

## **CALGARY BOARD OF EDUCATION**

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held on Tuesday, January 25, 2022 at 12:00 p.m. through Microsoft Teams

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### MEETING ATTENDANCE (Virtual)

#### 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

#### Administration:

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

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

Chair Hack called the meeting to order at 12:00 p.m. and O Canada was led by students from Fish Creek School by way of pre-recorded video.

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.

Chair Hack welcomed staff, public members, and union representatives participating virtually in the Board meeting.

### **2 | CONSIDERATION/ APPROVAL OF AGENDA**

Ms. Minor, Corporate Secretary, noted there was a request for item 9.1.1 OE-8: Communicating and Engaging with the Public – Annual Monitoring to be removed from the consent agenda and added as item 8.3 under Matters for Board Decision.



MOVED by Trustee Dennis:

**THAT the Board of Trustees approves the agenda for the Regular Meeting of January 25, 2022, subject to the changes noted above.**

The motion was  
CARRIED UNANIMOUSLY.

**3 | AWARDS AND RECOGNITIONS**

There were no awards or recognitions.

**4 | RESULTS FOCUS**

**4.1 Results 2: Academic Success – Annual Monitoring (Indicator 4)**

Chief Superintendent Usih introduced the report, highlighting four key points: the results are not fully demonstrating the level of success for students who self-identify as Indigenous; the three year rates for students who self-identify as Indigenous in the CBE increased 9.1 percentage points; the Indigenous Education Framework is evidence of the work CBE is doing to improving outcomes for this group of learners; and administration looks forward to working with the Board to engage in target setting for Results 2: Academic Success.

Administration responded to trustee questions on matters including: targets not being set for the 2020-21 year; the decreasing results for students identified with special education needs in division four; anticipated increases for students who self identify as Indigenous; indicator 4 being confusing as it reports on required programs of study but also courses that are optional in particular grades; report card data confirming expected trends; division three students maintaining or narrowing gaps between province and all student groups; division four students graduation rates and the impact the pandemic has had on them; attendance tracking team composition and process followed to support student attendance; the role of attendance counsellors; and referrals for psychological assessments.

Chair Hack asked trustees to identify their intentions to bring forward any motions related to compliance, exceptions or commendations for Results 2: Academic Success to the Corporate Secretary and to trustees by noon, Thursday, February 3, 2022. The report will be placed on the agenda for the February 8, 2022 public board meeting for the board's consideration.

**5 | OPERATIONAL EXPECTATIONS**

There were no reports or presentations.



**6 | PUBLIC COMMENT**

**6.1 Mr. G. Gobeil, Engineer with Lexus Engineering**

Mr. Gobeil spoke about filtration and air circulation in schools, and what he thinks are required modifications to the existing systems in order to upgrade the filters to MERV 13. He suggested that a heating ventilation and air conditioning (HVAC) engineering assessment be done if the CBE had not already done one. He also spoke about the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) standards and the studies on the use of in-room cleaners yielding positive results.

**Mr. A. Malong, Parent**

Mr. Malong spoke about the lack of information available regarding indoor air quality improvements being made to support student, teacher, and community health during the pandemic. He would like the CBE to have an engineering analysis completed and made public to allow for transparency.

**Mr. S. Kayande, Parent**

Mr. Kayande spoke about the impacts long COVID is having on his family, specifically his daughter who is a student at the CBE. He expressed concern that not enough is being done to keep kids in schools safe and that wearing N95 masks and ensuring proper air ventilation are the only ways to protect students.

**Ms. M. Sew, Parent**

Ms. Sew spoke about continuing to follow expert health advice when it comes to reducing the spread of COVID-19 in schools, which includes N95 masks and upgrading the ventilation in schools to include MERV 13 filters. She would like to see more being done in schools to ensure clean air and optimized air circulation in classrooms, and even approving the use of in-room air cleaners.

**7 | MATTERS RESERVED FOR BOARD INFORMATION**

**7.1 First Quarter Budget Variance Report**

Superintendent Grundy introduced the report stating it provides the board information and oversight about how CBE is progressing with the 2021-22 Board approved budget. He highlighted some of the updates including: that the CBE is projecting an operating deficit of \$9.8 million, driven entirely by COVID-19 mitigation costs; actual student enrolment was lower than planned, necessitating deferral of Alberta Education revenue; and the CBE received \$5.9 million in learning disruption grant funding.

