

CALGARY BOARD OF EDUCATION

Minutes of the Organizational Meeting of the Board of Trustees ("Board") held in the Multipurpose Room, Education Centre, 1221 8th Street SW, Calgary, Alberta, on Tuesday, June 14, 2022 at 3:00 p.m.

MEETING ATTENDANCE

Board of Trustees:

Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis
Trustee D. Downey
Trustee L. Hack
Trustee C. May
Trustee S. Vukadinovic

Administration:

C. Usih, Chief Superintendent of Schools
D. Breton, Superintendent, Facilities and Environmental Services
K. Fenney, General Counsel (virtual attendance)
A. Holowka, Superintendent, School Improvement
J. Pitman, Superintendent, School Improvement
M. Martin-Esposito, Chief Communications Officer
T. Minor, Corporate Secretary
D. Perrier, Senior Board Administrator

1 | CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

The meeting commenced at 3:01 p.m. and in accordance with Section 1 of the *Board Procedures Regulation* under the *Education Act*, Corporate Secretary Minor assumed the chair as Chair pro tem. O Canada was led by students from Western Canada High School's Sr. Jazz Band through a video recording.

Corporate Secretary Minor acknowledged the traditional territories and oral practices of the Blackfoot Nations, which includes the Siksika, the Piikani, and the Kainai. Also acknowledged were the Tsuut'ina and Stoney Nakoda First Nations, the Métis Nation (Region 3), and all people who make their homes in the Treaty 7 region of Southern Alberta.

2 | CONSIDERATION/APPROVAL OF AGENDA

MOVED by Trustee Downey:

THAT the Board of Trustees approves the Agenda for the June 14, 2022 Organizational Meeting as submitted.

The motion was
CARRIED UNANIMOUSLY.

3 | ELECTION OF OFFICERS

3.1 Nominations for and Election of Chair of the Board

In accordance with Section 1(3) of the *Board Procedures Regulation*, Corporate Secretary Minor presided over the election of Board Chair.

T. Minor called for nominations for the position of Chair of the Board of Trustees.

Trustee May nominated Trustee Hack.

T. Minor called two more times for further nominations and there were none.

Trustee Hack agreed to let her name stand for Chair of the Board of Trustees.

T. Minor declared Trustee Hack acclaimed as Chair of the Board of Trustees. Trustee Hack assumed the chair.

3.2 Nominations for and Election of Vice Chair of the Board

Chair Hack called for nominations for the position of Vice Chair of the Board of Trustees.

Trustee Downey nominated Trustee Vukadinovic for Vice Chair of the Board of Trustees.

Chair Hack called two more times for further nominations and there were none.

Trustee Vukadinovic confirmed she would allow her name to stand for Vice Chair of the Board.

Chair Hack declared Trustee Vukadinovic acclaimed as Vice Chair of the Board of Trustees.

4 | ESTABLISHMENT OF COMMITTEES, COMMITTEE MEMBERSHIP AND LIAISON LINKS

4.1 Establishment of Committees and Committee Membership

MOVED by Trustee Downey:

THAT the Board of Trustees approves the continued functioning of the following committees and their terms, as outlined in GC-5E that was circulated to Trustees:

- **Agenda Planning Committee**
- **Audit and Risk Committee**
- **Board Governance Committee**
- **Engagement Planning Committee**
- **Name Review Committee (ad hoc)**
- **School Naming Committee (ad hoc)**

- **Trustee Remuneration Committee**

The motion was
CARRIED UNANIMOUSLY.

- **Audit and Risk Committee**

Chair Hack noted that two nominations had come forward for the Audit and Risk Committee through the written nomination process and those nominees were Trustee Dennis as Committee Chair and Trustee Hack as the second trustee appointment to the Committee.

Chair Hack called two more times for nominations from the floor and there were none.

Trustee Dennis agreed to let her name stand for Chair of the Audit and Risk Committee. Trustee Hack agreed to let her name stand for the second trustee appointment to the Committee.

