

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, May 15, 2012 at 3:00 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. E. Heeger, on behalf of Mr. F. Coppinger, Superintendent, Facilities & Environmental Services
Ms. C. Faber, Superintendent, Learning Innovation
Ms. D. Lewis, Superintendent, Learning Support
Ms. D. Meyers, Superintendent, Finance and Supply Chain Services
Mr. K. Peterson, Acting Superintendent, Human Resources
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
Mr. B. Anderson, Canadian Union of Public Employees Local No. 40

1 | CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Cochrane called the meeting to order at 3:00 p.m. and O Canada was led by students from Vista Heights School by way of a DVD recording.

Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations.

2 | CONSIDERATION/APPROVAL OF AGENDA

Ms. Barkway noted that there would be four presenters under Item 6, Public Comment. She also noted the proposed addition to Item 8.1, Minutes of March 20, 2012. She informed that Item 9.2, 2012-13 Operating Budget and Item 9.4, Transfer of Funds to Capital Reserves had been pulled from the Consent Agenda to be discussed at the end of the Agenda.

A Trustee inquired whether there would be a public session following the in-camera session at the end of the Agenda. Chair Cochrane informed that she would be reading a statement in regards to this request at the end of the public meeting, before going in-camera.

MOVED by Trustee King:

THAT the Agenda for the Regular Meeting of May 15, 2012, be approved as submitted, subject to the revisions noted above.

The motion was
CARRIED UNANIMOUSLY.

3 | AWARDS AND RECOGNITIONS

3.1 Lighthouse Award

Ms. M. Levy, Director, Corporate Partnerships introduced this month's Lighthouse Award recipient, ConocoPhillips Canada. ConocoPhillips recognizes that the most effective community contribution is achieved through strategic partnerships with agencies and organizations that serve the interests of the community. Ms. Levy stated that the CBE is pleased to be the recipient of this community involvement in many different ways. She noted that over the last five years ConocoPhillips have invested over one million dollars in support of education. Some of their major financial contributions have been to the Calgary Educational Partnership Foundation *Reading Give it a Shot* and *Stay in School* programs. They have supplied scholarships through EducationMatters, Science Alberta teaching crates, "Mud Between My Toes" a City of Calgary wetlands school program, Destination Conservation and ConocoPhillips School Environmental Quest for which schools are funded to participate. These collaborative efforts affect all grade levels and truly enhance the CBE's ability to provide the best educational opportunities possible. As a signature sponsor, ConocoPhillips donates \$20,000 each year to the CBE system initiatives *Book Bags for Kids* and an inclusive technologies project. Ms. Levy listed several of the other major contributions that ConocoPhillips have made in support of the school community. She expressed gratitude for the tremendous difference they have made in the lives of students. Ms. B. Simic, ConocoPhillips Manager for Community and Investment and Volunteerism and Ms. C. Howe, Senior Advisor for Community Investment, accepted the award on behalf of ConocoPhillips Canada. Chair Cochrane extended warm words of appreciation of behalf of the Board of Trustees and presented them with a plaque.

4 | RESULTS FOCUS

4.1 Results 2: Academic Success – Reasonable Interpretation

Chief Superintendent Johnson introduced the report.

Chair Cochrane reminded the Board that the criteria against which the Board is to judge this report is whether the Board is satisfied that the Chief Superintendent has conveyed that she reasonably understands the values underlying this Board policy. She pointed out that any decision or comment of the Board of Trustees around non-approval of the reasonable interpretation, including the indicators, is in no way intended to be a vote of non-confidence for the Chief Superintendent.

Trustees asked questions to which Administration responded and a summary of the discussion follows:

In response to questions in regards to particular report card indicators, Administration informed that teachers are provided with supports to help them understand the differences in report card indicators and to maintain consistency across classrooms and schools. The Kindergarten Program Statement set out by Alberta Education determines how the kindergarten students are assessed. The Student Information Records System (SIRS) can provide information on every entry line of a report card for every student. It was noted that junior high report card indicators are not as specific as those for elementary report cards. Standardization of junior high report cards is an on-going topic of discussion with more work to be done in this area.

There was some discussion regarding the baseline measures and targets and how these are determined. Those that were previously used to monitor Academic Success were set by Alberta Education. Alberta Education requires targets to be set in areas of success as well as in areas of concern. The board will continue to receive reporting on Provincial Achievement Test results and Diploma Exam results that compare with that of the province. The recommendation has been to maintain this Results conversation all year; however, how it will be presented is still under consideration.

