

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, October 2, 2007 at 5:00 p.m.

PRESENT:

Board of Trustees:

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

Administration:

Dr. B. Croskery, Chief Superintendent of Schools
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services
Mr. D. Dart, Superintendent, Corporate Services – Secretary Treasurer
Ms. L. Brost, on behalf of Ms. J. Crarer, Acting Superintendent, Educational Support Services
Mr. J. Jones, Executive Assistant to the Chief Superintendent
Ms. B. Kuester, Executive Director of Communications
Mr. R. Peden, Director and General Counsel, Legal Affairs
Ms. J. Barkway, Assistant Corporate Secretary
Ms. S. Wasylshyn, Executive Assistant to the Trustees
Ms. D. Perrier, Recording Secretary

Stakeholder Representatives:

Ms. G. Burger-Martindale, Calgary Association of Parents and School Councils
Ms. A. Craig, Calgary Board of Education Staff Association
Mr. G. Pedron, Elementary School Principals' Association
Mr. F. Reaume, Canadian Union of Public Employees, Local 40
Ms. J. Regal, Alberta Teachers' Association, Local 38

Action By

1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Cochrane called the meeting to order at 5:01 p.m. and the singing of the national anthem took place, led by grade 8 students Olivia and Sarah from Colonel Macleod School. Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations.

2.0 CONSIDERATION/APPROVAL OF AGENDA

Ms. Barkway noted that a late circulation was made of the Minutes of the Regular Meeting held September 18, 2007 and of the Student Fees Report. These two items would be considered as Items 6.1 and 6.2 respectively.

MOVED by Trustee Ferguson:

THAT the Agenda for the Regular Meeting of October 2, 2007, be approved as submitted, subject to the changes noted above.

The motion was
CARRIED UNANIMOUSLY.

3.0 SCHOOL/SYSTEM PRESENTATIONS

There were no presentations.

4.0 HONOURS AND RECOGNITIONS

4.1 Lighthouse Award

Ms. S. Church, Director, Corporate Partnerships introduced the recipient of this month's Lighthouse Award as the Alberta Mentor Foundation for Youth (AMFY). AMFY is a not-for-profit organization that is dedicated to helping junior and senior high students to achieve their full potential through supportive in-school mentoring relationships. Adult volunteers spend one hour a week, one-on-one with a student, to motivate and assist students to set personal and academic goals, maximize their potential, consider future career paths and stay in school.

On behalf of AMFY, Ms. D. Rubenstein, Executive Director, accepted the award that was presented by Chair Cochrane. On behalf of the Board of Trustees, Chair Cochrane expressed appreciation for the partnership, noting that mentoring is a huge issue in today's society, and the work of AMFY has proven very effective.

5.0 PUBLIC CONVERSATION AND INFORMATION

5.1 Report from the Chair and Trustees

Chair Cochrane noted this meeting was the last opportunity to publicly say goodbye to Trustees Close and Fawcett, who were not running in this year's election. She noted her sadness about their leaving, but thanked them for their work and wished them every success in their future endeavours. Tributes were made to each of them for the fine work and contributions they made to the Board and to the Calgary Board of Education.

Trustee Close and Trustee Fawcett each expressed their appreciation for the kind remarks and shared their gratitude for having served as a public school trustee.

5.2 Report from the Chief Superintendent

Chief Superintendent Croskery commented on his visit to Central Memorial, Lord Shaughnessy, Juno Beach Academy and Lord Beaverbrook High Schools. He shared comments about the tragic death of a student from Central Memorial High School, and about how the CBE is dealing with that crisis as it affects students, staff and parents.

At this point in the meeting, on behalf of the entire system Chief Superintendent Croskery extended profound thanks for the Board of Trustees' efforts during the past three years. He noted that they have been a magnificent Board over extremely challenging years and during that time they were very powerful advocates for the citizens of Calgary, setting strong direction on their behalf and successfully implementing a world-class policy governance model. Chief Superintendent Croskery stated that the Calgary Board of Education could not have achieved a fraction of what has been accomplished without the Board's leadership and its focus, integrity and wisdom. He remarked that he has never worked with a more effective or more cohesive Board of Trustees. On a personal level, he extended his appreciation for the ways in which each one of the Trustees has supported his development as their Chief Superintendent. When he needed encouragement, Trustees provided it; when he needed their wisdom, it was offered; when he needed their support, it was unfailingly given by every one of them. He stated that he feels exceptionally privileged to have served for this Board of Trustees.