Chair Hack declared Trustee Dennis elected as Chair of the Audit and Risk Committee and Trustee Hack elected as the second trustee appointed to the Committee.

- **Board Governance Committee**

Chair Hack noted that two nominations had come forward for the Board Governance Committee through the written nomination process, and those nominees were Trustees Bolger and Close as the trustee appointments to the Committee.

Chair Hack called two more times for nominations from the floor and there were none.

Trustees Bolger and Close agreed to let their names stand for trustee appointments to the Board Governance Committee.

Chair Hack declared Trustee Bolger and Trustee Close as the trustees appointed to the Board Governance Committee.

- **Engagement Planning Committee**

Chair Hack noted that three nominations had come forward for the Engagement Planning Committee through the written nomination process, and those nominees were Trustee Downey as Chair of the Committee, and Trustees Close and Hack as the trustee appointments to the Committee.

Chair Hack called two more times for nominations from the floor and there were none.

Trustee Downey agreed to let her name stand for Chair of the Engagement Planning Committee. Trustees Close and Hack agreed to let their names stand for the trustee appointments to the Committee.

Chair Hack declared Trustee Downey as Chair of the Engagement Planning Committee and Trustees Close and Hack as the trustee appointments to the Committee.

- **Name Review Committee for Sir John A. Macdonald)**

Chair Hack noted that a Name Review Committee for Sir John A. Macdonald requires the appointment of a Committee Chair. Through the written nomination process, two nominations have come forward and those nominees were Trustee Dennis and Trustee Vukadinovic.

Chair Hack called two more times for nominations from the floor and there were none.

Trustee Dennis and Trustee Vukadinovic agreed to let their names stand for Chair of the Name Review Committee for Sir John A. Macdonald.

Chair Hack called for a vote on the matter and subsequently declared Trustee Vukadinovic as Chair of the Name Review Committee for Sir John A. Macdonald.

Trustee Remuneration Committee

Chair Hack noted that two nominations had come forward for the Trustee Remuneration Committee through the written nomination process, and those nominees were Trustee May as Chair of the Committee and Trustee Downey as the second trustee appointment to the Committee.

Chair Hack called two more times for nominations from the floor and there were none.

Trustee May agreed to let her name stand for Chair of the Trustee Remuneration Committee. Trustee Downey agreed to let her name stand as the second trustee appointment to the Committee.

Chair Hack declared Trustee May as Chair of the Trustee Remuneration Committee and Trustee Downey as the second trustee appointed to the Committee.

For the purpose of clarification, the Agenda Planning Committee did not require nominations as the membership is comprised of the Board Chair, Vice-Chair, and Second Vice-Chair. The Committee is chaired by the Board's Vice-Chair. In addition, there are no appointments for the School Naming Committee as it is an ad hoc committee formed when needed.

A summary of trustee appointments to the Board of Trustees' Committees is as follows:

Agenda Planning Committee

- Trustee Vukadinovic (Chair) (as per GC-5E, the Vice-Chair serves as Chair)
- Trustee Hack
- Trustee Second Vice-Chair

Audit and Risk Committee

- Trustee Dennis (Chair)
- Trustee Hack

Board Governance Committee

- Trustee Vukadinovic (Chair) (as per GC-5E, the Vice-Chair serves as Chair)
- Trustee Bolger

- Trustee Close

Engagement Planning Committee

- Trustee Downey (Chair)
- Trustee Close
- Trustee Hack

Name Review Committee for Sir John A. Macdonald

- Trustee Vukadinovic (Chair)
- Trustee Hack

Trustee Remuneration Committee

- Trustee May (Chair)
- Trustee Downey

4.2 Appointment of Trustees to Liaison Responsibilities

- **Alberta School Boards Association Zone 5**

Chair Hack noted that one nomination had come forward for the Board liaison appointment to the Alberta School Boards Association Zone 5 through the written nomination process and that nominee was Trustee Close.

Chair Hack called two more times for nominations from the floor and there were none.

Trustee Close agreed to let her name stand for nomination.

