

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, January 22, 2013 at 3:00 p.m.

MEETING ATTENDANCE

Board of Trustees

Present:

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

Absent:

Trustee G. Lane

Administration:

Mr. D. Stevenson, Deputy Chief Superintendent of Schools
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services
Ms. C. Faber, Superintendent, Learning Innovation
Ms. D. Lewis, Superintendent, Learning Services
Ms. D. Meyers, Superintendent, Finance and Supply Chain Services
Mr. K. Peterson, Acting Superintendent, Human Resources
Mr. R. Peter, Chief Communications Officer
Mr. G. Francis, General Counsel, Legal Services
Ms. J. Barkway, Corporate Secretary
Ms. D. Perrier, Recording Secretary

Stakeholder Representatives:

Ms. L. Robb, Calgary Board of Education Staff Association
Ms. H. Doppmeier, Alberta Teachers' Association, Local 38
Mr. B. Hebert, Elementary School Principals' Association

1 | CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Cochrane called the meeting to order at 2:58 p.m. on the Link and O Canada was led by band students from Georges P. Vanier School.

The meeting reconvened in the Multipurpose Room. Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations.

MOVED by Trustee Ferguson:

THAT the Board of Trustees waives the Board Meeting Procedures to suspend point C, Board Room Seating, subsection (2)(d), to allow for a new seating configuration in the room.

The motion was
CARRIED.

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

2 | **CONSIDERATION/APPROVAL OF AGENDA**

Ms. J. Barkway, Corporate Secretary, noted that a public comment would be given under Item 6.0.

MOVED by Trustee King:

THAT the Agenda for the Regular Meeting of January 22, 2013, be approved as submitted.

The motion was
CARRIED UNANIMOUSLY.

3 | **AWARDS AND RECOGNITIONS**

3.1 Lighthouse Award

The recipient of this month's Lighthouse Award was introduced by two grade 12 students, Idan and Natalia, from Western Canada High School. The students are members of the Husky Steering Committee, which is a fundraising group composed of 12 dedicated students and one teacher supervisor who work in collaboration with Husky Energy. Western Canada High School has been fortunate enough to have been partners with Husky Energy for the past 20 years and look forward to many more.

Husky Energy supports Western Canada High School in numerous ways, which are summarized as follows:

- funding towards the school budgets for printing;
- mock interviews with Grade 10 students twice each year;
- a donation of \$30,000 in 2008 towards the cost of a new school bus used to transport students on field trips or to athletic competitions;
- fundraising for "the Giving Tree" event, in December for those who are less fortunate in Calgary during the holiday season;
- fundraising for "Husky Helps the Hungry" in May – the wrap up event downtown raised \$20,000 for the Awo Taan Healing Lodge, CUPS and the Calgary Drop In Centre;

- sponsor of “Celebrate Western”, the school's Annual Gala to raise funds for the extracurricular clubs in the school - to date this event has raised \$174,000.

Students noted that it is these events that inspire each of the students on the Husky Steering Committee to understand the importance of philanthropy and helping out in our community, which in turn is relayed back to the entire student body. These are very real ways in which students are working on personal development, citizenship, and character development in achievement of the CBE Results statements.

On behalf of Husky Energy, Ms. Foster shared appreciation for the award. This is the 75th anniversary for Husky Energy, which began as a family-run business. She shared details of a number of their endeavours in sponsorship of students' education, and about how those endeavours also benefit their employees.

Chair Cochrane presented the Lighthouse Award to Ms. Foster, and shared words of appreciation for the partnership and for the commitment of Husky Energy.

4 | RESULTS FOCUS

4.1 Georges P. Vanier School Presentation

Ms. S. Church, Area II Director, provided introductory comments, noting that Georges P. Vanier School learn and demonstrate good character through their academic course work and participation in their vibrant school culture. She noted the presentation would highlight the role of the student voice that informs instructional design, and how they continue to connect work, as students have opportunities to develop character through formal and informal leadership opportunities.

Ms. Kenyeres, Assistant Principal, commenced the presentation, noting that the focus of the discussion was how the school encourages and develops character education and that the goal is for each student to possess the character to do what is right, act morally with wisdom, and balance concerns with the rights and needs of others.