The members of Superintendent's Team shared comments and gave accolades to each of the Trustees and presented them with a token gift of appreciation as follows:

- Chief Superintendent Croskery paid tribute to Chair Cochrane and Trustee Dirks;
- Superintendent Dart paid tribute to Trustees Bazinet and Close;
- Superintendent Copping paid tribute to Trustee Lane;
- Director Brost paid tribute to Trustee Fawcett; and
- Director Kuester paid tribute to Trustee Ferguson.

5.3 Public Question Period

There were no questions from the public.

5.4 Stakeholder Reports

5.4.1 Ms. G. Burger-Martindale, Calgary Association of Parents and School Councils

Ms. Burger-Martindale noted they are an umbrella group for school councils and an advocacy group for students' education. At this time, every three years, they also take a strong stance in bringing awareness to the public about trustee elections and the importance of voting. To this end, in conjunction with the Alberta Teachers' Association they put together some questions for the trustee candidates to respond to, which are subsequently published in a newsletter. Ms. Burger-Martindale brought copies of the newsletter and encouraged that they be openly distributed. This information is also available on their website at www.capscc.ca. She noted further that they also run a series of trustee forums in each of the joint wards, which are listed on the back of the newsletter. She noted with apology, an error in the printing of the location for the forum for Wards 3 and 4 – it is to be held at Colonel Irvine School, not at Sir John Franklin School.

In closing, Ms. Burger-Martindale suggested that teachers of social studies classes (grade 6 or higher) might want to consider taking their students to the Nomination Day held in the Council Chambers of the City Municipal Building, to learn how that process is undertaken.

5.5 Trustee Inquiries

There were no Trustee inquiries.

6.0 ACTION ITEMS

6.1 Minutes of the Regular Meeting of the Board of Trustees held September 18, 2007

MOVED by Trustee Fawcett:

THAT the Board of Trustees approves the Minutes of the Regular Meeting held September 18, 2007, as submitted.

The motion was
CARRIED UNANIMOUSLY.

6.2 Student Fees Report

Superintendent Dart provided brief comments on the report.

MOVED by Trustee Lane:

THAT the Board of Trustees receives the Student Fees report dated October 2, 2007, for information.

The motion was
CARRIED UNANIMOUSLY.

7.0 MONITORING AND RESULTS

7.1 Summary of the 2006-2007 Provincial Achievement Test and Diploma Examination Results

Chief Superintendent Croskery provided opening remarks noting that the CBE takes pride in its commitment to a comprehensive balanced model for assessing student learning. Within this model, the standardized provincial testing program is one part that offers valuable insights into student achievement. This report summarizes CBE achievement test and diploma examination results for 2006-2007, and the results are analyzed in two ways – firstly, in comparison to provincial results, which includes CBE results; and secondly, in comparison to previous years' results. Chief Superintendent Croskery stated that once again, CBE students have demonstrated consistent, solid performance across the spectrum of tests. On the vast majority of measures, CBE students perform at higher levels than other students from across the province, and this is a remarkable accomplishment in view of the complexity of our student profile. It was noted that Area Directors and Accountability Services staff, including Director Brost, were available to respond to questions.

Administration addressed questions that were posed by Trustees, with regards to the following issues:

- High achievement areas include the results from our English as a Second Language students, of which the CBE's cohort is approximately 50% of the total province's. This is a disproportionate number of students since we only have about 17% of the overall students in the province. Another area of high achievement is in the Sciences, particularly in Chemistry 30 and Physics 30, as well as in Pure Math 30. In terms of some of the challenges, although our results compare very well to the province and very well to past years, we still have a significant percentage of students who are not achieving at levels that we would like them to achieve at. Areas of challenge include the Grade 9 Math and Science results, which may be attributed to issues surrounding the curriculum itself or the actual tests. The areas of challenge are continually being reviewed throughout our system to determine how to move forward to better the achievement of our students. It was noted that one of the projects through Alberta Initiative for School Improvement (AIS) that we are looking at is around curriculum and diversity.
- With respect to the variation in results from school to school, it was noted that every school will review the overall results and will be influenced by them in the structuring of their school development plans, which would in turn influence the Area plans.
- It was noted that the CBE was asked by Alberta Education to discuss promising practices to share with other jurisdictions, because they noticed many areas where the CBE was improving significantly. Alberta Education also works with jurisdictions that may be struggling in certain areas of student achievement.
- Test equating involves the repeated use of certain questions from one test to another and this has been in place for quite some time for the provincial achievement tests and only for a few years for the diploma examinations.

