

CALGARY BOARD OF EDUCATION

Minutes of the Regular Meeting of the Board of Trustees held in the Board Room, Education Centre, 515 Macleod Trail SE, Calgary, Alberta, on Tuesday, February 21, 2006 at 5:00 p.m.

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PRESENT

Board of Trustees:

Trustee G. Dirks, Chair  
Trustee C. Bazinet  
Trustee N. Close  
Trustee P. Cochrane  
Trustee L. Ferguson  
Trustee G. Lane

Absent: Trustee Fawcett

Administration:

Dr. B. Croskery, Chief Superintendent of Schools  
Ms. J. Barkway, Assistant Corporate Secretary  
Ms. L. Angelo, Acting Superintendent, Human Resources  
Mr. D. Dart, Superintendent, Business Operations & Environmental Services – Secretary Treasurer  
Mr. J. Drysdale, Superintendent, School Support Services  
Mr. J. Jones, Executive Assistant to the Chief Superintendent of Schools  
Ms. B. Kuester, Executive Director of Communications  
Mr. G. Scott, Director & General Counsel, Legal & Risk Management Services  
Ms. S. Wasylyshyn, Executive Assistant to the Trustees  
Ms. D. Perrier, Recording Secretary

Stakeholder Representatives:

Mr. K. Brown, Elementary School Principals' Association  
Ms. G. Burger-Martindale, Calgary Association of Parents and School Councils  
Mr. D. Hammill, Canadian Union of Public Employees  
Mr. L. Liffiton, Alberta Teachers' Association  
Ms. L. Robb, CBE Staff Association

Action By

**1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME**

Chair Dirks called the meeting to order at 5:00 p.m. and Kristina, a grade 11 student at Centennial High School, led in the singing of the national anthem. Chair Dirks welcomed representatives from the aforementioned organizations and members of the public.

**2.0 CONSIDERATION/APPROVAL OF AGENDA**

Ms. Barkway noted that the item scheduled for the private session has been postponed to the February 28, 2006 Regular Meeting of the Board of Trustees; therefore, Item 11.0 In-Camera Issues is deleted from the agenda. A Trustee requested that the three agenda items listed under the Chief Superintendent's Consent Agenda be dealt with under Item 7.0 Policy Development and Review and renumbered accordingly.

MOVED by Trustee Close:

**THAT the Agenda for the Regular Meeting held February 21, 2006, be approved as submitted, subject to the removal of Item 11.0 In-Camera Issues; and moving Items 8.2.1, 8.2.2 and 8.2.3 to be considered under Item 7.0 and renumbered accordingly.**

The motion was  
CARRIED UNANIMOUSLY.

### **3.0 SCHOOL/SYSTEM PRESENTATIONS**

#### **3.1 Centennial High School**

Ms. D. Field, Principal, Centennial High School, came forward and provided some context to the presentation, and introduced Mr. P. Yetman, teacher of the Pre-Engineering course, who was in attendance with some of his grade 10 students to give the presentation. Ms. Field noted that these courses are offered as part of their Science and Technology Academy and they are the first of a kind in western Canada. Mr. Yetman, in addition to being a teacher, is a professional engineer; he was the initiator and developer of the CBE locally developed program – Pre-Engineering 15, 25 and 35. Mr. Yetman provided a brief overview about the Pre-Engineering course.

The students in attendance were Vincent, Melissa, Brendan, Jeremy and Keegan. A PowerPoint presentation was prepared by the students, which showed them in the Pre-Engineering Lab at work on a project of designing a system that would reduce the overall volume of a can by 70% (+ or -5%). The students each provided comments about the various phases in their project of constructing a small, automated can crusher that could be used in the home or office. The students gave a demonstration of their prototype, which could hold and crush a total of 7 cans in about 20 seconds. In conclusion of their presentation they each shared comments about their personal gains and experience from taking the Pre-Engineering course.

On behalf of the Board of Trustees, Trustee Bazinet thanked the presenters for the presentation; she congratulated the students on their success with the can crusher and wished them well in their future endeavours.

### **4.0 HONOURS AND RECOGNITIONS**

#### **4.1 Lighthouse Awards**

##### **4.1.1 The Learning Partnership**

Ms. Kuester provided opening remarks, noting that The Learning Partnership is one of two recipients of this month's Lighthouse Award. She introduced and welcomed to the meeting Mr. G. Jeffrey and Mr. G. Cumming, The Learning Partnership Program Managers for the Calgary area. Some initiatives that The Learning Partnership has introduced in CBE schools are: *Welcome to Kindergarten; Entrepreneurial Adventure; I<sup>3</sup>: Investigate - Invent – Innovate; Words on Work (WOW!); and Take Our Kids to Work*. In addition, The Learning Partnership also developed a program that recognizes Canada's outstanding principals, and just last week Ms. F. Kerwood, Principal at Monterey Park School was given this honour.

Mr. Jeffrey shared information about some of the programs that The Learning Partnership offers, and noted that since 1993 more than 3 million students and teachers in Canada have participated in one or more of these partnership programs. He noted also that The Learning Partnership offers the National Technology Innovation awards, which they are hoping will become more commonplace in subsequent years.

On behalf of the Board of Trustees, Chair Dirks thanked The Learning Partnership for their stellar work in the CBE, and presented the Lighthouse Award to Mr. Jeffrey and Mr. Cumming, who accepted it on behalf of The Learning Partnership.

##### **4.1.2 Fujitsu Consulting**

Ms. Kuester introduced and welcomed Ms. B. Fedun, Sales Representative, and Mr. C. Hammond-Thrasher, System Manager for the Integrated Media System, who were present to

accept the Lighthouse Award on behalf of Fujitsu Consulting. Ms. Kuester noted that Fujitsu is a leading provider of customer-focused IT and communications solutions for the global marketplace. Fujitsu will facilitate the replacement of the CBE's aging library information system with a state-of-the-art Integrated Media System, and K-12 students, teachers and parents of our school system are able to access library holdings, licensed databases and education-content websites, from school or home. Ms. Kuester noted that the benefits this system will bring to our schools and our students are invaluable. On behalf of everyone at the CBE she expressed thanks to Fujitsu.

Mr. Hammond-Thrasher shared some comments, noting that school libraries seem to be the forgotten stepchildren of the library community, in comparison to their academic library and public library counterparts. He shared his belief that the CBE has the most sophisticated and advanced centralized library cataloguing operation and evaluation/selection process in Canada. He noted that his data indicates that the CBE employs over half of the working teacher-librarians in the province, and for that alone it should be applauded. On behalf of Fujitsu Consulting, Mr. Hammond-Thrasher thanked the CBE for this recognition award.

On behalf of the Board of Trustees, Chair Dirks thanked Mr. Hammond-Thrasher for the kudos to the CBE, and he expressed sincere appreciation for the extensive partnership between the CBE and Fujitsu Consulting.

## **5.0 PUBLIC CONVERSATION AND INFORMATION**

### **5.1 Correspondence**

There was no correspondence.

### **5.2 Report from Chair and Trustees**

Trustee Close shared comments about the BOES Professional Development Day that was held on Thursday, February 16, 2006, noting that she and Trustee Bazinet enjoyed themselves as they conveyed greetings on behalf of the Board. She noted further that she was also able to attend the Alberta Teachers' Association Teachers' Convention.

Trustee Cochrane noted that she was at Colonel Walker School on Valentine's Day where the students from the regular program and from the Piitoayis Aboriginal Family School put on a *Sock-Hop*. The students had taken on a service project in support of the Alexander Centre's Foot Care Program, to which they challenged other schools for support, and in total had collected over 4,600 pairs of socks for the homeless people.

Trustee Bazinet reported that on a recent visit to Fred Seymour School she was invited to participate in some drumming with the staff and students. She noted that the school has partnered with a school in Africa and the students from each school will be filmed singing a song that was written by a parent, and this filming will be joined to form one video.

### **5.3 Report from Chief Superintendent**

Chief Superintendent Croskery reported on the following issues and events:

- February 10<sup>th</sup> he met with staff of the Innovative Learning Services at Ernest Manning High School. He also met with Assistant Deputy Minister Mr. R. Morrow from Alberta Education and discussed the planned secondary education review.
- February 14<sup>th</sup> he was at Canada's Outstanding Principals' Dinner in Toronto. Ms. F. Kerwood, Principal of Monterey Park School was recognized at the event.

- February 16<sup>th</sup> was the BOES Staff Development Day, which he participated in and presented a workshop on fly-fishing.
- February 16<sup>th</sup> & 17<sup>th</sup> the Conventions of the Alberta Teachers' Association and the Staff Association were held. He attended the ATA Presidents' Reception in the evening.
- February 16<sup>th</sup> he was at the Glenbow Museum, where Canadian Pacific's original Charter is now on display as a permanent exhibit. The Glenbow Museum serves 40,000 students from the local region annually. He noted also that the Museum has a terrific exhibit on aboriginal peoples; and an exhibit currently being developed is on Alberta's Mavericks.

#### **5.4 Public Question Period**

There were no public questions.

#### **5.5 Stakeholder Reports**

There were no stakeholder reports.

#### **5.6 Trustee Inquiries**

There were no trustee inquiries.

### **6.0 MONITORING AND RESULTS**

#### **6.1 Ends**

There were no items.

#### **6.2 Executive Limitations**

##### **6.2.1 EL-5: Annual Report to the Public**

Chief Superintendent Croskery provided brief remarks, noting his belief that the contents of the report are fairly comprehensive and that the report speaks very well to some of the innovative directions that we are taking, to some of the good work our schools are doing and, particularly, to the values that are driving our system.

Chair Dirks reviewed the criteria against which the Board is to judge this report, including that of reasonable interpretation of the policy, compliance with the policy, and whether sufficient information has been provided. He noted further that the particular vote with regard to compliance should in no way be considered as a vote of non-confidence.

MOVED by Trustee Ferguson:

**THAT the Chief Superintendent has reasonably interpreted the provisions of Executive Limitation 5: Annual Report to the Public, and that the Board of Trustees finds the Chief Superintendent to be in compliance.**

The motion was  
CARRIED UNANIMOUSLY.

#### **6.3 Board Performance – Governance Process**

There were no items.

**7.0 POLICY DEVELOPMENT AND REVIEW**

**7.1 Implications of Proposed Amendment to EL-7: Treatment of Staff and Volunteers**

MOVED by Trustee Cochrane:

**THAT the Board of Trustees receives the report *Implications of Proposed Amendment to EL-7: Treatment of Staff and Volunteers* for information and for the record, in the form as submitted with the agenda for the Regular Meeting held February 21, 2006.**

The motion was  
CARRIED UNANIMOUSLY.

**7.2 Implications of Proposed Amendment to EL-16: Learning Environment/Treatment of Students**

MOVED by Trustee Lane:

**THAT the Board of Trustees receives the report *Implications of Proposed Amendment to EL-16: Learning Environment/Treatment of Students* for information and for the record, in the form as submitted with the agenda for the Regular Meeting held February 21, 2006.**

The motion was  
CARRIED UNANIMOUSLY.

**7.3 Implications of Proposed Amendment to EL-10: Budgeting Process**

Trustees gave consideration to the report and posed questions, which were addressed by Administration. Clarification was provided on the dates that reports would come to the Board of Trustees with respect to the budget, and it was noted that the report on resource allocation to schools would be presented sometime in April; it is anticipated that the formal budget document will be presented in June 2006. A Trustee reflected on the necessity for additional reporting by Administration prior to the formal budget presentation and approval, not as a monitoring report per se, but to provide budget information relative to the planning assumptions, demonstration of the relationship between the proposed budget and the Board's Ends priorities for the year, and to address all of the information pieces that are listed in EL-10: Budgeting Process. Superintendent Dart responded that the intent is to present information to the Board in a fashion similar to last year, noting that a booklet will be produced that contains information on programs, staffing, compliance issues, etc., and another report will provide a summary of budget information.

MOVED by Trustee Bazinet:

**THAT the Board of Trustees receives the report *Implications of Proposed Amendment to EL-10: Budgeting Process* for information and for the record, in the form as submitted with the agenda for the Regular Meeting held February 21, 2006.**

The motion was  
CARRIED UNANIMOUSLY.

Trustee Close noted that she would propose a motion arising, to consider second and third readings to EL-10 as amended. Copies of EL-10, depicting the amendments through tracked-changes, were distributed at the meeting.

MOTION ARISING:

MOVED by Trustee Close:

**THAT the Board of Trustees gives second reading to the amended Executive Limitation 10: Budgeting Process, in the form as submitted at the Regular Meeting held February 21, 2006.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Close:

**THAT the Board of Trustees gives third reading and thereby final approval to the amended Executive Limitation 10: Budgeting Process, in the form as submitted at the Regular Meeting held February 21, 2006.**

The motion was  
CARRIED UNANIMOUSLY.

(The full text of the amended policy as approved is set out in the attachment to these Minutes.)

**8.0 CONSENT AGENDA**

**8.1 Board Consent Agenda**

There were no objections to the Board Consent Agenda and Chair Dirks declared the items to be adopted as presented.

**8.1.1 Approval of Minutes**

- Regular Meeting held January 17, 2006

**THAT the Minutes of the Regular Meetings of the Board of Trustees held January 17, 2006 be approved.**

**8.1.2 Liaison Report – Alberta School Boards Association**

**THAT the Board of Trustees receives the ASBA Liaison Report for information.**

**9.0 ACTION ITEMS**

There were no action items.

**10. TRUSTEE NOTICES OF MOTION**

There were no trustee notices of motion.

**11.0 ADJOURNMENT**

The Chair declared the meeting adjourned at 6:11 p.m.



## **CALGARY BOARD OF EDUCATION**

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### **Board of Trustees' Policy – Executive Limitations EL-10: Budgeting Process**

**Monitoring Method: Internal**  
**Monitoring Frequency: Annual**

Budgeting, which includes the operating and capital budgets and the resource allocation to schools for any fiscal year or the remaining part of any fiscal year shall not deviate materially from Board of Trustees' policies, risk fiscal jeopardy, or fail to be derived from the Three-Year Education Plan. Accordingly, the Chief Superintendent shall not cause or allow budgeting which:

1. Is not provided in a summary format understandable to a reasonably informed layperson;
2. Contains too little information to enable credible projection of revenues and expenses, cash flow, separation of capital and operating items, and disclosure of planning assumptions;
3. Fails to demonstrate the relationship between the proposed budget and the Ends priorities for the year;
4. Fails to show budget planning assumptions;
5. Plans the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period;
6. Endangers the fiscal or organizational capability sufficient to achieve Ends in future years;
7. Does not provide for appropriate participation of stakeholders;
8. Relies on fundraising/donations for the provision of basic education as provided by provincial grants and Goals and Standards applicable to the provision of basic education in Alberta, as described in Ministerial Order 004/98;
9. Proceeds with the early release of resources for staffing at schools prior to receiving Board of Trustees' approval.

Adopted: February 21, 2006