

CALGARY BOARD OF EDUCATION

Minutes of the Regular Meeting of the Board of Trustees (the "Board") held in the Multipurpose Room, Education Centre, 1221 8th Street SW, Calgary, Alberta on Tuesday, December 20, 2011 at 5:00 p.m.

MEETING ATTENDANCE

Board of Trustees:

Trustee P. Cochrane, Chair
Trustee C. Bazinet
Trustee J. Bowen-Eyre
Trustee L. Ferguson
Trustee P. King
Trustee G. Lane
Trustee S. Taylor

Administration:

Ms. N. Johnson, Chief Superintendent of Schools
Mr. D. Stevenson, Deputy Chief Superintendent of Schools
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services
Ms. C. Faber, Superintendent, Learning Innovation
Mr. J. Johnston, Superintendent, Human Resources
Ms. D. Lewis, Superintendent, Learning Services
Ms. D. Meyers, Superintendent, Finance & Supply Chain Services
Mr. R. Peter, Chief Communications Officer
Ms. L. Safran, Acting General Counsel and Corporate Secretary
Ms. J. Barkway, Office of the Corporate Secretary
Ms. H. Numrich, Recording Secretary

Stakeholder Representatives:

Ms. L. Robb, Calgary Board of Education Staff Association
Ms. J. Regal, Alberta Teachers' Association, Local 38
Ms. A. Guinn, Calgary Association of Parents and School Councils (CAPSC)

1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Cochrane called the meeting to order at 5:03 p.m. on the link after a musical presentation by a vocal jazz ensemble of students from Western Canada High School. The students led in the singing of the national anthem and Chair Cochrane, Ward Trustee, thanked them on behalf of the Board of Trustees. The meeting continued in the multipurpose room and Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations.

2.0 CONSIDERATION/APPROVAL OF AGENDA

Ms. Barkway noted the following proposed changes to the Agenda: a new Agenda Item 6.1 - Revised Meeting Time; Item 9.1.5 - ASBA Zone 5 Liaison Report was requested to be removed from the Consent Agenda; Item 5.3 - Public Questions would include two Public Questions; and Item 5.4 - Stakeholder Reports would include five Stakeholder Reports.

Point of Order

A Trustee requested a point of order and a discussion took place regarding whether or not Item 7.4 Board Procedures should have been included on the Agenda as there was no Notice of Motion given in advance.

Chair Cochrane ruled that it would be acceptable for this item to remain on the Agenda. Her rationale was that this is the normal process that is followed for review of Board Procedures and that Trustees have been aware that it would be coming forward for some time.

Trustee Taylor appealed the ruling of the Chair.

MOVED by Trustee King:

THAT the ruling of the Chair be upheld for this item.

Trustee Taylor noted that this is a debatable motion according to Roberts Rules of Order.

Chair Cochrane clarified the process from page 25 of Board Procedures under Ruling of the Chair 7 d): *A challenge of the ruling of the Chair shall be decided by a majority of the Trustees present. When the ruling of the Chair is challenged, the Chair shall have the right to state the reasons for the decision given, and shall then call the question, without further debate.*

Chair Cochrane called for the vote on the question.

The motion was
CARRIED.

In Favour:	Trustee Bowen-Eyre Trustee King Trustee Cochrane Trustee Lane Trustee Ferguson Trustee Bazinet
Opposed:	Trustee Taylor

MOVED by Trustee Ferguson:

THAT the Agenda for the Regular Meeting of December 20, 2011, be approved with the amendments noted above.

The motion was
CARRIED UNANIMOUSLY.

3.0 SCHOOL/SYSTEM PRESENTATIONS

3.1 There were no presentations.

4.0 HONOURS AND RECOGNITIONS

4.1 Lighthouse Award

The Lighthouse Award recipients were not present at this point in the meeting and the presentation was not given.

5.0 PUBLIC CONVERSATION AND INFORMATION

5.1 Report from the Chair and Trustees

- Trustee Bowen Eyre reported that she had attended a student performance of "The Hobbit" at Bowness High School. She noted that an art show and silent auction also took place, and that the proceeds went towards the Boys and Girls Clubs in support of youth homelessness.
- Trustee Bowen-Eyre also attended a protocol session on First Nations Metis Inuit (FNMI). She thanked the elders for their input and noted that the key discussion points from this session were: how do we

find success for FNMI students?; what hinders their success?; students should be at the center of their learning; and importance of the student voice. All of these points were also included in another session that she attended entitled "Speak Out", where students from grades 10-12 shared their thoughts on what they believe they need in order to be successful at school.

- Trustee Cochrane reported that the collective agreement for Alberta teachers is due to expire on August 31, 2012 and that the Alberta Teachers' Association (ATA), province of Alberta and the Alberta School Boards Association (ASBA) are currently in discussions in regards to the development of a new collective agreement before the existing agreement expires. Chair Cochrane reported that school board chairs and superintendents for Zone 5 school districts met with the Minister of Education, the Honourable Thomas Lukaszuk this week, who acknowledged that sustainable, predictable funding is dependent on predictable costs. Chair Cochrane noted that the CBE has three additional interests including: 1) cost structure - it is vital that education is fully funded; 2) a collective agreement that includes all employees, not just teachers; and 3) a collective agreement that will preserve flexibility so that we will continue to provide education for students of the future. Trustee Cochrane emphasized that this will be one of most important issues in education in 2012 and that it is an opportunity to secure the students of the future with the vision and wisdom of today.

