

# public agenda

## Regular Board Meeting

May 12, 2015  
12:00 p.m.

Multipurpose Room,  
Education Centre  
1221 8 Street SW,  
Calgary, AB

### R-1: Mission |

Each student, in keeping with his or her individual abilities and gifts, will complete high school with a foundation of learning necessary to thrive in life, work and continued learning.

**Conflict of Interest reminder: Trustees must disclose any potential pecuniary interest in any matter before the Board of Trustees, as set forth in the agenda as well as any pecuniary interest in any contract before the Board requiring the Board's approval and/or ratification.**

Time	Topic	Who	Policy Ref	Attachment
12:00 p.m.	<b>1   Call to Order, National Anthem and Welcome</b>			
	<b>2   Consideration/Approval of Agenda</b>		GC-2	
10 mins	<b>3   Awards and Recognitions</b>			
	3.1 Lighthouse Award	C. Faber	GC-3	
	3.2 Industry Partnership Award	C. Faber	GC-3	
3:00 p.m.	3.3 Excellence in Teaching Semi-Finalists	Board	GC-3	
	<i>Please join us on the Link for Cake and Refreshments after 3:00 p.m.</i>			
	<b>4   Results Focus</b>			
45 mins	4.1 Board Development Session – Inclusive Education	D. Stevenson	OE-10	
	<b>5   Operational Expectations</b>			
	<b>6   Public Comment <a href="#">[PDF]</a></b>		GC-3.2	
Max 20 mins	Requirements as outlined in Board Meeting Procedures			
	<b>7   Matters Reserved for Board Action</b>	Board	GC-3	
10 mins	7.1 Office of the Board of Trustees' 2015-16 Operating Budget	B. Grundy	OE-5	Page 7-1



Time	Topic	Who	Policy Ref	Attachment
60 mins	7.2 2015-16 Interim Budget	B. Grundy	OE-5	Late distrib'n
	<b>8   Consent Agenda</b>	Board	GC-2.6	
	8.1 Items Provided for Board Information		OE-8	
	8.1.1 Correspondence			Page 8-47
	8.1.2 Trustee Liaison Report re: ASBA Zone 5			Page 8-1
	8.1.3 Impact of Proposed Changes to Operational Expectations Policy Statements		OE-1,8,9,11	Page 8-22
	8.1.4 Construction Projects Status Report		OE-8, 12	Page 8-27
	<b>9   In-Camera Session</b>			
3:00 p.m.	<b>10   Adjournment</b>			
	<b>Debrief</b>	Trustees	GC-2.3	

**Notice |**

This public Board meeting will be recorded & posted online.  
Media may also attend these meetings.  
You may appear in media coverage.

Archives will be available for a period of two years.  
Information is collected under the authority of the School Act and the Freedom of Information and Protection of Privacy Act section 33(c) for the purpose of informing the public.

For questions or concerns, please contact:  
Office of the Corporate Secretary at [corpsec@cbe.ab.ca](mailto:corpsec@cbe.ab.ca).

## report to Board of Trustees

### Office of the Board of Trustees 2015-16 Operating Budget

Date	May 12, 2015
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	David Stevenson, Chief Superintendent of Schools
Purpose	Decision
Originator	Brad Grundy Superintendent, Chief Financial Officer, Corporate Treasurer
Governance Policy Reference	Operational Expectations OE-5: Financial Planning
Resource Person(s)	Carla Male, Director, School Financial Management Corporate Planning & Reporting staff

#### 1 | Recommendation

---

It is recommended:

THAT the Board of Trustees approves the 2015-16 budget for the Office of the Board of Trustees of \$1,285,598 to be reasonable to allow the Board to effectively and efficiently perform its governing responsibilities.

#### 2 | Issue

---

The Chief Superintendent is required by Operational Expectation 5 subsection 5.7 to develop a budget that includes amounts determined by the Board to be necessary for the Board to effectively and efficiently perform its governing responsibilities.



### 3 | Background

---

The Office of the Board of Trustees' budget for 2014-15 was approved at \$1,515,403.

The Chief Superintendent prepared a report regarding the 2015-16 budget for the Office of the Board of Trustees that incorporates the budget assumptions as they relate to the Office of the Board of Trustees' budget and reflects the outcome of any decisions related to the Board's consideration of Trustee Remuneration.

The Board of Trustees have passed the following motions which have implications for the Office of the Board of Trustees Operating Expense Budget, for the 2015-16 fiscal year:

The Board has reviewed the honoraria for 2015-16 in April 2015 and it will remain same as the existing remuneration policy. The Board of Trustees has approved, as recommended by the Trustee Remuneration Committee, an ongoing formula to address trustee honoraria based on an average of the Statistics Canada annual published Calgary Consumer Price Index. This change will be in effect as of September 1, 2016. Remuneration for 2015-16 remains unchanged at:

Trustees:	\$45,000
Chair:	An additional \$10,000
Vice-Chair:	An additional \$5,000

- GC-2E states that at the end of each Trustee's service, each Trustee shall be entitled to a retiring allowance based on the number of terms completed. As such, the annual retirement accrual will be calculated as follows, if service ends after:

First term:	\$1,731
Completion of two or more terms:	\$3,895

Once the maximum amount has been accrued for a Trustee, no further annual provisions are budgeted.

- The Board of Trustees has approved that the amount allocated for individual trustee professional development be reduced from \$4,000 to \$2,000 annually. The proposed budget has reallocated \$2,000 from each individual Trustee's professional development allotment to a general business travel & PD account.

The Board has also requested the following budget changes:

- The Audit Fees budget to reflect an increase of the following charges to resource the full cost of the annual financial audit

Audit-related legal inquiries	\$1,250
Post-employment benefit valuation	\$34,900

- The general professional & technical services budget to reflect a change in proposed use of contracted services. The dollars have been consolidated into one General and Contracted out Services account, with an overall reduction of \$14,000

- Other changes to reduce overall costs

Reduction in messenger fees	(\$1,000)
Reduction in general supplies	(\$2,500)
Reduction in café food supplies	(\$3,000)
Reduction in printing & binding supplies	(\$4,000)
Reduction in textbooks & materials	(\$500)
Reduction in facility rental	(\$1,500)

- Two administrative positions and the temporary staff budget have moved to the Corporates Secretary's office and the corresponding budget has been transferred from the Board of Trustees budget to the Superintendent of Human Resources & General Counsel budget

Salaries & benefits	(\$216,017)
Temporary salaries & benefits	(\$2,500)
Staff travel	(\$1,000)
Staff professional development	(\$2,000)
Staff telephone	(\$250)

#### 4 | Analysis

The following is a summary of all proposed changes to the 2015-16 Office of the Board of Trustees budget:

<b>2014-15 approved budget</b>	<b>\$1,515,403</b>
Increases/(decreases):	
Decrease in staff salaries & benefits due to lower accruals and two positions moving to the Corporate Secretary's office	(\$236,205)
Increase in audit fees relating to legal inquiries, the post-employment benefit valuation	\$36,150
Moved the professional development, travel & telephone budget for positions moved to the Corporate Secretary's office	(\$3,250)
Decrease in equipment rental, messenger fees, other fees & supplies budget and contracted services	(\$26,500)
<b>Total reduction in expenses (15%) from the 2014-15 Approved Budget</b>	<b>(\$229,805)</b>
<b>2015-16 proposed budget</b>	<b>\$1,285,598</b>

Please refer to Attachment I for a year-over-year comparison between 2014-15 and 2015-16.

## 5 | Conclusion

---

This report meets the monitoring requirements of the OE 5: Financial Planning.



DAVID STEVENSON  
CHIEF SUPERINTENDENT OF SCHOOLS

### ATTACHMENTS

Attachment I: Board of Trustees 2015-16 Operating Budget

### GLOSSARY – Developed by the Board of Trustees

Board: Board of Trustees

**Governance Culture:** The Board defined its own work and how it will be carried out. These policies clearly state the expectations the Board has for individual and collective behaviour.

**Board/Chief Superintendent Relationship:** The Board defined in policy how authority is delegated to its only point of connection – the Chief Superintendent – and how the Chief Superintendent's performance will be evaluated.

**Operational Expectations:** These policies define both the nonnegotiable expectations and the clear boundaries within which the Chief Superintendent and staff must operate. They articulate the actions and decisions the Board would find either absolutely necessary or totally unacceptable.

**Results:** These are our statements of outcomes for each student in our district. The Results policies become the Chief Superintendent's and the organization's performance targets and form the basis for judging organization and Chief Superintendent performance.

