

## 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, November 3, 2009 at 5:00 p.m.

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### MEETING ATTENDANCE

#### Board of Trustees:

#### Present:

Trustee P. Cochrane, Chair  
Trustee C. Bazinet  
Trustee G. Dirks  
Trustee L. Ferguson  
Trustee K. Kryczka  
Trustee G. Lane

#### Absent:

Trustee P. King

#### 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 Support  
Ms. B. Kuester, Executive Director of Communications  
Mr. J. Johnston, Superintendent, Human Resources  
Mr. R. Peden, Director and General Counsel, Legal Affairs  
Ms. J. Barkway, Assistant Corporate Secretary  
Ms. S. Wasylyshyn, Executive Assistant to the Trustees  
Ms. D. Perrier, Recording Secretary

#### Stakeholder Representatives:

Mr. B. Anderson, Canadian Union of Public Employees, Local 40  
Mr. B. Johnston, Principals' Association for Adolescent Learners (PAAL)  
Ms. J. Minifie, Calgary Board of Education Staff Association  
Ms. L. Newton, Calgary Association of Parents and School Councils  
Mr. R. Petrowitsch, Principals' Association for Adolescent Learners (PAAL)  
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 5:00 p.m. and the singing of the national anthem took place led by Alison and Victoria, students from Central

Action By:

Memorial High School's Performing and Visual Arts Program. Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations.

## **2.0 CONSIDERATION/APPROVAL OF AGENDA**

Ms. Barkway noted that a Trustee Inquiry would be made under Item 5.5, and that Items 9.2.1 and 9.2.2 were removed from the Consent Agenda and would be considered immediately following it.

MOVED by Trustee Ferguson:

**THAT the Agenda for the Regular Meeting of November 3, 2009 be approved as submitted, subject to the reorder of items as noted above.**

The motion was  
CARRIED UNANIMOUSLY.

## **3.0 SCHOOL/SYSTEM PRESENTATIONS**

### **3.1 Central Memorial High School, Performing and Visual Arts Program**

Ms. C. Murray, System Principal, provided opening introductions and called forward Mr. L. Villiger, Principal, Central Memorial High School. Mr. Villiger introduced Mr. R. Wyshynski, Assistant Principal, and the following staff, noting they put forward a great effort in helping the students to prepare for the presentation:

Ms. C. Jager, Learning Leader  
Ms. H. Klassen, Music Instructional Assistant  
Mr. P. Mulloy, Learning Leader  
Mr. L. Simon, Teacher  
Ms. K. Weiland, Teacher

Two students shared information about the Performing and Visual Arts (PVA) Program at Central Memorial High School. The program has an enrolment of more than 400 students majoring in one of the following artistic disciplines: theatre arts, visual arts, music or dance. Students are provided the choice of three streams in music: band, choral or strings. The presentation focused on Ends 4 – Personal Development, with students individually and collectively speaking about and demonstrating their achievement in building self-confidence through the PVA program.

Student performances included a student playing a melody on the trumpet, a student playing a melody on the violin, a song was sung in duet, and a song and dance parody of Dr. Seuss' "The Cat In The Hat" from Seussical the Musical was performed. Video presentations were also shown of students' artwork and of students in dance classes.

On behalf of the Board of Trustees, Trustee Kryczka thanked the students for their vivid presentation and the staff for leading their students on a positive journey through school and in life.

Action By:

#### **4.0 HONOURS AND RECOGNITIONS**

There were no honours or recognitions.

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

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

Trustee Kryczka shared some comments that were made by Mr. S. Allen in his acceptance of the EducationMatters Distinguished Alumni Award.

##### **5.2 Report from the Chief Superintendent**

Chief Superintendent N. Johnson shared information about the following three CBE teachers who are recipients of the 2009 Prime Minister's Award for Teaching Excellence: Mr. R. Dougherty, Mr. D. Buchanan and Mr. D. Winchester. She presented each of them with a plaque of recognition.

Chair Cochrane expressed appreciation for the work they have done and for bringing their inspirational teaching to the classrooms.

##### **5.3 Public Question Period**

There were no public questions.

##### **5.4 Stakeholder Reports**

There were no stakeholder reports.

##### **5.5 Trustee Inquiries**

Ms. Barkway read for the record the inquiry from Trustee Bazinet:

"Alberta Education has recently announced a new proposed framework for Arts Education in Alberta. The document can be found at:

<http://education.alberta.ca/teachers/program/finearts/program-updates.aspx>.

With respect to this proposed framework, what involvement has the CBE had in the process thus far? Does administration have any comments on the proposed changes? Will administration be communicating with Alberta Education to provide feedback? Is there any other information that the Board should be aware of with respect to this proposed framework?"