A Trustee expressed concern that it is difficult to determine success or failure from the reporting of academic results of particular courses because not every student participates in every course. Dr. Mosher explained that standardized assessment of every student is not possible. There are also students with individualized learning needs and individual program plans. These students have individual goals and are not graded on curriculum standards but on progress towards a goal.

Administration is confident that the new framework for student learning that was set out by Alberta Education will remain in place with the new Minister of Education. This new framework is moving from a skills based curriculum to a competency based curriculum. It was noted that the new ministerial order is still in draft form and not yet signed.

Digital safety and monitoring of student usage was discussed. It was noted that all students and staff are required to participate in the Digital Citizenship Strategy. There are effective monitoring and remediation strategies in place that have been proven to be effective.

MOVED by Trustee Bowen-Eyre:

THAT the Board of Trustees approves the Chief Superintendents Reasonable Interpretation of Results 2: Academic Success as presented, including but not limited to the Indicators included in the report.

Trustees commented in support of the motion that the report is very detailed, accomplishes what was asked by the board in regards to this results policy and reflects a very diverse student population and how reporting is done for each and every student.

The motion was
CARRIED UNANIMOUSLY.

4.2 Collaborative Online Resource Environment (CORE)

Superintendent Faber introduced the report. A PowerPoint presentation was given to demonstrate that CORE supports the personalization of learning by providing students with new ways of accessing information.

Mr. B. Parker, Director, Learning Technologies, continued the presentation noting that this new initiative will substantially contribute to learning opportunities. He introduced staff members Mr. S. Brown and Ms. N. Veldhoen who provided further details about the initiative. Each of the steering committee members for the project provided their support in a short video clip. Mr. Parker informed that a website has been created to give a window into this initiative that is in its very early stages. He invited anyone interested in following its development to do so at www.albertacore.ca. Mr. Parker noted that this is an exciting initiative; however, it is also recognized that there will be many challenges ahead to be addressed.

Trustees asked questions about the report and a summary of the discussion follows:

The strategy of the project is to build on success. One of the first steps was to see how it would work in both urban and rural school boards as well in large and small school boards. Alberta Education has requested feedback by the end of 2013, possibly to explore expansion.

Students are accustomed to being able to use the internet broadly and this will not limit access, but instead it will create a high quality, reliable resource base that can be trusted. Mr. Parker informed that there are two levels of vetting. The first level includes involving experts with specialized knowledge to determine if it is a good fit for the curriculum and resource. The second level will be on user involvement and ratings. It is important for users to see this as a very high quality resource. Good feedback will help guide what will be included.

Recessed at 4:47 p.m.
Reconvened at 5:03 p.m.

5 | **OPERATIONAL EXPECTATIONS**

5.1 **Operational Expectations 8: Communication With and Support For the Board – Reasonable Interpretation**

Chief Superintendent Johnson introduced the report.

Chair Cochrane reminded the Board that the criteria against which the Board is to judge this report is whether the Board is satisfied that the Chief Superintendent has conveyed that she reasonably understands the values underlying this Board policy. She pointed out that any decision or comment of the Board of Trustees around non-approval of the reasonable interpretation, including the indicators, is in no way intended to be a vote of non-confidence for the Chief Superintendent.

Trustees posed questions, which were addressed by Administration and the discussion is summarized as follows:

A Trustee questioned the reference to external stakeholder groups referred to under section 8.4 of the policy. Chief Superintendent Johnson confirmed that the examples provided are examples only and that the relevant stakeholder groups would be a much broader list.

Chief Superintendent Johnson provided clarification to a Trustee question by explaining that under 8.11 of the policy, in regards to any significant modifications of any instructional program, that Administration would inform the board in advance as well as, as soon as possible after the event is known. Chief Superintendent Johnson informed that Administration is constantly evaluating and monitoring programs. Any significant change or new program would be reported to the board.

In response to a trustee question in regards to compliance with information being presented in a simple concise form, Administration would expect the board to provide feedback on the information presented to them, and to let them know if it is easy to understand in order for parameters to be developed.

The first indicator for policy 8.1 refers to the board's annual work plan schedule. A tentative monitoring schedule has been provided to the board by Administration. The board can use these tentative dates to develop their work plan.