<b>Calgary Board of Education Board of Trustees - General Board of Trustees 2015-16 Operating Budget</b>				
Category	2014-15 Approved	Staff moved to Corp Sec	Other Changes	2015-16 Proposed
<b>Total Permanent Salaries &amp; Benefits</b>	\$ 651,603	\$(216,017)	\$ (17,688)	\$ 417,898
<b>Total Temporary Salaries &amp; Benefits</b>	\$ 2,500	\$ (2,500)	\$ -	\$ -
<b>Membership Dues and Fees</b>				
MB Dues and Fees	\$ 244,000	\$ -	\$ -	\$ 244,000
PD Staff/Dec Training Fees	\$ 2,000	\$ (2,000)	\$ -	\$ -
<b>Total Membership Dues and Fees</b>	\$ 246,000	\$ (2,000)	\$ -	\$ 244,000
<b>Total Equipment &amp; Facility Rental</b>	\$ 1,500	\$ -	\$ (1,500)	\$ -
<b>Professional &amp; Technical</b>				
General & Contracted Out	\$ 56,500	\$ -	\$ 6,000	\$ 62,500
Contracted Out Services	\$ 20,000	\$ -	\$ (20,000)	\$ -
Messenger Fees	\$ 1,000	\$ -	\$ (1,000)	\$ -
Audit Fees	\$ 142,500	\$ -	\$ 36,150	\$ 178,650
Advertising	\$ 10,000	\$ -	\$ -	\$ 10,000
Elections	\$ 321,000	\$ -	\$ -	\$ 321,000
<b>Total Professional &amp; Technical</b>	\$ 551,000	\$ -	\$ 21,150	\$ 572,150
<b>Total Telephone</b>	\$ 1,000	\$ (250)	\$ -	\$ 750
<b>Travel &amp; Subsistence Business</b>				
Trustee PD & Travel	\$ 33,000	\$ -	\$ (19,000)	\$ 14,000
ASBA & General Trustee Travel & PD	\$ -	\$ -	\$ 19,000	\$ 19,000
Staff travel	\$ 1,000	\$ (1,000)	\$ -	\$ -
<b>Total Travel &amp; Subsistence Business</b>	\$ 34,000	\$ (1,000)	\$ -	\$ 33,000
<b>Supplies</b>				
General	\$ 6,500	\$ -	\$ (2,500)	\$ 4,000
Café Food	\$ 5,000	\$ -	\$ (3,000)	\$ 2,000
Printing & Binding	\$ 7,000	\$ -	\$ (4,000)	\$ 3,000
Textbooks & Materials	\$ 1,500	\$ -	\$ (500)	\$ 1,000
<b>Total Supplies</b>	\$ 20,000	\$ -	\$ (10,000)	\$ 10,000
<b>Contribution to school council support</b>	\$ 7,800	\$ -		\$ 7,800
<b>Total Expense Budget</b>	<b>\$1,515,403</b>	<b>\$(221,767)</b>	<b>\$ (8,038)</b>	<b>\$ 1,285,598</b>

report to  
Board of Trustees

2015-16 Interim Budget

Date | May 12, 2015

Meeting Type | Regular Meeting, Public Agenda

To | Board of Trustees

From | David Stevenson, Chief Superintendent of Schools

Purpose | Decision and Information

Originator | Brad Grundy , Superintendent, Chief Financial Officer, Corporate Treasurer

Governance Policy Reference | Operational Expectations  
OE-5: Financial Planning  
OE-6: Financial Condition  
OE-7: Asset Protection  
OE-8: Communication With and Support for the Board

Resource Persons | Superintendents Team  
Finance / Technology Services staff  
Members of the Capital Budget Council

1 | Recommendation

---

It is recommended:

- THAT this 2015-16 Interim Budget be approved as presented and submitted to Alberta Education, as required.



## 2 | Issue

---

Section 147(2) of the *School Act* requires that the Calgary Board of Education submit to Alberta Education, by May 31 of each year, a budget for the fiscal year beginning on the following September 1.

In accordance with the Board of Trustees' Operational Expectation OE-5: Financial Planning, the Chief Superintendent shall develop and maintain a multi-year financial plan that is related directly to the Board's Results priorities and Operational Expectations goals, and that avoids long-term fiscal jeopardy to the organization.

## 3 | Background

---

In accordance with the *School Act* and the intent of Operational Expectation OE 5: Financial Planning, the Chief Superintendent is required to prepare and submit to the Board of Trustees, for review and approval, a budget which is balanced, so that the proposed expenses do not exceed the projected revenues to be received by the Calgary Board of Education or from other identified funding sources such as reserves or unrestricted net assets.

This 2015-16 Interim Budget is based upon assumptions provided to the Board of Trustees for information on April 14, 2015 (based on the previous government's Budget 2015 document) and adjusted for high-level assumptions related to the new government's budget. At this time there is a high level of uncertainty related to the new government's budget direction. The development of this interim budget was guided by the CBE's values:

- Students come first
- Learning is our central purpose
- Public education serves the common good

The interim budget is also influenced by the CBE's Mission, Alberta Education's *Inspiring Education*, and the CBE's Three Year Education Plan and the Board's summative evaluation of the Chief Superintendent.

## 4 | Analysis

---

On April 24, 2015, administration allocated amounts to schools for the 2015-16 school year, through the Resource Allocation Method (RAM). The RAM distribution begins the Spring Staffing process. The Spring Staffing process is one of the largest processes at the CBE and is the process by which schools are staffed for the beginning of the next school year. Lead time is necessary to ensure proper compliance with collective agreements. Resources were allocated to schools to fund growth and maintain 2014-15 class size, based on current projections.

On May 5, 2015, a new provincial government was elected by the citizens of Alberta. The CBE awaits budget direction from this new government. Until such time as direction is received, the CBE will maintain the current levels of operations while planning for the future, including the continuing of school planning and organization activities for next year. Future changes may include:

- The amounts and types of allocations provided to schools in the RAM.
- The amounts and types of services provided by Service Units.
- The fees charged to parents for Noon Supervision, Instructional Supplies and Materials and Transportation.
- Program and services related to changes to the School Act, and Inspiring Education, anticipated to be enacted for the 2015-16 school year.

The key highlights of the 2015-16 Interim Budget are:

- Funds allocated directly to schools via the Resource Allocation Method have increased year over year to maintain class sizes and fund growth, based on current projections, and subject to principal deployment decisions.
- Revenue from Alberta Education will be sufficient to maintain all operations in a manner consistent with operations in the 2014-15 school year.
- Fee revenue will be increased by \$5.8 million year-over-year due primarily to enrolment growth. Consistent with current budget principles, fee revenue for transportation, noon supervision and Instructional Supplies and Materials (ISM) will fully fund the gap between targeted Alberta Education funding and direct program costs, including waivers and uncollectible accounts. There will be no contribution from the instructional budget to support fee-based programs and services. Fee levels are subject to change given budget direction from Alberta's new government. Attachment I includes information regarding the fees proposed in this interim budget.
- The 2015-16 budget is balanced without the use of reserves. The CBE is committed to working collaboratively with the Government of Alberta regarding the use of available reserves to support student learning and advancing the CBE's and government's learning agenda. The amount of available reserves as at August 31, 2015 is projected to be between 2% and 3% of total CBE revenue.
- Non-facility capital project spending will be \$25.4 million, in order to invest in strategic projects that will sustain critical systems and enable the system to better accommodate student learning needs and enrolment growth in future years.
- The CBE will continue to work with Alberta Education regarding commissioning costs related to new school openings anticipated for the 2016-17 school year. These costs have not been factored into this interim budget.
- The CBE will carry on continuously improving in ways that benefit students and their learning as well as continue to advance the priorities of the Chief Superintendent. It is anticipated these strategies will include:
  - The redesign of kindergarten through high school programs and services to optimize student success by supporting a variety of program choices and opportunities within the new fiscal reality,
  - Enhancing and further integrating programs and services provided by CBe-Learn, Chinook Learning, Encore, Discovering Choices and our outreach services with a view to providing each student with the best programs and services within available resources,
  - Further integrating the provision of centralized and decentralized specialized supports and services to students, teachers and schools.
  - Making school based management "easier" by streamlining the provision of administrative services and supports to schools and moving to further standardization in non-teaching supports,
  - Evaluating the current model of the RAM to schools,
  - Seeking further operational efficiencies where appropriate.
- Service Unit budgets have been maintained in this interim budget to provide the same levels of service to students and schools as in the 2014-15 school year, subject to continuous improvement and operational efficiency reviews as mentioned above. Ultimate service levels may be impacted by provincial government budget decisions.
- As required by law, the budget for 2015-16 is balanced.

A summary of the 2015-16 Interim Budget, in comparison with 2014-15 is as follows:

### Interim 2015-16 Budget

for the period 2015-16 (with comparatives for 2013-14 and 2014-15)  
(all figures in \$ thousands)

	Actuals	Budget		Variance from 2014-15	
	2013-14	2014-15 Fall Update	2015-16	Increase / (decrease)	%
<b>REVENUES</b>					
Alberta Education	1,101,997	1,136,965	1,177,106 *	40,141	3.5
Fees	40,453	46,736	52,495	5,759	12.3
Other sales and services	20,677	19,684	23,388	3,704	18.8
Other revenue	36,317	30,462	25,571	(4,891)	(16.1)
<b>Total Revenues</b>	<b>1,199,444</b>	<b>1,233,847</b>	<b>1,278,560</b>	<b>44,713</b>	<b>3.6</b>
<b>EXPENSES BY BLOCK</b>					
Instruction: ECS - grade 12	937,715	996,079	1,024,523	28,444	2.9
Plant operations and maintenance	151,746	148,886	147,231	(1,655)	(1.1)
Transportation	40,815	44,698	48,128	3,430	7.7
Board and system administration	36,603	35,779	36,183	404	1.1
External services	23,421	23,049	22,495	(554)	(2.4)
<b>Total Expenses</b>	<b>1,190,300</b>	<b>1,248,491</b>	<b>1,278,560</b>	<b>30,069</b>	<b>2.4</b>
<b>EXPENSES BY OBJECT</b>					
Certificated salaries and benefits	695,584	730,184	755,424	25,240	3.5
Support staff salaries and benefits	231,845	256,010	253,065	(2,945)	(1.2)
Services, contracts and supplies	207,290	205,767	211,279	5,512	2.7
Amortization expenses	52,161	52,042	53,762	1,720	3.3
Interest on capital debt expenses	859	560	356	(204)	(36.4)
Other interest charges	1,243	758	777	19	2.6
Other expenses	1,318	3,170	3,897	727	22.9
<b>Total Expenses</b>	<b>1,190,300</b>	<b>1,248,491</b>	<b>1,278,560</b>	<b>30,069</b>	<b>2.4</b>
<b>Operating surplus / (deficit)</b>	<b>9,144</b>	<b>(14,644)</b>	<b>-</b>	<b>14,644</b>	<b>(100.0)</b>
Transfers (to)/from operating reserves	(5,429)	18,773	-	(18,773)	(100.0)
Board funded amortization	21,505	21,832	23,618	1,786	8.2
Capital acquisitions and debt repayment	(23,346)	(26,605)	(25,375)	1,230	(4.6)
Debt repayments	(3,301)	(2,750)	(2,243)	507	(18.4)
Use of capital reserves	1,427	3,394	4,000	606	17.9
Capital items paid by operating funds	(3,715)	(4,129)	-	4,129	(100.0)
<b>Surplus</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

\* The Alberta Education revenue amount has been assumed by the CBE, to be confirmed by the provincial government

## 5 | Financial Impact

---

Overall balanced position.