Superintendent Faber responded to the inquiry as follows:

"In January 2008, six K-12 Arts Education focus groups were established to consult with teachers of the arts, district consultants and practising artists, as well as representatives from arts organizations and post-secondary programs. Two focus groups were held in Calgary, with others being held in Edmonton and Lethbridge. Four CBE teachers were involved with the two focus groups that were held in Calgary in 2008.

Action By:

The Calgary Board of Education administration supports the rationale, the vision and guiding principles of the draft document. However, administration does have questions and concerns regarding the program organization, protocol and procedures followed, developmental and sequential learning and depth and breadth of learning for students. In addition, administration is also concerned regarding teaching specialization in each area of the Program of Studies, and support for program continuity beyond skill development.

An extensive feedback response will be made by the Calgary Board of Education based on the response report that the Fine and Performing Arts Specialist has prepared for administration. Similar concerns about this document have been expressed by teachers from Calgary Separate, Edmonton Public and Edmonton Separate school boards along with Community Arts Organizations.

The deadline for all responses and feedback to Arts Education is December 1, 2009 and administration will continue to work and respond to the changes proposed for this draft framework document."

## **6.0 ACTION ITEMS**

There were no action items.

## **7.0 MONITORING AND RESULTS**

### **7.1 Annual Monitoring of Executive Limitations 3: Information, Counsel and Support to the Board of Trustees**

Chief Superintendent N. Johnson introduced the report and noted that Ms. B. Kuester and Mr. R. Peden would assist with responding to questions.

Chair Cochrane reviewed the criteria against which the Trustees are to judge this report, including that of reasonable interpretation of the policy, compliance with the provisions of the policy, and whether sufficient information has been provided. She noted also that the particular vote with regard to compliance should in no way be considered as a vote of non-confidence.

In response to a question of whether trends are looked at in the monitoring process, it was noted that administration is looking at all of the Ends and Executive Limitations in regards to reasonable interpretation and is reviewing issues including globalization, digital revolution and other issues as they affect how students are learning. These particular details, as opposed to trends, will be considered in the next monitoring cycle.

MOVED by Trustee Ferguson:

**THAT the Chief Superintendent has reasonably interpreted the provisions of Executive Limitations 3: Information, Counsel and Support to the Board of Trustees, and that the Board of Trustees finds the Chief Superintendent to be in compliance.**

Action By:

MOVED by Trustee Dirks:

**THAT the motion be amended by the addition of "with the exception of sub-section 1(d) of the policy".**

It was clarified that the non-compliance reported in this section arises as a result of Legal Affairs not having access to detailed claims-based information.

Chair Cochrane called for the vote on the amendment.

The amendment was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Bazinet:

**THAT the motion be amended by the addition of "with the exception of sub-section 2(b) of the policy".**

In speaking to the motion, Trustee Bazinet pointed out that as the Chief Superintendent has reported, there was some information that was not provided to the Board in a timely fashion. It was felt that this type of occurrence would likely not be unusual for a policy that has so many different subsections.

Chair Cochrane called for the vote on the amendment.

The amendment was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Ferguson:

**THAT the motion be amended by the addition of "with the exception of sub-section 1(a) of the policy".**

Trustee Ferguson referred to the Chief Superintendent's comments in the report about monitoring information not coming forth in a timely manner, and thereby affecting the sufficiency of the data sources that were used on some of the policy provisions.

Chair Cochrane called for the vote on the amendment.

The amendment was  
CARRIED UNANIMOUSLY.

The main motion, as amended, was restated as follows:

**THAT the Chief Superintendent has reasonably interpreted the provisions of Executive Limitations 3: Information, Counsel and Support to the Board of Trustees, and that the Board of Trustees finds the Chief Superintendent to be in compliance with the exception of sub-sections 1(a), 1(d) and 2(b) of the policy.**

Action By:

Chair Cochrane called for the vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

Motion Arising:

MOVED by Trustee Ferguson:

**THAT the Chief Superintendent be commended for the innovative *Back to School Campaign*.**

Trustee Ferguson provided rationale for the motion, referencing page 7-14 of the report, and noted this is an innovative way that the CBE is facilitating information exchange and communication between parents, students and schools.

In debate of the motion, a Trustee questioned whether this was a means to accomplish a particular subsection, and noted a concern with the Board commending on uncertain means and questioned whether that was within the Board's purview.

Chair Cochrane called for the vote on the motion.

The motion was  
CARRIED.