- The CBE participation rates for English Language Arts 30-2 are lower than the province's but our student participation rates for English Language Arts 30-1 are higher, which is an indication that we have a higher number of students taking the higher course level.
- The effect on our results from having a higher percentage of English as a Second Language and Special Education students was discussed and it was noted to sometimes have a negative impact on our results. Although we are proud of how well these students are doing, they are not doing as well in general as the non-coded students.

MOVED by Trustee Lane:

THAT the Board of Trustees receives the Summary of the 2006-2007 Provincial Achievement Test and Diploma Examination Results for information, in the form as submitted.

The motion was
CARRIED UNANIMOUSLY.

Recessed: 6:16 p.m.
Reconvened: 6:28 p.m.

7.2 Annual Monitoring Report – Executive Limitations 4: Treatment of Parents and Citizens

Chair Cochrane reviewed the criteria against which the Trustees are to judge the monitoring report on Executive Limitations 4: Treatment of Parents and Citizens, including that of reasonable interpretation of the policy, whether the Board is satisfied that the Chief Superintendent is in compliance with the policy provisions or has disclosed procedures to establish compliance, and whether sufficient information has been provided. She noted further that any decision or comment of the Board of Trustees with regard to non-compliance is in no way intended to be a vote of non-confidence for the Chief Superintendent.

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

- It was noted that during the 2006-2007 school year, there were no special education appeals and no breach of privacy complaints received or investigated by the Office of the Information and Privacy Commissioner, which is an improvement over previous years.
- With respect to efforts that have been made to address public issues and questions in an effective and efficient manner, Director Kuester noted that the 311 system that was put in place by the City of Calgary was a major investment on their part and they have indicated that they have the capacity to perhaps take on that role for the CBE as well.
- Clarification was provided about the requirements that have to be met before a research project is approved by Accountability Services, including the requirement that it would have a positive impact on our students, it is ethical, it remains anonymous, it receives security clearance, etc.
- In regards to the individual school websites, there is an Administrative Regulation that requires they be maintained and updated by the respective principal, and this work is improving throughout the system.

MOVED by Trustee Bazinet:

THAT the Chief Superintendent has reasonably interpreted the provisions of Executive Limitations 4: Treatment of Parents and Citizens, and the Board of Trustees finds the Chief Superintendent to be in compliance with the policy.

Comments in support of the motion included that information in the report shows that Administration has provided ample opportunities of involvement in the system for parents and citizens; and that the report shows a great breadth and depth of open communication with our public and widely demonstrates the facilitation of interaction for student learning.

Chair Cochrane called for the vote on the motion.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Dirks:

THAT the Board of Trustees commends the Chief Superintendent for the continuing improvement in the number of parents who express satisfaction with the opportunities to be involved in decisions about their children's education.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Dirks:

THAT the Board of Trustees commends the Chief Superintendent for the quality work that was done this past year by the Community Engagement and Operational Planning department.

The motion was
CARRIED UNANIMOUSLY.

7.3 Annual Monitoring Report – Executive Limitations 7: Treatment of Staff and Volunteers

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

- Administration expanded on the details surrounding the refinement of teacher identification and selection criteria in support of our Special Education programs; as well as on the recruitment measures and increased number of teacher applicants.
- Most of the staff transfers occur during the spring staffing process, primarily through May and June. With regards to teacher transfers, a two-year requirement is placed on the incumbent teacher to a new position.
- Speculation was given to the potential need for the implementation of a whistleblower policy in the Calgary Board of Education.
- The more difficult areas to recruit applicants to include: the automotives field; for special education, in the areas of signing or working with students who are visually impaired; in mathematics; and in the sciences.
- With respect to recruiting teachers for English as a Second Language, the CBE has been fairly successful. Our Human Resources staff is scrutinizing the idea of cultural competence and is working to increase the diversity of our own teaching workforce; however, it has yet to be determined how to collect the data to report on it.
- Another challenge is usually found in staffing our alternative programs, including the Montessori alternative program. The past year we actively recruited from across the country and we experienced greater success in filling positions. It was noted that there are times where we find individuals who may bring the expertise, but they don't pass all of the components of our screening process.
- In regards to the work on the development of generic job descriptions and the transition away from an environment based solely on centralized position descriptions, the work is ongoing.