MOVED by Trustee King:

THAT the Board of Trustees approves that the Chief Superintendent has reasonably interpreted the provisions of OE-8: Communication With and Support for the Board including but not limited to the indicators provided in the report.

MOVED by Trustee Taylor:

THAT the motion be amended by the addition of "*with the exception of 8.11*".

Trustee Taylor stated her opinion in support of the motion that the description was not as clear as it should be and that it should be reworded to avoid confusion. She referred to section 8.11 that indicates that the board be informed in advance and after the event is known.

The motion was
DEFEATED.

In Favour: Trustee Taylor

Opposed: Trustee Bowen-Eyre
Trustee Ferguson
Trustee King
Trustee Cochrane
Trustee Lane
Trustee Bazinet

Trustee comments in support of the original motion included that communication has greatly improved in the last year; the information has been presented in a simple, concise manner and every attempt has been made to show compliance.

Chair Cochrane called for the vote on the original motion.

The motion was
CARRIED UNANIMOUSLY.

6 | **PUBLIC COMMENT**

6.1 **Ms. J. Gondek, Parent of CBE Student**

Ms. Gondek expressed concern that the approval of the budget will take place before the May 31, 2012 system meeting related to fees. She took exception to the reporting of positive parent feedback regarding fee increases, suggesting that less than 4% response rate to a survey is not a good indicator. She requested that the board table the approval of the fees portion of the budget on the May 29, 2012 Agenda in order for trustees to hear the parent feedback to the proposed fee increase. She commended Administration for hosting area meetings on the proposed fees.

Ms. A. Barnabé, Parent of CBE French Immersion Students

Ms. Barnabe expressed frustration with the frequent boundary changes her children have experienced with French immersion schooling. She noted that they attend a school that offers both French and English programs. The French and English students ride the same bus, are supervised by the same people at lunch and attend field trips together. She suggested that more information should have been provided to parents on the survey regarding a proposed increase in fees. She noted that the survey did not indicate the percentage of the fee increase proposed and that if it had, she would have requested further information and may have responded differently. She requested that two way dialogue take place in order for parents to understand the process better. Ms. Barnabé

also asked that the portion of the budget regarding fees be tabled to a meeting following the May 31, 2012 System meeting.

Ms. N. Zelinsky, Parent of Prospective CBE Student

Ms. Zelinsky spoke of the well thought out decision that she made to register her child in a Spanish bilingual kindergarten this fall and expressed frustration that she and 8,000 other new kindergarten parents had not been contacted for their opinion on the proposed fee increase to transportation and lunch supervision fees. She requested that the CBE continue to offer diverse programs, to find new ways to engage parents and stated her opinion of the importance of involving parents in decisions regarding their children's future.

Ms. P. Kahlon, Parent of Traditional Learning Centre (TLC) CBE Student

Ms. Kahlon spoke highly of the TLC program that she chose for her child and the components that she feels are very important. It is her opinion that the CBE should more actively try to engage parents of other ethnic backgrounds to be involved in the community engagement opportunities. She believes that it is important that the alternative programs be kept affordable and equal to other programs. She would like to see the same busing fees for all programs and requested that the fee portion of the budget be tabled to a later meeting after the May 31st meeting.

7 | MATTERS RESERVED FOR BOARD ACTION

7.1 2012-2013 Capital Budget

Superintendent Meyers introduced the report.

Trustees posed questions which were addressed by Administration. As summary of the responses is as follows:

The School Centralized Funds of \$2.5 million referred to under the Financial Impact section of the report is the total of the capital requests that were made by schools.

The capital budget council consists of representatives from across the organization including principals and representatives from most service units. Capital budget requests are received early in the year and are considered by the capital budget council. Any operating costs that are involved in a capital budget request are noted and built into the operating budget and any technology requests are sent to the technology council. After all of the requests are received, the criteria indicated in this report are applied.

Administration is endeavouring to be more strategic in long term planning by holding funding for future projects.

The approval of the 2012/13 Capital Budget will result in an approximately \$3.7 million increase in the CBE's annual amortization costs in each of the next four years. This relates specifically to the assets purchased in this year; however, it was noted that other

assets will drop off as they are fully amortized. This process of using the amortized reserves towards the operating budget has been followed for many years. In the next three years, approximately \$5 million of amortization reserves will go towards the operating budget.