Students Courtney and Mackenzie from the Grade 8 Leadership Team spoke about their learning of Results 5: Character and about the Team campaign for awareness of domestic violence and how it worked its way into the classroom, as follows:

- Starting with their Leadership class, it then progressed to teacher involvement within their Health class;
- students were inspired from other campaigns and were motivated to start a campaign of their own;
- guest presentations were held at an assembly to get the attention of their fellow students, followed by discussion in Health class;
- they took their campaign city-wide with CTV News, 660 News, the Metro Newspaper, CBE media representatives, and representatives from Take Back the Night; and
- students held fundraisers which included a bake sale, students created a cart to sell items from, and designed and sold custom silicone bracelets. Overall, they raised \$652.27 which was donated to the YWCA Woman's shelter.

Ms. Collins, a teacher at Georges P. Vanier School, shared greater detail about student learning in the classroom about character and health. Leadership students organized a peace week and contacted different organizations with a goal of stopping violence against woman and raising awareness. Social Studies students organized a fundraising event and prepared a presentation about what they did, learned, and why. Students also showed character development in Math classes, where students helped struggling fellow students.

Students Jared and Dillon came forward and shared comments about Student Council's involvement with Social Studies, and a Discipline Committee to build character in their school. Through the Student Council, they accomplished getting a new water fountain, and more technology in the school. Through the Discipline Committee, students voice their thoughts on good and bad behaviour throughout the school, targeting behaviours that demonstrate poor character and morals, and try to find solutions. The overall goal is to act respectfully towards peers.

Mr. Poirier, Principal, provided concluding comments, stating the goal of these two programs is not only to improve the school and teach the grade 9 curriculum but to build student character. It also makes students feel more independent when they have a say in the school's environment and will choose to act morally.

Chair Cochrane thanked the school for their presentation, noting that the Board wrote the Results, but the school is living them, creating purpose and meaning. She thanked the students and the teachers for sharing their thoughts, noting that what they are doing is very powerful.

4.2 Results 2: Academic Success – Science – Annual Monitoring

Deputy Chief Superintendent Stevenson provided opening remarks and highlighted the contents of the report. He noted that the Calgary Board of Education's overall target for provincial achievement tests and diploma examinations is to be at or above provincial standards of achievement. Calgary Board of Education students performed well compared to the province, exceeding province-wide levels of achievement in Science on 10 of 14 measures, and reaching particularly remarkable levels of achievement at the standard of excellence in Biology, Chemistry and Physics 30. Specific targets for improvement have been identified in the areas of Grade 9 Science, Knowledge and Employability, and Science 30. Professional learning and continued improvement efforts will focus on supporting our teachers and their work as part of our continued capacity building efforts.

Chair Cochrane noted that trustees are to determine whether or not the report provides sufficient evidence that the CBE has made reasonable progress towards achieving the Result, and to build a portfolio of the Chief Superintendent's performance in the Results side of the Chief Superintendent's job expectations. The emphasis for monitoring results is not on compliance, but rather on reasonable progress.

Trustees posed questions, which were addressed by Administration and are summarized as follows:

- Discussion took place about the Science 30 student results at the acceptable standard and at the standard of excellence, which have both declined. Administration noted that one of the contributions to the decline was the change in the exam a few years ago, but that in itself is not the problem. Strategies are in place to improve our student results. We need to increase the understanding of high school teachers and principals around the different paths that students can take in high school, related to Science, and helping students make the best choice for their learning abilities and their career plans. It was also noted that the CBE has different participation rates in these Science courses as compared to other metro boards. We had approximately 900 students participate in the Science 30 exam, and Edmonton Public Schools had approximately 1500 students participate. A greater impact is felt by a smaller sample of participants.

Administration shared that in northern Alberta the post-secondary institutes accepted Science 30 as a course eligibility for admittance and this occurred far sooner than in the southern part of the province, which reflects a greater number of their students taking Science 30. It is anticipated that we will have more students enrolling in Science 30. This is a very rigorous curriculum that combines the basic tenets of geology, physics, chemistry and environmental disciplines.

- Administration provided a breakdown of the numbers of students enrolled in each of the grade 12 Science courses.
- Some discussion ensued about the participation rates reported only for the Knowledge and Employability (K&E) student results, with a trustee pointing out that the participation rates may be an explanation of why we are above the provincial results. Administration noted this reporting is the decision of the province. With such a small group of writers of the K&E test there is a distortion when you look at them blended in with the entire cohort, so it is important to look at their results to actually understand whether they are achieving or not. Administration reiterated that a complete and thorough review has been made of each individual who was a non-writer and each of those was considered appropriate. We need to look very carefully at the students who are enrolling in these courses to ensure that the courses are relevant to their needs.

