

public agenda

Regular Meeting of the Board of Trustees

September 26, 2023
11:00 a.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
11:00am	1 Call to Order, National Anthem, Acknowledgement of the Land and Welcome	Chair		
	2 Consideration/Approval of Agenda	Board	GC-2	
	3 Awards and Recognitions		GC-3	
	4 Results Focus			
	5 Operational Expectations			
	6 Public Comment Requirements as outlined in Board Meeting Procedures		GC-3.2	
	7 Matters Reserved for Board Information		GC-3	
	8 Matters Reserved for Board Decision	Board	GC-2	
	8.1 Locally Developed Courses	G. Strother	R2, OE-3	Page 8-1
	8.2 Board Meeting Minutes			
	<ul style="list-style-type: none"> Special Meeting held July 18, 2023 Special Meeting held July 24, 2023 Special Meeting held August 2, 2023 Special Meeting held August 8, 2023 			Page 8-7 Page 8-9 Page 8-11 Page 8-13



Time	Topic	Who	Policy Ref	Attachment
9 	Consent Agenda	Board	GC-2.6	
9.1	Items Provided for Board Decision			
9.1.1	Meeting Minutes			
	<ul style="list-style-type: none"> Regular Meeting held June 13, 2023 Organizational Meeting held June 13, 2023 Regular Meeting held June 20, 2023 Special Meeting held August 23, 2023 			Page 9-1 Page 9-7 Page 9-17 Page 9-24
	<p>THAT the Board approves the minutes of the Regular Meeting held June 13, 2023, the Organizational Meeting held June 13, 2023, the Regular Meeting held June 20, 2023, and the Special Meeting held August 23, 2023, as submitted.</p>			
9.2	Items Provided for Board Information		OE-8	
9.2.1	Acting Chief Superintendent's Update		OE-2,3	Page 9-26
9.2.2	Construction Projects Status Report		OE-7,9	Page 9-29
	Private Session			
	Termination of Meeting			
	Debrief	Board	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.



**report to
Board of Trustees**

Locally Developed Courses

Date	September 26, 2023
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	Gary Strother Acting Chief Superintendent of Schools
Purpose	Decision
Originator	Joanne Pitman, Superintendent of School Improvement Michael W. Nelson, Acting Superintendent of School Improvement
Governance Policy Reference	Locally Developed Courses R-2: Academic Success OE-3: Instructional Program
Resource Person(s)	Ken Weipert, Education Director, School Improvement Tammy Watt, Specialist, School Improvement Keith Christensen, Specialist, School Improvement

1 | Recommendation

It is recommended:

- THAT the Board of Trustees approves the recommendations for Locally Developed Courses for school use in the Calgary Board of Education for the authorization periods set by Alberta Education’s policy.

2 | Issue

Alberta Education's "Guide to Education" under School Authority Procedures indicates,

"School authorities offering locally developed courses must develop, implement and maintain current written procedures consistent with the Guide. School authorities must approve LDCs by a resolution or motion of the board of a school authority or governing body of a private school prior to offering the LDCs."

In order to offer the sequences for students, Board of Trustee approval is required.

Alberta Education has implemented a new database including new requirements and updated terminology for Alberta Education's authorization. As Locally Developed Courses continue to be authorized by Alberta Education, Board of Trustees approval is required.

3 | Background

As a result of Internet Explorer ending, Alberta Education implemented a new database to replace the LDCOMS (Locally Developed Course Online Management System). Due to the technical requirements and testing, the typical schedule of course submission was delayed for some courses.

On April 18, 2023 and May 30, 2023, reports to Trustees were submitted for courses (authorized by Alberta Education) requiring Board of Trustee approval. Seeking Trustee approval for those completed, allowed time to make adjustments to Alberta Education's database should technical difficulties arise. At that time, courses, both developed and acquired were not finalized until July and August. These remaining authorized courses, listed in the Analysis section of this report, now require Board of Trustee approval to support student learning.

The Calgary Board of Education supports students' learning by enhancing and extending Alberta Education's provincial curriculum through developing and acquiring Locally Developed Courses. Creating or acquiring a Locally Developed Course for all students begins with identifying interests and needs of students. The Education Director responsible for Locally Developed Courses, in collaboration with Specialists, supports creating or acquiring Locally Developed Courses for Board of Trustee approval.

Developing or continuing a sequence (name without the levels 15, 25, or 35) as a Locally Developed Course for Alberta Education authorization, supporting the identified interests and needs of students, requires a certificated teacher. To be authorized, a newly proposed or continuing sequence is submitted for review. The proposed sequence includes a sequence description, student need description, and implementation requirements. Implementation requirements describe only what is needed to offer the sequence such as equipment, student safety, and/or an awareness of sequence sensitivity.

The proposed sequence will include a minimum of one course starting with a grade 10 level; and/or include grade 11 and/or include grade 12. The course name (name of sequence with 15, 25, or 35) and a course description (similar to the sequence description) is provided at each grade and may describe the difference and the benefit for the student taking the level (15, 25, or 35). The proposed sequence will also outline the sequence relationship progression to include any prerequisites. Before Alberta Education reviews the proposed sequence, it is compared to existing authorized curriculum for identified overlap. If there is overlap, a rationale is included as part of the submission process. The proposed sequence is submitted to Alberta Education for review. If the proposed sequence meets the requirements, the sequence continues to be developed with curriculum scaffolding that has Topics (main idea, essential understandings, organizing ideas); General Outcomes (guiding questions) and Specific Outcomes to support student learning. Once the proposed sequence with the curriculum receives Alberta Education authorization, the sequence is submitted for Board of Trustee approval.

When acquiring an existing Locally Developed Course to meet the identifying interests and needs of students, authorized Locally Developed Courses are reviewed. If there is a sequence available, the Locally Developed Course is acquired and submitted to the Board of Trustees for approval.

Locally Developed Courses are authorized for a maximum period of four years. Prior to expiry, continuing an existing developed and acquired course involves a review for student need. The review process includes evaluating if the sequence content is current, reviewing student enrollment data for changes (increasing or decreasing) and/or if another sequence is more suitable to meet students' learning needs. Recommendations for the existing sequences, developed and acquired, are submitted for Board of Trustee approval.

Alberta Education's new database, to allow for ease of student enrollment, has removed the approved start date of September 1st of the renewal year. This allows for flexibility in the event the school year begins prior to September 1st of the renewal year.

As part of the process, Alberta Education requires a copy of the minutes indicating Board of Trustee approval. An additional layer of authorization, upon receipt of the minutes, includes Alberta Education submitting their authorization to the Minister of Education.

4 | Analysis

Procedures for authorizing a Locally Developed Course outlined in the *Guide to Education* include the expectation that all school authorities have a board motion approving developed, acquired, and withdrawn Locally Developed Courses. The following recommendations, require approval:

Senior High Sequences CBE Developed	Version (2023-2027)	Course Code	First Approved Year	Last Approved Year
Life Skills 15	5 Credits (2023-2027)	LDC1928	2023-2024	2026-2027

Senior High Sequences CBE Developed	Version (2023-2027)	Course Code	First Approved Year	Last Approved Year
Prenatal 15	3 Credits (2023-2027)	LDC1145	2023-2024	2026-2027
Yoga 15	3 Credits (2023-2027)	LDC1449	2023-2024	2026-2027
Yoga 15	5 Credits (2023-2027)	LDC1449	2023-2024	2026-2027
Yoga 25	3 Credits (2023-2027)	LDC2449	2023-2024	2026-2027
Yoga 25	5 Credits (2023-2027)	LDC2449	2023-2024	2026-2027
Yoga 35	3 Credits (2023-2027)	LDC3449	2023-2024	2026-2027
Yoga 35	5 Credits (2023-2027)	LDC3449	2023-2024	2026-2027

Senior High Sequences CBE Acquired	Version	Course Code	First Approved Year	Last Approved Year
Beading (Elder Chronicles)	3 Credits (2023-2027)	LDC1014	2023-2024	2026-2027
Biology (Higher) 25	3 Credits (2023-2027)	LDC2428	2023-2024	2026-2027
Biology (Higher) 25	5 Credits (2023-2027)	LDC2428	2023-2024	2026-2027
Calculus (Advanced) 35	5 Credits (2020-2025)	LDC3255	2024-2025	2024-2025
Physics (Advanced) 25	3 Credits (2023-2027)	LDC2628	2023-2024	2026-2027
Physics (Advanced) 35	3 Credits (2023-2027)	LDC3628	2023-2024	2026-2027
Physics (Extension) 25	3 Credits (2023-2027)	LDC2338	2023-2024	2026-2027
Physics (Higher) 35	3 Credits (2023-2027)	LDC3338	2023-2024	2026-2027
Preparation for Parenting 35	3 Credits (2023-2027)	LDC3170	2023-2024	2026-2027
Preparation for Parenting 35	5 Credits (2023-2027)	LDC3170	2023-2024	2026-2027

Senior High Sequences Withdraw	Version	Course Code	First Approved Year	Last Approved Year
Prenatal 35 *	3 Credits	LDC1145	2018-2022	2022-2023

*Alberta Education supported keeping this LDC as a 15 level course for the unique setting, Louise Dean, to better support learning and ease of students enrolling at the 15 level.

