

PRESENT:

Board of Trustees:

Trustee P. Cochrane, Chair  
Trustee C. Bazinet  
Trustee G. Dirks  
Trustee L. Ferguson  
Trustee P. King  
Trustee K. Kryczka  
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. J. Crarer, Acting Superintendent, Educational Support Services  
Ms. B. Hubert, Deputy Chief Superintendent of Schools  
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. Wasylyshyn, Executive Assistant to the Trustees  
Ms. H. Numrich, Recording Secretary

Stakeholder Representatives:

Ms. J. Regal, Alberta Teachers' Association, Local No. 38  
Ms. A. Craig, Calgary Board of Education Staff Association  
Ms. G. Burger-Martindale, Calgary Association of Parents and School Councils  
Mr. F. Reaume, Canadian Union of Public Employees, Local 40  
Ms. S. Hanwell, Elementary School Principals' Association  
Mr. K. Brown, Elementary School Principals' Association (arrived at 5:20 p.m.)  
Ms. S. Monfette, Principals' Association for Adolescent Learners (PAAL)  
Mr. M. Slim, Principals' Association for Adolescent Learners (PAAL)

Action By

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

Chair Cochrane called the meeting to order at 5:02 p.m. Students from O.S. Geiger School led in the singing of the national anthem accompanied by a DVD of their school choir. Chair Cochrane thanked the students and acknowledged and welcomed representatives from the aforementioned organizations as well as guests from the Halifax Regional School Board: C. Olsen, Superintendent; R. Pitts, Corporate Secretary; and C. Hodder, Legal Counsel. Chair Cochrane noted that the Halifax School Board representatives would also be meeting with the Board of Trustees the following day.

**2.0 CONSIDERATION/APPROVAL OF AGENDA**

Ms. Barkway informed that Item 9.2.1 would be pulled from the Regular Public Agenda, and that an in-camera session would be held following the Regular Public Agenda.

MOVED by Trustee Lane:

**THAT the Agenda for the Regular Meeting of January 22, 2008, be approved as submitted, with the above noted changes.**

The motion was  
CARRIED UNANIMOUSLY.

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

#### **3.1 O.S. Geiger School**

Ms. T. Oberlin, System Assistant Principal, Area III, provided brief introductory remarks and introduced Ms. S. MacAlister, principal of O.S. Geiger School. Ms. MacAlister stated that their school has been working towards the Ends statements of Citizenship and Character. They are a large elementary school with great cultural diversity and many students who have English as their second language. They emphasize the importance of academics, social and cultural experiences and the importance of learning citizenship skills first hand. Students strive for leadership roles and over sixty per cent of the senior students are involved in leadership activities. Ms. MacAlister introduced students Rabina and Usama, and teachers Ms. B. Wright and Ms. A. Li-Wang, who gave an informative PowerPoint presentation showcasing many of their schools' excellent and worthwhile projects. A program of which they are extremely proud is the UNICEF campaign organized by their comprehensive school health committee, a leadership committee comprised of grade 5 and 6 students. Fundraising included a used book sale, buy a snack day, walk for water event and penny races with a twist. They far exceeded their goal of \$750 and raised \$6,316.62 towards this project.

Trustee Ferguson expressed her thanks on behalf of the Board to each of the staff and students for their presentation. She stated that it was wonderful to see the school spirit, sense of community and global awareness.

### **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 Society of Educational Resource Groups (SERG) Alberta. They have been a support for the past 20 years and have made a significant contribution to students and schools. Their purpose is to promote and enhance, through educational and interpretive programming, an awareness, understanding, appreciation and commitment to our natural and cultural resources.

On behalf of SERG Alberta, Mr. A. Gallant, President, accepted the award that was presented by Chair Cochrane. He stated that collectively they do have an impact and help to contribute to students' love of life-long learning. On behalf of the Board of Trustees, Chair Cochrane echoed her thanks and appreciation.