Trustee Close was declared as the liaison appointment to the Alberta School Boards Association Zone 5.

- **Alberta Teachers' Association Council of School Representatives**

Chair Hack noted that one trustee serves as liaison, but whenever possible the Board has two trustees attend the meetings. She stated that through the written nomination process Trustees May and Hack were nominated for the Alberta Teachers' Association Council of School Representatives.

Chair Hack called two more times for nominations from the floor and there were none.

Trustees May and Hack agreed to let their names stand for the nomination.

Trustee May and Trustee Hack were declared as the liaison appointments to the Alberta Teachers' Association Council of School Representatives.

- **Alberta School Councils' Association**

Chair Hack noted that one nomination had come forward through the written nomination process for the Alberta School Councils' Association and that nominee was Trustee Downey.

Chair Hack asked two more times for nominations from the floor and there were none.

Trustee Downey agreed to let her name stand for the nomination.

Trustee Downey was declared as the trustee liaison appointment to the Alberta School Councils' Association.

- **City of Calgary Joint Use Agreement Elected Officials Coordinating Committee**

Chair Hack noted that two nominations had come forward through the written nomination process for the City of Calgary Joint Use Agreement Elected Officials Coordinating Committee, and those nominees were Trustees Close and May.

Chair Hack called two more times for nominations from the floor and there were none.

Trustees Close and May agreed to let their names stand for the nomination.

Trustee Close and Trustee May were declared as the liaison appointments to the City of Calgary Joint Use Agreement Elected Officials Coordinating Committee.

- **EducationMatters Board of Governors**

Chair Hack noted that two nominations had come forward through the written nomination process for EducationMatters Board of Governors and those nominees were Trustees Bolger and Downey.

Chair Hack asked two more times for nominations from the floor and there were none.

Trustees Bolger and Downey agreed to let their names stand for the appointments.

Chair Hack declared Trustee Bolger and Trustee Downey as liaison representatives for the EducationMatters Board of Governors.

- **Elder Advisory Council**

Chair Hack noted that two nominations had come forward through the written nomination process for the Elder Advisory Council and those nominees were Trustees Downey and May.

Chair Hack called two more times for nominations from the floor and there were none.

Trustees Downey and May agreed to let their names stand for the nomination.

Chair Hack declared Trustee Downey and Trustee May as liaison appointments to the Elder Advisory Council.

- **Teachers' Employer Bargaining Association Representative Committee**

Chair Hack noted that one nomination had come forward through the written nomination process for the Teachers' Employer Bargaining Association Representative Committee and that nominee was Trustee Close.

Chair Hack called two more times for nominations from the floor and there were none.

Trustee Close agreed to let her name stand for the nomination.

Chair Hack declared Trustee Close as liaison appointment to the Teachers' Employer Bargaining Association Representative Committee.

For clarification, the trustee appointments to liaison responsibilities is as follows:

Alberta School Boards Association Zone 5

- Trustee Close

Alberta Teachers' Association Council of School Representatives

- Trustee May
- Trustee Hack

Alberta School Councils' Association

- Trustee Downey

City of Calgary Joint Use Agreement Elected Officials Coordinating Committee

- Trustee Close
- Trustee May

Education Matters Board of Governors

- Trustee Bolger
- Trustee Downey

Elder Advisory Council

- Trustee Downey
- Trustee May

Teachers' Employer Bargaining Association Representative Committee (TEBA)

- Trustee Close

**5 | SCHEDULE OF REGULAR MEETINGS AND GC-6E: ANNUAL WORK PLAN
2022-2023**

MOVED by Trustee May:

THAT the Board of Trustees approves the Schedule of Regular Board Meetings, including the date, time and place, from September 2022 through June 2023, as provided in Attachment I of the report.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Bolger:

THAT the Board of Trustees approves GC-6E: Annual Work Plan for 2022-2023 in principle, as provided in Attachment II of the report, recognizing that the work of the Board and agenda planning for specific Board Meetings is subject to ongoing review and update by the Board's Agenda Planning Committee.