The CBE will achieve a balanced position for this operating budget for 2015-16 after taking into account:

- assumed revenues and projected expenses identified above for 2015-16;
- maintaining operations and planning activities at the same level as for the 2014-15 school year for both schools and service units;
- funding enrolment and maintaining class size; and
- maintaining school fees at a level consistent with 2014-15 school year, except for Noon Supervision fees, which are expected to increase, subject to the final provincial budget, by \$5 for each type of service.

## 6 | Implementation Consequences

---

The approval of the 2015-16 Interim Budget will meet the requirement to balance the budget and to submit a budget to Alberta Education by May 31.

This interim budget is subject to future provincial budget direction. In the event future budget direction is materially different from the assumptions included in this report, Administration will submit to the Board of Trustees any material changes in a final budget report. The timing of that final budget report is not known at this time.

Any significant difference in funding for amounts to be allocated to schools in the RAM may mean that certain decisions that have been made by principals regarding school organization and planning would need to be revisited and changed. This will be done prospectively and as soon as practicable based on provincial government budget timelines.

## 7 | Conclusion

---

The 2015-16 Interim Budget with planned total revenues of \$1,278.6 million, total expenditures of \$1,278.6 million and \$25.4 million in non-facility capital acquisitions is balanced and complies with the Board of Trustees' policies, as well as the provisions of the Alberta Education Funding Framework, and the *School Act*.



DAVID STEVENSON  
CHIEF SUPERINTENDENT OF SCHOOLS

### ATTACHMENTS

Attachment I: 2015-16 Fees (supplementary information)

### GLOSSARY – Developed by the Board of Trustees

Board: Board of Trustees

**Governance Culture:** The Board defined its own work and how it will be carried out. These policies clearly state the expectations the Board has for individual and collective behaviour.

**Board/Chief Superintendent Relationship:** The Board defined in policy how authority is delegated to its only point of connection – the Chief Superintendent – and how the Chief Superintendent's performance will be evaluated.

**Operational Expectations:** These policies define both the nonnegotiable expectations and the clear boundaries within which the Chief Superintendent and staff must operate. They articulate the actions and decisions the Board would find either absolutely necessary or totally unacceptable.

**Results:** These are our statements of outcomes for each student in our district. The Results policies become the Chief Superintendent's and the organization's performance targets and form the basis for judging organization and Chief Superintendent performance.

## 2015-16 Fees (supplementary information)

The CBE charges fees for instructional supplies and materials (ISM), transportation, noon supervision and other incidentals. ISM fees are mandatory and charged per student whereas transportation and noon supervision are only charged for students using those services. Fees are set in the spring prior to the school year and are set at a level to cover the estimated cost of providing those services. Any surplus resulting from these programs is added to a related reserve to keep fees at a minimum in future years.

Because of rapid enrolment growth and a lack of schools close to where students live means that ever more students are being transported and supervised over the noon hour. As well, the growing gap between (proposed) funding received to support students and the costs of doing so meant that we were (prior to 2014-15) spending increasing amounts of instructional dollars to subsidize fees. While providing transportation and noon supervision have evolved to become part of our modern education system, they are separate from student learning. Reflecting on our values of students come first and learning is our central purpose, a practice was established to eliminate any subsidy to fee programs from instructional funds.

Eliminating any central budget support for fees means that all the costs of providing transportation, noon supervision and instructional supplies and materials are funded by targeted provincial grants and reserves (where available), and parent fees. Costs of providing the services include direct labour and supplies, as well as the cost of fee waivers and uncollectible accounts.

To keep fees as low as possible, the CBE is committed to being as efficient as possible in the provision of services. In some cases this also means that transportation service levels may need to change. The CBE will consider moving towards more congregated stops to minimize the number of buses and routes. As always, student and staff safety remains our top priority and any changes will consider impacts on safety.

In keeping with our values, the CBE is continuing its comprehensive waiver process to ensure that no student is denied access to an education due to the inability to pay some or all fees. Learning is our central purpose.

### 2015-16 fees

#### Noon supervision

There will be small increases to noon supervision fees for the 2015-16 year as a result of increased costs to deliver the program.

	four day			four / five day			five day		
	2014-15	2015-16	% var	2014-15	2015-16	% var	2014-15	2015-16	% var
Bused and non-bused students	\$ 250	\$ 255	2.0	\$ 270	\$ 275	1.9	\$ 280	\$ 285	1.8

## Transportation

There will be no fee increase for Transportation in 2015-16. Although the proposed provincial funding for transportation has been reduced, the CBE has made it a priority to maintain the level of fees. However, if funding remains at the proposed levels, service levels will need to change in order to keep costs as low as possible.

In 2015-16, the following changes have been proposed if funding is not increased:

- Calgary Transit rebates will be no longer available. Parents may claim the cost of transit on their personal income tax return
- Routes with ridership less than 15 students will be eliminated
- Students attending middle schools with charter routes will utilize Calgary Transit
- Congregated stops will be established for all alternative and regular programs
- The start and end times of certain schools will be adjusted to accommodate route partnerships with other schools

Charter rates	2014-15	2015-16
ECS – Grade 9	\$ 330	\$ 330

## Instructional Supplies and Materials

ISM fees will remain at 2014-15 levels for the 2015-16 year.

ISM fees	2014-15	2015-16
Kindergarten	\$15	\$15
Grades 1 – 6	\$30	\$30
Grades 7 – 9	\$137	\$137
Grades 10 - 12	\$152	\$152

## **Daily rate summary**

Based on 184 instructional days, the daily fee rates are as shown below. The maximum amount that could be incurred by an individual student is **\$3.51 per day** (a Grade 1 – 6 student taking transportation, staying for noon supervision and paying the ISM fee).

Service	2014-15 Cost per day	2015-16 Cost per day
Noon supervision	\$1.35 - \$1.50	\$1.39 - \$1.55
Transportation	\$1.78	\$1.79
ISM	\$0.08 - \$0.82	\$0.08 - \$0.83

## report to Board of Trustees

### Correspondence

Date	May 12, 2015
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	Janice R. Barkway Office of the Corporate Secretary
Purpose	Information
Governance Policy Reference	Operational Expectations OE-8: Communication With and Support for the Board

#### 1 | Recommendation

---

The following correspondence is being provided to the Board for information:

- Correspondence dated April 17, 2015 from B. Clifford, Deputy City Clerk/Returning Officer, City of Calgary Election & Information Services, providing the Declaration of By-election Results of the CBE for Wards 11 & 13.
- Correspondence dated April 23, 2015 from Chair Bowen-Eyre to The Hon. Gordon Dirks, Minister of Education, requesting an extension for submission of the CBE's 2015-16 budget, to June 30, 2015.

Attachments: Relevant Correspondence and Communications





THE CITY OF  
**CALGARY**

ISC: Unrestricted

CITY CLERKS  
ELECTION & INFORMATION SERVICES #8

2015 April 17

CC/E&I File: CG-17-00-RS

Ms. Janice Barkway  
Calgary Board of Education  
2<sup>nd</sup> Floor, 1221 8 Street SW  
Calgary, AB T2R 0L4

Dear Ms. Barkway:

Enclosed are two copies of the Declaration of By-election Results of the Calgary Board of Education (Public School District No.19) for combined city wards 11 and 13, one of which to be posted at your office at noon, Friday, 2015 April 17, the 4<sup>th</sup> day after the election, in accordance with Section 97(2) of the Local Authorities Election Act.

Sincerely,

**Barbara Clifford**  
Deputy City Clerk/Returning Officer

/enclosure (2)





## DECLARATION OF ELECTION RESULTS

CALGARY BOARD OF EDUCATION (PUBLIC SCHOOL DISTRICT No.19)

At the By-election for Public School Trustee held on Monday, 2015 April 13, the following votes were cast:

### COMBINED CITY WARDS 11 AND 13

HRDLICKA, Julie	1,157
LLOYD, Karen Ruth	982
MORGAN, Victoria Jane	597
McASEY, Sean	231
PHILLIPS, Wilfred (Wilf) John	180

I declare **HRDLICKA, Julie** elected for the remainder of the four year term commencing immediately.

  
RETURNING OFFICER

DECLARED: 2015 April 17



**Board of Trustees**

1221 – 8 Street SW Calgary, AB T2R 0L4 | t | 403-817-7933 | f | 403-294-8282 | www.cbe.ab.ca

www.cbe.ab.ca

**Board Chair**

Joy Bowen-Eyre Wards 1 & 2

**Vice-Chair**

Judy Hehr Wards 8 & 9

**Trustees**

Lynn Ferguson Wards 3 & 4

Pamela King Wards 5 & 10

Trina Hurdman Wards 6 & 7

Julie Hrdlicka Wards 11 & 13

Amber Stewart Wards 12 & 14

April 23, 2015

Honourable Gordon Dirks  
Minister of Education  
Office of the Minister  
320 Legislature Building  
10800 - 97 Avenue  
Edmonton, Alberta T5K 2B6

Dear Minister Dirks:

The Calgary Board of Education (CBE) requests an extension of the May 30 budget submission date as set out in the School Act due to the absence of an approved provincial budget. The proposed provincial budget introduced on March 26 no longer stands as active legislation.

