

CALGARY BOARD OF EDUCATION

Minutes of the Regular Meeting of the Board of Trustees (the "Board") held in the Multipurpose Room, Education Centre, 1221 – 8 Street SW, Calgary, Alberta on Tuesday, March 19, 2013 at 3:00 p.m.

MEETING ATTENDANCE

Board of Trustees

Present:

Trustee P. Cochrane, Chair
Trustee C. Bazinet (departed at 8:05 p.m.)
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
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
Ms. J. Barkway, Corporate Secretary
Ms. D. Perrier, Recording Secretary

Stakeholder Representatives:

Ms. L. Androsoff, Elementary School Principals' Association
Mr. F. Bruseker, Alberta Teachers' Association, Local 38
Ms. L. Robb, Calgary Board of Education Staff Association
Mr. G. Tink, Principals' Association for Adolescent Learners (PAAL)

1 | CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Cochrane called the meeting to order at 3:00 p.m. O Canada was led by students who were in attendance from Royal Oak School, and they were accompanied by an audio-video recording of the entire student body.

Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations.

2 | **CONSIDERATION/APPROVAL OF AGENDA**

Ms. J. Barkway, Corporate Secretary, noted that a Lighthouse Award would be given as Agenda Item 3.1; a public comment would be provided under Agenda Item 6.0; and the Minutes of the Regular Meeting held March 5, 2013 noted under Consent Agenda Item 8.1 were not finalized for distribution and approval.

MOVED by Trustee Ferguson:

THAT the Agenda for the Regular Meeting of March 19, 2013 be approved as submitted, subject to the above-noted additions.

MOVED by Trustee Taylor:

THAT the Agenda be amended by the addition of Item 7.1, Report on Administrative Expenses.

Chair Cochrane ruled the amendment out of order because the Agenda Planning session is the agreed upon process to add items to the Agenda; and the item does not refer to an item that is on the Agenda of this meeting.

Chair Cochrane called for the vote on Trustee Ferguson's motion to approve the Agenda with changes as noted by the Corporate Secretary.

The motion was
CARRIED UNANIMOUSLY.

3 | **AWARDS AND RECOGNITIONS**

3.1 **Lighthouse Award**

Ms. M. Levy, System Principal, introduced Lisa Bowes as the recipient of the Lighthouse Award. Ms. Bowes is a sports broadcaster, currently working for CTV and freelancing for TSN. She volunteers her time for the CBE, mentoring students in the field of broadcasting through her program *Kidcasters®*. Since 2001, the program has been delivered to over 1000 CBE Area III junior/middle school students. The goal of this program is to engage students to expand their writing and public speaking skills in a fun and interactive learning environment. The program is supported by Cardel Homes, and Ms. Bowes runs four sessions a year. *Kidcasters®* exposes students to their community, the broadcasting industry and Calgary's pro sports teams and their athletes.

Ms. Bowes has started a five-day media training workshop for Grade 10 students at the National Sport School. She combines her teaching background and media expertise to help younger athletes become media savvy. Ms. Bowes has also authored a book for young readers titled *Lucy Tries Luge*, which will be launched in the fall, and she intends to distribute a copy of the book to every CBE Kindergarten and Grade 1 class and to elementary school libraries.

Ms. Bowes shared comments in acceptance of the Lighthouse Award, noting it is rewarding and exciting for her to engage with students. She shared that her work with

students at the National Sport School next month will also involve the grade 7 students from Ernest Morrow School to do a press conference simulation. On behalf of the Board, Chair Cochrane expressed appreciation for the partnership and for the enthusiasm and energy that Ms. Bowes shares in teaching our students.

3.2 2013 Alberta School Boards Association (ASBA) Edwin Parr Teacher Nominee

Mr. K. Peterson, Acting Superintendent, Human Resources, shared information about the history of the ASBA Edwin Parr Teacher Award and the nomination process. This is an annual presentation in recognition of outstanding teaching performance by a beginning teacher. The Calgary Board of Education (CBE) selection committee recommended that Ms. Brittany Jarema be the CBE nominee for this award. Ms. Jarema is currently teaching music to students in grades 1-6 at Grant MacEwan School.