5 | Implementation Consequences

Calgary Board of Education Operational Expectations OE-3: Instructional Program states,

“The Board of Trustees believes that providing high quality programming for all students is essential for student success...”

The Chief Superintendent shall:

3.1 Plan for and provide challenging, relevant and high quality programming opportunities that consider the educational needs of students, the choices of families, and the fiscal and operational capacity of the organization.

Alberta Education’s *Guide to Education* on Locally Developed Courses states, *“School authorities have the flexibility to develop or acquire locally developed courses (LDCs) to address particular student and/or community needs. These learning opportunities complement, extend and/or expand upon provincial programs of study. LDCs may be used to accommodate student needs and interests; encourage and support innovative learning and teaching practices; address unique community priorities; e.g., language, culture, labour market needs; engage students who may be at risk of leaving school early; promote successful transitions to further education by exposing students to advanced subject matter and learning environments; e.g., Advanced Placement, International Baccalaureate.”*

A decision is made by the originating district to continue developing, acquiring, and removing sequences with approval from the Board of Trustees for an official course listing. Notice of authorization of the recommendations in this report is provided to Alberta Education’s Curriculum Branch. The Calgary Board of Education’s intention is to facilitate seamless access for students.

Approved Locally Developed Courses for students in Kindergarten through to Grade 12 are available to all staff in the Calgary Board of Education through Insite.

6 | Conclusion

Board of Trustee’s approval of all Locally Developed Courses will ensure that the Calgary Board of Education is compliant with the *Guide to Education* requirements. Approval of these sequences will enable the Calgary Board of Education to be innovative and responsive to the learning needs of our students.



GARY STROTHER
ACTING 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.

CALGARY BOARD OF EDUCATION

Minutes of the Special Meeting of the Board of Trustees (the “Board”) held on Tuesday, July 18, 2023 at 9:30 a.m. through Microsoft Teams.

MEETING ATTENDANCE (Virtual)

Board of Trustees:

Trustee L. Hack, Chair
Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis
Trustee C. May
Trustee S. Vukadinovic

Absent:

Trustee D. Downey

Administration:

C. Usih, Chief Superintendent of Schools
R. Armstrong, Superintendent, Human Resources
K. Fenney, General Counsel
J. Pitman, Superintendent, School Improvement

CALL TO ORDER

Chair Hack called the meeting to order at 9:31 a.m.

Attendees confirmed they were alone and in locations that no other person could hear them or any part of this meeting.

MOTION TO MOVE IN CAMERA

MOVED by Trustee Vukadinovic:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the private agenda for the Special Meeting of the Board of Trustees, July 18, 2023, be considered at an in-camera session; therefore, be it

Resolved, THAT the Special Meeting of the Board of Trustees moves in-camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey



**Calgary Board
of Education**

MOTION TO REVERT TO PUBLIC MEETING

MOVED by Trustee Close:

THAT the Special Meeting of the Board of Trustees moves out of in-camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

MOTIONS TO ACTION IN-CAMERA RECOMMENDATIONS

MOVED by Trustee Dennis:

THAT the Board of Trustees approves the appointment of Leaders International to assist in the recruitment of a Chief Superintendent for the Calgary Board of Education.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

MOVED by Trustee Bolger:

THAT the Board of Trustees approves Recommendation C as outlined in the report.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

MOVED by Trustee Vukadinovic:

THAT the Board of Trustees approves an additional school code to be used as diploma exam writing centre code for Chinook Learning Services at Forest Lawn High School.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey

TERMINATION OF MEETING

The meeting terminated at 11:56 a.m.

Chair

Corporate Secretary
Adopted:

CALGARY BOARD OF EDUCATION

Minutes of the Special Meeting of the Board of Trustees (the “Board”) held on Tuesday, July 24, 2023 at 12:00 p.m. through Microsoft Teams.

MEETING ATTENDANCE (Virtual)

Board of Trustees:

Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis
Trustee C. May
Trustee S. Vukadinovic

Absent:

Trustee L. Hack
Trustee D. Downey

Administration:

R. Armstrong, Superintendent, Human Resources
K. Fenney, General Counsel
P. Minor, Corporate Secretary

CALL TO ORDER

Vice-Chair May called the meeting to order at 12:00 p.m.

Attendees confirmed they were alone and in locations that no other person could hear them or any part of this meeting.

MOTION TO MOVE IN CAMERA

MOVED by Trustee Dennis:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the private agenda for the Special Meeting of the Board of Trustees, July 24, 2023, be considered at an in-camera session; therefore, be it

Resolved, THAT the Special Meeting of the Board of Trustees moves in-camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey
Trustee Hack



MOTION TO REVERT TO PUBLIC MEETING

MOVED by Trustee Vukadinovic:

THAT the Special Meeting of the Board of Trustees moves out of in-camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey
Trustee Hack

TERMINATION OF MEETING

The meeting terminated at 1:02 p.m.

Chair

Corporate Secretary
Adopted:



CALGARY BOARD OF EDUCATION

Minutes of the Special Meeting of the Board of Trustees (the “Board”) held on Wednesday, August 2, 2023 at 9:30 a.m. through Microsoft Teams.

MEETING ATTENDANCE (Virtual)

Board of Trustees:

Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis
Trustee D. Downey
Trustee C. May

Absent:

Trustee L. Hack
Trustee S. Vukadinovic

Administration:

R. Armstrong, Superintendent, Human Resources
K. Fenney, General Counsel
M. Martin-Esposito, Chief Communications Officer
P. Minor, Corporate Secretary

CALL TO ORDER

Vice-Chair May called the meeting to order at 9:33 a.m.

Attendees confirmed they were alone and in locations that no other person could hear them or any part of this meeting.

MOTION TO MOVE IN CAMERA

MOVED by Trustee Bolger:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the private agenda for the Special Meeting of the Board of Trustees, August 2, 2023, be considered at an in-camera session; therefore, be it

Resolved, THAT the Special Meeting of the Board of Trustees moves in-camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Hack
Trustee Vukadinovic



**Calgary Board
of Education**

MOTION TO REVERT TO PUBLIC MEETING

MOVED by Trustee Dennis:

THAT the Special Meeting of the Board of Trustees moves out of in-camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Hack
Trustee Vukadinovic

MOTIONS TO ACTION IN-CAMERA RECOMMENDATIONS

MOVED by Trustee Close:

THAT the Board of Trustees approves the letter agreement with Gary Strother effective August 16, 2023.

THAT the Board of Trustees appoints Gary Strother as Acting Chief Superintendent effective August 25, 2023.

THAT the Board of Trustees approves the employment agreement between the Calgary Board of Education and Gary Strother.

THAT the Board of Trustees authorizes the Chair to correspond with Gary Strother as discussed in-camera.

THAT the Board of Trustees authorizes the Chair to communicate with the Minister of Education regarding the appointment of Gary Strother as Acting Chief Superintendent.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Hack
Trustee Vukadinovic

TERMINATION OF MEETING

The meeting terminated at 10:42 a.m.

Chair

Corporate Secretary
Adopted:



CALGARY BOARD OF EDUCATION

Minutes of the Special Meeting of the Board of Trustees (the “Board”) held on Tuesday, August 8, 2023 at 11:00 a.m. through Microsoft Teams.