MOVED by Trustee Taylor:

1. **THAT the 2012/13 Capital Budget expenditures for the identified capital needs outlined in Attachments I to V of the 2012-2013 Capital Budget report be approved; and**
2. **THAT the 2013/14 and 2014/15 Capital Expenditures Estimates be received for information.**

A Trustee commented in support of the motion that this is a clearly laid out document and that she is pleased to see three years of expenditures as it is important to attempt to forecast.

The motion was
CARRIED UNANIMOUSLY.

At 5:54 p.m. Chair Cochrane received the consent of the board to continue to the end of the Agenda.

Chair Cochrane noted that Item 9.2. and Item 9.4 were removed from the Consent Agenda. She declared the remaining items on the Consent Agenda, with the addition of the March 20, 2012 minutes, to be adopted as submitted, as follows:

8 | BOARD CONSENT AGENDA

8.1 Approval of Minutes

THAT the Board approves the minutes of the Regular Meetings held March 20, 2012; April 3, 2012 and April 10, 2012 as submitted.

8.2 Correspondence

THAT the Board of Trustees receives the following correspondence for information and for the record, in the form as submitted:

- **Letter dated April 18, 2012 from the Honourable Thomas Lukaszuk, Minister of Education, to Board Chair Pat Cochrane, thanking the Board for its input to Bill 2, the Education Act, and noting that the Bill did not pass third reading.**
- **Letter dated April 18, 2012 from the Honourable Thomas Lukaszuk, Minister of Education, to Board Chair Pat Cochrane, acknowledging receipt of the Calgary Board of Education's 2013-2016 School Capital Plan.**

8.3 EducationMatters Financial Statements March 31, 2012

THAT the Board of Trustees receives the financial report for EducationMatters for information and for the record, in the form as submitted.

8.4 ASBA Zone 5 Liaison Report

THAT the Board of Trustees receives the Alberta School Boards Association (ASBA) – Zone 5 Meeting Minutes dated Friday, March 2, 2012 for information.

9 | **CHIEF SUPERINTENDENT CONSENT AGENDA**

9.1 Chief Superintendent Update

THAT the Board of Trustees receives the Chief Superintendent’s Update report for information.

9.3 Interim Three-Year Education Plan 2012-2015

THAT the Board of Trustees receives the Interim Three-Year Education Plan 2012-2015 report for information.

9.2 2012-13 Operating Budget

Trustees asked questions in regards to the operating budget and a summary of the responses by Administration follows:

In the development of this new report, Administration reviewed the reports of other school boards to see how they were presented. The goal was to present a report that was more user-friendly, straightforward and clear.

There were several questions about the reporting of particular categories and what is included in them. Superintendent Meyers explained that the Fall Updated Budget has been adjusted to remove one time funding sources such as non-sustainable revenues and expenses for comparison purposes. Ms. S. Khan, Manager, Corporate Planning and Reporting, informed that there are particular reporting requirements from Alberta Education that affect the way certain parts of the budget are reported, for example school purchased assets are to be included as an expense rather than as part of the deficit. There is a substantial increase from \$13,555 under fees in the 2010/11 budget to \$31,521 in 2011/12. This is also a reporting requirement from Alberta Education. In 2010/11 the reporting requirement for fees was to include only Instructional Supplies and Materials (ISM) and transportation. The 2012/13 budget figures encompass, ISM, transportation, noon supervision and all of the school level fees (including all field trips, etc.) for a total budget of \$30.9 million.

Trustees asked questions regarding the transportation budget, looking for an explanation for the proposed substantial increase for next year. Dr. D. Crawford, Acting System

Principal, Planning & Transportation Services, provided various examples of different programs and communities, which for various reasons, require more buses to be added to their routes. In total, it is estimated that there will be an additional 3,252 students requiring busing next year and approximately 20 additional buses. The exact figures will not be known until all of the contracts have been received. Dr. Crawford stated that many factors affect the number of buses that will be required; however a bus costs the same whether it is transporting 20 students or 50 students. Sometimes the number of buses required increases because of where students are being transported from; it is not only affected by an increase in enrolment.