As you will appreciate, with 92 per cent of our funding coming from Alberta Education, the May 30 deadline would require us to finalize a CBE budget without knowing the most important number, which is the funding coming from the Province. If the new government approves a budget with even slightly different financial directions, there could be significant implications for the CBE; even a slight change in a rate would have an impact. The CBE would not have time to plan the types of adjustments which would ensure that our budget is working in the best interests of students and the community.

The Calgary Board of Education is working on a budget that will follow the general direction set out in the March 26<sup>th</sup> budget plan. We believe we will be able to submit a 2015-16 budget by June 30, 2015 and request an extension to that date.

We look forward to a reply at your earliest convenience.

Sincerely,

Joy Bowen-Eyre, Chair  
Board of Trustees  
Calgary Board of Education

cc. Lorna Rosen, Deputy Minister, Alberta Education  
David Stevenson, Chief Superintendent, Calgary Board of Education

**report to  
Board of Trustees**

**Trustee Liaison Report – ASBA Zone 5**

Date | May 12, 2015

Meeting Type | Regular Meeting, Public Agenda

To | Board of Trustees

From | Amber Stewart  
Trustee Liaison, ASBA Zone 5

Purpose | Information

Governance Policy Reference | Governance Culture  
GC-3 Board Job Description

**1 | Recommendation**

---

THAT the ASBA Zone 5 Liaison Report containing the following ASBA Zone 5 meeting minutes be received for information:

January 9, 2015  
February 6, 2015  
March 6, 2015

**2 | Background**

---

The attached minutes are prepared, approved and publically posted by ASBA Zone 5 on their website. As the Board of Trustees' representative to ASBA Zone 5, I am providing this report for your information.

Attachments: Minutes as noted above

**Alberta School Boards Association – Zone 5  
MINUTES  
Friday, January 9, 2015**

**In Attendance**

Anne-Marie Boucher (Chair)	FrancoSud
Mary Stengler	CTR Catholic
Joanne Van Donzel	CTR Catholic
Helen Clease	ASBA
Scott McCormack	ASBA
Ron Taylor	Alberta Education
Sharon Rhodes	Alberta Education
Bev LaPeare	Rocky View Schools
Coleen Munro	Rocky View Schools
Doug Gardner	Foothills School Division
Jeannine Tucker	Foothills School Division
Joyce Bazant	Golden Hills School Division
Arlene Rheume	Canadian Rockies
Amber Stewart	Calgary Board of Education
Cheryl Low	Calgary Catholic
Holli Smith	Prairie Land
Lynne Shemko	Recording Secretary

**Regrets:**

Pam Halverson	Alberta Education
---------------	-------------------

**Call to Order**

Chair Anne-Marie Boucher called the meeting to order at 9:35 a.m.

**Introductions**

Chair Anne-Marie Boucher congratulated Scott McCormack on his new position as Executive Director at ASBA. Introductions were conducted around the table.

**Approval of Agenda**

Arlene Rheume motioned that the Agenda for the January 9, 2015 meeting be approved as submitted.

Carried

**Approval of Minutes**

Joanne Van Donzel motioned the minutes of December 5, 2014 be approved as submitted.

Carried

**Business Arising from the Minutes**

No new business arising from the minutes

### **Chair Report** – Anne-Marie Boucher

1. ASBA Zone Chairs Video Conference Meeting – Dec.16, 2014
    - Discussion included Professional Development, Zone improvements, Strategic plans
    - There was discussion regarding the consideration of 2-year terms for Zone chairs. For this to take effect, bylaws would need to be changed at the spring meeting
    - Edwin Parr Update – Zone 1 and Zone 4 trustees travel to visit every Edwin Parr nominee in their Zones. Watch for more information to follow in preparation of this event
  2. Election of Zone 5 Health Representative
    - Cheryl Low expressed interest with the suggestion of an alternate. Monthly meeting commitment. Alternate suggestions to be brought forward at next month's meeting
    - Joanne Van Donzel motioned that Cheryl Low be the Zone 5 Health Representative
- Carried

### **Directives for Action**

- No directives for action

## **REPORTS**

### **ASBA Director's Report, Doug Gardner**

Review of ASBA Highlights from Dec. 11, 2014

- Craig Kielburger will be the keynote speaker at the ASBA Spring General Meeting (SGM)
- Audited financial statements
- New appointments

Reference:

[https://asbazone5.files.wordpress.com/2015/01/asba\\_brd\\_highlights\\_dec14.pdf](https://asbazone5.files.wordpress.com/2015/01/asba_brd_highlights_dec14.pdf)

### **ASBA Executive/Staff Report, Helen Cleese**

- Announced the new appointment of Scott McCormack, ASBA Executive Director
- Thank you for the Zone work on Strategic Plans
- Spring General Meeting (SGM) will have a student-focused theme. Zones are asked to submit input on session topics
- Craig Kielburger, co-founder of Free the Children, to keynote ASBA SGM
- Finalizing submissions of Board procedures and regulations from Zones. Asked to submit their Strategic Plan presentations as soon as possible for Minister's review, targeting implementation in September 2015. Jim Gibbons and Randy Clark from the steering committee will be providing implementation support for Boards
- Helen and Scott will be heading to Washington in preparation of the Communication Advocacy Plan
- Mandate is to have regular communication with the 4 partners: Alberta School Councils, CASS, ASBA, ASBOA
- Budget is in initial stages

ASBA Zone 5 Regular Meeting  
January 9, 2015

- Attendance of ASBA President and Executive Director at all Zone meetings has been positively received by Zone chairs
- Value of membership in NSBA, CSBA was discussed. Networking, Professional development, access to resources, support is available to all members. Agreed to the value of this membership. It was recommended to communicate your stance on this membership to your Zone Director
- The ASBA Board of Directors welcomed three new board members to the provincial table: Mary Martin, Calgary Catholic Schools; Lorna Misselbrook, Black Gold School Division (Zone 2/3 director) and Cathy Peacocke, Red Deer Public Schools, (Zone 4 director)
- March 1-3, 2015 – Rural Education Symposium event

#### **Alberta Education, Ron Taylor, Sharon Rhodes**

- Reference January 2015 Director's Report:  
[https://asbazone5.files.wordpress.com/2015/01/directorsreport\\_jan2015.pdf](https://asbazone5.files.wordpress.com/2015/01/directorsreport_jan2015.pdf)
- Reminder of Language Teacher Bursary. Deadline Feb. 10, 2015
- Early Childhood Development Mapping - The Live Atlas and the ECMap website as well as resources will continue to be available to the public after December 31, 2014. The Government of Alberta recognizes and will continue to support the important work of the community coalitions
- Healthy Relationships and Preventing Bullying – new plan on Human Services site. Addressing bullying – contact superintendent on individual basis re: consequences, interventions. Can contact Marilyn Huber, [Marilyn.Huber@gov.ab.ca](mailto:Marilyn.Huber@gov.ab.ca) Senior Manager, School and Community Supports for Children and Youth Branch 780-422-3231
- National Mentoring Symposium 2015 – Nov 4-6, 2015 Banff, AB This is Canada's second national conference on mentoring, and will strive to advance the contributions of mentoring to the well-being of children and youth, volunteer mentors and communities across Canada by highlighting innovative partnerships, promising practices or programs and the state of the research.
- Education Act Regulatory Review Update - The regulations are available for public comment by education stakeholders, parents, educators, and the general public until January 31, 2015. Provide your comments on some or all of these regulations.
- Assurance Model for Board and Trustee Development Contact – Jim Gibbons [jgibbons@asba.ab.ca](mailto:jgibbons@asba.ab.ca) or Anthony Warren [Anthony.Warren@gov.ab.ca](mailto:Anthony.Warren@gov.ab.ca)
- In August 2014, Alberta Education established the FNMI Education Division, structured into 3 branches: Collaboration and Learning Supports, Policy and Research and Curriculum. An update on FNMI programs from each board was discussed. Edmonton Catholic has had great success with their FNMI programs and would be a great resource/contact. For more information visit the Collaborative Framework section of the website
- Changes to Alberta Transcripts – a transcript focus group has been mandated to provide direction for new HS transcript design generated from PASI. Significant changes will be introduced in April 2015 including reporting of evaluations and course codes

**Second Language Caucus, Joanne Van Donzel**

- Joanne has been communicating with the group discussing input to the Strategic Plan. The current Chair is retiring, no re-appointment yet. Joanne has been assisting in the interim. Unfortunately the group currently is quite small

**Networking Group, Amber Stewart, Doug Gardner**

- A 'Save the Date' invitation for Edwin Parr will be sent to all MLA assistants
- The group is currently working on the invitation list. More information to come out of the Working Plan

**Edwin Parr, Angie Warwick**

- Anne-Marie will contact the committee. The date for Edwin Parr submissions is at the end of March 2015

**Field Experiences Policy Advisory, Joanne Van Donzel**

- To meet in March

**Labour Relations, Colleen Munro**

- No report
- Committee will meet as needed

**Regional Consortium, Jeannine Tucker**

- CRC has been approved for a grant dealing with Mental Health
- Striving to have Professional Learning to be the most beneficial it can be. They have a new focus, teachers as designers of Education
- Dinner series – Designers of Learning
- Parent series (Prairie Land Division) – is taking Inspiring Education to the parents
- University of Calgary new Rural Education – do not have to be physically in Calgary for the entire program. Students can use remote access.