MEETING ATTENDANCE (Virtual)

Board of Trustees:

Trustee L. Hack
Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis
Trustee D. Downey (joined at 11:58 a.m.)
Trustee C. May

Absent:

Trustee S. Vukadinovic

Administration:

R. Armstrong, Superintendent, Human Resources
K. Fenney, General Counsel
P. Minor, Corporate Secretary

CALL TO ORDER

Chair Hack called the meeting to order at 11:02 a.m.

Attendees confirmed they were alone and in locations that no other person could hear them or any part of this meeting.

MOTION TO MOVE IN CAMERA

MOVED by Trustee Dennis:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the private agenda for the Special Meeting of the Board of Trustees, August 8, 2023, be considered at an in-camera session; therefore, be it

Resolved, THAT the Special Meeting of the Board of Trustees moves in-camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Downey
Trustee Vukadinovic



**Calgary Board
of Education**

MOTION TO REVERT TO PUBLIC MEETING

MOVED by Trustee Bolger:

THAT the Special Meeting of the Board of Trustees moves out of in-camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic

TERMINATION OF MEETING

The meeting terminated at 1:41 p.m.

Chair

Corporate Secretary
Adopted:

DRAFT



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 13, 2023 at 3:00 p.m.

MEETING ATTENDANCE

Board of Trustees:

Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis (virtual)
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)
J. Pitman, Superintendent, School Improvement
M. Martin-Esposito, Chief Communications Officer
P. Minor, Corporate Secretary
D. Perrier, Senior Board Administrator

1 | CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

The meeting commenced at 3:00 p.m. and in accordance with Section 1 of the *Board Procedures Regulation* under the *Education Act*, Corporate Secretary Minor assumed the Chair pro tem. O Canada was led by students from McKenzie Lake School 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 Hack:

THAT the Board of Trustees approves the Agenda for the June 13, 2023 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.

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

Trustee Downey nominated Trustee Hack.

P. 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.

P. 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 May for Vice Chair of the Board of Trustees.

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

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

Chair Hack declared Trustee May 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**

Recessed: 3:07 p.m.

Reconvened: 3:11 p.m.

MOVED by Trustee Bolger:

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

- **Agenda Planning Committee**
- **Audit and Risk Committee**
- **Board Governance Committee**
- **Name Review Committee (ad hoc)**
- **Name Review Committee for Sir John A. Macdonald School**
- **School Name Recommendation Committee (ad hoc)**

- **Trustee Remuneration Committee**

D. Downey spoke to the removal of the Engagement Planning Committee, noting that good work has been accomplished; the work has been resolved.

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 Vukadinovic 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 Vukadinovic 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 Vukadinovic 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 Close and Hack as the trustee appointments to the Committee. The Board Vice Chair, Trustee May, will serve as the Committee Chair in accordance with the Terms of Reference for the Committee.

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

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

Chair Hack declared Trustee Close and herself as the trustees appointed to the Board Governance 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, one nomination came forward and that nominee was Trustee Vukadinovic.

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

Trustee Vukadinovic agreed to let her name stand for Chair of the Name Review Committee for Sir John A. Macdonald.

Chair Hack 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 Downey as Chair of the Committee and Trustee Vukadinovic as the second trustee appointment 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 Trustee Remuneration Committee. Trustee Vukadinovic agreed to let her name stand as the second trustee appointment to the Committee.

Chair Hack declared Trustee Downey as Chair of the Trustee Remuneration Committee and Trustee Vukadinovic 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, Trustee Hack, Vice Chair, Trustee May, and Second Vice Chair; it is chaired by the Board's Vice Chair. In addition, there are no appointments for the School Name Recommendation 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 May (Chair) (as per GC-5E, the Vice Chair serves as Committee Chair)
- Trustee Hack (Board Chair)
- Trustee ___ (determined when the Roster for Second Vice-Chair is approved)

Audit and Risk Committee

- Trustee Dennis (Chair)
- Trustee Vukadinovic

Board Governance Committee

- Trustee May (Chair) (as per GC-5E, the Vice Chair serves as Committee Chair)
- Trustee Close
- Trustee Hack

Name Review Committee for Sir John A. Macdonald

- Trustee Vukadinovic (Chair)
- Trustee Hack

Trustee Remuneration Committee

- Trustee Downey (Chair)
- Trustee Vukadinovic

4.2 Appointment of Trustees to Liaison Responsibilities

- Alberta School Boards Association – Board of Directors

Chair Hack noted that through the written nomination process Trustees Bolger and Vukadinovic were nominated for the regular appointment and Trustee Hack was nominated for the alternate appointment to the ASBA Board of Directors.

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

Trustee Bolger agreed to let her name stand for the regular appointment to the ASBA Board of Directors.

Recessed: 3:19 p.m.
Reconvened: 3:21 p.m.

Trustee Vukadinovic withdrew her name for the appointment.

Trustee Hack agreed to let her name stand as alternate.

Chair Hack declared Trustee Bolger as the regular appointment to the ASBA Board of Directors and herself as the alternate appointment. These appointments are effective from June 30, 2023 to June 2025.

- **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.

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

Chair Hack declared Trustee Close 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. 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 the liaison appointments to the Alberta Teachers' Association Council of School Representatives.

- **EducationMatters Board of Governors**

Chair Hack noted that a vacancy exists for a trustee liaison representative on the EducationMatters Board of Governors. She stated that one nomination had come forward through the written nomination process for EducationMatters Board of Governors and the nominee was Trustee Vukadinovic.

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

Trustee Vukadinovic agreed to let her name stand for the appointment.

Chair Hack declared Trustee Vukadinovic as the second liaison representative for the EducationMatters Board of Governors, joining Trustee Bolger. Trustee Vukadinovic's term of appointment will expire at the next organizational meeting of the Board of Trustees.

- **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 the liaison appointment to the Teachers' Employer Bargaining Association Representative Committee.

- **CBE Transportation Advisory Committee**

Chair Hack noted that one nomination had come forward through the written nomination process for the CBE Transportation Advisory Committee and that nominee was Trustee Dennis.

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

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

Chair Hack declared Trustee Dennis as the liaison appointment to the CBE Transportation Advisory Committee.

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

Alberta School Boards Association Board of Directors

- Trustee Bolger (*regular appointment*)
- Trustee Hack (*alternate appointment*)

Alberta School Boards Association Zone 5

- Trustee Close

Alberta Teachers' Association Council of School Representatives

- Trustee May (*regular appointment*)
- Trustee Hack (*alternate appointment*)

Education Matters Board of Governors

- Trustee Bolger (*term June 2021 to October 29, 2024*)
- Trustee Vukadinovic (*term June 2023 to June 2024*)

Elder Advisory Council

- Trustee Downey
- Trustee May

Teachers' Employer Bargaining Association Representative Committee (TEBA)

- Trustee Close

CBE Transportation Advisory Committee

- Trustee Dennis

5 | **SCHEDULE OF REGULAR MEETINGS AND GC-6E: ANNUAL WORK PLAN
2023-2024**

MOVED by Trustee May:

THAT the Board of Trustees approves the Schedule of Regular Board Meetings, including the date, time and place, from September 2023 through June 2024, as provided in Attachment I of the report.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Downey:

THAT the Board of Trustees approves GC-6E: Annual Work Plan for 2023-2024 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.

The motion was
CARRIED UNANIMOUSLY.

The approved Schedule of Regular Meetings and GC-6E: Annual Work Plan 2023-2024 are attachment to these minutes.

6 | ADJOURNMENT

Chair Hack declared the meeting terminated at 3:29 p.m. She noted the next public Board meeting is June 20, 2023.