MOVED by Trustee Bazinet:

THAT the Chief Superintendent has reasonably interpreted the provisions of Executive Limitations 7: Treatment of Staff and Volunteers, and the Board of Trustees finds the Chief Superintendent to be in compliance with the policy.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Dirks:

THAT the Board of Trustees commends the Chief Superintendent for the outstanding work undertaken this year by our Human Resources department to recruit and select the significant number of staff required for the system.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Lane:

THAT the Board of Trustees commends the Chief Superintendent for the work in succession planning and, in particular, the establishment of the acceleration pools and the work that has been undertaken in operationalizing those pools.

The motion was
CARRIED UNANIMOUSLY.

7.4 Annual Monitoring Report – Executive Limitations 16: Learning Environment/Treatment of Students

Administration responded to Trustees' questions and a summary of the discussion is as follows:

- High schools offer optional courses in World Religions 30 and/or Religious Meaning 20, and it was agreed that Administration would investigate and provide Trustees with the enrolment numbers for those courses at a later date.
- Concerns were expressed about the 2007 data from the High School Exit Survey showing a decrease in the number of students who felt safe at school all the time or often, indicating a drop of 4% from the previous year. It was noted that by next year there will be three years of data, so that an analysis of trends may be useful.
- Administration agreed it would be worthy to incorporate into next year's annual report some data regarding the integration of students from an Integrated Occupational Program (IOP) into kindergarten and elementary and the status of the implementation of the curriculum.

J. Crarer

MOVED by Trustee Bazinet:

THAT the Chief Superintendent has reasonably interpreted the provisions of Executive Limitations 16: Learning Environment/Treatment of Students, and the Board of Trustees finds the Chief Superintendent to be in compliance with the policy.

The motion was
CARRIED UNANIMOUSLY.

7.5 Updated Reasonable Interpretation, Indicators and Targets for Ends 3: Citizenship

Chief Superintendent Croskery introduced the report noting that it was prepared as directed by the Board to respond exclusively to policy provision 5 to include consideration of the imagineCALGARY Charter and CBE students' active contribution to Calgary's social, economic and environmental wellbeing.

MOVED by Trustee Close:

THAT the Board of Trustees approves the reasonable interpretation, indicators and measures provided in the report for the purposes of monitoring Ends 3: Citizenship, policy provision 5.

The motion was
CARRIED UNANIMOUSLY.

8.0 **POLICY DEVELOPMENT AND REVIEW**

8.1 Proposed Amendment to Executive Limitations 17: imagineCALGARY; Partnership and Organizational Support for imagineCALGARY

MOVED by Trustee Close:

THAT the Board of Trustees confirms its intent to assign a Trustee representative to the Steering Committee of the imagineCALGARY partnership and notify the imagineCalgary transition team of this intention by October 3, 2007.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Close:

THAT the Board of Trustees gives first reading to the amended Executive Limitations 17: imagineCALGARY Partnership, as attached to the report dated October 2, 2007.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Close:

THAT the Board of Trustees approves second reading to the amended Executive Limitations 17: imagineCALGARY Partnership, as attached.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Close:

THAT in accordance with Governance Process Policy 3: Governance Policy Development, the Board of Trustees agrees to proceed with more than two readings of Executive Limitations 17: imagineCALGARY Partnership at this meeting.

During debate a Trustee expressed that she could not support the motion because she felt that the proposed changes were more than housekeeping in nature and warranted impact statements prior to consideration of third reading.

The motion was
DEFEATED.

In favour:	Trustee Close Trustee Cochrane Trustee Dirks Trustee Fawcett Trustee Ferguson Trustee Lane
Opposed:	Trustee Bazinet

(In accordance with Governance Process Policy 3, sub-point 8, Trustees must unanimously agree to give 3 readings to a policy at any one meeting and, therefore, the above motion was defeated.)

MOVED by Trustee Close:

THAT the Board of Trustees directs the Chief Superintendent to consider taking the lead role of resourcing the imagineCALGARY Collaborative Action committee; such resourcing to be limited to in-kind contributions, and report back to the next regular meeting of the Board of Trustees, on the feasibility of supporting the annual objectives of the imagineCALGARY Collaborative Action committee.

The motion was
CARRIED UNANIMOUSLY.

9.0 CONSENT AGENDA

Chair Cochrane noted that Item 9.2.2 Student Fees Report had been removed from the Consent Agenda and was dealt with earlier, as Item 6.2. She declared the remaining Consent Agenda items to be adopted as submitted.

9.1 Board Consent Agenda

9.1.1 Approval of Minutes

- Regular Meeting of the Board of Trustees held September 4, 2007
- Regular Meeting of the Board of Trustees held September 25, 2007

THAT the Board of Trustees approves the Minutes of the Regular Meetings held September 4 and September 25, 2007, as submitted.

9.1.2 Liaison Report re: Calgary Association of Parents and School Councils

THAT the attachments with respect to the Calgary Association of Parents and School Councils (CAPSC) be received for information and be considered as the liaison report for that organization.

9.1.3 Board of Trustees' Summary Self-Evaluation (GP-5)

THAT the Board of Trustees' Summary Self-Evaluation be received and accepted for information.

9.1.4 Amended Trustee Disclosure Statement and Certification, and Circulation of Documents

THAT the Board of Trustees approves the revised Trustee Disclosure Statement and Certification form, as attached; and

THAT the Board of Trustees directs that the Office of the Corporate Secretary shall provide a compiled list of all the names reported on the statements to:

- a) each Trustee of the Board;
- b) the Chief Superintendent;
- c) all superintendents of the Calgary Board of Education;
- d) general counsel of the Calgary Board of Education; and
- e) otherwise as required by law.

9.2 Chief Superintendent's Consent Agenda

9.2.1 Monthly Update

THAT the Board of Trustees receives the Chief Superintendent's Update dated October 2, 2007, for information.

10.0 TRUSTEE NOTICES OF MOTION

There were no Trustee notices of motion.

Recessed: 7:58 p.m.

Reconvened: 8:13 p.m.

At this point in the meeting Chair Cochrane received the consent of the Trustees to continue the meeting to the completion of the Agenda.

11.0 IN-CAMERA ISSUES

MOVED by Trustee Bazinet:

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

The motion was

CARRIED UNANIMOUSLY.

MOVED by Trustee Fawcett:

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

The motion was

CARRIED UNANIMOUSLY.

MOVED by Trustee Fawcett:

THAT the Board of Trustees ratifies the Memorandum of Agreement between the Calgary Board of Education (CBE) and the International Union of Painters and Allied Trades, Local 177 (Painters and Glaziers), in the form as submitted with the private Agenda dated October 2, 2007.

The motion was

CARRIED UNANIMOUSLY.

MOVED by Trustee Dirks:

THAT the Board of Trustees ratifies the Memorandum of Agreement between the Calgary Board of Education (CBE) and the United Association of Journeyman and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, Local 496 (Plumbers), in the form as submitted with the private Agenda dated October 2, 2007.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Close:

THAT the Board of Trustees ratifies the Memorandum of Agreement between the Calgary Board of Education (CBE) and the Sheet Metal Workers' International Association, Local 8 (Sheet Metal Workers), in the form as submitted with the private Agenda dated October 2, 2007.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Bazinet:

1. THAT the Board of Trustees receives the report titled *Year End Reporting of 2006/07 Unrestricted Surplus Funds* for information.

2. THAT the Board of Trustees authorizes the transfer of a portion (\$3.0 million) of the 2006/07 Operating Budget surplus funds into the following new Restricted Operating Reserves for year-end reporting:

(a)	General Instructional Reserve	\$1,000,000
(b)	Fiscal Stability Reserve	\$1,000,000
(c)	System Transformation Reserve	\$1,000,000.

The motion was
CARRIED UNANIMOUSLY.

12.0 ADJOURNMENT

Chair Cochrane declared the meeting adjourned at 8:50 p.m.

Chair

Assistant Corporate Secretary
October 2, 2007