5.2 Report from the Chief Superintendent

Chief Superintendent Johnson reported that she had attended the meeting with Minister Lukaszuk and was also encouraged by his comments. She briefly reviewed some of them including that school boards across the province are experiencing the same concerns in regards to predictable, sustainable funding as well as challenges with transportation, infrastructure, school closure processes, FNMI students and high school completion. School boards across the province are discussing changes to early childhood education, seamless transition between high school and post-secondary education, the purpose of Provincial Achievement Tests, the funding formula and concerns with 80% of budgets often spent on salaries and benefits. She stated that all CBE students will be receiving a letter from the Minister of Education, inviting them to participate in the conversation about education. Bill 18 (the new Education Act) is being re-introduced in the spring. Chief Superintendent Johnson stated that Minister Lukaszuk recognizes that other countries acknowledge that Alberta has the best education in the English speaking world and feels that this should be communicated to Albertans.

Chief Superintendent Johnson provided various examples of exceptional students and employees from across the CBE who are learning and experiencing success.

5.3 Public Question Period

Ms. Barkway read the following question into the record from Ms. T. Hurdman:

In the fall update to the 2011-2012 budget from the last Board meeting, on page 9-26, it shows that the CBE received a little over 29 million dollars more from the province than previously budgeted. However, only a little over 20 million dollars of this is being spent on staff. Why is 30 per cent of this additional provincial funding not being spent on staffing?

Further, around 14 million more dollars are now being budgeted for "Services, contracts and supplies expenses." Can you provide a detailed breakdown of how this additional \$14 million is being spent?

Superintendent D. Meyers responded that this information would require some research and would be provided as soon as possible.

Ms. Barkway read the following question into the record from Ms. J. Miller:

Why have the memorization of times tables, spelling tests and cursive writing been removed from the curriculum? Why do we have to spend so much time "engaging", "strategizing", "feeling" and speaking of initiatives?

Can you explain the extreme shift from core principle education including memorization of basic mathematics and spelling tests to what the children are currently doing?

What do you intend to do to ensure that the basics of education are not lost among the rest of the very colorful and "new age" subject and discipline areas that we know have failed miserably in other countries?

Where and when can parents have a say in the curriculum of their children or is that why more and more people are turning to home schooling?

Chief Superintendent Johnson responded. She stated that similar concerns have been expressed many times, as far back as 1920. She noted that the CBE uses ongoing research to support changes to what is taught and how it is taught. Alberta Education establishes the provincial curriculum and when a new curriculum is being developed, input from teachers and the public is gathered. Alberta Education is very clear in regards to curriculum standards and any new development will be both competency and skills based. Chief Superintendent Johnson suggested that the Alberta Education website be consulted for further information and details regarding curriculum.

5.4 Stakeholder Reports

Mr. L. Leach, Chair, Association for Responsive Trusteeship in Calgary Schools (ARTICS)

Mr. Leach expressed his concern on behalf of ARTICS that the proposed motion that is on the Agenda regarding the suspension of stakeholder reports will silence the public voice. He spoke of the importance of public engagement and encouraged Trustees to develop a comprehensive policy that would include more opportunity to engage with the public. He encouraged Trustees not to support this motion, noting that in his opinion, it is contrary to the public interest and to transparency.

Mr. C. Harper, Public Representative

Mr. Harper expressed his belief that the removal of the Notice of Motion and Stakeholder Reports will leave the public with no way to have a voice. He passionately asked Trustees not to silence the public by supporting these amendments. It is his opinion that the public needs to have access to elected officials for transparency. He sees the proposed motion as a significant threat that will restrict Trustees' jobs and their duty to the public.

Ms. J. Andrews, Parent Representative

Ms. Andrews expressed her concerns in regards to the proposed motion to remove public input from Board meetings. She noted that she has expressed her concerns regarding other matters at recent Board meetings and feels that this is the only voice the public has. She strongly encouraged Trustees to vote against the motion, commenting that it is their job to serve the public as elected officials. She requested that they not take the public out of public education.

Mr. L. O'Shanek, Public Representative

Mr. O'Shanek stated his opinion in regards to limiting public participation at Board meetings. It is his belief that it is Trustees' duty as elected officials to allow the public to address their concerns, justifiable or not, as this is a democratic society.

Ms. E. Kelly and Ms. L. Newton, Co-Presidents, Calgary Association of Parents and School Councils (CAPSC)

Ms. Kelly reported that she and Ms. Newton had met with Chair Cochrane to discuss the proposed changes. It is their understanding that the report includes a series of recommendations that were intended for discussion at the public meeting and that no decisions have been made. She shared the views of Chair Cochrane, who assured them that the intent is to improve the public engagement process, not limit it. She requested that the Board confirm that the public will still have the opportunity to provide input, recognizing that stakeholder reports and public inquiries can be limited and intimidating. Ms. Kelly stated that CAPSC welcomes a process that would allow for fuller dialogue and less formal opportunities to engage with the Board. Ms. Kelly requested, however, that until such time, that they not be suspended. She stated her opinion that the public needs more detailed rationale to ensure transparency and accountability. She noted that the discussion and debate that would be taking place would be shared with CAPSC members and that she would be bringing their questions and comments back to the Board of Trustees.