### **5.0 PUBLIC CONVERSATION AND INFORMATION**

#### **5.1 Report from the Chair and Trustees**

- Trustee Kryczka reported that she had attended presentations at Altadore and Elbow Park schools, met with principals and/or school councils at Henry Wisewood, Bishop Pinkham and Braeside Schools and commented that she is very impressed with the programs being offered at schools, as well as the system implementation.
- Trustee Ferguson reported that she and Trustee King attended the "Reading...Give it a Shot" program launch at W.O. Mitchell School where students were presented with Calgary Flames bookmarks. This was an exciting event, as some of the Calgary Flames players were in attendance to sign the bookmarks as well as their mascot, Harvey the Hound.

- Trustee King reported that she had been touring schools in the daytime and attending school council meetings in the evening. She noted that while attending a presentation by an author at Douglas Harkness School she was given a book in recognition and appreciation of her representation of the Board of Trustees.

#### 5.2 Report from the Chief Superintendent

Dr. Croskery reported his attendance at the following events: annual celebration of the Ismaili community; a signing ceremony for the establishment of a new Pharmacy Technician (retail) course being offered by the Southern Alberta Institute of Technology, Calgary Board of Education and the Calgary Catholic School District at the high school level. He noted that William Aberhart High School is leading in this program and commended Mr. N. Sigalet, Education Support Services for his excellent work; he attended a World Skills Competition meeting regarding this upcoming event, which is to take place in Calgary in September of 2009, and the Calgary Board of Education hopes to have significant involvement.

Dr. Croskery made the following announcements: Becky, a Calgary Board of Education high school student, won an award for an anti-gang poster contest put on by the Calgary Police Service; "PeopleSoft" a Human Resources software package will go live February 10 and 11, 2008; Innovation Showcase will take place at Mount Royal College on January 23, 2008 and thanks will be given to partners and sponsors of the Calgary Board of Education.

He concluded his report by reading a letter of appreciation from a parent of a Kindergarten student who warmly expressed that their first experience of school, for both student and parent, has been very positive thus far. Dr. Croskery stated that he is very appreciative of this kind of letter, and noted that he does receive them fairly often. This speaks highly of the good work taking place in the school system.

#### 5.3 Public Question Period

There were no questions from the public.

#### 5.4 Stakeholder Reports

There were no stakeholder reports.

#### 5.5 Trustee Inquiries

Ms. Barkway read the following Trustee inquiry requesting information on the status of Alberta Initiative for School Improvement (AIS): "Please provide a brief description of the Alberta Initiative for School Improvement initiative; how much revenue was or is anticipated to be received in the three-year cycle (2006/07, 2007/08, 2008/09); how much of it has been deployed; what programs has the funding been spent on, and what are the ongoing plans to utilize the remaining Alberta Initiative for School Improvement funding?"

- Deputy Chief Superintendent Hubert responded and stated that a written response would also be provided to the Board later this week. She stated that Alberta Initiative for School Improvement (AIS) has been an ongoing provincial initiative for the last 7.5 years. In September of 2006 the program entered its third three year cycle. After analysis of the student achievement results, schools identify gaps and set targets for improvement. Themes are developed at both the area and district levels. Five themes have been chosen, which are levers for school improvement, including: partnerships that impact student learning; curriculum and diversity; twenty-first century learning environments; student development; assessment for and of learning.

The concept of professional learning communities and job embedded professional development emerged as strong leaders for school improvement. These are the two primary system wide strategies that are being supported through AISI funding.

For this 3-year cycle (2006/07, 07/08 and 08/09) of AISI we will receive approximately thirty nine million dollars; ten million dollars is not yet allocated. Dr. Croskery stated that the Superintendents' Team and the Alberta Initiative for School Improvement Committee have been in discussions regarding this and are considering using the unallocated AISI funding towards the five recommendations outstanding from the secondary review. Representatives from the Alberta Teachers' Association at the local and provincial levels, the Staff Association, the AISI planning and oversight team, and the Office of the Chief Superintendent will work collaboratively to plan and facilitate initiatives that will connect to and support the five system-wide themes that provide the framework for the Calgary Board of Education work in this AISI cycle. They recognize the sense of urgency and are determined to get the funding into schools quickly, reasonably and strategically.

## 6.0 ACTION ITEMS

There were no action items.