In favour:	Trustee Cochrane
	Trustee Dirks
	Trustee Ferguson
	Trustee Kryczka
	Trustee Lane
Opposed:	Trustee Bazinet

## **7.2 Review of Governance Policy GP-12E: Trustee Remuneration**

Trustee Lane provided brief highlights of the contents of the report, which contains the minutes of the Trustee Remuneration Committee meeting. The Committee unanimously agreed to recommend that the Board approves that remuneration for Trustees for the coming year should remain unchanged from 2008 levels. The Trustee Remuneration Committee will submit its next major review of Trustee remuneration in 2010.

MOVED by Trustee Lane:

- 1. THAT the Minutes of the Trustee Remuneration Committee, held October 30, 2009, be received for information and the record.**
- 2. THAT the Board of Trustees approves the amended GP-12E: Trustee Remuneration, as submitted with the report dated November 3, 2009.**

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

Action By:

- In light of expectations for significant reductions in next year's budget and with the overall situation of our economy, it would be prudent to not increase trustee remuneration at this time.
- The recommendation brought to the Board is from a committee that is made up of people from both the public and the private sector.

Chair Cochrane called for the vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

## **8.0 POLICY DEVELOPMENT AND REVIEW**

There were no items.

## **9.0 CONSENT AGENDA**

Chair Cochrane declared the following items to be adopted as submitted:

### **9.1 Board Consent Agenda**

#### **9.1.1 Approval of Minutes**

- Regular Meeting held October 6, 2009
- Regular Meeting held October 20, 2009
- Organizational Meeting held October 20, 2009
- Regular Meeting held October 27, 2009

**THAT the Board of Trustees approves the Minutes of the Regular Meetings held October 6, October 20 and October 27, 2009 and the Organizational Meeting held October 20, 2009, as submitted.**

#### **9.1.2 Correspondence**

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

- **Correspondence dated October 5, 2009 to Board Chair, Pat Cochrane from The Honourable Dave Hancock, Minister of Education and The Honourable Jack Hayden, Minister of Infrastructure, approving the use of proceeds from the sale of King Edward School in support of the Connaught School Modernization and Addition project.**
- **Correspondence dated October 28, 2009 to The Honourable Dave Hancock, Minister of Education, from Board Chair Pat Cochrane, providing the Board's input for consideration in dealing with the fiscal challenges related to preparation of the 2010-2011 provincial budget.**

### **9.2 Chief Superintendent Consent Agenda**

Items 9.2.1 and 9.2.2 were previously removed from the Consent Agenda.

Action By:

9.2.3 Revised Meeting Time of a Scheduled Regular Board Meeting

**THAT the Board of Trustees approves a revised meeting time for the scheduled meeting of November 25, 2009 to be from 5:00 p.m. to 8:00 p.m. The meeting will be held in the Board Room, Education Centre, 515 Macleod Trail SE, Calgary, Alberta.**

Chief Superintendent's Monthly Update

Trustee Ferguson referred to page 9-3 regarding CBE Teachers obtaining training for the *Genie* lift, and page 9-4 Interpreter/Translator training and certification course. She questioned who organizes such courses and who pays for training or certification and after-school time when specific knowledge is required of staff to perform a certain aspect of their job.

Superintendent C. Faber responded that the trainer for the *Genie* lift program is a CBE teacher who has been specially trained by the manufacturer of the lift. Currently we have only one teacher who is credentialed to offer this training. Teachers interested in using the *Genie* lift for the Fine and Performing Arts programs or for other programs took the training on their own volunteer time – the program was offered in September and October from 4:00 p.m. to 6:00 p.m. The trainer for this program is funded out of the Curriculum and Learning Technologies budget monies that are designated for safety training.

Director E. Gouthro spoke to the second part of the question, noting that the CBE purchased a program for \$40,000 that was developed by *Citizenship and Immigration Canada*. Ten people were trained through this program - two of whom were from the Calgary Separate School Board and they paid for their share of the cost. CBE employees are in-house trainers for the Interpreter/Translator certification program. We currently are not charging our Interpreters – they are given the opportunity to take a language proficiency assessment in addition to their interpreter training, and are to have both successfully completed by June 2011. After that date, anyone who wishes to take this training and certification program will have to pay for it.

In response to a Trustee's request for background information about the *Garfield Weston Award for Excellence in Education*, Director B. Kuester noted the awards are offered by the Fraser Institute every year for schools that have greatly improved in the provincial achievement tests and diploma examination results.

MOVED by Trustee Ferguson:

**THAT the Board of Trustees receives the Chief Superintendent's Update for information and for the record.**

The motion was  
CARRIED UNANIMOUSLY.



