

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, November 7, 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

Absent:

Trustee S. Vukadinovic

Administration:

G. Strother, Acting 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
M. Nelson, Acting Superintendent, School Improvement
J. Pitman, Superintendent, School Improvement
P. Minor, Corporate Secretary
M. Graham, Board Administrator

Stakeholder Representatives:

S. Clements, Alberta Teacher’s Association (ATA), Local 38
C. Gordon, Canadian Union of Public Employees, Local 40
C. Tuttle, Elementary School Principal’s Association
C. Cornea, Sr. High School Principal’s Association

1 | CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Hack called the meeting to order at 11:00 a.m. and students from McKenzie Lake School led the national anthem through a video recording.

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 9.2.1 Acting Chief Superintendent's Update from the Consent Agenda and to add it as Item 7.1 under Matters Reserved for Board Information.

MOVED by Trustee Bolger,

THAT the Board of Trustees approves the agenda for the Regular Meeting of November 7, 2023, subject to the changes noted above.

The motion was

CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic

3 | **AWARDS AND RECOGNITIONS**

3.1 **Building Energy Benchmarking Award**

Chair Hack introduced the award, stating: the City of Calgary Benchmark YYC program is working with the Alberta Emerald Foundation to host the first annual Building Energy Benchmarking Award as part of the 2023 Calgary Climate Symposium; the award celebrates the achievements of program participants in five categories; Balmoral Jr. High School, built in 1913 and one of Calgary's oldest schools, has been selected as a top performing K-12 school property in the Benchmark YYC program for calendar year 2021; the school property was compared against 63 similar properties and found to have the lowest total greenhouse gas emissions intensity, performing 41% better than the category average; the CBE works to manage and reduce its energy consumption through many initiatives across our portfolio, including energy efficient facility upgrades, utility management, and engaging staff and students in energy education and awareness campaigns; and the CBE is grateful for this recognition and will continue to work to meet the GHG emissions and energy intensity targets set out in our Sustainability Framework.

Chair Hack called on the Balmoral Jr. High school principal, R. Vijairaghavan, Education Director T. Healing, Director of Facility Projects, T. Fenton, and Sustainability Coordinator, O. Olafson to receive the award, which will be displayed at Balmoral Jr. High school.

Recess: 11:10 a.m.

Reconvened: 11:12 a.m.

4 | **RESULTS FOCUS**

There were no reports or presentations.

5 | **OPERATIONAL EXPECTATIONS**



5.1 OE-4: Treatment of Employees – Annual Monitoring

Acting Chief Superintendent Strother introduced the report, stating: data collected applies to the 2022-23 school year; the report includes evidence of a safe, supportive, and respectful organization with clear rules and procedures for personnel, standards and practices for recruitment, and adherence with requirements for Board expectations; the evidence indicates compliance with all 13 indicators that are applicable to the 2022-23 school year.

Superintendent Armstrong provided highlights from the report, including: standards and practices are in place for recruitment, fair compensation, and retention of highly qualified employees; clear personnel rules and procedures for working with employees; CBE's commitment to providing a safe, supportive, and respectful organizational culture; compliance with all indicator measures; the exclusion of lunchroom supervisors from compliance indicators in section 4.2.1, as the position has limited hours and an expected higher-rate turnover; the commitment of staff to achievement, equity, and well-being during challenging times both in classrooms and by service staff; challenges due the impact of COVID-19 and unprecedented increased enrolment; and confidence that staff will continue to meet and advance CBE goals.

Administration responded to trustee questions on the report on matters including: policies and procedures regarding employees' concerns or whistleblower reports; investigation of whistleblower reports; Administrative Regulation 4090 and employee avenues for disclosure advice; process for hiring and mentoring school principals; teacher retention and continuous contracts; administrative transfers; retention of school principals; engagement of employees with CBE frameworks; spring staffing; data regarding the reasons teachers choose to apply to different schools; improvement in parent understanding of staffing processes; resolution of grievances; and identifying school needs and matching teachers with best-fit roles.