Chair Hack

Corporate Secretary
Adopted:

Attachment:

- Schedule of Regular Meetings and GC-6E: Annual Work Plan 2023-2024

DRAFT



**Calgary Board
of Education**

**BOARD OF TRUSTEES
SCHEDULE OF REGULAR MEETINGS
SEPTEMBER 2023 TO JUNE 2024**

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 26, 2023	
October 17, 2023 October 24, 2023	
November 7, 2023 November 28, 2023	November 23, 2023
December 12, 2023	
January 16, 2024 January 30, 2024	
February 13, 2024	
March 5, 2024 March 19, 2024	
April 9, 2024 April 23, 2024	
May 21, 2024 May 28, 2024	
June 11, 2024 June 25, 2024	

(Organizational Meeting of the Board of Trustees – Tentatively June 11, 2024)

**Board of Trustees’
Governance Policy**

**GOVERNANCE CULTURE
GC-6E: Annual Work Plan – 2023-2024 (DRAFT)**

**Monitoring Method: Board Self-assessment
Monitoring Frequency: Annual**

MONTH	GC/ B/CSR	OE	RESULTS	STRATEGIC DIALOGUE/ ENGAGEMENT	BOARD DEVELOPMENT/ GENERATIVE DISCUSSION	OTHER BOARD ACCOUNTABILITIES
2023 SEP 26						<ul style="list-style-type: none"> Locally Developed Courses EducationMatters
OCT 17, 24	GC 1-9, B/CSR 1-5	OE-1 (M)	DIPS & PATS	COSC – Oct 26	Corporate Part- nerships	<ul style="list-style-type: none"> Modular Classroom Plan
NOV 7, 23, 28		OE-4 (M)				<ul style="list-style-type: none"> EducationMatters ASBA FGM Nov 19-21 Audited Financials Annual Education Results Report
DEC 12		OE-8 (M)				<ul style="list-style-type: none"> School Enrolment Report
2024 JAN 16, 30			R-2 (M)			<ul style="list-style-type: none"> Chief Sup’t Summa- tive Evaluation
FEB 13		OE-3 (M)	R-2 (M con’t)	COSC – Feb. 22		
MAR 5, 19		OE-7 (M)	R-3 (M)		Career Education and Unique Path- ways	<ul style="list-style-type: none"> Edwin Parr Nominee Friend of Education Nominee 3-Yr. School Capital Plan Trustee Remunera- tion Report
APR 9, 23		OE-2 (M) OE-6 (M)	R-4 (M)			<ul style="list-style-type: none"> Budget Assumptions Report Board of Trustees 2024-23 Operating Budget Locally Developed Courses
MAY 21, 28			R-5 (M)			<ul style="list-style-type: none"> Education Plan 2024-25 Budget
JUNE 11, 25		OE-5 (M) OE-9 (M)		COSC – Jun. 5		<ul style="list-style-type: none"> ASBA SGM June 3-4 3 Yr. System Student Accommodation Plan 10 Yr. Student Acc. & Facilities Strategy EducationMatters (presentation)

RI Reasonable Interpretation
I Indicators

M Monitoring of compliance or reasonable progress
RM Re-monitoring
B/T Baseline and Targets

CALGARY BOARD OF EDUCATION

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held in the Multipurpose Room, Education Centre, 1221 – 8 Street SW, Calgary, Alberta on Tuesday, June 13, 2023 at 11:00 a.m.

MEETING ATTENDANCE

Board of Trustees:

Trustee L. Hack, Chair
Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis (arrived at 11:16 a.m., attended virtually)
Trustee D. Downey
Trustee C. May
Trustee S. Vukadinovic

Administration:

C. Usih, Chief Superintendent of Schools
R. Armstrong, Superintendent, Human Resources
D. Breton, Superintendent, Facilities and Environmental Services
K. Fenney, General Counsel
B. Grundy, Superintendent, Finance/Technology Services
M. Martin-Esposito, Chief Communications Officer
J. Pitman, Superintendent, School Improvement
P. Minor, Corporate Secretary
M. Graham, Board Administrator

Stakeholder Representatives:

H. Ludwigsen, Principals’ Association for Adolescent Learners (PAAL)
C. Edmonds, Principals’ Association for Adolescent Learners (PAAL)
C. Haney, Senior High School Principals’ Association

1 | CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Hack called the meeting to order at 11:00 a.m. and students from David Thompson school led the national anthem.

Chair Hack acknowledged the traditional territories and oral practices of the Blackfoot Nations, which includes the Siksika, the Piikani, and the Kainai. She also acknowledged 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.

The Chair welcomed staff, union representatives and members of the public to the meeting.



2 | CONSIDERATION/ APPROVAL OF AGENDA

P. Minor, Corporate Secretary, noted that no agenda change requests were received.

MOVED by Trustee Bolger:

THAT the Board of Trustees approves the agenda for the Regular Meeting of June 13, 2023 as submitted.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Dennis

3 | AWARDS AND RECOGNITIONS

There were no presentations.

4 | RESULTS FOCUS

4.1 Proud to be CBE School Tours

Trustee Downey shared a presentation, highlighting trustee engagement through school tours; the success of CBE students; programming choice for families and students; CBE's importance in the community; increasing high school graduation rates; the importance of public education; specialized supports for students with diverse learning needs; academic and career pathway options for high school students; before and after school care in CBE elementary schools; community rental use of school spaces; collaboration with the City of Calgary, other school boards, and community partners; and the Board of Trustees' advocacy priorities.

5 | OPERATIONAL EXPECTATIONS

5.1 OE-5: Financial Planning – Annual Monitoring

Chief Superintendent Usih introduced the report.

Superintendent B. Grundy, Chief Financial Officer, highlighted information in the report that relates to the 2021-22 school year, noting the CBE's commitment to transparency and accountability; the CBE's good stewardship of public funds; the process for annual financial reporting; and CBE's compliance with all relevant indicators.

Chair Hack commented on the clarity and readability of the report.

Trustees had no questions on the report.

Chair Hack asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for OE-5: Financial Planning to the Corporate Secretary and to trustees by noon, Thursday, June 15, 2023. She stated that if no motions come forward, the item will be placed on the June 20, 2023 consent



agenda with a motion that the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-5: Financial Planning.

5.2 OE-9: Facilities – Annual Monitoring

Chief Superintendent Usih introduced the report, stating that the data collected is from the 2021-22 school year during which the CBE was operating under continued COVID-19 pandemic restrictions and the subsequent lifting of those restrictions. He also highlighted the success of the Facilities and Environmental Services team in maintaining safe and healthy learning environments during the pandemic.

Superintendent Breton continued, highlighting: the unique challenges posed by COVID-19 restrictions; the inability to report on indicator one for the 2021-22 school year, the commitment to making up to 80% of schools available to the public, due to COVID-19 restrictions and the desire to maximize in-person learning; and success in maintaining school cleanliness.

Administration responded to trustee questions on matters including: hazard reports and indoor environmental quality reports; emergency maintenance and repair requests; the process of responding to these reports and requests; cleanliness standards; and school modernization.

Chair Hack asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for OE-9: Facilities to the Corporate Secretary and to trustees by noon, Thursday, June 15, 2023. She stated that if no motions come forward, the item will be placed on the June 20, 2023 consent agenda with a motion that the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-9: Facilities.

6 | **PUBLIC COMMENT**

There were no public comments.

7 | **MATTERS RESERVED FOR BOARD INFORMATION**

7.1 EducationMatters Presentation and Financial Statements

Chair Hack introduced the presentation.

Hanif Ladha, Board Chair, and Marilyn Field, Executive Director of EducationMatters thanked the Board and CBE staff for their work and support, and presented on: EducationMatters' goal to enhance CBE student success; the Board of Governors structure; purpose of advancing and enhancing education for CBE public education students, aligning with the CBE goal of equity and success for all students; fundraising achievements in the 2022 calendar year; funding disbursements to support program grants and student awards; CBE's return on operational grant investment; trends in donor giving; collaborative development of funding priorities; post-secondary student support; trends in school needs; the 2021-2024 Strategic Plan; sustainability planning; and funding impact on students.



Following the presentation, trustees made comments on their appreciation for EducationMatters.

7.2 Three Year System Student Accommodation Plan (SSAP) 2023-2026

Chief Usih introduced the report, stating the report comes during a year of record enrollment growth; projects completed within the current school year; steps to address student accommodation needs for the 2023-24 school year; and identified challenges.

Superintendent Breton continued, highlighting the impacts of record enrollments; complexities surrounding the opening of new schools; impacts of family choice; monitoring of schools for increasing utilization pressures; and adaptation to rapidly changing demographics.