## 7.0 MONITORING AND RESULTS

## 8.0 POLICY DEVELOPMENT AND REVIEW

### 8.1 First Reading of Executive Limitations 11 – Financial Condition

Trustee Ferguson gave brief introductory remarks to the report. She stated that this first reading is the result of a motion that arose from discussions on Executive Limitations 11 that requested the Policy Committee to consider and clarify certain points within the Policy and to bring back recommendations to the Board of Trustees.

Trustee Ferguson stated that the report referred to in the proposed new sub-point number 4 of the policy, would be presented at approximately the same time as the audited financial statements, for the fiscal year.

Moved by Trustee Ferguson:

**THAT the Board of Trustees gives first reading to the amended Executive Limitations Policy 11, Financial Condition, as attached.**

A Trustee stated that they were in favour of this motion as it helps to clarify expenditure of capital reserves, and is a positive step forward.

The motion was  
CARRIED UNANIMOUSLY.

## 9.0 CONSENT AGENDA

Ms. Barkway noted a correction to the minutes of the Regular Meeting held December 18, 2007. These minutes and Item 9.2.2 were pulled from the Consent Agenda. Chair Cochrane declared the remaining Consent Agenda items to be adopted as submitted, as follows:

9.1 Board Consent Agenda

9.1.1 Approval of Minutes

Special Meeting of the Board of Trustees held December 18, 2007 and Regular Meeting held January 8, 2008.

**THAT the Board of Trustees approves the Minutes of the Special Meeting held December 18, 2007 and the Regular Meeting held January 8, 2008, as submitted.**

9.1.2 Correspondence

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

- Letter dated January 7, 2008 to Board Chair Pat Cochrane from Deputy Minister Keray Henke regarding funding decision to use Capital Reserves and expropriation proceeds from Milton Williams School toward the Willow Park Elementary School Addition.
- Letter dated December 27, 2007 to Board Chair Pat Cochrane from Deputy Minister Keray Henke on behalf of the Minister of Education regarding funding decisions for lease administration fees for fourteen schools.
- Letter dated December 27, 2007 to Board Chair Pat Cochrane from Deputy Minister Keray Henke on behalf of the Minister of Education regarding approval to use earned bank interest towards the 2005/06 Marlborough School Business Case Study project.
- Letter dated December 19, 2007 to Board Chair Pat Cochrane from the Honourable Ron Liepert, Minister of Education with regards to Calgary Board of Education's participation in the Alberta School Alternative Procurement (ASAP) Initiative.
- Letter dated December 3, 2007 to Board Chair Pat Cochrane from the Honourable Luke Ouellette, Minister of Infrastructure and Transportation providing approval of the sale and transfer of R. B. Bennett Elementary School site and details of allocation and use of proceeds from the sale of the site.

9.2 Chief Superintendent's Consent Agenda

9.2.3 Chief Superintendent's Update

**THAT the Board of Trustees receives the report for information and for the record.**

Items Removed From the Consent Agenda

9.1.1 Minutes of the Regular Meeting of the Board of Trustees dated December 18, 2007

Ms. Barkway noted an amendment to page 9-49 of the minutes, in the first line of the sixth bullet. It should read:

A Trustee noted a proposal in the media that private schools may receive an increase in maintenance funding and questioned what amount is required to clear the maintenance backlog.

MOVED by Trustee Dirks:

**THAT the Board of Trustees approves the Minutes of the Regular Meeting held December 18, 2007, as amended.**

The motion was  
CARRIED UNANIMOUSLY.

9.2.2 Report on Financial Status of Operating Budget as at November 30, 2007

Administration responded to Trustee questions regarding the report and a summary of the discussion is as follows:

- Director W. Braun provided an explanation of the difference between the modified and current annual budget. He explained that the annual budget is the budget that was approved by the Board of Trustees near the end of the prior year and is the budget that will be followed during the current fiscal year.

The modified budget is only used for planning the budget for the upcoming year. It was introduced last year for the first time in order to provide a better benchmark for building the following year's budget as most of the budget adjustments normally occur in the first quarter of the fiscal year. The modified budget worked well last year for planning the budget for the current year and in keeping Trustees informed. He noted that the modified budget includes the sustainable revisions/transfers but the non-sustainable (one time funding) revisions/transfers are not included in the modified budget. This is the format that they will continue to use for future comparisons on which to build the following year's budget.