*Meeting recessed at 11:00 am*

*Meeting reconvened at 11:15 am*

*No In-Camera*

**DRAFT WORK PLAN – Cheryl Low**

The Work Plan will have a set of Guiding Principles based on ASBA's Importance of Zones. The Importance of Zones is a document that speaks to the critical work carried out through Zones and of "grassroots" involvement, the essence of the ASBA organization, which helps shape policy and guide the ASBA on a provincial level. The Key Result, or goal, as stated in the Strategic Plan is: **"Zone Structure will be utilized to enhance effective, two-way communication between ASBA and the membership."**

ASBA Zone 5 Regular Meeting  
January 9, 2015

Please review any additions, omissions or deletions for next meeting

- Identify Guiding Principals (rather than Strategic Plan)
  - Sharing
  - Partnerships
  - Advocacy
  - Communication
  - Being Informed
- ASBA Mission and Vision. Review and add to Guiding Questions
- Add Executive Work list/timelines as a standing agenda item
- Valuable to list Task force groups
- Cheryl will continue to work on this rough draft. Please provide input/feedback to Cheryl Low, [cheryl.low@cssd.ab.ca](mailto:cheryl.low@cssd.ab.ca)
- Upcoming Presentations for ASBA Zone 5 meetings:
  - Feb 2015 – Jim Gibbons presentation
  - March - Advocacy

## **PRESENTATIONS**

### **Re-Imaging School Board Governance – Terry Gunderson, ASBA Education Consultant**

#### **Powerpoint**

The group participated in information sharing as part of the presentation by Terry Gunderson. There was much discussion on the topic of community consultation. The group felt that this would be a viable topic for a future Zone 5 sharing. Another area of interest was further information on Natural Person Powers and group sharing on how boards can utilize this.

As part of Terry's presentation there was group discussion on the Audit role of Boards. Jeannine had a good presentation on questions for a board to ask of the Audit Committee. She will send this information to Anne-Marie.

Terry talked about good governance questions. There was interest by the group to compile a list of good governance questions. It was suggested that this be the introduction topic at the Feb. 6, 2015 Zone 5 meeting. Everyone is to come prepared to share one of your good governance questions.

#### **Future Meeting Dates**

Feb. 6, 2015; Mar. 6, 2015; Apr. 10, 2015; (May 21, 2015 - Edwin Parr banquet);  
May 22, 2015; June 5, 2015

#### **Adjournment**

Moved by Jeannine Tucker that the ASBA Zone 5 meeting of January 9, 2015 be adjourned at 2:00 pm.

Carried

ASBA Zone 5 Regular Meeting  
January 9, 2015



**Alberta School Boards Association – Zone 5  
MINUTES  
Friday, February 6, 2015**

**In Attendance**

Anne-Marie Boucher (Chair)	FrancoSud
Mary Stengler	CTR Catholic
Joanne Van Donzel	CTR Catholic
Helen Clease	ASBA
Marlene Lambe	Alberta Education
Bev LaPeare	Rocky View Schools
Joyce Bazant	Golden Hills School Division
Arlene Rheaume	Canadian Rockies
Pamela King	Calgary Board of Education
Cheryl Low	Calgary Catholic
Cathie Williams	Calgary Catholic
Mary Martin	Calgary Catholic
Holli Smith	Prairie Land
Angie Warwick	Prairie Land
Lynne Shemko	Recording Secretary

**Regrets:**

Pam Halverson	Alberta Education
Ron Taylor	Alberta Education
Jeannine Tucker	Foothills School Division
Scott McCormack	ASBA
Doug Gardner	Foothills School Division
Amber Stewart	Calgary Board of Education

**Call to Order**

Chair Anne-Marie Boucher called the meeting to order at 9:40 a.m.

**Introductions**

Chair Anne-Marie Boucher conducted introductions with the meeting attendees.

**Approval of Agenda**

Joyce Bazant motioned that the Agenda for the February 6, 2015 meeting be approved as submitted.

Carried

**Approval of Minutes**

Arlene Rheaume motioned the minutes of January 9, 2015 be approved as submitted.

Carried

**Business Arising from the Minutes**

No new business arising from the minutes

**Election of Zone 5 Director and Alternate**

Kim Bater (Canadian Rockies Public Schools) has stepped down from this position. Anne-Marie held an election of the Zone 5 Director and Alternate from now until the end of the term.

*Election of Zone 5 Director*

Doug Gardner, Foothills School Division nominated by Bev LaPeare, Rocky View Schools  
Carried

*Election of Zone 5 Alternate*

Mary Stengler, CTR Catholic nominated by Joanne Van Donzel, CTR Catholic  
Carried

**Chair Report** – Anne-Marie Boucher

1. Election of alternate Zone 5 Health Rep tabled to next meeting. Please note, Fiona Gilbert, Trustee, Rocky View Schools, and Amber Stewart, Trustee, Calgary Board of Education, have expressed interest
2. Zone 2/3 Director Jean Boisvert and Calgary Catholic Director Mary Martin will present the draft ASBA budget in each of the Zones as follows. All trustees are welcome to attend.
  - Zone 1 March 26
  - Zone 2/3 April 24
  - Zone 4 April 27
  - \*Zone 5 May 22**
  - Zone 6 May 13

**Vice-Chair Report** – Cheryl Low

- See Work Plan and Health Promoting Collaborative below

**Directives for Action**

- No directives for action

**REPORTS**

**ASBA Director’s Report**, Mary Martin (in place of Doug Gardner)

Review of ASBA Highlights, January 2015

**ASBA Executive/Staff Report**, Helen Clease

- ASBA Response to Draft Regulations was submitted based on Boards’ input
- School fees and transportation fees will be set for this year under *current* Act therefore continue with your Board’s current practice. Once the new Act is in place, this will change
- ASBA is continuing advocacy with all Zones. Discussion of funding, infrastructure, ELL funding, transportation, diploma exams and the SLA extension
- January Strategic planning meeting took place for 2015-16. Pleased with over 50% response. An ASBA technology review is in the works

Notes from Zone meetings:

- EC Mapping – would like to see it continue
- Conferences – would like a list of who is attending the conference in Nashville

ASBA Zone 5 Regular Meeting  
February 6, 2015

- Zone 4 talking about joint advocacy before election. Inquiring about FNMI funding
- Zone 1 - Discussion of Wi-Fi on buses
- ASBA currently working on their budget (setting assumptions), bylaws, expenses, reporting. A rough draft of the budget will be presented to the Board in March 2015
- Spring General Meeting, June 1 & 2, 2015, Sheraton Red Deer. Theme: Student Leadership, Craig Kielburger keynote
- Reminder - Boards please use your voice in Budget discussions
- Any questions, comments please email Helen at [hclease@rockyview.ab.ca](mailto:hclease@rockyview.ab.ca)

**Alberta Education**, Marlene Lambe, Metro Services Division (in place of Pam Halverson)

Review of February 2015 Director's Report

- Curriculum Redesign next steps will be engaging stakeholders to ensure they understand and support the direction curriculum is going. No new programs of study or implementation dates have been set. Current programs of study remain in effect
- SLA Grade 3 Pilot results became available December 3, 2014. The Deputy Minister has just announced that the Grade 3 Pilot has been extended to another year. This means Grade 6 students will still write Achievements in May/June 2015 and May/June 2016. The Grade 6 SLA implementation is now scheduled for September 2016. Please ensure key government messaging that has been sent out is received at the jurisdiction and school levels
- Take note of the video series: *Building a Shared Understanding for Supporting Every Student*. The goal of these series is to build a common understanding about inclusion, learner differences and supporting students with disabilities
- Reminder it is Pink Shirt Day February 25, 2015. Promoting healthy relationships and preventing bullying. Tweet a photo using #albertapink
- Alberta Rural Education Symposium, March 1-3, 2015 at the Coast Canmore Hotel and Conference Centre. Website registration closes February 22, 2015
- Changes to Alberta Transcripts can be found in the January 2015 Director's Report Significant changes to be introduced in April 2015 include reporting of evaluations and course codes. The new transcript will group out-of-province as well as private music study and courses from registered private schools, in a separate section and will report only the course name and credits awarded. This will provide clarity on courses completed in Alberta accredited schools compared to credits earned in non-Alberta accredited schools. Credits awarded as a result of evaluations will continue to count toward credential eligibility. Some post-secondary institutions and/or other agencies may request that students provide a transcript from the institution that originally awarded the mark to reflect out-of-province and private study music or school marks.
- With the changes to PASI, students will also be able to self-serve online for diploma marks, ordering transcripts etc.
- Also effective April 2015, the new transcript will display the full seven-character course code, as opposed to the current four-digit code, fully supporting the ministry's current course code structure as used for the Career and Technology Studies (CTS) courses.

*Questions and Discussion:*

1. Will there be resources for teachers through LearnAlberta for the new curriculum?

- It is still too early to say what will be available until the new Program of Studies is finalized
2. Concern was raised about the new transcripts. Boards were asked to articulate the changes and communicate this well to their respective jurisdictions

**Second Language Caucus, Joanne Van Donzel**

- English Language Learner (ELL) letter was sent to the Minister

**Networking Group, Amber Stewart, Doug Gardner**

- No report

**Edwin Parr, Angie Warwick**

- No report

**Field Experiences Policy Advisory, Joanne Van Donzel**

- Advisory to meet in March 2015
- Trending: Trades people returning to post secondary for career transition
- Exploring University of Alberta CTS Bridging courses to take to the advisory council.  
Marlene Lambe will send more information on CTS Bridging courses and contacts

*Update:*

As a follow up to a question at Friday's ASBA Meeting, Marlene Lambe provided the following information by email on Feb. 9, 2015 about opportunities for trades persons to bridge to become CTS teachers:

The University of Alberta offers the CTS Bridging courses through the Bachelor of Education Secondary - Career and Technology Studies Major program to prepare journeypersons to complete their teacher preparation degree, however, applications for financial subsidy from School Authorities through the former CTS Teacher Bridging pilot project are not available for new program participants to access during their first year of university studies. Financing options may be available to participants through student loans or other financing arrangements.