5.5 Trustee Inquiries

6.0 ACTION ITEMS

6.1 Revised Board Meeting Time

Chair Cochrane introduced the report. She noted that the Board of Trustees would be attending a session on governance on January 9 & 10, 2012 that is scheduled to end at 5:00 p.m.; therefore the recommendation was made to move the meeting start time of the regular scheduled meeting of the Board of Trustees on January 10, 2012 to 6:00 p.m. A discussion took place and a new suggestion was made.

MOVED by Trustee Taylor:

THAT the Board of Trustees approves the cancellation of the January 10, 2012 Regular Meeting and the addition of a public Board meeting on January 17, 2012, from 5:00 p.m. to 8:00 p.m. to the Schedule of Regular Board Meetings; and

THAT this meeting will take place in the Multipurpose Room at the Education Centre, 1221 – 8 Street SW, Calgary, Alberta.

The motion was
CARRIED.

In Favour:	Trustee Bowen-Eyre Trustee King Trustee Lane Trustee Bazinet Trustee Taylor
Opposed:	Trustee Ferguson Trustee Cochrane

7.0 MONITORING AND RESULTS

7.1 Annual Monitoring Ends 2: Academic Success

Chief Superintendent Johnson provided brief introductory remarks and highlighted several aspects of the report.

Corrections were noted to page 7-27 as follows: Under the table entitled "*Total Number of Students in Language and Culture Courses*", *Spanish students in 2009-2010* should read 4,475 rather than 5,687. The total numbers of Korean students should read: *2008-2009, 24; 2009-2010, 21 and 2010-2011, 16.*

Chair Cochrane noted that Trustees must determine whether reasonable progress has been made to the ultimate achievement of this Ends result; that the emphasis is on progress, not compliance.

At the request of a Trustee, Chief Superintendent Johnson identified areas of challenge at the CBE and across the province. The CBE has strategies in place to address each of them as follows:

The Knowledge and Employability (K&E) Program

This is a relatively new program and an in-depth analysis of the curriculum is currently underway. Participation rates in K&E courses have increased and the enrolment process has improved. It was noted that it is important to provide support for students in transition between courses and/or schools as well as consistency and improved communication with parents.

First Nations, Metis, Inuit Student Results

In order to better understand and meet the needs of FNMI students, administration has been meeting with the elders to hear their vision and view on education and literacy and to find out how they can help.

High School Completion

High school completion rates fluctuate in each district with some high schools having more than 95% completion while others are very low. The Three Year Education Plan addresses this issue with personalized learning and building capacity in staff to address student needs more directly. Continuous registration access to CBe-learn and changes to high school timetables will allow students more time to meet their outcomes and encourage high school completion. Director R. Mosher, Curriculum and Design, noted that Alberta Education also has strategies in place for high school completion including credit recovery.

Registered Apprenticeship Program (RAP)

The significant decline in participation of the Registered Apprenticeship Program (RAP) has been noted as an area of concern. Director Faber stated that there is a need to expand opportunities to apprenticeship programs; however, the challenge lies with the availability of facilities and teaching staff. There is a strategy in place to address both and centralized staff will be working with RAP students and teachers to ensure that they are provided with opportunities. She noted that the Career and Technology Strategy for offsite centres will improve access to these programs.

Curriculum

A Trustee stated that parents have expressed concern regarding lack of basic skills in literacy and numeracy. Chief Superintendent Johnson stated that these skills are an expectation at every CBE school. She noted that if a student is not learning to read or write, it is best discussed with the teacher or principal. She noted that the Provincial Achievement Test (PAT) results show how well the curriculum is being delivered. She further noted that as the curriculum moves from skills based to competency based, the requirement for reading, writing and math will not change but will be built upon so that students are also good thinkers, problem solvers, creative, etc. She noted that a student who is achieving well in any of the PAT's must be able to read and write appropriately. Director Mosher noted that the Subject Area Results are in Attachment I of the report.

The questions and discussion between Trustees and Administration are summarized as follows:

- Participation in the Accountability Pillar Survey is voluntary. The survey is distributed in early spring each year by Alberta Education and the responses and the results are posted in a school newsletter by the principal. Director Mosher noted that the CBE has a high "Don't Know" response which counts as negative in the survey results. A Trustee suggested that this information should be provided on the survey.
- In response to a Trustee question, Director Mosher outlined the differences between the Language and Culture Courses, Immersion Programs and Bilingual Programs.
- A correction was noted on page 7-13 of the report. Under the *Grade Level of Achievement Chart, French Language Arts, Below Grade Level, 2008* should read 3.1, not 31.
- Chief Superintendent Johnson explained that the Grade Level Achievement (GLA) reporting requirement was removed by the Minister of Education last year and that the CBE was one of the only Boards in the province still reporting on GLA. She noted that it is important for parents and students to understand students as learners and that the Board Development session on January 17th will be all about assessment.
- Principals receive both the actual and predicted results for PAT's. They review this data in their school development planning process as well as the student by student results to determine how to plan going forward.

MOVED by Trustee Bowen-Eyre:

THAT the Board of Trustees has reviewed the scheduled monitoring report on *Ends 2 Academic Success* and concludes that reasonable progress is being made towards the ultimate achievement of this Ends policy.

A Trustee commented in support of the motion that the report provides evidence that students have done very well this past year, excelling in many areas. It is also good that strategies for improvement in areas of concern are underway.

The motion was
CARRIED UNANIMOUSLY.

Motion Arising

MOVED by Trustee Ferguson:

THAT the Board of Trustees commends the Chief Superintendent on the excellent student results achieved in math and science, notably the level of excellence in Chemistry 30 and Physics 30.

The motion was
CARRIED UNANIMOUSLY.

Motion Arising

MOVED by Trustee King:

THAT the Board of Trustees notes an area of concern with the declining enrolment in the Registered Apprenticeship Program (RAP).

In response to a Trustee question, Chief Superintendent Johnson stated that an analysis would have to be done in order to determine why enrolment is declining in the RAP program.

Superintendent Faber informed that Administration is currently working with the Apprenticeship Board and considering professional development for staff in expectation that the RAP program will expand when the new facility is fully operational.

Trustees commented in support of the motion that enrolment in this program has diminished by at least 50% and has been an area of concern in the past. It should be monitored, as this program supports student success after school.

Trustee comments in opposition to the motion included that although the enrolment is down, it is not an exception to the good work demonstrated by the academic results. An analysis to determine why there is a decline in enrolment would be preferred.

Chair Cochrane called for the vote on the question.

The motion was
CARRIED.

In Favour:	Trustee Ferguson Trustee King Trustee Cochrane Trustee Lane Trustee Bazinet
Opposed:	Trustee Bowen-Eyre Trustee Taylor

MOVED by Trustee Taylor:

That the Chief Superintendent prepares a report for the Board of Trustees including a detailed analysis of trends related to the RAP program by January 24, 2012.

The motion was
CARRIED.

In Favour:	Trustee Bowen-Eyre Trustee King Trustee Lane Trustee Taylor Trustee Bazinet
Opposed:	Trustee Ferguson Trustee Cochrane

MOVED by Trustee Ferguson:

THAT the Board of Trustees approves the recommended changes to the Reasonable interpretation of Ends 2: Academic Success as described in Section VI of this report.

The motion was
CARRIED UNANIMOUSLY.

Recessed at 6:59 p.m.
Reconvened at 7:20 p.m.

7.2 Annual Monitoring of EL- 11: Financial Condition

Superintendent D. Meyers provided brief introductory remarks.

Chair Cochrane reviewed the criteria against which the Trustees are to judge this report, including that of reasonable interpretation of the policy, compliance with the policy and whether sufficient information has been provided. She noted also that any decision or comment of the Board of Trustees around non-compliance is in no way intended to be a vote of non-confidence for the Chief Superintendent.

Trustees posed questions and Administration's responses are summarized as follows:

- A Trustee inquired regarding the rationale for not enforcing payments for the 13 families that have refused to pay school fees. This is in reference to the outstanding Instructional Supplies and Materials (ISM) fees that are sent to Corporate Finance for recovery. Ms. L. Safran, Acting General Counsel, responded by stating that the CBE is a publicly accountable system and the cost of pursuing collection may be more excessive than the amount owing. Families are clearly informed of the waiver process by the school. Administration noted that in the future, the Action Manager Survey tool will be used in order to validate compliance.
- A pilot project for on-line payment of three kinds of fees took place in the fall and has been very successful. It will be expanded to include all fees in the next school year.
- Concern was noted by a Trustee that Measure 7.3 states that 100% of non-parent fees are billed within a week of notice to Corporate Finance, and receivables are actively pursued over 30 days. It is indicated that 100% compliance was achieved; however, all parents were not included in this measure.
- Measure 8.1 Staff are paid in a timely fashion was not fully achieved; however the payroll accuracy measure exceeds 99.5 percent. Superintendent Johnston informed that in the next 12 months, the CBE will be introducing On-line Time Capture, a pay in arrears model that will further reduce potential errors.

MOVED by Trustee Bowen Eyre:

THAT the Chief Superintendent has reasonably interpreted the provisions of this policy, *Executive Limitations 11: Financial Condition* and the Board of Trustees finds the Chief Superintendent to be in compliance.

A Trustee commented in support of the motion that this is a very prescriptive policy in its terms and requirements and that the report and external audit have indicated that financial controls and reporting are exemplary.

The motion was
CARRIED UNANIMOUSLY.

Recessed at 7:00 p.m.
Reconvened at 7:19 p.m.

7.3 Annual Monitoring of EL- 13: Facilities

Chief Superintendent Johnson introduced the report. She noted that 42 of 43 measures have been met, with the exception being Measure 6.5.

Chief Superintendent Johnson provided the following information: Provision 3 of EL-13, "*that the priorities for construction of new Kindergarten to Grade 9 schools in the School Capital Plan are based on ranking criteria that have been approved by the Board of Trustees*", was adopted by the Board on November 2, 2010. This provision was inadvertently omitted from the report. She informed that on November 16, 2010 the Board approved the revised ranking criteria outlined in the School Capital Plan Revised Ranking Criteria report and these criteria were used by Administration in preparation of the CBE Three Year School Capital Plan 2012-2015 which was approved by the Board on April 5, 2011.

Superintendent F. Coppinger provided further introductory remarks including details in regards to Measure 6.5 that was not achieved. He noted that in September of 2010 there was a large influx of non-emergency maintenance work requests. Of these 191 work orders, less than .1 % of the annual 23,883 requests were processed 4-10 days after they were received. This is beyond the standard of 3 days. Superintendent Coppinger informed that a new automated work order process system has since been introduced that will alleviate this type of delay in the future.

Superintendent Coppinger also brought to attention Measure 3.1 in regards to innovative funding mechanisms. He informed that they have recently learned that in July 2012 the United States is going to stop manufacturing the T12 fluorescent lamps that are used in approximately half of CBE schools. Therefore there is an urgency to replace the lamps with T8 energy-efficient lamps. A report will be prepared for presentation to the Board in this regard soon.

Superintendent Coppinger referred to the Annual Facility Condition report from the Consent Agenda, noting that it demonstrates the condition of CBE facilities as assessed by Alberta Infrastructure as good. He noted, however, that in the next few years the majority of CBE schools will more than 50 years old. He stated that this is a critical juncture, and major maintenance requirements will be necessary. He noted that the estimate for deferred life cycle maintenance in the next five years would be approximately \$806 million. This is not included in the estimate by the province. He further noted that if the current infrastructure maintenance and renewal grant of \$18 million were doubled over the next 25 years, the backlog could be eliminated.

Chair Cochrane reviewed the criteria against which the Trustees are to judge this report, including that of reasonable interpretation of the policy, compliance with the policy and whether sufficient information has been provided. She noted also that any decision or comment of the Board of Trustees around non-compliance is in no way intended to be a vote of non-confidence for the Chief Superintendent.

Trustees posed questions and Administration's responses are summarized as follows:

- Detailed records of vandalism to schools are kept. In the last 12 months approximately \$1.1 million has been spent on repairing vandalism.
- The CBE has increased inspections of play structures over the past few years. Monthly maintenance inspections are done as well as annual, formal recorded inspections.
- A Trustee inquired if the Ten Year System Student Accommodation and Facilities Strategy 2011-2020 that was received for information at the June 7, 2011 meeting of the Board of Trustees would be affected by comments from the Minister of Education indicating the expectation of the number of students in the province of Alberta to grow by 100,000 in the next two years as well as consideration of full day kindergarten. Superintendent Coppinger stated that these comments will affect the development of the Three Year Capital plan that is due to Alberta Education by April 1, 2012. Administration will take all of these factors into consideration and present a report to the Board for approval in February, 2012.
- Superintendent Coppinger stated that school building components, including boilers, are closely monitored and accurate, up to date records are kept of their life cycles. He noted that many components are beyond their typical life cycle and are approaching a critical stage that could cause interference with the operation of schools.

MOVED by Trustee Ferguson:

THAT the Chief Superintendent has reasonably interpreted the provisions of this policy, *Executive Limitations 13: Facilities* and the Board of Trustees finds the Chief Superintendent to be in compliance.

Trustees commented in support of the motion that the report demonstrates compliance as the health and safety of students is kept as a priority and that work is being done as best it can be with the resources provided. However, it is a struggle to maintain facilities due to significant underfunding. The Board should advocate for government funding to address the urgent facility needs that need to be attended to as quickly as possible.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Ferguson:

THAT the Chief Superintendent be commended for the effective and efficient use of capital funding that demonstrates responsible stewardship of resources.

The motion was
CARRIED UNANIMOUSLY.

At 7:58 p.m. Chair Cochrane received the Consent of the Board to continue to the end of the Agenda.

At this point in the meeting Vice-Chair Ferguson assumed the Chair.

7.4 Board Procedures

Trustee Cochrane introduced the report. She informed that a working group of three Trustees had been meeting with the Corporate Secretary's Office since June 2011 to do the annual review of the Board Procedures document. She noted that the working group had reviewed the document with a sharper focus on governance work than in the past and that several recommendations and changes were being brought forward for discussion. Trustee Cochrane reinforced that these were recommendations only at this point and that although some of them might be controversial, it was the hope of the working group to bring the discussion into the boardroom for discussion in a genuine attempt at transparency. She briefly discussed

some of the proposed changes and the possible implications, emphasizing that processes need to be developed in regards to engaging with the public and to better connect with stakeholders.

Trustees posed questions and a summary of the Working Group's responses are as follows:

- A Trustee noted concern regarding the suggestion of removal of Notice of Motion from Board Meeting Agendas.
- A discussion ensued regarding informal work sessions. Ms. Safran explained that these are informal meetings, generally held in private to discuss preliminary matters that are often informational or educational, not to make any determinations. Ms. Safran spoke to concerns expressed in regards to confidentiality at informal work sessions and stated that some common sense is required as to what matters should not go public and that confidentiality cannot be defined as it is dependent on various factors.
- Linkages with the Board of Trustees and the public were discussed. It was suggested that public engagement sessions be offered prior to board meetings with structured questions and a facilitator as an opportunity to provide for two-way dialogue. A Trustee expressed concern that although this type of engagement is good, it should not eliminate stakeholder reports as some people appreciate that option.
- Trustee Cochrane provided clarification in regards to broadcast of Board meetings. She informed that if the CBE were to record the Board meetings and broadcast them on the website, the CBE recording would be the official recording. Parents and the media would still be able to do their own recording and would not be affected by this. Superintendent Faber informed that the recordings can be kept for a period longer than 30 days; cost is the issue, not storage.
- A Trustee expressed concern regarding approval of the Consent Agenda, noting that when the Consent Agenda is approved, items are not voted on individually which in her opinion would be in conflict with Section 72 of the School Act. Ms. L. Safran, Acting General Counsel informed that if there is an item on the Consent Agenda that a Trustee feels they can't support, they should declare that to the Board. Ms. Safran stated that although she does not believe this is in conflict with Section 72 of School Act, it is a point that is worthy of consideration.

MOVED by Trustee Cochrane:

THAT the Board of Trustees adopts the Board Meeting Procedures as attached to this report to be effective February 1, 2012.

MOVED by Trustee Taylor:

THAT the discussion and decision regarding the Board Procedures document be postponed until public and stakeholder input is received and until administration has advised of the impacts with respect to these changes.

A further discussion regarding the proposed changes to the Board Procedures document ensued. Ms. L. Safran noted that Section 68 of the School Act is clear that the Board can make its own rules governing the internal procedures and meetings.

Trustees entered into debate on the motion and comments in favour of the motion included that the effort and work that went into this document is appreciated; however, the proposed changes are extremely significant and not only include internal procedures, but how the Board interacts with the public. There was not enough time to give opportunity for public feedback and the impacts of any changes need to be clearly understood. There is no reason to rush the decision.

Comments in opposition to the motion were as follows:

- The time and cost to obtain feedback from the public and stakeholders would be unwise use of public funds and the process could be open to manipulation.

- The intent of the proposed changes was not to silence the public or to take the public out of education. The intent was to create new processes for better communication with the public and better processes for transparency.
- Trustees were elected by the public to make their own procedures and these are meetings of the Board, not of the public.

Chair Cochrane called for the vote on the question:

The motion was
DEFEATED.

In Favour:	Trustee Taylor Trustee Bazinet
Opposed:	Trustee Bowen-Eyre Trustee Ferguson Trustee King Trustee Cochrane Trustee Lane

For ease of reading the minutes, the original motion is repeated as follows:

MOVED by Trustee Cochrane:

THAT the Board of Trustees adopts the Board Meeting Procedures as attached to this report to be effective February 1, 2012.

MOVED by Trustee Bazinet:

THAT the Board of Trustees amends the Board Meeting Procedures Page 7-103, Section (5) by striking out the following words: “or coming to the notice of any Trustee, including the private discussions and deliberations of Trustees during informal work sessions.”

Trustee comments in support of the amendment to the motion included:

- The original motion is too broad. The Board needs to be clearer regarding what is private and confidential. Any discussions outside of the board room should not include anything private or confidential.
- A Trustee stated her opinion that informal meetings are inconsistent with the School Act.

Trustee comments opposed to the amendment to the motion included:

- A Trustee expressed confidence with the wording in the document as it is and with the legal advice received.
- Confidential situations arise such as the embargoed call from the Minister of Education on budget day where Trustees meet in private regarding confidential matters that are not to be discussed in public until a certain time.
- Some of the things that School Boards meet privately about are to discuss strategy. We need to be prudent about these kinds of things.

Vice-Chair Ferguson called for the vote on the amendment.

The motion was
DEFEATED.

In Favour:	Trustee Bazinet Trustee Taylor
Opposed:	Trustee Bowen-Eyre Trustee Cochrane

Trustee King
Trustee Ferguson
Trustee Lane

At this point in the meeting Trustee Taylor advised the Board that she would be bringing forward several more amendments in regards to the motion unless another Trustee would like to make a motion to refer the item to another meeting date.

MOVED by Trustee Taylor:

THAT the draft Board Meeting Procedures be amended to keep the current Board Procedures section *Conducting Business at Regular Board Meetings Public Agenda* as it is currently written in the Board Meeting Procedures sub-section 6 (c) through (e) encompassing Public Question Period, Stakeholder Reports and Trustee Inquiries.

Trustee comments in support of the amendment included:

- The document should be left unchanged until after a public engagement is held, feedback received and the working group revises the document accordingly.
- Trustee Inquiries allow opportunity for discussion of provincial and community issues and to provide information regarding policies.
- The passion of the stakeholder reports tonight is evidence of the public wanting to speak. A Trustee noted her research of 37 boards in Alberta, that all 37 allow the public to speak at their board meetings, and questioned why would we stand alone in stopping this process?

Several Trustees stated that the re-working of this document was to bring forward changes that might improve the way Trustees work effectively and efficiently together and to discuss ways to have better and more meaningful involvement with stakeholders. It was suggested that the document should be referred back to the working group to implement the changes discussed and to bring forward revisions to another meeting, possibly after the meetings with the Aspen consultants.

Motion to Amend the Amendment

MOVED by Trustee King:

THAT the motion be amended to add: until such time as the working group provides a framework/process for community engagement that is acceptable to the Board of Trustees.

Trustees commented in support that a deadline should be set so that it is not left indefinitely.

Trustee comments not in support included:

- In light of the fact that there may be more amendments coming forward and the lateness of the hour, it would be better to refer the document back to the working group and postpone this discussion.
- Nothing is indefinite, it is not necessary to have a motion for this.
- A Trustee expressed her opinion that it is best practice for boards to allow the public to come to meetings, not in a structured setting under a particular topic. Several other boards across Canada allow the public to give stakeholder reports.

Vice-Chair Ferguson called for the vote on the amendment.

The amendment was
CARRIED.

In Favour: Trustee Bowen-Eyre
Trustee King

Opposed: Trustee Ferguson
Trustee Lane
Trustee Cochrane
Trustee Taylor
Trustee Bazinet

Vice-Chair Ferguson called for the vote on the amendment to the main motion, which reads as follows:

MOVED by Trustee Taylor:

THAT the draft Board Meeting Procedures be amended to keep the current Board Procedures section *Conducting Business at Regular Board Meetings Public Agenda* as it is currently written in the Board Meeting Procedures sub-section 6, C through E encompassing Public Question Period, Stakeholder Reports and Trustee Inquiries until such time as the working group provides a framework/process for community engagement that is acceptable to the Board of Trustees.

The amendment was
CARRIED.

In Favour: Trustee Bowen-Eyre
Trustee Ferguson
Trustee Taylor
Trustee Bazinet
Opposed: Trustee Cochrane
Trustee King
Trustee Lane

Recessed at 10:01 p.m.
Reconvened at 10:13 p.m.

MOVED by Trustee Lane:

THAT the review on Board Meeting Procedures as amended, be referred back to the working group for further consideration, review and revisions and returned to the Board by the end of February 2012.

The motion was
CARRIED UNANIMOUSLY.

Chair Cochrane resumed the Chair.

7.5 Trustee King's Motion re Stakeholder Engagement and Input

The motion was withdrawn with the consent of the Board.

8.0 POLICY DEVELOPMENT AND REVIEW

9.0 CONSENT AGENDA

Chair Cochrane declared the following items to be adopted as submitted:

9.1 Board Consent Agenda

9.1.1 Approval of Minutes

- Regular Meeting held November 29, 2011

THAT the Board of Trustees approves the Minutes of the Regular Meeting held November 29, 2011, as submitted.

9.1.2 Correspondence

THAT the Board of Trustees receives the following correspondence for information and for the record:

- **Correspondence dated November 1, 2011 to Trustees from Carol Oliver, ARTICS and Board of Trustees response dated November 15, 2011.**
- **Correspondence dated November 10, 2011 from Dan Taubensee, International Director, YMCA Calgary to the Board of Trustees regarding the 2011 YMCA Calgary Peace Medals awards event and CBE nominees.**
- **Correspondence dated November 17, 2011 from the Honourable Thomas Lukaszuk to Board Chairs invitation to attend a series of meetings entitled *Our Children, Our Future, Getting it Right* in regards to input into the New Education Act.**
- **Correspondence from Board Chair Pat Cochrane to Matt McClure, Calgary Herald in regards to a December 7th story that required corrections.**

9.1.3 Appointment of CBE Trustee to EducationMatters

THAT the Board of Trustees approves the reappointment of Trustee Cochrane to EducationMatters' Board of Governors, to be effective December 12, 2011, for a three-year term, ending December 12, 2014.

9.1.4 Trustee Remuneration Committee Appointment of Members

THAT the Board of Trustees approves the appointment of the following members to the Trustee Remuneration Committee for the 2011-2012 and the 2012-2013 school years:

- **Ms. Eryn Kelly (Calgary Association of Parents & School Councils representative) (CAPSC)**
- **Mr. Eric Miller (corporate representative)**
- **Ms. Marina Munro (stakeholder representative)**

9.1.6 Liaison Report – Alberta School Boards Association (ASBA)

THAT the Alberta School Boards Association (ASBA) liaison report containing the ASBA Board of Directors' Meeting Highlights dated December 14, 2011 be received for information.

9.1.7 ASBA Liaison Report re: ASBA Strategic Plan

THAT the Board of Trustees responds to ASBA prior to January 6, 2012 as outlined in the conclusion of the report.

9.2 Chief Superintendent Consent Agenda

9.2.1 Chief Superintendent Update

THAT the Board of Trustees receives this report for information.

9.2.2 Annual Facility Condition Report (EL-13E)

THAT the Board of Trustees receives this report for information.

9.2.3 Capital Budget and Reserves Status Report as at November 30, 2011

1. THAT information regarding all budget revisions and previously approved transfers, as outlined in this report for the period September 1 to November 30, 2011 inclusive, be received for monitoring information and for the record.

2. **THAT attachments I to IV, reflecting actual capital expenditures for the period September 1 to November 30, 2011 and forecast expenditures for the year ending August 31, 2012, be received for monitoring information and for the record.**
3. **THAT the net capital amount of \$11,544,993 (\$5,654,993 non-facility related and \$5,890,000 facility-related) designated for Board Funded project initiatives previously approved for carry forward from 2010/11, be approved for transfer and inclusion in the 2011/2012 Capital Budget to complete those projects as planned.**
4. **THAT the reduction of \$886,000 from a total budget of \$5,400,000 for the capital lease payments on the Dr. Carl Safran Centre and Performance retrofit projects, be approved as identified in Attachment I of the report.**
5. **THAT the \$26,195 in proceeds from the disposal of capital equipment assets be placed in Capital Reserves.**

9.2.4 Financial Status of the Operating Budget Status Report as at November 30, 2011 & Forecast for Year Ending August 31, 2012

It is recommended:

1. **THAT information regarding all previously approved budget revisions and planned reserve transfers made during the period September 1, 2011 to November 30, 2011 inclusive (identified in the report and in Attachment I of the report), be received for monitoring information and for the record.**
2. **THAT the 2011/2012 Projected Budget Variance Report as at August 31, 2012 (identified in Attachment II of the report) be received for monitoring information and for the record.**

9.1.5 ASBA Zone 5 Liaison Report

Trustee Ferguson informed that she had also attended the Zone 5 meeting as the CBE Metro Director on the ASBA board. She noted that the report did not include the focus group discussions. These discussions included the ASBA and school boards being involved in advocacy work regarding issues that are not currently in the ASBA policy manual; what current issues are not dealt with in the policy manual that would benefit from the voice of school boards and ASBA; and consideration of the draft key issues approach document, its strengths and weaknesses, and would this work for individual zones or boards? She stated that the ASBA is asking for input from school boards in order for its directors to consider the advocacy task force recommendations. Trustee Ferguson requested that the Board of Trustees seriously consider the impact that these recommendations may have on the Association and its member boards.

Trustee Taylor informed that the focus group discussion information would likely be provided in the Zone 5 meeting minutes.

MOVED by Trustee Taylor:

THAT the Alberta School Boards Association (ASBA) Representative Report with respect to the ASBA – Zone 5 dated December 2, 2011, be received for information.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Taylor:

THAT the Board of Trustees approves the response outlined in the Conclusion section of the report.

Trustees entered into debate on the motion and a summary of their comments follows:

- The ASBA feels constrained with the current approach to advocacy and desires to be enabled by school boards to be free to participate in conversations about public education as issues arise in order for their voice to be heard and to be more relevant. They only have policy meetings once per year making it difficult to comment on issues as they arise.
- A Trustee commented that she was in agreement with the 4 items outlined by the political advocacy task force; however, the Association should be guided by the policies and values established by their voting membership and included in their policies.
- The printed material is difficult to clearly understand what is being proposed.
- The ASBA develops policies that all school boards need to agree with. It is a dangerous practice for individuals and a board of directors to be given the opportunity to speak to any issue affecting all Boards; it could undermine the credibility of the organization.

Chair Cochrane called for the vote on the question.

The motion
DEFEATED.

In Favour: Trustee Taylor
Trustee Bazinet
Opposed: Trustee Bowen-Eyre
Trustee Ferguson
Trustee King
Trustee Cochrane
Trustee Lane

Motion Arising

MOVED by Trustee Bowen-Eyre:

THAT the ASBA be advised through the CBE Board of Directors member, that the CBE has decided that it is inappropriate for a voluntary member organization to engage in advocacy efforts that are not supported by member approved policy.

The motion was
CARRIED.

In Favour: Trustee Bowen-Eyre
Trustee Ferguson
Trustee King
Trustee Cochrane
Trustee Lane
Opposed: Trustee Taylor
Trustee Bazinet

10.0 TRUSTEE NOTICES OF MOTION

There were no Trustee notices of motion.

Recessed at 10:46 p.m.
Reconvened at 10:51 p.m.

11.0 IN-CAMERA ISSUES

11.1 Motion to Move In Camera

MOVED by Trustee Ferguson:

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, Tuesday, December 20, 2011 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.

11.2 Motion to Revert to Public Meeting

MOVED by Trustee Bowen-Eyre:

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

Chair Cochrane declared the following items to be adopted as submitted:

THAT the Construction Projects Status report be received for information and for the record; and THAT the information in Attachments I, II and IV be authorized for public release.

THAT the Board of Trustees receives Chief Superintendent's update for information.

THAT the Board of Trustees receives the Corporate Secretary's Office report for information.

THAT the Board of Trustees receives the correspondence as attached to the private report, for information and for the record.

MOVED by Trustee King:

THAT the Board of Trustees approves the processes to be used for Governance Process policy monitoring and the Annual Summative Evaluation of the Chief Superintendent as submitted.

The motion was
CARRIED.

In Favour:	Trustee Bowen-Eyre Trustee Ferguson Trustee King Trustee Cochrane Trustee Lane
Opposed:	Trustee Bazinet Trustee Taylor

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee King:

THAT the Board of Trustees receives the minutes of the November 30, 2011 Board Evaluation Committee Meeting as submitted.

The motion was
CARRIED UNANIMOUSLY.

12.0 ADJOURNMENT

Chair Cochrane declared the meeting adjourned at 11:13 p.m.