Chair Hack asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for OE-4: Treatment of Employees to the Corporate Secretary and to trustees by noon, Thursday, November 23, 2023. If no motions come forward, the item will be placed on the November 28, 2023 consent agenda with a motion that the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-4: Treatment of Employees.

6 | PUBLIC COMMENT

Mr. N. Pike, from the local political podcast, The Breakdown, shared concerns he has heard from teachers regarding workplace health and safety related to increased class size, classroom complexity and increased administrative burden.

S. Clements, Alberta Teachers' Association, Local 38, shared feedback from teachers about workplace health and safety related to increased class size, classroom complexity and limited support staff availability.



Recessed: 11:58 a.m.
Reconvened: 12:05 p.m.

7 | **MATTERS RESERVED FOR BOARD INFORMATION**

7.1 Acting Chief Superintendent's Update

Administration responded to Trustee questions on matters including CBE literacy assessments.

8 | **MATTERS RESERVED FOR BOARD DECISION**

8.1 Financial Status of Reserves and Designated Funds

Acting Chief Superintendent Strother introduced the report, stating: data included is as of August 31, 2023; it addresses Operational Expectations 5: Financial Planning, subsection 5.5 which states, "ensures that Board approval is received for all expenditures from reserve funds and for all transfers between Operating Reserves, Capital Reserves, or Committed Operating Surplus," the report sets out administration's proposed transfers from and between Operating and Capital Reserves, and committed to Operating Surplus; and, if approved by the Board today, the information contained in the report will be incorporated into the CBE's financial statements for the year ending August 31, 2023.

Superintendent Grundy provided highlights from the report, including: the CBE is on a sound financial foundation; the CBE's Fiscal Stability Reserve, "Rainy Day Fund" is currently expected to be \$43.6 million equalling 2.8% of the total prior year expenditures, falling well within the 3.2% cap imposed by Alberta Education, ensuring continuity in resources in the case of in-year challenges; \$78 million in Capital Reserves for the 2023-24 school year which represents approximately 1.6% of the estimated \$5 billion replacement value of CBE facilities; a change to this year's report noting the recommendation in this report is subject to ministerial approval, due to the disposition of three end-of-life facilities during the 2022-23 school year and the net proceeds of \$24.6 million, Alberta Education's financial reporting guidance requiring those proceeds to be split between the Capital Reserves and Unexpended Deferred Capital Contributions, and administration's choice to show the entire amount within Capital Reserves, in conversation with Alberta Education administration, for the purpose of transparency; and the ongoing annual financial audit that could result in changes to this report, to be fully disclosed with the presentation of the year end audited financial statements later this month.

Administration responded to trustee questions on the report including: the categories of the capital reserves funds; transfer of funds; and designated funds.

MOVED by Trustee Dennis:

THAT the Board of Trustees approves the transfers as represented in Attachment I to the report, subject to Ministerial approval related to capital reserves.



In debate of the motion, trustees made comments on the ongoing audit process; Capital Reserve funds; and indicators of financial health and prudence.

Chair Hack called for a vote on the motion.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic

9 | **CONSENT AGENDA**

9.1 Items Provided for Board Decision

9.2 Items Provided for Board Information

Chair Hack noted the public portion of this meeting is now adjourned; and, that the Board would reconvene in private to discuss one land, one labour and four strategic planning matters. She stated the next public Board meeting is on Tuesday, November 28, 2023.

Recessed: 12:22 p.m.

Reconvened: 12:46 p.m.

10 | **PRIVATE SESSION**

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 Regular Meeting of the Board of Trustees, November 7, 2023 be considered at a private session; therefore, be it

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

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic

Motion to Move Out of In Camera

MOVED by Trustee Dennis:

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 Downey:



THAT the Board of Trustees authorizes the Chair to communicate with school councils as discussed in camera.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic

MOVED by Trustee May:

THAT the Board of Trustees approves the appointment of Trustee Downey as Committee Chair of the Sir John A. Macdonald School Name Review Committee.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Vukadinovic.

11 | **TERMINATION OF MEETING**

The meeting terminated at 3:44 p.m.