Administration responded to trustee questions on matters including: lottery programs and overflow schools; schools that are over or nearing capacity; communication timelines; North Calgary High School anticipated utilization; stability for students; increase in overflow schools; high school capacity in south Calgary; placement of year-four high school students; funding for the home education program in Windsor Park School; capital planning; and school utilization rates.

8 | MATTERS RESERVED FOR BOARD DECISION

There were no reports or presentations.

9 | CONSENT AGENDA

9.1 Items Provided for Board Decision

There were no reports or presentations.

9.2 Items Provided for Board Information

9.2.1 Chief Superintendent's Update

9.2.2 Construction Projects Update

Chair Hack noted that the Board would meet in-camera following the public portion of the meeting to discuss two labour and one strategic planning matters. She noted the next public Board meeting will be held on Tuesday, June 20, 2023.

Recessed: 12:27 p.m.

Reconvened: 12:58 p.m.

10 | PRIVATE SESSION

Trustee Dennis confirmed she was alone and in a location that no other person could hear her or any part of this meeting.



Motion to Move In-Camera

MOVED by Trustee Vukadinovic:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the private agenda for the Regular Meeting of the Board of Trustees, June 13, 2023 be considered at an in-camera session; therefore, be it

Resolved, THAT the Regular Meeting of the Board of Trustees moves in-camera.

The motion was
CARRIED UNANIMOUSLY.

Motion to Move Out of In Camera

MOVED by Trustee May:

THAT the Regular Meeting of the Board of Trustees moves out of in-camera.

The motion was
CARRIED UNANIMOUSLY.

Motions to Action In-Camera Recommendations

MOVED by Trustee Bolger:

THAT the Board of Trustees approves recommendation A as outlined in the report.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Downey:

THAT the Board of Trustees approves recommendation B as outlined in the report.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Dennis:

THAT the Board of Trustees approves recommendation C as outlined in the report.

The motion was
CARRIED

In Favour: Trustee Bolger



Trustee Close
Trustee Dennis
Trustee Downey
Trustee Hack
Trustee May

Opposed: Trustee Vukadinovic

11 | **TERMINATION OF MEETING**

The meeting terminated at 2:48 p.m.

Chair

Corporate Secretary
Adopted:

DRAFT



CALGARY BOARD OF EDUCATION

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held in the Multipurpose Room, Education Centre, 1221 – 8 Street SW, Calgary, Alberta on Tuesday, June 20, 2023 at 11:00 a.m.

MEETING ATTENDANCE

Board of Trustees:

Trustee L. Hack, Chair
Trustee P. Bolger
Trustee N. Close
Trustee M. Dennis
Trustee D. Downey
Trustee C. May
Trustee S. Vukadinovic (departed at 3:39 p.m.)

Administration:

C. Usih, Chief Superintendent of Schools
R. Armstrong, Superintendent, Human Resources
D. Breton, Superintendent, Facilities and Environmental Services
K. Fenney, General Counsel
B. Grundy, Superintendent, Finance/Technology Services
M. Martin-Esposito, Chief Communications Officer
J. Pitman, Superintendent, School Improvement
D. Unruh, Acting Superintendent, School Improvement
P. Minor, Corporate Secretary
M. Graham, Board Administrator

Stakeholder Representatives:

S. Clements, Alberta Teacher’s Association (ATA), Local 38
B. Lewis, Principal’s Association for Adolescent Learners (PAAL)

1 | **CALL TO ORDER, NATIONAL ANTHEM AND WELCOME**

Chair Hack called the meeting to order at 11:00 a.m. and students from New Brighton School led the national anthem.

Chair Hack acknowledged the traditional territories and oral practices of the Blackfoot Nations, which includes the Siksika, the Piikani, and the Kainai. She also acknowledged 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.

The Chair welcomed staff, union representatives and members of the public to the meeting.

2 | **CONSIDERATION/ APPROVAL OF AGENDA**

P. Minor, Corporate Secretary, noted that a request was received to remove Item 10.2.1, 2022-23 Third Quarter Budget Variance, from the Consent Agenda and add the same as Item 8.1 under Matters Reserved for Board Information.

MOVED by Trustee Dennis:

THAT the Board of Trustees approves the agenda for the Regular Meeting of June 20, 2023 subject to the changes noted above.

The motion was
CARRIED UNANIMOUSLY.

3 | **OPENING REMARKS**

Chair Hack noted that today is Chief Superintendent Usih's last public board meeting with the Calgary Board of Education.

Trustee Dennis made comments highlighting Chief Usih's impact during his time at the Calgary Board of Education, including: strategic resourcing to increase accountability and student results; school support model changes; creation of safe space for community and stakeholder feedback; integral and courageous leadership through the COVID-19 pandemic; advancement of the work on equity; relationship building; development of a highly skilled leadership team; educational frameworks; increased responsiveness to Board of Trustee priorities through the education plan and budget; and transformational change through leadership by example, and with kindness and optimism.

Chief Usih expressed his thanks and appreciation for the privilege of working with the Calgary Board of Education and its Board of Trustees, current and previous, highlighting: the value of public education; the strengths of the Calgary Board of Education; gratitude for the work and dedication of all teachers and staff across service units; the collaborative and positive working environment that allows the Calgary Board of Education to reach the goal of success for each student every day, no exceptions; his pride in the Calgary Board of Education; challenges faced and the resiliency built during COVID-19; and his gratitude for the privilege of working with the Calgary Board of Education and all teams across the system.

4 | **AWARDS AND RECOGNITIONS**

4.1 **ASBA Friends of Education**

Chief Usih introduced the nominee for the Alberta School Board Association (ASBA) Friends of Education Award, Hull Services. This award recognizes organizations that have made significant contributions to education and communities across Alberta. Chief Usih welcomed members of Hull Services: J. Reeves, Executive Director, Dr. E. Wang, Sr. Director, D. Manderson, Sr. Director, D. Bohn, Program Director of Hull School, M.

McMahon, Principal of William Roper Hull School, and K. Jardine, Principal of Children's Village School.

Superintendent J. Pitman highlighted the work of Hull Services, noting over sixty years of service in the community and over forty years of partnership with the Calgary Board of Education, which over the past year has benefited over 9000 students and families.

Trustee Close provided the thanks of the Board of Trustees to Hull Services for their work with CBE.

D. Manderson, Sr. Director of Hull Services, provided a few comments on behalf of Hull Services, thanking the Calgary Board of Education and the Board of Trustees for a long collaborative partnership, and gratitude for the collaboration with many school principals.

5 | **RESULTS FOCUS**

There were no reports or presentations.

6 | **OPERATIONAL EXPECTATIONS**

There were no reports or presentations.

7 | **PUBLIC COMMENT**

There were no public comments.

8 | **MATTERS RESERVED FOR BOARD INFORMATION**

8.1 **2022-23 Third Quarter Variance Analysis**

Chief Usih introduced the report and asked Superintendent Grundy, Chief Financial Officer, to provide further detail.

Superintendent B. Grundy commented on the report, stating: the report compares Administration's best estimate of total 2022-23 spending to the approved budget for the same year; the budget had estimated a small deficit, which grew by a small amount as noted in the Second Quarter Variance Analysis report, however, Administration is now estimating a small surplus; funding received in this school year is fully invested in students; prudence is followed in managing financial resources; the impacts of enrollment growth on resource needs; effects of a return to pre-pandemic activities on resource needs; expected operating reserve growth and sufficiency; expected decline in capital reserves due to jurisdictional growth and new schools; and the overall financial health of the Calgary Board of Education.

Chair Hack commented on the care and attention taken and the CBE's good working relationship with Alberta Education. She thanked Superintendent Grundy and his team for their work.

Administration responded to trustee questions on matters including funding for growing enrolment and increased student complexity.

9 | **MATTERS RESERVED FOR BOARD DECISION**

9.1 **2023-24 Monitoring Adjustments to Results 3, 4 and 5**

Chief Usih introduced the report, highlighting: the upcoming implementation of new K-3 French First Language and Literature, French Immersion Language Arts and Literature, and Science curriculum, and the new grades 4-6 English Language Arts and Literature and Mathematics curriculum; professional development for teachers; and removal of the requirement for K-6 reporting on Results in the 2023-24 school year to allow teachers time to focus on curriculum implementation and to make appropriate adjustments to required reporting.