A concern noted by a trustee was that as noted on page 4-9 of the report the goal or target for 2015 speaks to the writers and not the entire group. Administration remarked that it has every intention to address the issue of appropriate enrolment of students and that work is ongoing.

- Where K&E teaching is required, teachers are being asked to blend courses and to understand that a blended course may have different outcomes; it is not just a modification of a regular course, and this is support that we need to give our teachers.
- A lengthy discussion was held on the Science 30 Diploma exam results, with numerous questions asked and responded to. Concerns were raised that our targets are set to be at or above the provincial results, and Administration noted that the Board may change the targets.
- Administration shared information about the other Science courses that are not included in provincial achievement testing, which may be culminating courses for some students i.e., Science 20 and Science 24, as one of the requisites to receive a high school diploma is to have two Science courses.

MOVED by Trustee Bowen-Eyre:

THAT the Board of Trustees has reviewed the monitoring report on Results 2: Academic Success, specific to Science, and concludes that reasonable progress is being made towards the ultimate achievement of this Results policy.

MOVED by Trustee King:

THAT the motion be amended to include “with the exception of the requirement for student achievement in the area of Grade 9 Knowledge and Employability”.

Chair Cochrane called for the vote on the amendment.

The amendment was
CARRIED UNANIMOUSLY.

MOVED by Trustee Taylor:

THAT the motion be amended to include “with the exception of Science 30 Diploma Examination results, at the acceptable standard”.

MOVED by Trustee Ferguson:

THAT the amendment be amended to include “and at the standard of excellence”.

The amendment was
CARRIED.

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| In favour: | Trustee Bazinet Trustee Bowen-Eyre Trustee Ferguson Trustee King Trustee Taylor |
| Opposed: | Trustee Cochrane |

Chair Cochrane called for the vote on the amendment motion, as amended.

The amendment was
CARRIED UNANIMOUSLY.

There was no debate of the main motion, as amended.

Chair Cochrane called for the vote on the main motion as amended, which she restated as follows:

THAT the Board of Trustees has reviewed the monitoring report on Results 2: Academic Success, specific to Science, and concludes that reasonable progress is being made towards the ultimate achievement of this Results

policy, with the exception of the requirement for student achievement in the area of Grade 9 Knowledge and Employability, and with the exception of the Science 30 Diploma Examination results at the acceptable standard and at the standard of excellence.

The motion was
CARRIED UNANIMOUSLY.

Motion Arising:

MOVED by Trustee Ferguson:

THAT the Board of Trustees commends the Chief Superintendent for the high levels of student achievement in the 2011/2012 Grade 6 Science Provincial Achievement Tests and in the Diploma Examinations for Chemistry, Physics and Biology.

The motion was
CARRIED UNANIMOUSLY.

5 | OPERATIONAL EXPECTATIONS

5.1 OE-7 – Asset Protection - Annual Monitoring

Superintendent Meyers provided a brief introduction to the report. She noted that there are 15 performance indicators related to eight subsections of Operational Expectations 7, of which two were not applicable because they were introduced in the 2011/2012 reporting year and did not have information available for reporting on compliance. Of the remaining 13 applicable indicators, the Chief Superintendent achieved 12, the exception being on subsection 7.3 in regards to records management, which was previously reported in the monitoring report for Operational Expectations 3 on October 15, 2012.

Superintendent Meyers noted that with respect to policy subsection 7.5, the interpretation makes reference to “negligence”, but it should have referred to “gross negligence” in order to reflect recklessness, in accordance with the expectation. For the purpose of this monitoring report, however, Administration has based its assessment using simple negligence, which is a higher standard. The Chief Superintendent will provide the Board with an amended interpretation to reflect gross negligence.

Chair Cochrane noted that Trustees are to determine whether the Chief Superintendent is in compliance with OE-7: Asset Protection, based on the Board’s previously approved interpretation and indicators. She pointed out that any decision or comment of the Board of Trustees around non-compliance of the operational expectations, or any part of it, is in no way intended to be a vote of non-confidence for the Chief Superintendent.

Trustees posed questions, which Administration responded to, and the discussion is summarized as follows:

- With respect to policy subsection 7.3, indicator of compliance and evidence of compliance 1.a), particular to the Records Management program, the strategy is

being built out and an update is provided in the Chief Superintendent's Update report included with the January 22, 2013 agenda package. Administration shared the timeline for this program, which was previously reported to the Board, and which shows action timelines into 2015/2016. In regards to reporting on compliance, tracking can be made against the proposed timelines, but the measures speak to achievement in the context of Generally Accepted Record Keeping Principles, and without achievement of these principles it would be difficult to present any sort of comparator against that standard. There may be opportunities to accelerate certain elements of this work, but some of the work is extremely challenging and complex.