Ms. Jarema came forward and expressed her appreciation for the nomination, thanking the Board, superintendents, Ms. B. McPherson, Principal, Ms. I. Masciuch, Assistant Principal, the staff of Grant MacEwan School, and the Edwin Parr selection committee. She shared comments about her experience as a first-year teacher, noting that it has been both exhilarating and challenging to teach students of diverse cultures.

MOVED by Trustee King:

THAT Brittany Jarema is the Calgary Board of Education nominee for the 2013 Alberta School Boards Association Edwin Parr Award.

The motion was
CARRIED UNANIMOUSLY.

On behalf of the Board, Chair Cochrane extended accolades to Ms. Jarema and noted that it is always good to be reminded of the excitement and joy of teaching.

Chair Cochrane remarked on the upcoming retirement of Superintendent D. Lewis, noting that she has devoted 38 years as a teacher, 34 of which she served with the Calgary Board of Education. She expressed appreciation to Superintendent Lewis for her long service to our students and school program.

4 | RESULTS FOCUS

4.1 Royal Oak School Presentation

Ms. J. Everett, Area I Director, introduced the presentation, noting that Royal Oak School offers a Kindergarten to Grade 4 program to over 500 students. She informed that the students would be presenting on Results 5: Character, and their development through learning in the Circle of Courage, which has also had positive impacts on their personal development and citizenship.

Mr. S. MacNeill, Principal, came forward and gave detailed information about character development as it is envisioned and modelled at Royal Oak School. He commented on the numerous areas that the students have gained in their understanding of problem-solving, recognizing and celebrating their own and others' accomplishments,

compassion, and active listening. Mr. MacNeill introduced the staff and students who were in attendance, as follows:

Students: Sarah, Shouko, Freddie and Natalie

Learning Leaders: Ms. S. Harrower and Ms. J. Belcher

Assistant Principal: Ms. C. Hansen

The students shared comments about their leadership council in the Circle of Courage and all that it takes to be a member of that council. They spoke about the numerous projects they undertook with their classmates over the past three years, which included: the designing of their logo; fundraisers for the playground; participation in off-site field trips and learning about the Alberta wetlands; learning about children in need, including donations of gifts and food for those children and for the homeless; they have learned about proper nutrition and have actively shared with each other how to make healthy food choices; a student undertook research of polar bears and raised funds through bottle drives and donations to protect the species; students have learned about the environment and ways to be less wasteful, and they understand how individual deeds can have a large impact on the world.

As ward trustee, Trustee Bowen-Eyre expressed appreciation to the students for presenting their learning of Citizenship, Personal Development and Character, and she thanked the school staff for their work with students.

4.2 Results 5: Character – Reasonable Interpretation, Baseline and Targets

Chief Superintendent Johnson provided a brief introduction of the report and summarized the contents.

Chair Cochrane reminded the Board that it is the Board's responsibility to confirm that the interpretation of the Board's policy language is reasonable and that the indicators and targets selected by the Chief Superintendent are reasonable. This first step will set the stage for effective and efficient monitoring of actual organizational performance, which is the second step of the Results monitoring process. She reminded trustees that the purpose today is to determine whether the Chief Superintendent has reasonably interpreted the Board's words in this Results policy.

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

- In response to a question as to what a target of sustainability means, Administration noted that rather than reporting individually on a target for every indicator, the overall target is to sustain the current status of the level of indicators for the policy as a whole.
- A number of the indicators are shown for different grade levels and that is information that comes from reporting structures that are already in place for schools. There are different sets of information for the different grade groups and although these indicators would not show a representation of each grade level in all instances, they would show enough of a representation to provide a good understanding of all.

- Administration informed that the collection of report card data and survey data is done for the learning of our students, to plan for response strategies in relation to the evidence that is examined, and for information to the Board.
- The information provided in this reporting format is the connection between the individual school, the classroom, and the whole system. There are many layers of data that is rolled up into this representation and Administration is of the belief that the level of detail will be adequate information for the Board to determine whether or not reasonable progress is being made.