Action By:

Capital Budget Status Report as at August 31, 2009

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

- Mr. J. Anderson, Acting Director, Corporate Financial Services, stated that if the Board did not approve the recommendations put forward in the report, it would mean the equity transfer into our financial statements would not be made and that would incur a deficit situation. We would be expected to explain this position to Alberta Education.
- At year end, when there is a surplus in the operating budget, consideration is given to using that surplus for the acquisition of capital assets. These are referred to as "Board-funded assets". This year we do not have an operating surplus to push through the Board-funded capital assets, and therefore, recommendations are put forward to draw on reserves.
- With respect to not using capital funds in a given year and carrying forward those particular funds, there are instances where an asset, i.e. a photocopier, is in working condition and the cost to maintain is less than it would be to procure a replacement; therefore, it may be decided to defer the replacement purchase for an additional year.
- Referencing the deferred revenues noted on page 9-15 of the report, explanations were provided by Administration of how these expenditures will roll out in 2009/10 for the technology projects listed as well as for the learning resources strategy involving seven projects, and for the school improvement planning as identified in the attachment to the report.
- It was explained that the request for reserve draws is made to match those expenditures that have been incurred. Administration agreed that Attachment IV should have listed the relevant dates that Board motions were passed giving authority for the particular designation of reserve funds.
- Capital reserves are lower than they have been in many years. A conservative approach is taken with respect to estimating incoming cash flows; however, planning assumptions made even 18 months ago are not valid in today's environment. Attempts are made to match the cash flows in to the cash flows out. We hope to see an influx of money starting in early 2010, tied to disposition of a school.
- In response to a question of what an ideal reserve amount is for our budget, Mr. Anderson was not aware of any published provincial guideline. He noted that a rule of thumb in our Corporate Financial Services department is a cushion of approximately 5-10 days of operational expenses in operating reserves. For our organization, this amounts to approximately \$25 million. The forthcoming financial statements will show us coming in at a slightly lower amount than we were reporting last year for operating reserves.

Action By:

MOVED by Trustee Dirks:

1. **THAT all budget revisions and transfers, as outlined in the report for the period June 1, 2009 to August 31, 2009 inclusive, be received for monitoring information and for the record.**
2. **THAT attachments I to IV, reflecting actual capital expenditures to August 31, 2009 and forecast variances for both completed and outstanding projects, be received for monitoring information and for the record.**
3. **THAT a draw of \$3,413,283 from the Building Reserve to partially fund 2008/09 actual expenditures on the Dr. Carl Safran Centre be approved.**
4. **THAT a draw of \$15,077,834 from the Building Reserve and tied to completion of specified projects as outlined in Section IV of the report be approved.**
5. **THAT a draw of \$2,500,000 from the Primary Data Center Reserve to fund 2008/09 actual final costs of \$2,477,290 with the residual amount of \$22,710 transferred to Unrestricted Net Assets be approved and that this Reserve be discontinued and dissolved.**
6. **THAT the 2008/09 capital project funds requested for carry forward to 2009/10 amounting to \$7,074,453 (as outlined in Section IV of the report) be approved.**
7. **THAT \$400,000 be transferred to the Chinook Learning Services Relocation reserve from the Chinook Learning Services 2008/09 Operating Budget surplus.**

The motion was  
CARRIED UNANIMOUSLY.

#### **10.0 TRUSTEE NOTICES OF MOTION**

There were no Trustee notices of motion.

Recessed: 6:37 p.m.  
Reconvened: 6:57 p.m.

#### **11.0 IN-CAMERA ISSUES**

##### **11.1 Motion to Move In Camera**

MOVED by Trustee Ferguson:

**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, November 3, 2009 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.

Action By:

**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.

During the in-camera session of the meeting Trustee Ferguson assumed the Chair to allow Trustee Cochrane to present and speak to a private agenda item.

**11.3 Motions to Action In-Camera Recommendations**

MOVED by Trustee Cochrane:

**Further to information received by the Board of Trustees at the private meeting on October 27, 2009,**

**BE IT RESOLVED THAT the Board of Trustees has found non-compliance with certain Executive Limitations as discussed in the private session; and**

**In light of the identified non-compliance of the Office of the Chief Superintendent prior to August, 2009, the Board of Trustees hereby directs the current Chief Superintendent to take appropriate corrective steps, as discussed.**

The motion was  
CARRIED.

In favour:	Trustee Cochrane Trustee Dirks Trustee Ferguson Trustee Lane
Opposed:	Trustee Bazinet Trustee Kryczka

**12. ADJOURNMENT**

Chair Ferguson declared the meeting adjourned at 7:34 p.m.