- For policy subsection 7.8, with regard to actions that could damage the CBE's public image or credibility, the measurement will be through the survey tool "Action Manager". Another option being explored for tracking compliance is through the Human Resource system to capture employee acknowledgement of certain key policies and regulations.
- Regarding policy subsection 7.4, regarding use and maintenance of facilities and equipment, evidence of compliance 2, Administration noted that in 2006/2007 we received an additional injection of funds of \$24 million over and above the annual allocation of \$80 million, and it was understood with the province at that time that it would take a number of years to accomplish those projects. That additional funding has now expired. The Ten-Year Facilities Plan identifies the increase in schools that will be in a marginal condition over a period of time, and unless there is an increase in the funding in upcoming years, we can expect that the number of schools perceived to be of marginal condition will increase.
- With respect to policy subsection 7.5, Administration clarified that the original intention was that the interpretation was to read that the "the Chief Superintendent interprets *recklessly* to mean to act in a manner that would be considered by the courts to be gross negligence and/or willful misconduct". If we have no simple negligence, then we have no gross negligence. Proven negligence would have to be done in the courts. A trustee shared her belief that the evidence of compliance does not align with the Board-approved indicator of compliance that states that the measure would be by internal tracking; and that the Board would only see instances where a matter was taken to the courts. Administration noted that the interpretation and the indicator of compliance for this policy subsection could be reviewed for refinement.

MOVED by Trustee Ferguson:

THAT the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of policy OE-7: Asset Protection.

MOVED by Trustee Bazinet:

THAT the motion be amended to include "with the exception of policy subsection 7.3".

For clarity, OE-7.3 says "The Chief Superintendent will protect intellectual property, information, files, records and fixed assets from loss or significant change."

Trustees debated the amendment and their comments are summarized as follows:

- A trustee noted that a portion of this policy subsection has not met compliance, as noted in the report.
- Concerns were shared by some trustees that there are five indicators of compliance for this policy subsection and that the targets that were set to achieve compliance of one indicator are being met and are on budget to complete the Records Management timeline.
- Support for the amendment was noted because it was felt that the training and awareness of the Records Management program is a huge overarching piece of the subset, which is not expected to be completed until 2015/2016.
- A trustee noted her appreciation for the additional details of this work in the Chief Superintendent's Update, and she acknowledged that it is a huge undertaking to change the culture of the organization and to get this work done, but we are not yet there.
- A trustee shared her belief that this is a critical area and it seems that it is becoming even more so over time, especially in the public sector. Given the sensitivity and the level of risk that we expose ourselves to in this area, it is important to note any issues related to compliance.

Chair Cochrane called for the vote on the amendment.

The amendment was
CARRIED UNANIMOUSLY.

In debate of the main motion, as amended, a trustee shared her belief that there is plenty of evidence in the report showing that OE-7: Asset Protection is in compliance.

Chair Cochrane called for the vote on the motion, as amended.

The motion was
CARRIED UNANIMOUSLY.

Motion Arising:

MOVED by Trustee Taylor:

THAT the Board of Trustees directs the Chief Superintendent to develop a revised reasonable interpretation, including indicator(s) of compliance for OE-7: Asset Protection, policy subsection 7.5, by the end of April 2013.

Trustees debated the motion and comments in support are summarized as follows:

- A trustee commented that these are Board-approved interpretations and indicators, and she shared her belief that there may be a need for the Board to have some discussion and debate about what its intent is with policy subsection 7.5, but it would be a good start to see a revised interpretation and indicators of compliance.

- A perspective was shared by a trustee that this work should be done and in setting a deadline, the Board takes a leadership role in ensuring that the work gets done. She shared her opinion that it is beneficial for clear communications to be made through Board motion.

Trustee comments in opposition to the motion are summarized as follows:

- A trustee shared her understanding that it is up to the Chief Superintendent to provide the Board with the reasonable interpretation, and that the Board would respect and support any reasonable interpretation of the policies; and that it is the role of the Board to change the policies to give clear direction to the Chief Superintendent
- A trustee reiterated that it is not the trustees' job to interpret the policy, but it is the Chief Superintendent's role to bring forward a revised interpretation. She felt that the Board did not need to direct the Chief Superintendent, because the Board actually governs through the policy, not through directives for action.
- A trustee noted her belief that regardless of what happens with the motion, Administration has indicated their intention to review the interpretation and indicators of compliance, and in light of that she was opposed to the motion.