Trustees asked questions about this year's structural deficit of \$723,000 and why it is not being addressed in a faster manner. Superintendent Meyers explained that this year they did not need to use all of the reserves they budgeted for to fund the structural deficit as there were some savings from gapping (staff vacancies that are not filled in a timely manner) as well as some net proceeds from the sale of some buildings. The goal is to maximize the available resources to the classroom without having to reduce staffing and to utilize the reserves available to eliminate the deficit over the next three years.

Administration has been conducting area meetings in order to engage with parents and stakeholders regarding fees. The May 31, 2012 system meeting will provide further information and opportunity to understand one another's points of view and to learn from each other. The budget that is being presented for approval on May 29, 2012 will reflect the total fees. The total estimated fee amount is \$31 million. A variety of fee options are possible and adjustments or modifications can easily be made to the fee schedule, should this come from parent and stakeholder feedback at the May 31st meeting. Superintendent Meyers noted that any time a fee is collected it is because of a shortfall in funding. After the decision is made to determine fees, further communication will be provided to parents.

In response to a Trustee question, Chief Johnson stated that the province has a new name for education funding, they refer to it as New Inclusive Education Funding. The Calgary Board of Education will continue to use the Resource Allocation Method (RAM) to allocate funding to schools and it will be distributed based on a per student and complexity basis. This will be reviewed for the upcoming year.

MOVED by Trustee Lane:

THAT the attached 2012-13 Operating Budget Board Report, dated May 29, 2012, be received for information.

The motion was
CARRIED UNANIMOUSLY.

9.4 Transfer of Funds to Capital Reserves

A Trustee inquired as to what would happen if the board did not approve this transfer of funds. Director Heeger noted that there are restrictions under the *School Act* in regards to the use of capital proceeds towards capital projects. Superintendent Meyers noted that the board's own Operational Expectation requires Administration to receive board approval to transfer funds.

MOVED by Trustee Bowen-Eyre:

THAT the \$8,133,256 in net proceeds from the disposal of Albert Park and King Edward Schools be transferred to the Capital Building Reserves, along with \$1,378,246 representing the Provincial portion of the proceeds be placed in Government Restricted Proceeds (Attachment I of the report) in accordance with legislation; and

THAT the \$13,276 in net proceeds from the disposal of capital equipment assets be transferred to the Plant Operations and Maintenance Asset Reserve (Attachment I) in accordance with legislation.

The motion was
CARRIED.

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

Opposed: Trustee Bazinet

Chair Cochrane informed that the Board may reconvene for a public board meeting after the in-camera session and welcomed anyone to attend, should it take place.

Recessed at 6:49 p.m.

Reconvened at 7:10 p.m. in Room T224, Education Centre

10.0 **IN-CAMERA ISSUES**

10.1 **Motion to Move In Camera**

MOVED by 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, May 15, 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 Cochrane
Trustee Ferguson
Trustee King
Trustee Lane

Trustee Bazinet

Opposed: Trustee Taylor

During the in-camera session the board recessed at 7:25 p.m. and reconvened at 7:35 p.m. and recessed at 9:25 p.m. and reconvened at 9:45 p.m. Some Superintendents attended for a portion of the in-camera session. Legal counsel representing various interests attended portions of the in-camera meetings.

10.2 Motion to Revert to Public Meeting

MOVED by Trustee Ferguson:

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

The motion was
CARRIED UNANIMOUSLY.

The meeting reconvened in the multi-purpose room at 10:15 p.m.

MOTIONS TO ACTION IN CAMERA RECOMMENDATIONS

MOVED by Trustee Lane:

THAT the Board of Trustees approves the appointment of Mr. James McCreath as Governor of EducationMatters for a three-year term effective May 15, 2012, ending May 15, 2015.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Taylor:

THAT the Board of Trustees approves the appointment of Mr. Garnet Alberts and Mr. Dean Orlando to the Board of Trustees' Audit Committee for a three year term, commencing May 15, 2012.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Ferguson:

THAT the Board of Trustees schedules Audit Committee, Other Issues on the May 22, 2012 Private Board Meeting Agenda.

The motion was
CARRIED.

In Favour: Trustee J. Bowen-Eyre
Trustee L. Ferguson
Trustee P. King

Trustee P. Cochrane
Trustee G. Lane

Opposed: Trustee S. Taylor
Trustee C. Bazinet

11| **ADJOURNMENT**

Chair Cochrane declared the meeting adjourned at 10:19 p.m.