MOVED by Trustee May:

THAT the Board of Trustees suspends the inclusion of any indicators for Results 3: Citizenship, Results 4: Personal Development and Results 5: Character related to Kindergarten to Grade 6 school report cards for the 2023-24 school year, with the exception of Results 4: Personal Development, section 4.5.

In debate of the motion, Trustees made comments on: support for the motion; impacts of new curriculum implementation; expectations for student personal development, citizenship, and character results; reporting on and monitoring of results indicators; low risk in suspending these indicators due to recent high results; and teacher work load.

Recessed: 12:05 p.m.

Reconvened: 12:08 p.m.

Trustees continued debate on the motion, commenting on: the importance of personal development, citizenship, and character in students for future impact; and expectations for students as per Section 31 of the Education Act.

Chair Hack called for the vote on the motion.

The motion was
CARRIED.

In favour: Trustee Bolger
Trustee Close
Trustee Dennis
Trustee Downey
Trustee Hack
Trustee May

Opposed: Trustee Vukadinovic

MOVED by Trustee Bolger:

THAT the Board of Trustees approves the revised Indicator 4.5.1 for Results 4: Personal Development policy as provided in Attachment I to this report.

In debate of the motion, Trustees made comments on: curriculum changes to the Physical Education and Wellness programs of study and the related wellbeing STEMS in K-6 report cards; and monitoring and success indicators.

Trustee Dennis called a Point of Order and requested that the Board be reminded of the process for policy and monitoring indicator changes. P. Minor, Corporate Secretary, provided the Board with a review of the process.

Trustees continued debate on the motion, commenting on: the need for monitoring reflective of the new curriculum; appreciation for Administration's work in keeping monitoring indicators in line with curriculum changes; indicator purpose; and the process for indicator amendments.

Chair Hack called for a vote on the motion.

The motion was
CARRIED.

In favour: Trustee Bolger
Trustee Close
Trustee Dennis
Trustee Downey
Trustee Hack
Trustee May

Opposed: Trustee Vukadinovic

10 | CONSENT AGENDA

10.1 Items Provided for Board Decision

10.1.1 OE-5: Financial Planning – Annual Monitoring

THAT the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-5: Financial Planning.

10.1.2 OE-9: Facilities – Annual Monitoring

THAT the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-9: Facilities.

10.1.3 Roster for Second Vice-Chair

THAT the Board of Trustees approves the roster for Second Vice-Chair for the period of July 2023 to June 2024 as submitted.

10.1.5 Meeting Minutes

- Special Meeting held May 2, 2023
- Regular Meeting held May 23, 2023
- Regular Meeting held May 30, 2023

THAT the Board approves the minutes of the Special Meeting held May 2, 2023, the Regular Meetings held May 23, 2023 and May 30, 2023, as submitted.

10.2 Items Provided for Board Information

10.2.2 Correspondence

Chair Hack noted that the Board would meet in-camera following the public portion of the meeting to discuss one legal, five labour, three land, and four strategic planning matters. She noted the next public Board meeting will be held on Tuesday, September 26, 2023.

Recessed: 12:20 p.m.

Reconvened: 12:38 p.m.

10 | **PRIVATE SESSION**

Motion to Move In-Camera

MOVED by Trustee Bolger:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the private agenda for the Regular Meeting of the Board of Trustees, June 20, 2023 be considered at an in-camera session; therefore, be it

Resolved, THAT the Regular Meeting of the Board of Trustees moves in-camera.

The motion was
CARRIED UNANIMOUSLY.

Motion to Move Out of In Camera

MOVED by Trustee May:

THAT the Regular Meeting of the Board of Trustees moves out of in-camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic

Motions to Action In-Camera Recommendations

MOVED by Trustee Bolger:

THAT the Board of Trustees approves the redevelopment of Jack James High School to accommodate relocation of the Louise Dean Centre to Jack James High School.

THAT, subject to Ministerial approval, the Board of Trustees approves a budget expenditure from Capital Reserves to undertake the redevelopment of Jack James High School, as reflected in the report.

THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education pertaining to the use of reserves.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic

MOVED by Trustee Downey:

THAT the Board of Trustees authorizes the Chair to communication with EducationMatters as discussed in camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic

MOVED by Trustee Dennis:

THAT the Board of Trustees approves Option A contained in the report.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic

11 | TERMINATION OF MEETING

The meeting terminated at 3:57 p.m.

Chair

Corporate Secretary
Adopted:

CALGARY BOARD OF EDUCATION

Minutes of the Special Meeting of the Board of Trustees (the "Board") held on Tuesday, August 23, 2023 at 1:30 p.m. through Microsoft Teams.

MEETING ATTENDANCE (Virtual)

Board of Trustees:

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

Administration:

R. Armstrong, Superintendent, Human Resources
P. Minor, Corporate Secretary

CALL TO ORDER

Chair Hack called the meeting to order at 1:30 p.m.

Attendees confirmed they were alone and in locations that no other person could hear them or any part of this meeting.

MOTION TO MOVE IN CAMERA

MOVED by Trustee Dennis:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the private agenda for the Special Meeting of the Board of Trustees, August 23, 2023, be considered at an in-camera session; therefore, be it

Resolved, THAT the Special Meeting of the Board of Trustees moves in-camera.

The motion was
CARRIED UNANIMOUSLY.

MOTION TO REVERT TO PUBLIC MEETING

MOVED by Trustee Bolger:

THAT the Special Meeting of the Board of Trustees moves out of in-camera.

The motion was
CARRIED UNANIMOUSLY.

MOTIONS TO ACTION IN-CAMERA RECOMMENDATIONS

MOVED by Trustee Dennis:

THAT the Board of Trustees approves the Opportunity Profile as discussed in-camera.

The motion was
CARRIED UNANIMOUSLY.

TERMINATION OF MEETING

The meeting terminated at 2:48 p.m.

Chair

Corporate Secretary
Adopted:

DRAFT

report to
Board of Trustees

Acting Chief Superintendent's Update

Date September 26, 2023

Meeting Type Regular Meeting, Public Agenda

To Board of Trustees

From Gary Strother
Acting Chief Superintendent of Schools

Purpose Information

Governance Policy Reference
OE-2: Learning Environment/Treatment of Students
OE-3: Instructional Program

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.

3 | Background

Learning Excellence | People Excellence | Strategic Resourcing | Summer Professional Learning

The Government of Alberta announced that the new 4-6 English Language Arts and Literature, 4-6 Mathematics as well as the K-3 Science curricula would be implemented in the fall of the 2023-2024 school year.

In support of the implementation of the new curricula, CBE offered summer professional learning sessions for those teachers and leaders directly involved in the required new curriculum implementation of the 4-6 English Language Arts and Literature, 4-6 Mathematics and K-3 Science.

The Core Curriculum specialists, in collaboration with Early Learning, Teaching and Learning with Technology, Indigenous Education specialists, under the pillars of Learning Excellence and People Excellence, provided 14 online half day sessions as well as 8 in-person supported working sessions for teachers and 2 in-person sessions for principals. There were approximately 3700 participants who attended the teacher sessions and about 150 principals and education directors who attended the principal sessions. Some participants may have attended more than one session.

These professional learning sessions provided teachers and leaders the opportunity to gain a deeper understanding of the new curricula as well as plan and design rich tasks and assessments for students.

People Excellence | Strategic Resourcing | Language Coaching for Confidence in French Production

The Calgary Board of Education's Language team invited teachers and administrators to participate in language coaching with ACPI (Association Canadienne des Professionnels de l'Immersion). The purpose of the course is to improve confidence in oral production.

The course is composed of 8 one-hour sessions, one-on-one with a specialized language coach and the student. Along with a diagnostic evaluation, it is up to the learner to specify which aspects of the oral language they would most like to work on.

More than 50 teachers, specialists and administrators took advantage of this opportunity. Participants responded to a survey about their experience. 80% of respondent remarked their confidence in oral language improved and 95% said they feel their overall French language abilities improved.