Under the existing agreements, students who both complete the required 36 credits in CTS Bridging courses and practicum, AND successfully secure an employment relationship with a school jurisdiction, are eligible to be granted a CTS Letter of Authority to teach from Teacher Certification, Alberta Education. The conditions of the CTS Letter of Authority requires participants to continue to complete 6 credits annually toward the Bachelor of Education degree, and remain actively employed in a teaching position to maintain their Letter of Authority until such time as they become eligible for interim certification. Alternately, students who choose to complete the CTS Bridging courses may also choose to continue their studies until they fulfill the degree requirements, and seek employment as a teacher upon graduation.

Prospective students who are interested in exploring study options, or gathering information about admission requirements, program details or other student financing arrangements that might be available are encouraged to contact Bonnie Watt-Malcolm at the University of Alberta to discuss this further. Her contact information is as follows:

Dr. Bonnie Watt-Malcolm, Ph.D., Associate Professor  
Department of Secondary Education  
Phone: 780-492-5191  
Email: bwatt@ualberta.ca

Further information about teacher certification including CTS Letters of Authority, is available by contacting:

Alberta Education Professional Standards

Email: teacher.certification@gov.ab.ca

Phone: 780-427-2045, (For toll-free access within Alberta, first dial 310-0000)

**Labour Relations**, Colleen Munro

- No report

**Regional Consortium**, Jeannine Tucker

- No report. Updates will be given at next month's meeting

**Health Promoting School Collaborative**, Cheryl Low, Zone 5 Representative

- A trustee's role was discussed, previously the role of the Trustee was to attend 2 meetings per year and report back to the zone. Additional updates were provided to the trustee by the chair for meetings held by the collaborative. The collaborative is currently reviewing the terms of reference for the trustee and is looking at providing the opportunity for the trustee to attend all meetings as an observer to be better informed
- Would like to focus on promoting Healthy relationships and preventing bullying. For discussion at the next meeting
- Use Alberta Education's Plan for Promoting Healthy Relationships and Preventing Bullying as their guiding document to support students from a Health perspective. Is it efficient to have 2 groups working on this or is it duplication

*Meeting recessed at 11:00 am*

*Meeting reconvened at 11:15 am*

*No In-Camera*

**PRESENTATIONS**

Presentation on the Education Act Regulatory Review (Brian Callaghan)

Note, Brian Callaghan's PowerPoint on ***Policy Support, Zone Workshop*** is currently a 'fluid' document. Once it is available for sharing it will be posted on the ASBA Zone 5 website

- ASBA was awarded the contract with the Ministry for presenting the drafts on the new Regulations and will be working with Boards to realign and update current documents. Alberta school boards have less than a year to align their local policies, administrative procedures and governance practices with the new legislation. With funding from the provincial government, the ASBA is developing resources to help school boards make this shift into Alberta's new legislative framework. The ASBA team will be booking in-services

ASBA Zone 5 Regular Meeting  
February 6, 2015

with Boards mid-March onward. Watch for a letter from the ASBA team to schedule your in-service

- Presentation of legislative changes to the Regulations will be March 10, 2015. Anticipated proclamation of the new Education Act is September 1, 2015.
- As there are not many changes to the Education Act, Brian reviewed some of the big changes coming in the new Regulations:
  1. New count date is the 'last day of September instruction'
  2. Eligible Student – parent does not need to reside in Alberta, students under the age of 22 are fully funded
  3. Board Governance – reviewed policies and procedures. Highlights:
    - Organizational meetings need to take place 2 weeks following election date
    - Special meetings need 5 days notice
    - If attending electronically (i.e. video conference) a trustee must be physically present
  4. Borrowing Regulation
  5. Charter Schools Regulation
  6. Entry Age: Student must be 5 years old on December 31
- Policy Advisories/Model Policies - The team is developing resources related to key regulations, which will serve as a starting point for school boards as they begin their local policy work (Accountability, FOIP, Student Education, Transportation)
- Toolkit - Resources will be provided to help school boards explain the legislative changes to parents, staff and communities. Topics to be covered include: School councils; School fees; Student transportation; Student records; Home Education; Entrance age and Access to education. Working on providing iTunes workshops, modules will be coming soon
- Updates about this initiative - and finalized resources - will be available at <http://www.asba.ab.ca/education-act-implementation/>

## **WORK PLAN – Cheryl Low**

Sharing of good governance questions/comments from Zone 5 Boards:

- Help me to understand
- Helping other trustees with support and understanding of governance
- Teach students about role of trustees at classroom level
- Frame in the context- is this best for students
- What is good data, indicators
- Understand roles and responsibilities
- Review of Board structure, model
- Where do we want to go

Strategic/Work Plan

- The conversations surrounding the creation of the work plan have been very valuable and have provided for some very meaningful conversations
- The document is something that will help to guide the zone's work and will continue to evolve

- If anyone has any input or ideas on refinements to the purpose statements please send them to Cheryl at [cheryl.low@cssd.ab.ca](mailto:cheryl.low@cssd.ab.ca)
- Looking for a way to include committee work like the Networking Group (Advocacy), Edwin Parr, other potential committees as a way to capture the ongoing work of the zone
- A list of potential presentations/discussions will be maintained in the document
- Some of the items that need to be addressed to support of the zone are:
  - Clarifying the role of the Networking Group in regards to advocacy
  - Reviewing and updating the handbook by-laws to reflect align them with the work we want to do as a zone and ensure that they are best supporting our Zone

Are these things that should be done through a sub-committee/Task force? Suggestions are welcome on how to proceed
- Cheryl will prepare the document for posting on the website
- Anne-Marie and Cheryl will continue to update the work plan to reflect the activity of the zone

### **ASBA BYLAW REVIEW – Cheryl Low**

[https://asbazone5.files.wordpress.com/2014/08/zone5\\_handbook\\_june\\_2013.pdf](https://asbazone5.files.wordpress.com/2014/08/zone5_handbook_june_2013.pdf)

- Zone 5 handbook/by-law review (TBD)
- Cheryl and Anne-Marie will review the timing for the handbook/by-law changes based on the current by-law regulations

### **Upcoming Presentations**

- March 6, 2015 Advocacy
- May 22, 2015 Draft ASBA Budget presentation, Jean Boisvert and Mary Martin

### **Future Meeting Dates**

Mar. 6, 2015; Apr. 10, 2015; (May 21, 2015 - Edwin Parr banquet);  
May 22, 2015; June 5, 2015

### **Adjournment**

Moved by Cheryl Low that the ASBA Zone 5 meeting of February 6, 2015 be adjourned at 1:50 pm.

Carried

**Alberta School Boards Association – Zone 5  
MINUTES  
Friday, March 6, 2015**

**In Attendance**

Mary Stengler	CTR Catholic
Joanne Van Donzel	CTR Catholic
Helen Clease	ASBA
Scott McCormack	ASBA
Doug Gardner	Foothills School Division - ASBA
Jeannine Tucker	Foothills School Division
Pam Halverson	Alberta Education
Ron Taylor	Alberta Education
Bev LaPeare	Rocky View Schools
Colleen Munro	Rocky View Schools
Joyce Bazant	Golden Hills School Division
Dave Price	Golden Hills School Division
Arlene Rheame	Canadian Rockies
Amber Stewart	Calgary Board of Education
Pamela King	Calgary Board of Education - ASBA
Cheryl Low (Acting Chair)	Calgary Catholic
Angie Warwick	Prairie Land
Lynne Shemko	Recording Secretary

**Regrets:**

Anne-Marie Boucher	FrancoSud
--------------------	-----------

**Call to Order**

Acting Chair Cheryl Low called the meeting to order at 9:35 a.m.

**Introductions**

Acting Chair Cheryl Low conducted introductions with the meeting attendees.

**Approval of Agenda**

Joanne Van Donzel motioned that the Agenda for the March 6, 2015 meeting be approved as submitted.

Carried

**Approval of Minutes**

Arlene Rheame motioned the minutes of February 6, 2015 be approved as submitted.

Carried

**Business Arising from the Minutes**

No new business arising from the minutes.



### **Correspondence**

No correspondence

### **Chair Report** – Cheryl Low (on behalf of Anne-Marie Boucher)

- Edwin Parr deadline is March 20, 2015
- Deadline submission for bylaw amendments is March 27, 2015

### **Vice-Chair Report** – Cheryl Low

- No report

### **Directives for Action**

CBE spoke of the possibility of bringing forward Financial Literacy as part of the curriculum. This request falls under Directive for Action (ASBA is available for support to bring forward). Left for discussion at the April 10, 2015 meeting

*Action: Lynne/Edith to include this item on April 10, 2015 agenda*

## **REPORTS**

### **ASBA Director's Report**, Doug Gardner

Review of ASBA Highlights, February 2015

- The ASBA Board of Directors adopted 13 assumptions (see ASBA Highlights) to guide staff as they develop a draft 2015-2016 budget. The ASBA Board of Directors and administration are committed to finding budget efficiencies and to promoting transparency for the budget. Guided by the assumptions, staff will present a draft budget and options to the ASBA Board of Directors at its March 12/13, 2015 meeting. The board will consider these options and finalize a draft budget, which the board of directors will present to school boards at the Spring General Meeting.