MOVED by Trustee Lane:

THAT the Board of Trustees approves the Chief Superintendent's Reasonable Interpretation of Results 5: Character, as presented, including but not limited to the indicators and targets included in the report.

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

- There is a need to recognize the difficulty of identifying Character, and there is a need to recognize the importance of it. A trustee felt that Administration should be commended for their work in this area.
- It can be difficult for a Board to know that its students are achieving in this area by a review of an discussion of data in a report; but when the Board hears and sees student presentations, such as was provided earlier in the meeting, it is able to better determine student success and achievement.
- Although this is a policy of few words, it is huge in content and it is important that it is embedded in everything our students do. It is also felt to be important that this Results policy is also applicable to CBE employees.
- A trustee felt that in our large system this is a great amount of data that is being collected. She noted that whether or not this is the right data and appropriate indicators and targets, would be determined over time through the monitoring process.
- A trustee noted that the voice of students and teacher assessment are important considerations for the board in monitoring the Results. She felt assured by the initial baseline results as put forward in the report and expressed support for the indicators as presented.
- A trustee expressed appreciation to Administration for the additional work they did in preparing the details of this report. She noted her agreement with Administration that sustainable results will help ensure that each CBE student will experience high levels of success in developing and demonstrating Character in and through their learning program.

Chair Cochrane called for the vote on the motion.

The motion was
CARRIED UNANIMOUSLY.

4.3 Results 4: Personal Development – Reasonable Interpretation, Baseline and Targets

Chief Superintendent Johnson provided a brief introduction of the contents of the report. She noted that this is an update of the report that the Board reviewed and approved on February 5, 2013. Since that time, Administration gained new insight from working with the Aspen Consulting Group, which is represented in the reasonable interpretation for this Results policy. Chief Superintendent Johnson provided an overview of the relevant changes that were made to the data to be reported.

Chair Cochrane reminded the Board that its purpose today is to determine whether the Chief Superintendent has reasonably interpreted the Board's words in this Results policy and she encouraged trustees to limit their questions to this topic.

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

- A concern was shared by a trustee that Administration is asking the Board to set a target when the result is already known. Administration shared that they are taking guidance from the practices of Alberta Education in how they work with their own information. Rather than setting a year over year target, we are setting the target based on the three-year average.
- With respect to the measure used for high school completion, Administration believes the use of the annual return rate is the best measure as it more closely matches the policy and the interpretation. In understanding our result and establishing a baseline, it is believed that the organization's baseline is most relevant.
- With respect to student response surveys, Administration shared that research shows that well-conducted surveys, such as the Accountability Pillar Survey, can be very informative and offer valuable information.

MOVED by Trustee Bowen-Eyre:

THAT the Board of Trustees approves the Chief Superintendent's Reasonable Interpretation of Results 4: Personal Development, as presented, including but not limited to the indicators and targets included in the report.

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

- The belief was shared that the Board's values are being clearly stated and the targets, while difficult to measure, are a good step forward to meeting the expectations of our parents and for our students.
- A trustee expressed appreciation for Administration's work in refining the indicators and the reasonable interpretation for this Results policy.
- Appreciation was expressed by a trustee for the paring down of some of the indicators, but indicated her preference for fewer but stronger indicators.
- A trustee questioned whether all of this is information that the Board needs to see, and shared her concern that Administration is collecting a great deal of information for these reports. She expressed her hope that the information is helpful in doing a

better job for our students, and noted her desire to see monitoring information related to our students' health.

Chair Cochrane called for the vote on the motion.

The motion was
CARRIED UNANIMOUSLY.

5 | **OPERATIONAL EXPECTATIONS**

5.1 **OE-6: Financial Administration – Reasonable Interpretation of Policy Subsection 6.2**

Superintendent D. Meyers provided brief remarks about the report, noting it speaks to a revision to the indicators for policy subsection 6.2, as directed by the Board.

Chair Cochrane reminded the Board that it is the Board's responsibility to ensure that the Chief Superintendent reasonably understands the values underlying this Board policy, to confirm that the interpretation of the Board's policy language is reasonable and that the indicators selected by the Chief Superintendent are reasonable.