Chair Cochrane called for the vote on the motion.

The motion was
DEFEATED.

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| In favour: | Trustee Bazinet Trustee Taylor |
| Opposed: | Trustee Bowen-Eyre Trustee Cochrane Trustee Ferguson Trustee King |

6 | **PUBLIC COMMENT**

6.1 Mr. T. Dreher, Chair, Terrace Road School Parent Council

Mr. Dreher expressed appreciation to the Board on behalf of Terrace Road School Council. He shared that in the 2011/2012 school year, Terrace Road School was considered for potential closure based on low enrolments, and the concern of being able to provide a viable program to the students. At that time there were only three students in the Kindergarten program and seven students in Grade 1. He noted that the process of school closure consideration is a painful experience for both the school and the community.

Mr. Dreher noted that subsequent to the school's first public Open House the community came forward and shared their voice. He commended the work of Calgary Board of Education staff for their work and research. He shared that positive outcomes for Terrace Road School include the identification and offering of quality programs, the addition of the Early Childhood Development Program this year, the increase in enrolment to 15 students in the Kindergarten program, and the increase in enrolment to

11 students in Grade 1. He noted that these are modest enrolment increases, but the school is thriving.

Recessed: 5:15 p.m.

Reconvened: 5:20 p.m.

7 | MATTERS RESERVED FOR BOARD ACTION

7.1 Bylaw to Provide for the Nomination and Election of Trustees by Wards and to Determine the Boundaries of the Wards (the Ward System Bylaw)

Trustee Cochrane provided brief remarks about the bylaw.

Administration addressed questions posed by trustees pertaining to how successive bylaws replace older bylaws; where the bylaws are kept for review at any time, including in the corporate record, and in the election handbooks; the omission of trustee disclosure of expenses in the proposed bylaw and changes to the Local Authorities Election Act; and the boundary changes and the effect of those changes on certain Wards.

MOVED by Trustee Ferguson:

THAT Bylaw Number 1 of 2013, being a Bylaw of the Calgary Board of Education to Provide for the Nomination and Election of Trustees by Wards and to Determine the Boundaries of the Wards be given first reading.

The motion was
CARRIED UNANIMOUSLY.

Ms. J. Barkway, Corporate Secretary, read Bylaw Number 1 of 2013 in its entirety, for the record.

MOVED by Trustee King:

THAT the Board of Trustees approves Bylaw Number 1 of 2013, as given first reading.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Bowen-Eyre:

THAT Bylaw Number 1 of 2013 be given second reading.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Ferguson:

THAT the Board of Trustees approves Bylaw Number 1 of 2013 of the Calgary Board of Education to Provide for the Nomination and Election of Trustees by Wards and to Determine the Boundaries of the Wards as read the second time.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee King:

THAT, in accordance with Section 69 of the School Act, Bylaw Number 1 of 2013 be given third reading.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Bowen-Eyre:

THAT the Board of Trustees approves Bylaw Number 1 of 2013, being a Bylaw of the Calgary Board of Education to Provide for the Nomination and Election of Trustees by Wards and to Determine the Boundaries of the Wards as read for the third time.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee King:

THAT the Board of Trustees seeks Ministerial approval for the nomination and election of trustees by wards and the boundaries of the wards, as described in Bylaw 1 of 2013.

The motion was
CARRIED UNANIMOUSLY.

Chair Cochrane declared the items on the Consent Agenda to be approved as presented, as follows:

8 | BOARD CONSENT AGENDA

8.1 Approval of Minutes

- Regular Meeting held January 8, 2013

THAT the Board of Trustees approves the minutes of the Regular Meeting held January 8, 2013.

8.2 Trustee Liaison Report – Calgary Association of Parents & School Councils (CAPSC)

THAT the Calgary Association of Parents and School Councils (CAPSC) liaison report containing the September 2012 Meeting Highlights, November 2012 Meeting Highlights and the January Meeting date change, be received for information.

9 | **CHIEF SUPERINTENDENT CONSENT AGENDA**

9.1 Chief Superintendent's Update

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

10 | **ADJOURNMENT**

Chair Cochrane declared the meeting adjourned at 5:51 p.m.