Administration responded to trustee questions on matters including: the deferral of the provincial education funding; funding recovery related to ineligible students; number of ineligible students and the amount of payback required; ability to put the money deferred into reserves or use for other expenditures such as additional staff or deferred maintenance; COVID-19 cost increases for temporary cleaners; provincial guidance and health standards required; increases in custodial overtime and coverage; other school boards having to defer provincial education funding; student travel insurance costs; the



targeted funds not be included in the per student funding calculation on the financial health matrix; and measures in place to protect the CBE from rising inflation.

## 7.2 COVID-19 Update

Chief Superintendent Usih introduced the presentation, stating that the CBE has committed to two primary objectives held over the course of the COVID-19 pandemic: to promote health and safety of students and staff; and to maintain, to the greatest extent possible, the continuity of in person learning. He provided an update on the delivery of the government shipment of masks and rapid tests, adding that the CBE has purchased additional masks and are in the process of upgrading to MERV 13 filters where possible.

Superintendent Pitman continued, speaking about the criteria used for transitioning a class online, the duration of classes being online, and the number of classes that have moved online since the beginning of the year. She also provided a breakdown of absentee rates across the system.

Superintendent Holowka spoke about the impacts and disruptions to learning the redeployment of staff have had on students. She highlighted that all classrooms have also been set up to have an online platform in order to minimize the impacts to learning.

Superintendent Armstrong spoke about staff absences, the CBE's approach to staffing, and the CBE's response to AR1016 related to COVID-19 vaccinations of staff.

Superintendent Breton provided a more detailed update regarding masks and test kits from the provincial governments, including the masks procured directly by the CBE. He also provided an update on ventilation in schools and the transition plan to the MERV 13 filters.

Superintendent Grundy provided an update on costs associated with COVID-19. He noted that a request would be coming forward later in the meeting to use up to \$14 million in operating reserves to cover these costs.

Administration responded to trustee questions on matters including: the timeline of installing the MERV 13 filters in schools; the long term sustainability of redeploying central staff to schools; and absenteeism due to illness in schools compared to community illness rates.

Recessed: 2:08 p.m.

Reconvened: 2:20 p.m.

## 8 | MATTERS RESERVED FOR BOARD DECISION

### 8.1 2022-23 Modular Classroom Program

Superintendent Breton introduced the report stating that after a thorough review of needs throughout the system, the submission this year does not make any requests for new modular classrooms, it actually asks for the removal of three modular classrooms. By reducing the number of modular classrooms, the CBE can reduce operating costs for



things such as utility usage, as well as increase the utilization rate which in turn increases Operations & Maintenance funding.

Administration responded to trustee questions on matters including: schools that asked for additional space but were not eligible; possible timelines for completion of removal; risk that the modular classrooms will not be removed by the government; brand new schools opening with modular classrooms; and when removing modular classrooms, are there transition plans for the schools to use less space.

MOVED by Trustee Dennis:

**THAT the Board of Trustees approves the 2022-23 Modular Classroom Program submission.**

In debate of the motion, trustees made comments on: the request reflecting the CBE's commitment of being good stewards of resources; the removal helping the CBE get closer to an 85% utilization rate; using the space wisely by removing space that is no longer needed and at the end of its life; and wanting to see the removal move forward quickly.

Chair Hack called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

## 8.2 Use of Reserves for COVID-19 Mitigation Costs

Chief Superintendent Usih introduced the report, requesting that the CBE access up to \$14 million from operating reserves in order to fund COVID-19 mitigation costs.

Superintendent Grundy continued to provide additional detail, stating that the CBE purposely did not put COVID-19 costs in the 2021-22 budget as it was not known what the costs would be and what the impacts from COVID-19 would look like until the year had started. The amount requested is forecast to cover the entire school year for COVID-19 mitigation costs. The remaining balance in the operating reserve, if the \$14 million is approved, would be approximately 2.3% of total expenditures.

Administration responded to trustee questions on matters including: positions assisting with COVID-19; what the supports for remote work and supports to families are referring to; the remaining balance of reserves at the end of the year; and how the total amount requested was estimated.

MOVED by Trustee Close:

**THAT the Board of Trustees approves a budget expenditure of up to \$14,000,000 from operating reserves in 2021-2022 to fund the incremental cost of COVID-19 mitigation measures, subject to Ministerial approval.**

In debate of the motion, trustees made comments on: operating reserves intended uses being for unforeseen circumstances; following the Operational Expectations 5: Financial Planning policy; commending administration on maintaining the focus on students; saving



costs by no longer offering HUB learning and only offering CBe-learn; protecting the students by exceeding the health protocols in place; work that is ongoing to ensure students can stay in the classroom; the approval putting the CBE below the reserve level set by the board in policy; and the extra costs displaying that the CBE is following the guidelines to keep students safe in the classroom.