Administration responded to trustee questions, which are summarized as follows:

- With respect to indicator of compliance #1, we are required by law to follow the trade agreements. Administration shared the understanding that the intention is that we monitor our compliance and we are subject to any disputes should anyone raise concerns that we have not complied.
- Reference to internal monitoring is the actual process and the detail to be provided in the monitoring reports to the Board would be in keeping with the reporting format of other Operational Expectations – the actual percentage of compliance achieved would be reported and anything below 100% for the two indicators of compliance for policy subsection 6.2 would mean non-compliance.
- Administration clarified that the figure of \$75,000 is our standard procurement requirement for competitive bidding, and the interpretation for this policy subsection speaks to any exceptions and emergency conditions that may occur. The details provided in regards to emergency conditions and the authority to purchase without competitive quotes is a distinction between comparative pricing and competitive bidding.
- Administration noted that the additional information that was provided in the report to the Board on January 8, 2013 pertaining to exceptions and sole source/single source contracts would not be reported in future monitoring reports for OE-6: Financial Administration.

MOVED by Trustee Bazinet:

THAT the Board of Trustees approves the revised indicators of Operational Expectations 6, policy subsection 6.2, as presented.

Trustee comments in debate of the motion are summarized as follows:

- A trustee shared her belief that these indicators are of an appropriate level to determine compliance.
- Support was expressed for the motion, with the comment made that the indicators reflect the policy statement and the requirements the Board would have of Administration.
- A trustee noted her appreciation for the clarity of the indicators.
- A trustee shared that she was somewhat conflicted in that she felt there was a lot of good information in the previous report, particular to exceptions around sole sourcing, and she expressed concern over the loss of that reporting.

Chair Cochrane called for the vote on the motion.

The motion was
CARRIED.

In favour: Trustee Bazinet
Trustee Bowen-Eyre
Trustee Cochrane
Trustee Ferguson
Trustee King
Trustee Lane

Opposed: Trustee Taylor

6 | **PUBLIC COMMENT**

6.1 **Ms. Katie McBeath, Parent**

Ms. McBeath introduced herself as a concerned parent and a resident of the community of Lakeview. She noted that she was present to give an update to her previous presentation to the Board on March 5, 2013, at which time she asked the Board to delay the implementation of any of the scenarios proposed for the Westgate School accommodation plan. She commented on a petition that she had posted online and noted that it now has over 400 signatures objecting to the accommodation plan that is proposed for September 2013. She felt that in a short amount of time, this was a good representation of the many people who feel it is unacceptable that they were not invited to participate in the community engagement process until February 2013, and question what happened to the voice of students and parents of Jennie Elliott School when the process started in December 2012, and when the final scenarios were being drafted by the CBE. Ms. McBeath remarked that it is hard to find resolution with a process when one has been part of it for only 37 days. She felt it sad that the CBE made a public statement that priority would be given to families most impacted, and yet the families of the community and of Jennie Elliott School were not given equal right to time and information throughout this process.

7 | **MATTERS RESERVED FOR BOARD ACTION**

There were no items.

Health Care Professionalism

Level: 25 Credits: 3

Military Studies

Level: 15, 25 Credits: 5 and 3

Pharmaceutical Therapeutics

Level: 35 Credits: 5

Yoga

Level: 15, 25, 35 Credits: 5

Such approval is subject to approval by Alberta Education.

2. THAT the Board of Trustees approves the following renewed and developed Calgary Board of Education senior high locally developed courses and resources, as listed in the course outline submitted to Alberta Education, for use in Calgary Board of Education schools for the period September 1, 2013 to August 31, 2016:

Acting for the Camera

Level: 15, 25, 35 Credits: 5

Advanced Acting/Touring Theatre

Level: 15, 25, 35 Credits: 5

Band

Level: 15, 25, 35 Credits: 3 and 5

Biology (AP)

Level: 35 Credits: 3

Biology (IB)

Level: 15 Credits: 3

Chamber Ensemble

Level: 15, 25, 35 Credits: 3 and 5

Chemistry (AP)