- A Trustee noted that last year there was a surplus at the end of the year that went into reserve funds but this year the projection is for a balanced budget. Director Braun explained how administration is planning for a balanced budget and stated that this year they have already built in "gapping" dollars of \$1.5 million, which are anticipated savings, into the current budget. This is approximately .13 per cent of the budget and they do not anticipate that this will grow much, based on current projections. They are also acting on under spends much quicker; however, there are still some unknown factors such as collective bargaining and provincial agreements, which are dependent on the government. Therefore this budget is the best estimate.
- A Trustee questioned the substantial increase in salaries and benefits, more than what was budgeted, when enrolment was down by 700 students, which would result in a decrease in the provincial grant. Director Braun explained that there was a budget adjustment in first quarter, as they did not anticipate 140 learning leaders for AISI. They only expected 80, which resulted in the movement of approximately six million dollars into salaries and benefits. Changes also took place at the school level as principals deployed staff and shifted money from other areas into salaries and benefits.
- Director Braun stated that the Alberta Initiative for School Improvement expenditures are imbedded in the provincial priority target grants (line 3) on

Attachment 1 (\$58.902 million). Approximately fourteen million dollars are allocated to AISI for the current year.

The ten million dollars of Alberta Initiative for School Improvement funds that were carried over from the 2006/07 school year are currently in deferred revenue until the projects are identified. They will be moved into the expenditures as they occur this year or in the 2008/09 year.

- In regards to the significant decrease of school generated funds from \$11.5 million to \$6.7 million, Director Braun explained that this occurs annually in the first quarter of the budget cycle. Initially, certain revenues such as noon hour supervision are budgeted at the school level on a gross basis for revenues and not offset by expenses. For reporting purposes, Alberta Education requires administration to net the expenses against the revenues. It was suggested that Administration might consider budgeting on a net revenue basis rather than gross to avoid an adjustment in the first quarter of every year.
- Director Braun referred to Other Provincial Education Grants of which \$9.365 million are allocated as non-sustainable revisions/transfers. He stated that approximately \$9 million of this reflects the \$1500 payment to each of approximately 6,000 teachers. This number will be determined upon ratification of all boards on January 31, 2008. The payment would occur in April of this year, which is the government's next fiscal year. It is in the non-sustainable column as it is a one-time payment.

MOVED by Trustee Dirks:

1. **THAT information regarding all budget revisions made during the period September 1, 2007 to November 30, 2007 inclusive (identified in the Analysis section of this report and in Attachments I and II), be received for monitoring information and for the record.**
2. **THAT the Statement of Revenue and Expense for the period September 1, 2007 to November 30, 2007 and Forecast Annual Revenue and Expense for the year ending August 31, 2008 and notes thereto (Attachments III and IV, respectively) be received for monitoring information and for the record.**
3. **THAT the designated operating and capital project funds approved for carry forward from 2006/07 to 2007/08 and placed in reserves, amounting to \$8.4 million, be approved for inclusion in the 2007/08 budget.**

The motion was  
CARRIED UNANIMOUSLY.

## 10.0 TRUSTEE NOTICES OF MOTION

There were no Trustee notices of motion.

Recessed at 6:26 p.m.  
Reconvened at 6:43 p.m.

## 11.0 In-Camera Issues

### 11.1 Motion to Move In-Camera

MOVED by Trustee Ferguson:

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

The motion was  
CARRIED UNANIMOUSLY.

11.2 Motion to Revert to Public Meeting

MOVED by Trustee Dirks:

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

The motion was  
CARRIED UNANIMOUSLY.

**12.0 ADJOURNMENT**

MOVED by Trustee Lane:

**THAT on adjournment, the Regular Meeting of the Board of Trustees that commenced on January 22, 2008, be adjourned to meet at the call of the Chair.**

The motion was  
CARRIED UNANIMOUSLY.

At 7:50 p.m. Chair Cochran declared the meeting adjourned to meet again at the call of the Chair.