular activities. Despite this we have experienced increasing positive cases since students returned to school in mid-August.

We are frustrated by the lack of coherent provincial guidance being provided to our families and students. Families have received mixed messages about the real and substantial risk that COVID-19 presents to our communities and school jurisdictions are left to fill the public health gap left by the government. The absence of leadership by the provincial government and specifically the downloading of public health decisions onto individual school boards means that CBE resources are being dedicated to the management of what is a province-wide public health crisis.

In the absence of government transparency and tracking, families have shared how important it is for them to understand the possible exposures that occur in schools. After monitoring self-reported cases since the beginning of the modified calendar school year, CBE determined that we will also provide notices of self-reported COVID-19 cases to families. Families have been clear that they want more. We understand that Alberta Health Services (AHS) has information of confirmed student COVID-19 cases and the schools linked to cases. This information, including dates of possible exposure, should be shared with school authorities.

Families are concerned about sending their child(ren) to school given provincial and local context and are trying to make their best decisions in the absence of confirmed information and guidance from AHS. We expect continued challenges with overall absentee rates for both staff and students exacerbating the learning disruptions already experienced last year.

Thus far in the 2021-22 school year, we are faced with the reality of approximately 350 self-reported cases linked to over 120 CBE schools. The vast majority of these cases are in elementary schools. Many schools are quickly approaching a rate of absence greater than 10% due to illness. In the absence of communication from AHS, the CBE currently has no knowledge of the actual number of positive COVID-19 cases within our schools.

While we appreciate the flexibility for school authorities to apply for transitions to at-home learning, we remain concerned that confirmed COVID-19 case information is not being shared by AHS. As we see absenteeism increase, it is important that school authorities be positioned to make effective decisions with the necessary health information.

We ask that the provincial government immediately reinstate contact tracing conducted by AHS in a timely manner and mandatory isolation for positive COVID-19 cases in our schools.

We advocate for families to have direct access to rapid testing kits through AHS and that AHS provide direction to families should a child have a positive test. This would further assist families in de-escalating concerns for the health of students where high rates of symptoms have been present.

We also ask that ministry officials ensure they are proactively working with AHS to develop a strategy for continued access to vaccinations in schools should the vaccine become approved for children under the age of 12. We appreciate the direct work with AHS to improve access to vaccines for individuals ages 12 and up. Schools with students eligible for vaccines have diligently followed up with families to promote consent for vaccinations during the AHS vaccine clinics in schools.

Further to vaccine clinics in schools, we also request that the provincial government mandate vaccinations for all employees who work in the education sector. As approximately 70,000 CBE students are ineligible to be vaccinated, this is imperative for continuity of learning.

We are committed to ensuring our schools are as safe as possible so our students can continue in-person learning. Supporting the health and well-being of Alberta students is a priority we share. We look forward to your response.

Sincerely,



Marilyn Dennis, Chair  
Board of Trustees

cc: Dr. Deena Hinshaw, Chief Medical Officer of Health, Alberta Health  
Lorrie Jess, President, Alberta School Board Association

All Alberta School Division Board Chairs  
Calgary Members of the Legislative Assembly  
Christopher Usih, Chief Superintendent of Schools