People Excellence | Strategic Resourcing | Languages Summer Institute

Alberta's government announced that all K-3 students will learn from new French First Language and Literature, French Immersion Language Arts and Literature and Science curriculums this September. School authorities will also have the option to implement new curriculum in these three subjects for grades 4 to 6 if they choose. In support of the implementation of the new curricula, CBE offered summer professional learning and resource creation sessions for teachers in areas related to French Immersion and bilingual programs sessions. A major focus this year was resource development for the new elementary FIL and Math curricula.

Thirteen different working sessions and workshops attended by 357 participants were offered by the *Languages* team's Education Director, Specialists and Learning Leaders, supported by External Resource persons, Principals, APs, and LLs from across CBE.



GARY STROTHER
ACTING CHIEF SUPERINTENDENT OF SCHOOLS

GLOSSARY – Developed by the Board of Trustees

Board: Board of Trustees

Governance Culture: The Board defined in policy the individual and collective behaviour required to establish a culture of good governance. These policies establish standards for how the Board performs its work, including policies that define the Board's job, its purpose and its accountability.

Board/Chief Superintendent Relationship: The Board defined in policy the degree of authority delegated to the Chief Superintendent, and set out how the Chief Superintendent's performance, and ultimately the organization's performance, will be evaluated.

Results: These policies define the outcome the organization is expected to achieve for each student it serves. The Results policies are the performance targets for the Chief Superintendent and the organization, and form the basis for judging the success of the organization and the Chief Superintendent on reasonable progress towards achieving the Results.

Operational Expectations: These policies define both the non-negotiable expectations and the clear boundaries within which the Chief Superintendent and staff must operate. The Chief Superintendent is required to comply with the Board's stated values about operational conditions and actions as set out in these policies.

report to Board of Trustees

Construction Projects Status Report

Date	September 26, 2023
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	Gary Strother Acting Chief Superintendent of Schools
Purpose	Information
Originator	Dany Breton, Superintendent, Facilities and Environmental Services
Governance Policy Reference	Operational Expectations OE-7: Communication With and Support for the Board OE-9: Facilities
Resource Person(s)	Trevor Fenton, Director, Facility Projects David Jaimes, Project Manager, Facility Projects

1 | Recommendation

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

2 | Issue

The Chief Superintendent is required to provide the Board of Trustees with an update regarding the project status of new schools and facility modernizations under development or construction.



3 | Background

The Calgary Board of Education (CBE) has received approval for full construction on six new school construction projects, one modernization and one redevelopment for the purpose of relocation. Additionally, “planning” activities are approved for one modernization and one new school, while “pre-planning” activities are approved for two modernizations and one new school.

On March 23, 2018, the Alberta Government announced the approval of an elementary school for Mahogany (Mahogany School) and a K-9 school for Skyview Ranch (Prairie Sky School). They also provided design approval for a middle school in Auburn Bay (Lakeshore School) and a new high school in Coventry Hills (North Trail High School). Mahogany School opened on September 1, 2022 and Prairie Sky School opened on April 3, 2023. With deficiency work remaining at Mahogany and Prairie Sky not impacting school operations, this will be the last update for these schools.

On November 1, 2019, the Government of Alberta approved full construction funding for Lakeshore School and North Trail High School. The Government of Alberta also announced the approval of a second elementary school for Auburn Bay (Bayside School). Bayside School opened on September 1, 2022, Lakeshore School opened on October 11, 2022. With only minor deficiency work remaining at Lakeshore and Bayside, this will be the last update for these schools. North Trail High School opened on August 31, 2023. Work continues at this site after school hours to address several deficiencies that were identified during facility turn over.

On March 4, 2022, the Government of Alberta announced the approval of a middle school for Evanston. On December 14, 2022, Alberta Infrastructure advised the CBE that Evanston middle will be delivered via a Design-Build delivery method. Design bridging documents are complete and the pre-qualification tender for a design-build contractor is ongoing. The next phase of design development is expected to commence in early Fall 2023.

On November 29, 2022, the Board of Trustees approved the closure of the Louise Dean Centre at Kensington School effective June 28, 2024 for the purpose of relocation to Jack James High School (JJHS). Detailed design work is complete and the Development Permit for the exterior improvements at JJHS is approved and pending release. Phase 1 Construction was completed on August 25, 2023. Phase 2 construction tender closed on August 24, 2023, with bids currently being evaluated.

On March 1, 2023, the Government of Alberta announced the approval for full construction of the modernization of John G. Diefenbaker High School. Alberta Infrastructure will deliver the modernization project at John G. Diefenbaker with an approved construction budget of \$33.1M and \$2.5M for hazardous materials abatement. On August 18, 2023, a letter was sent from the Chief Superintendent to the Deputy Minister of Education requesting a scope change. Instead of replacing the existing four modular classrooms with new modulars, the request is that they be converted into permanent classroom space through a small addition to the school. The prime consultant services contract has been awarded, with the

design phase commencing in September 2023. The project is expected to take between 2-3 years to complete, but no official completion date has been set.

On March 1, 2023, the Government of Alberta announced the approval for “Planning” of the modernization of Annie Gale School and a new high school in the community of Cornerstone, as well as approval for “Pre-Planning” of modernizations at A.E. Cross School and Sir John A. MacDonald School and a new middle school located in the community of Saddle Ridge. Representatives from Alberta Education, Alberta Infrastructure, and CBE met on July 20, 2023 to discuss the new Planning and Pre-Planning process for modernizations and new builds. Work associated with these phases of capital approval could include preliminary studies such as options analysis, community engagement, site analysis and schematic design. Project plans are currently being developed and should be ready in Fall 2023.

4 | Analysis

Information on the current status of the projects under development and being administered by the CBE and Alberta Infrastructure is provided in **Attachment I**.

The locations of the various new schools and modernization capital projects under development are shown in **Attachment II**.

Attachment III provides a series of onsite photographs to visually convey the progress at North Trail High School and the new Louise Dean Centre site at Jack James High School. No material changes were made to the schools opened in 2022, thus progress photos are excluded.

There are three Project Steering Committees set up for the current school projects as follows:

- Louise Dean Centre Relocation;
- Evanston Middle School; and
- John G. Diefenbaker Modernization

5 | Conclusion

This report provides the current update on the project status of new schools and facility modernizations within the CBE currently under development or construction.

It is provided to the Board of Trustees for informational purposes in compliance with Operational Expectation 7: Communication With and Support for the Board.

GARY STROTHER
ACTING CHIEF SUPERINTENDENT OF SCHOOLS

ATTACHMENTS

Attachment I: New/Modernized Facility Construction Status
Attachment II: Project Location Map
Attachment III: Construction Photos

GLOSSARY – Developed by the Board of Trustees

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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's performance.

**CALGARY BOARD OF EDUCATION
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS
September 26, 2023**

Building	Opening Date	Notes/Comments	
36. Mahogany School Grades K-4 Capacity 600 students	Sept. 1 2022	Design and Specifications	100%
		Construction Award	100%
		Construction Progress	100%
		Note: Project managed by Alberta Infrastructure. School complete; warranty issue remediation underway.	
37. Prairie Sky School Grades K-9 Capacity 900 students	April 3 2023	Design and Specifications	100%
		Construction Award	100%
		Construction Progress	100%
		Note: Project managed by Alberta Infrastructure. School complete; warranty issue remediation underway.	
38. Lakeshore School Grades 5-9 Capacity 900 students	Oct. 11 2022	Design and Specifications	100%
		Construction Award	100%
		Construction Progress	100%
		Note: Project managed by Alberta Infrastructure. School complete; warranty issue remediation underway.	
39. North Trail High School Grades 10-12 Capacity 1800 students	Aug. 31 2023	Design and Specifications	100%
		Construction Award	100%
		Construction Progress	100%
		Note: Project managed by Alberta Infrastructure. School complete, correction of deficiencies / warranty issues ongoing.	
40. Bayside School Grades K-4 Capacity 600 students	Sept. 1 2022	Design Build - Basis of Design/Bid package	100%
		Construction Award	100%
		Design and Specifications	100%
		Construction Progress	100%
		Note: Project managed by Alberta Infrastructure. School complete; warranty issue remediation underway.	