Chair Hack called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Close:

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

In debate of the motion, trustees made comments on: the board providing the necessary oversight and administration providing the details and explanation required; asking for up to \$14 million in funding; and the next step being to ask for Ministerial approval.

Chair Hack called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

### 8.3 OE-8: Communicating and Engaging with the Public

MOVED by Trustee Bolger:

**THAT the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of Operational Expectations 8: Communication and Engaging with the Public.**

In debate of the motion, trustees made comments on: being proud of the work done by the CBE; administration ensuring timely feedback and communication to all stakeholders; the work reflected in this report being of tremendous value; successfully maintaining the concerns and complaints process; finding the non-compliance of indicator 8.4.3 acceptable given all the challenges with COVID-19 rules; and the report showing evidence of compliance.

Chair Hack called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.



MOVED by Trustee Dennis:

**THAT the Board of Trustees commends the Chief Superintendent for exemplary performance in the use of the dialogue framework throughout the high school engagement process to engage with affected stakeholders and allow for their reasonable and appropriate participation in the decision making by the Calgary Board of Education.**

In debate of the motion, trustees made comments on: the commendation focusing on indicators 8.1.2 and 8.4.1 where efforts were made to maximize accessibility of engagement opportunities throughout the high school engagement process; how the CBE encouraged participation and feedback through multiple in-person sessions, translating the materials into multiple languages, and utilizing existing relationships family's had with their school based staff; the use of regular, ongoing updates on the CBE website being helpful; the decision being made and communicated ahead of schedule; the project being a massive engagement; being very impressed by the process; questioning if the performance was exemplary as only about two to three percent of the available high school community participated; finding the engagement to be informative and engaging; questioning whether this engagement should be what the Board sets as baseline data and standards for online engagement in the future; wanting to set the CBE up for future success; the numbers of participants not satisfying the need for a commendation; feeling the engagement went beyond just the number of comments provided, but included additional participants who were satisfied with just receiving information; appreciating the opportunity to provide a voice, input, and feel they could affect the outcome; feeling the CBE was listening; this engagement setting the bar in order to replicate and even exceed in the future; not seeing that a large amount of people were engaged; the outcome not being measureable or specific; wanting to see this as a baseline for future engagement; being able to expand on the engagement and reach out in other languages being very useful; and the amount of feedback given back to communities being significant.

Chair Hack called for a vote on the motion.

The motion was  
CARRIED.

In favour: Trustee Bolger  
Trustee Close  
Trustee Dennis  
Trustee Vukadinovic

Opposed: Trustee Downey  
Trustee Hack  
Trustee May

## 9 | CONSENT AGENDA

### 9.1 Items Provided for Board Decision

#### 9.1.2 Meeting Minutes

- Regular meeting held November 23, 2021
- Regular Meeting held December 7, 2021



- Regular Meeting held December 14, 2021

**THAT the Board of Trustees approves the minutes of the Regular Meetings held November 23, 2021, December 7, 2021, and December 14, 2021, as submitted.**

## 9.2 Items Provided for Board Information

Chair Hack noted that the Board would meet in-camera following the public portion of the meeting to discuss one legal, one land, three labour, and four strategic planning matters. She noted the next public Board meeting is scheduled for Tuesday, February 8, 2022.

Recessed: 3:24 p.m.

Reconvened: 3:37 p.m.

## 10 | **IN-CAMERA SESSION**

Trustees and Superintendents confirmed they were alone and in a location 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 Regular Meeting of the Board of Trustees, January 25, 2022 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 Revert to Public Meeting

MOVED by Trustee Close:

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

The motion was

CARRIED UNANIMOUSLY.

### Motion to Action In-Camera Recommendations

MOVED by Trustee May:

**THAT the Board of Trustees approves the recommendations regarding the recruitment of two external members for the Trustee Remuneration Committee as outlined in the report.**

The motion was

CARRIED UNANIMOUSLY.





MOVED by Trustee Downey:

**THAT the Board of Trustees authorize the Chair to communicate with the Minister of Education as discussed in-camera.**

The motion was  
CARRIED UNANIMOUSLY.

11 | **ADJOURNMENT**

The meeting adjourned at 7:40 p.m.