### **ASBA Executive/Staff Report**, Helen Clease and Scott McCormack

- The four partner (Alberta School Councils, CASS, ASBA, ASBOA) meeting has been rescheduled. TBA
- A rough draft of the budget will be presented to the ASBA Board of Directors at its March meeting. The board will finalize a draft budget, which it will present to school boards at the Spring General Meeting (June 1). School boards will vote on the 2015-2016 budget at the Spring General Meeting in Red Deer
- Guide to Community Engagement: Resources, information sheet and Toolkit for budget support and community engagement. Encouraged to have your voice heard. Please fill out the **Budget Backgrounder** (once available) and email to Helen. Note this will only be available after the budget is announced. The path to the document will be under Community Engagement, Handouts, Budget Backgrounder at:  
<http://www.asba.ab.ca/services/resources/community-engagement/>
- The Strategic Plan, with input from all Boards, is being worked on for 2015-2016

- Timelines for advocacy is also in the works. Helen indicated they would be more proactive next year, starting this process in September. Moving forward, there will be 3 advocacy committees working on funding, infrastructure, and on the role of Boards. ASBA continues to advocate for Northland School Division
- SLA Field testing will take place this May
- Zone chairs have been invited to attend the ASBA May meeting
- National School Boards Association/Canadian School Boards Association work
  - NSBA/CSBA sharing of resources, support, communications
  - ASBA was very appreciative of the valuable time and support given
  - ASBA technology review
  - No cost for these services. NSBA only asks for recognition of this support
  - NSBA Annual Conference is in Nashville March 21- 23, 2015
- The preparations for the ASBA Spring General Meeting are in full swing. There will be many workshops and breakout sessions offered
- As a follow up from Fall General Meeting, a survey was emailed to attendees. Please take the time to complete
- Education Act/Draft Regulations – S. McCormack met with the consultants on how ASBA can use the resources available and help Boards with their policy and regulation transitions. Check the ASBA website for up to date Toolkit resources to be posted. Despite uncertain times ahead, the decision is to still move forward with these transitions
- S. McCormack attended the Rural Symposium March 1-3, 2015. Education Minister Dirks spoke positively on the 70/30 Diploma weighting proposal, infrastructure and FNMI in his opening speech

*Questions and Discussion:*

ELL progress

- ELL and FNMI, Health and Wellness are being discussed. Looking at forming a possible task force (what is the task) or committee (what is the mandate). Will be brought forward to the Board next week. Suggestion by J. VanDonzel for an ELL symposium. Resources/funding plays a big role in decisions in these areas

Budget

- Suggestion was made for joint advocacy on the budget issues and to encourage public voice between now and the end of the month
- CBE is trying for consistency in their messaging about the budget. They have provided their stakeholders a 4 page background sheet
- More support and voices are needed
- RVSD will have a media release of their high-level priorities, keeping in line with their 4 year plan

Policy/Regulations

- C. Low suggested this be revisited in May/June when planning for September. Suggested the ASBA consultants come back for this process. Decided to have this

as a standing item on the Zone agenda. Watch for an upcoming email with a timeline for this process

Action: Lynne/Edith to add Policy/Regulations as a standing item on all upcoming agendas

Any further questions or comments please email Helen at [hclease@rockyview.ab.ca](mailto:hclease@rockyview.ab.ca) or Scott at [smccormack@asba.ab.ca](mailto:smccormack@asba.ab.ca)

Meeting recessed at 11:05 am

Meeting reconvened at 11:25 am

In-Camera (if needed)

**Alberta Education**, Pam Halverson, Metro Services Division

Review of March 2015 Director's Report

- Over 450 representatives from health, education, active living, community and recreation, attended the **Shaping the Future** conference in January. Visit [www.everactive.org](http://www.everactive.org) for more information. The Healthy School Community Award winners were also announced at the conference. See [www.healthyalberta.com](http://www.healthyalberta.com)
- **SLA and PAT Update:** As was announced at the last ASBA Zone 5 meeting, the Grade 6 SLA pilot will be rescheduled with a target of fall 2016 for the first administration. As a result, the May-June 2015 and May-June 2016 Grade 6 PATs will be a regular, full administration across the province. The new implementation schedule has been updated on Alberta Education's SLA website. Contact is Sean Wells, Director, Achievement Testing & Student Learning Assessments, at [Sean.Wells@gov.ab.ca](mailto:Sean.Wells@gov.ab.ca)
- The Government of Alberta recently released **Supporting Healthy and Successful Transitions to Adulthood: A Plan to Prevent and Reduce Youth Homelessness**, found at <http://humanservices.alberta.ca/documents/plan-to-prevent-and-reduce-youth-homelessness.pdf>
- **Success by Design: 7<sup>th</sup> Annual Speak Out Conference, April 17 to 19, 2015**  
Students will be on design teams consisting of four to eight members and a coach who will guide and support them as they develop their action project through a Design Thinking process.
- **Tell Them From Me Networking Sessions (TTFM)**  
Alberta Education and The Learning Bar will be hosting networking sessions March 18, 2015 in Airdrie and March 20, 2015 in Edmonton. The sessions are for those using TTFM as part of the Alberta Education/The Learning Bar project and will focus on successful practices using the TTFM results to provide direction and to engage schools and school jurisdiction communities. For further information, please contact Anthony Warren, Education Manager, Metro Services Branch at [anthony.warren@gov.ab.ca](mailto:anthony.warren@gov.ab.ca)
- **2016-2019 Capital Plan Submission**  
*The submission deadline is April 1, 2015.*

- All components of a project must be included in a single submission (e.g., a modernization with a small addition and a partial demolition of a school is one project)
- All projects, regardless of category, must be prioritized into a single list from highest to lowest priority. Please include starter schools and capital school projects that were approved planning funds as part of the Government of Alberta's Phase 3 announcement in 2014 until such time that funds for construction of these projects are made available
- Be sure to append all required attachments, including site checklists
- Support for jurisdictions is available by contacting Michael Ediger, Director, North Region, Capital Planning at [Michael.Ediger@gov.ab.ca](mailto:Michael.Ediger@gov.ab.ca), 780-427-2083 or Avi Habinski, Director, South Region, Capital Planning at [Avi.Habinski@gov.ab.ca](mailto:Avi.Habinski@gov.ab.ca), 780 427-2272
- **Program Unit Funding (PUF) Audit**
  - Alberta Education provides this funding to school authorities for Early Childhood Services (ECS) for children with severe disabilities/delays who require additional support beyond that offered in a regular ECS program. In keeping the accountability requirements, Alberta Education is conducting a PUF audit using a 10 per cent sample of PUF applications
  - Alberta Education will communicate the findings of the audit to individual school authorities. If there are a significant number of files (20 per cent) in a particular school authority 'not meeting eligibility criteria', Alberta Education will request an additional 10 per cent sample of that authority's total for review. Funding for any file that does not meet eligibility criteria will result in a payment adjustment to the school authority. For further information, please contact Sandra Shepitka-Boyle, Senior Manager, Learner Services Branch, at [Sandra.Shepitka-Boyle@gov.ab.ca](mailto:Sandra.Shepitka-Boyle@gov.ab.ca), 780427-4159

*Discussion:*

- Education Act - Feedback from Boards has been most appreciated. Encouraged to access support through Randy Clarke.
- Discussion of Budget communication getting out to stakeholders through a joint effort and common messaging. Encouraged to share the Premier's mandate letter to Minister Dirks.
- SLAs – There have been many questions from the field. The logistics around the grade 3 pilot and mechanisms to report data from SLAs is forthcoming.
- Speak Out conference is taking a new direction. Basis is Design Thinking/Problem Solving projects. This is a great opportunity for students. Encouraged to promote in your schools
- Program for journeymen through the University of Alberta. Reference: [February Zone 5 meeting minutes](#), Update section from Marlene Lambe. To inquire about funding for these programs contact Ron Taylor [RTaylor@gov.ab.ca](mailto:RTaylor@gov.ab.ca) or Pam Halverson [pam.halverson@gov.ab.ca](mailto:pam.halverson@gov.ab.ca).