Level: 35 Credits: 3

Chemistry (IB)

Level: 25, 35 Credits: 5

Choir

Level: 15, 25, 35 Credits: 3 and 5

ESL English for Academic Success

Level: 35 Credits: 3

ESL Introduction to Mathematics

Level: 15 Credits: 5

ESL Expository English

Level: 15, 25 Credits: 5

English (IB)

Level: 35 Credits: 3 and 5

Film Studies

Level: 15, 25, 35 Credits: 5

Health Care Fundamentals

Level: 25 Credits: 5

Instrumental Jazz

Level: 15, 25, 35 Credits: 3 and 5

Math (IB)

Level: 35 Credits: 3

Physics (IB)

Level: 15 Credits: 3

Prescription Processing

Level: 35 Credits: 5

Reading

Level: 15, 25 Credits: 3 and 5

Theory of Knowledge (IB)

Level: 35 Credits: 3 and 5

Vocal Jazz

Level: 15, 25, 35 Credits: 3 and 5

Such approval is subject to approval by Alberta Education.

3. THAT the Board of Trustees approves the withdrawal of the following expiring or expired Calgary Board of Education senior high locally developed courses from the list of approved courses available for use in Calgary Board of Education schools:

Military History

Level: 15, 25 Credits: 3

Pharmaceutical Therapeutics

Level: 35 Credits: 3

Recessed: 5:11 p.m.
Reconvened: 5:47 p.m.

10 | IN-CAMERA ISSUES

10.1 Motion to Move In Camera

MOVED by Trustee King:

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, March 19, 2013, 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.

10.2 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.

10.3 Motions to Action In-Camera Recommendations

MOVED by Trustee Lane:

THAT the Board of Trustees approves the reappointment of Dr. Yan Guo as Governor of EducationMatters for an additional three-year term, effective October 27, 2012, ending October 27, 2015.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee King:

THAT, *with respect to the 2013 CBE Distinguished Alumni selection*, the Board of Trustees approves the recommendation contained in the report.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Ferguson:

THAT the Board of Trustees approves the recommendations regarding total compensation for Exempt employees set out in the report of March 19, 2013.

The motion was
CARRIED.

In favour: Trustee Bowen-Eyre
Trustee Cochrane
Trustee Ferguson
Trustee King
Trustee Lane

Opposed: Trustee Bazinet
Trustee Taylor

At 8:05 p.m. Trustee Bazinet declared a pecuniary interest in a labour relations matter and left the meeting.

MOVED by Trustee Bowen-Eyre:

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

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Bazinet

MOVED by Trustee Lane:

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

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Bazinet

MOVED by Trustee King:

THAT the Board directs the CBE's Alberta School Boards Association (ASBA) Director to advise the President of ASBA that the CBE Board of Trustees does not support the proposed framework agreement received on March 15, 2013.

The motion was
CARRIED.

In favour: Trustee Bowen-Eyre
Trustee Cochrane
Trustee Ferguson
Trustee King
Trustee Lane

Opposed: Trustee Taylor

Absent: Trustee Bazinet

MOVED by Trustee Bowen-Eyre:

THAT the plan for developing a communications strategy be approved as discussed in camera.

The motion was
CARRIED.

In favour: Trustee Bowen-Eyre
Trustee Cochrane
Trustee Ferguson
Trustee King
Trustee Lane

Opposed: Trustee Taylor

Absent: Trustee Bazinet

Chair Cochrane declared the following items on the private Consent Agenda approved as presented:

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 approves the use of reserve funds for Robert Thirsk High School equipment as outlined in the private report.

THAT the energy retrofit lighting replacement project valued at \$5.5 million for forty-six schools be approved.

THAT a secured loan of not greater than \$5.5 million be obtained to finance the energy retrofit project; and

THAT Alberta Education's approval be sought for capital borrowing up to the amount of \$5.5 million to finance this project.

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

11 | **ADJOURNMENT**

MOVED by Trustee King:

THAT when the Board adjourns, it adjourns to meet at the call of the Chair.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Bazinet

Chair Cochrane declared the meeting adjourned at 9:24 p.m.