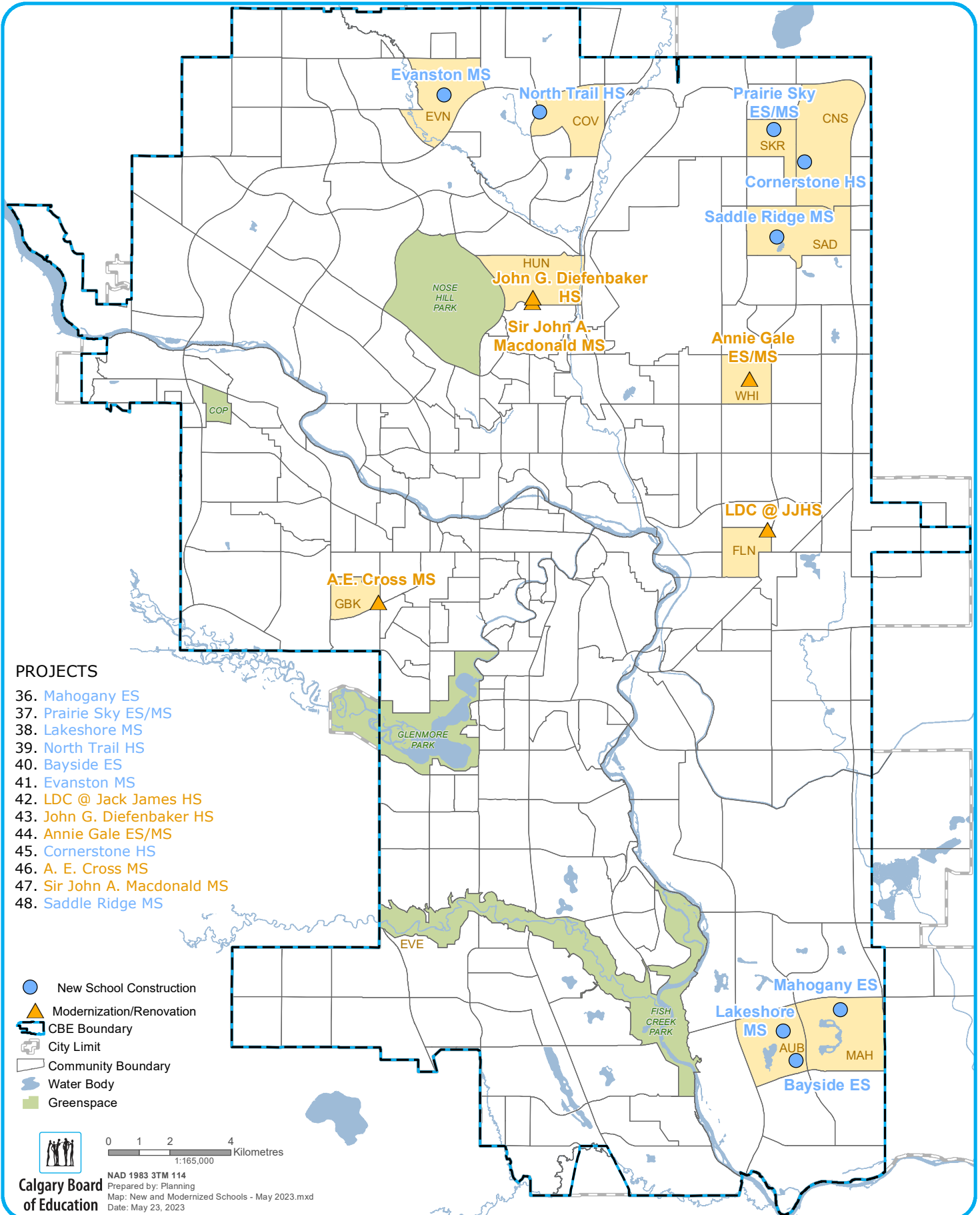
**CALGARY BOARD OF EDUCATION
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS
September 26, 2023**

Building	Opening Date	Notes/Comments	
41. Evanston Middle School Grades 5-9 Capacity 900 students	TBD	Design Build – RFP Package (includes drawing package to approx. 30% CD level and Performance Specifications)	100%
		Design-Build Contract Award	50%
		Design and Specifications	30%
		Construction Progress	0%
		Note: Project managed by Alberta Infrastructure. Bridging documents complete. Phase 1 of design-build contractor procurement complete. Phase 2 of procurement process is underway.	
42. Louise Dean Centre Relocation Grades 9-12	Fall 2024	Design and Specifications	100%
		Construction Award (Phase 1)	100%
		Construction Progress (Phase 1)	100%
		Construction Award (Phase 2)	100%
		Construction Progress (Phase 2)	5%
Note: Project managed by Calgary Board of Education Phase 1 completed on August 25, 2023. Phase 2 tender awarded on August 31, 2023. Phase 2 construction started on September 1, 2023			
43. John G. Diefenbaker School Grades 10-12 Modernization	TBD	Design and Specifications	0%
		Construction Award	0%
		Construction Progress	0%
		Note: Project Managed by Alberta Infrastructure. Approved construction budget of \$33.1M plus \$2.5M for HAZMAT abatement. Prime consultant selected. Design phase to commence in September 2023.	
44. Annie Gale School Grades 6-9 Modernization	TBD	Note: Planning approved on March 1, 2023 Currently developing a plan based on approval details provided by AB Ed.	
45. Cornerstone High School TBD	TBD	Note: Planning approved on March 1, 2023 Currently developing a plan based on approval details provided by AB Ed.	

**CALGARY BOARD OF EDUCATION
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS
September 26, 2023**

Building	Opening Date	Notes/Comments	
46. A.E. Cross School Grades 7-9 Modernization	TBD	Note: Pre- Planning approved on March 1, 2023 Currently developing a plan based on approval details provided by AB Ed.	
47. Sir John A. MacDonald School Grades 6-9 Modernization	TBD	Note: Pre- Planning approved on March 1, 2023 Currently developing a plan based on approval details provided by AB Ed.	
48. Saddle Ridge Middle School TBD	TBD	Note: Pre- Planning approved on March 1, 2023 Currently developing a plan based on approval details provided by AB Ed.	

New and Modernized Schools As of August 2023



PROJECTS

- 36. Mahogany ES
- 37. Prairie Sky ES/MS
- 38. Lakeshore MS
- 39. North Trail HS
- 40. Bayside ES
- 41. Evanston MS
- 42. LDC @ Jack James HS
- 43. John G. Diefenbaker HS
- 44. Annie Gale ES/MS
- 45. Cornerstone HS
- 46. A. E. Cross MS
- 47. Sir John A. Macdonald MS
- 48. Saddle Ridge MS

- New School Construction
- Modernization/Renovation
- CBE Boundary
- City Limit
- Community Boundary
- Water Body
- Greenspace



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1:165,000

**Calgary Board
of Education**

NAD 1983 3TM 114
Prepared by: Planning
Map: New and Modernized Schools - May 2023.mxd
Date: May 23, 2023

North Trail High School



Main Gathering Space



Main Entrance



Computer Lab



Learning Commons



North Trail High School



Main Gym



Fitness Room



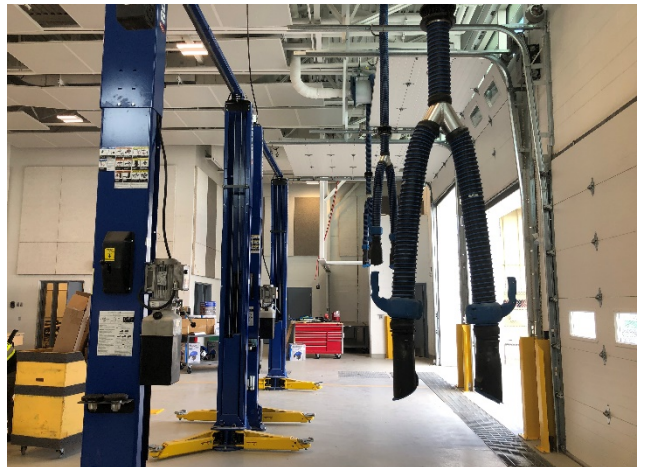
Computer Lab



Wood Shop



Culinary Arts



Automotive Shop

Jack James High School



Hoarding – 2nd Floor



Main Floor Corridor - Demo



Art Room - Demo



Corridor - Demo