Comments in debate of the motion included how the motion allows flexibility for changes as required through the Board's Agenda Planning Committee; and the Plan demonstrates the Board's commitment to strong governance to the CBE and of the highly effective and comprehensive governance model that the Board uses to allow it to look into every aspect of the organization annually.

Chair Hack called for the vote on the motion.

The motion was
CARRIED UNANIMOUSLY.

The approved Schedule of Regular Meetings and GC-6E: Annual Work Plan 2022-2023 forms an attachment to these minutes.

6 | ADJOURNMENT

Chair Hack declared the meeting terminated at 3:25 p.m.

Attachment:

- Schedule of Regular Meetings and GC-6E: Annual Work Plan 2022-2023



**Calgary Board
of Education**

**BOARD OF TRUSTEES
SCHEDULE OF REGULAR MEETINGS
SEPTEMBER 2022 TO JUNE 2023**

held at the Education Centre, 1221 – 8 Street SW, Calgary, Alberta
(or virtual through Microsoft Teams)

PUBLIC AGENDAS 11:00 a.m. to 4:30 p.m.	PRIVATE AGENDAS 11:00 a.m. to 4:30 p.m.
September 27, 2022	
October 11, 2022	
October 25, 2022	
November 15, 2022	November 24, 2022
November 29, 2022	
December 13, 2022	
January 17, 2023	
January 31, 2023	
February 21, 2023	
March 7, 2023	
March 21, 2023	
April 4, 2023	
April 18, 2023	
May 9, 2023	
May 23, 2023	
June 13, 2023	
June 20, 2023	

(Organizational Meeting of the Board of Trustees – Tentatively June 13, 2023)

GOVERNANCE CULTURE
GC-6E Annual Work Plan – 2022 – 2023

**Board of Trustees’
 Governance Policy**

MONTH	GC/ B/CSR	OE	RESULTS	STRATEGIC DIALOGUE/ ENGAGEMENT	BOARD DEVELOPMENT/ GENERATIVE DISCUSSION	OTHER BOARD ACCOUNTABILITIES
2022 SEP 27						<ul style="list-style-type: none"> • EducationMatters
OCT 11, 25	GC 1-9, B/CSR 1-5	OE-1 (M)	DIPS & PATS	COSC – Oct 12	Specialized Programming	<ul style="list-style-type: none"> • Modular Classroom Plan
NOV 15, 24, 29		OE-4 (M)				<ul style="list-style-type: none"> • EducationMatters • ASBA FGM Nov 20-22 • Audited Financials • Annual Education Results Report
DEC 13		OE-8 (M)				<ul style="list-style-type: none"> • School Enrolment Report
2023 JAN 17, 31			R-2 (M)	COSC – Jan 26		<ul style="list-style-type: none"> • Chief Sup’t Summa- tive Evaluation
FEB 21		OE-3 (M)	R-2 (M con’t)			
MAR 7, 21		OE-7 (M)	R-3 (M)	COSC – Mar 22	Student Well Being Framework	<ul style="list-style-type: none"> • Edwin Parr Nominee • 3-Yr. School Capital Plan • Trustee Remunera- tion Report
APR 4, 18		OE-2 (M) OE-6 (M)	R-4 (M)			<ul style="list-style-type: none"> • Budget Assumptions Report • Board of Trustees 2023-24 Operating Budget • Locally Developed Courses
MAY 9, 23			R-5 (M)			<ul style="list-style-type: none"> • Education Plan • 2023-24 Budget • 3 Yr. System Student Accommodation Plan
JUNE 13, 20		OE-5 (M) OE-9 (M)		COSC – June 1		<ul style="list-style-type: none"> • ASBA SGM June 5-6 • EducationMatters (presentation)

RI Reasonable Interpretation

I Indicators

Dates of Private Meetings in Red

M Monitoring of compliance or reasonable progress

RM Re-monitoring

B/T Baseline and Targets

Approved: