

CALGARY BOARD OF EDUCATION

Minutes of the Regular Meeting of the Board of Trustees (the "Board") held in the Room T224, Education Centre, 1221 8 Street SW, Calgary, Alberta on Wednesday, November 21, 2012 at 11:00 a.m.

MEETING ATTENDANCE

Board of Trustees:

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

Absent:

Trustee P. Cochrane, Chair
Trustee C. Bazinet

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. K. Peterson, Acting Superintendent, Human Resources
Ms. D. Lewis, Superintendent, Learning Services
Ms. D. Meyers, Superintendent, Finance and Supply Chain Services
Mr. R. Peter, Chief Communications Officer
Ms. L. Safran, General Counsel
Ms. J. Barkway, Corporate Secretary

CALL TO ORDER

Vice-Chair Ferguson called the meeting to order at 11:03 a.m.

MOTION TO MOVE IN CAMERA

MOVED by Trustee Lane:

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, Wednesday, November 21, 2012 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.

In Favour: Trustee Bowen-Eyre

Trustee King
Trustee Lane
Trustee Ferguson

Opposed: Trustee Taylor

MOTION TO REVERT TO PUBLIC MEETING

MOVED by Trustee King:

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

The motion was
CARRIED UNANIMOUSLY.

During the in-camera session of the meeting, the following people were present in order to answer questions of the trustees in regards to the Audit Committee report, the draft financial statements, the auditor's report and the audit committee minutes: the auditors from KPMG LLP, Mr. D. Adams, Partner, and Mr. C. Mitchell, Senior Manager. Also in attendance were members of CBE Administration including Ms. L. Pilon, Director, Corporate Financial Services and Ms. S. Khan, Manager, Corporate Planning and Reporting.

MOTIONS TO ACTION IN-CAMERA RECOMMENDATIONS

MOVED by Trustee Bowen-Eyre:

THAT the Board of Trustees:

- 1) receives for information the following documents, as attached to the report dated November 27, 2012:
 - a) the draft *Financial Statements and Statistical Information for the year ended August 31, 2012*, including the Auditors' Report thereon, dated November 27, 2012; and
 - b) the draft *Alberta Education Audited Financial Statements* including the Auditors' Report thereon, dated November 27, 2012, and including the *Unaudited Schedules to the Financial Statements for the year ended August 31, 2012*; and
 - c) *KPMG's Audit Findings Report to the Audit Committee, for the year ended August 31, 2012*, which includes:
 - i) correspondence from KPMG, dated November 27, 2012 re: the relationships between the CBE and KPMG LLP (Independence Letter);
 - ii) management representation letter dated November 27, 2012; and
 - iii) KPMG's management letter and administrative responses relating to matters identified in the conduct of the audit examination dated November 27, 2012; and

- d) the draft Minutes of the Audit Committee meeting held on November 14, 2012; and
- 2) requests that the Chief Superintendent provides an update to the Board and to the Audit Committee on all actions recommended by the Auditor in the Audit Findings Report to the Audit Committee. Such report to be provided by March 31, 2013; and
- 3) considers the *Financial Statements and Statistical Information* and the *Alberta Education Audited Financial Statements*, including the Auditors' Reports thereon and the *Unaudited Schedules to the Financial Statements for the year ended August 31, 2012*, at the November 27, 2012 Regular Meeting of the Board, public agenda.

The motion was

CARRIED UNANIMOUSLY.

Vice-Chair Ferguson declared the following items on the Consent Agenda approved as presented:

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

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.

MOVED by Trustee King:

THAT on adjournment, the meeting adjourns to meet at the call of the Chair.

The motion was

CARRIED UNANIMOUSLY.

ADJOURNMENT

Vice-Chair Ferguson declared the meeting adjourned at 1:14 p.m.