**Second Language Caucus**, Joanne Van Donzel

- Thank you to ASBA for writing to the Minister for ELL funding
- The Second Language task force is thinking of ways to support Boards in implementing ELL programs. Suggested a symposium or a workshop during ASBA convention. Would like to include SLOP (training program for ESL) at a workshop
- Joanne has asked Boards to bring questions for the group to the May meeting. Lynne/Edith to add to the May 22 Workplan
- Offered support to schools in their allegiance to immigrant students

**Networking Group, Amber Stewart, Doug Gardner**

- The group has met and compiled a list of MLAs for the Edwin Parr event
- A 'Save the Date' for Edwin Parr will be out shortly, with follow up calls to MLAs confirming attendance

*Discussion:*

- Define purpose and work
  - Relationship building
- Revisit Advocacy  
Ideas: Edwin Parr: Social event, get to know each other. Suggestions: Scavenger hunt, discussion of a more formal fall networking event, Zone 5 Key Communicator news brief/flyer, social media campaign. Connect your MLA to your community. They would welcome direction from the Zone
- Priorities alignment (consider 3 provincial advocacy priorities)
  - Two-way communication between the government and Boards/communities. Coming forward with solutions
- Election – suggestion of common messaging

Agreed they will meet again this March and will bring the Zone flyer to review at the April meeting. It will contain high-level communication on challenges facing board in relation to 3 provincial advocacy priorities

**Edwin Parr, Angie Warwick**

- Lynne to confirm venue and will email menu to the committee
- Pamela will contact Anne-Marie (advisor) to get the Edwin Parr binder
- Invitations to be sent by Zone secretary (electronically)

**Field Experiences Policy Advisory, Joanne Van Donzel**

- The advisory committee will be meeting soon and will have a report for the April or May Zone 5 meeting
- Please direct inquiries, feedback to Joanne Van Donzel at [jvandonzel@shaw.ca](mailto:jvandonzel@shaw.ca)

**Labour Relations, Colleen Munro**

- S. McCormack spoke to the announcement of the task force on public sector bargaining, very little details on this. End of June to be complete

### **Regional Consortium, Jeannine Tucker**

- A meeting of the CRC was held last week
- The new Executive Director is implementing a process for evaluations
- FNMI culture camp upcoming
- ARPEC math grant for competencies
- Upcoming Symposiums: CRC February 2015 Newsletter
- A Diversity Grant is available through ATA. Deadline April 30, 2015. Cultural Diversity resource. These resources are available from the ATA
- Other resources available through ATA:
  - Inclusion in Alberta: Getting it Right
  - Digital Reporting and Digital Assessment Tools: Evaluating their Value and their Impact
  - Working with KAREN Immigrant Students found at Canadian Multicultural Education
- CRC initiating having PL at other places rather than housed at the CRC (travelling PL)

### **Health Promoting School Collaborative, Cheryl Low, Zone 5 Representative**

- Representatives will be included in the work of the Health Promoting School Collaborative. Next meeting is March 16, 2015 at ACH
- Cheryl will attend the April 2015 School Health Regional Team (SHRT) Meeting

### **PRESENTATIONS**

Presentation on CBE and CSSD Wrap-around Services Partnership (Cheryl and Amber)

#### **Integrated School Support Project Video**

- Two year pilot program is in many CCSD schools, one school is being used a control which has no program
- Partners include Boys & Girls Club, Meals on Wheels, Calgary Reads
- ISSP information

### **WORK PLAN - Cheryl Low**

- Tabled to May 22, 2015 meeting

### **BOARD SHARING AND DISCUSSION PROPOSED ASBA BYLAW CHANGES – Cheryl Low**

- Tabled to June 5, 2015 meeting

**Upcoming Presentations**

- May 22, 2015 Draft ASBA Budget presentation, Jean Boisvert and Mary Martin

**Future Meeting Dates**

Apr. 10, 2015; (May 21, 2015 - Edwin Parr banquet); May 22, 2015; June 5, 2015

**Adjournment**

Moved by Amber Stewart that the ASBA Zone 5 meeting of March 6, 2015 be adjourned at 1:25 pm.

Carried

## report to Board of Trustees

# Impact of Proposed Changes to Operational Expectation Policy Statements

Date	May 12, 2015
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	David Stevenson, Chief Superintendent of Schools
Purpose	Information
Originator	David Stevenson. Chief Superintendent of Schools
Governance Policy Reference	Board/Chief Superintendent Relationship B/CSR-1: Single Point of Connection  Operational Expectations OE-1: Global Operational Expectation OE-8: Communication With and Support for the Board OE-9: Communicating with the Public OE -11: Learning Environment/Treatment of Students

## 1 | Recommendation

---

This report is being provided for the information of the Board. No decision is required at this time.

## 2 | Issue

---

The Board of Trustees recently reviewed the Operational Expectation policy statements and presented the proposed changes at a public Board meeting. Prior to approving the changes, the Board of Trustees require an understanding of the impact of these changes on the operation of the organization. Subsequently, on January 13, 2015, the Board of Trustees passed the following resolution:



THAT the Chief Superintendent informs the Board of significant organizational impacts, if any, that would result from these proposed changes.

This report is the second of two to be presented in response to this resolution and includes the proposed changes to Operational Expectations 1, 9, and 11. A previous report addressing the impact of proposed changes to Operational Expectations 3, 4, 5, 8 and 10, was presented at the Board of Trustees meeting on April 7, 2015.

### 3 | Analysis

The impacts of the proposed revisions to the Operational Expectation policy statements for Operational Expectations 1, 9, and 11 are included in this report. Each statement has been reviewed and compared to the current statement. Differences have been identified and the potential impacts of these differences to the operation of the organization have been highlighted. Each proposed change is presented below by specific Operational Expectation.

#### Implications of Proposed Changes to OE 1: Global Operational Expectation

Current Statement	Proposed Statement
The Chief Superintendent shall not cause, allow, or fail to take reasonable measures to prevent any practice, activity, decision or organizational condition that is unlawful, unethical, unsafe, disrespectful, imprudent, in violation of Board policy or endangers the organization's public image or credibility	The Chief Superintendent shall not cause, allow, or fail to take reasonable measures to prevent any practice, activity, decision or organizational condition that is unlawful, unethical, unsafe, disrespectful, imprudent, in violation of Board policy or endangers the organization's <u>credibility or risks the loss of public confidence.</u>

The addition of this policy statement from Operational Expectation 1: Global Operational Expectation has the potential to impact the operation of the organization. CBE administration endeavours to act and make decisions in alignment with priorities in support of student success. The impact of this proposed change would occur with respect to the financial resources needed if strategies are required to be developed to measure, monitor and address the effects of actions and decision making on public confidence.

#### Implications of Proposed Changes to OE 9: Communicating With the Public

Current Statement	Proposed Statement
	<b>9.3</b> Ensure that all student accommodation decisions are made as far in advance as possible prior to the decision taking effect.

The addition of this policy statement will have minimal impact on the operation of the organization. Currently, administration endeavours to make student accommodation decisions far enough in advance through the preparation of both a three year system student

accommodation plan (SSAP) and a ten year student accommodation and facility strategy (SAFS) which are presented at public Board of Trustee meetings. Further, the development of the annual Capital Plan impacts and informs the three year plan as do such factors as changes in funding and demographics. The operational challenge is to strike a balance between planning far enough in advance and planning too far in advance. Maintaining public confidence in our decisions is critical and our planning strategies need to allow for both flexibility and consistency in the face of a changing landscape. A shared understanding of the reasonable timeframe constituting "as far in advance as possible" will be required.

Current Statement	Proposed Statement
	<b>9.4 Collaborate with other levels of government and external partners in support of public education.</b>

The proposed addition to this policy statement will have a significant impact on the operation of the organization. Currently, there are various levels of collaboration with numerous partners for differing purposes occurring within the CBE. Administration welcomes the opportunity to collaborate with others to enhance public education. The anticipated implementation of the *Education Act* requires school jurisdictions to collaborate with identified partners around specific aspects of public education. We must ensure as we move forward that the Operational Expectations are aligned with our legislative obligations as identified in the *Education Act*. This proposed policy change will require administration to monitor and report on actions already mandated by legislation thereby creating an additional layer of administrative work. Prior to moving forward, a commonly understood definition of collaboration would need to be in place to ensure that the use of collaboration would not cause the organization to be accountable or responsible for decisions it did not make, or to be out of compliance with provincial legislation. The impact of this change will be to ensure the required resources including human, material and financial are available and devoted to establish, align and maintain collaborative partnerships in addition to developing a monitoring framework to provide evidence of such collaboration. Priorities for allocating resources must include compliance with provincial legislation. This policy statement assumes a level of desire and readiness of other parties to enter into a mutually agreed upon collaborative venture in support of public education jeopardizing the organization's compliance with this policy expectation.

Current Statement	Proposed Statement
	<b>9.5 Ensure that school councils have the information and tools to perform their mandated role.</b>

The addition of this proposed policy statement will have minimal impact on the operation of the organization. School Councils are mandated by Alberta Education and consequently various resources have been developed and made available to the public. Additionally, CBE Communications department regularly provides communications with parents and school councils via newsletters and updates on the corporate website so they have the current information to support them in their advisory role. Historically, on an annual basis, there have been orientation sessions for those parents participating in school councils. Professional learning opportunities have been also provided to new principals to support them in working with their school councils. Sustainable funding is required to maintain this level of service and support provided by CBE personnel.

**Implications of Proposed Changes to OE 11: Learning Environment/Treatment of Students**

Current Statement	Proposed Statement
	<b>11.6</b> Provide transportation services that are safe and reliable

The proposed addition of this policy statement would have minimal impact on the operation of the organization. CBE administration currently contracts transportation services to a third party and places high importance on such aspects as safety and reliability. Safety records and reliability of service statistics are regularly reviewed and monitored. Parameters are embedded in the contracts of these service providers to ensure a shared understanding of the importance and feasibility of reliable and safe service.

Current Statement	Proposed Statement
	<b>11.7</b> Ensure that no student will be denied access to instructional programs due to an inability to pay.

Currently our organization has a belief that supports this statement. Processes are in place to support waiver requests to assist those families in accessing programs. This information is shared with the public in several ways utilizing various channels. Additionally fees are set in such a way that balances the requirement to fund specific services and programs with the overall revenue received by the CBE. Administration will need to review and monitor the fee revenue situation along with expenditures to ensure decisions are fiscally prudent. This could impact the operation of the organization by requiring administration to redirect funds to support access for all. The proposed addition of this statement could have an additional significant impact on the operation of the organization since the circumstances pertaining to how fees are determined are changing as indicated in the *Education Act*. Determining an effective way to monitor this value from several perspectives presents significant challenges from an operational and resource perspective. Firstly, it will be difficult to construct an indicator and provide evidence of incidents that do not occur and secondly, determining both a system and school manner of monitoring supplemental to self reporting has the potential to cause significant impact to the organization.

Current Statement	Proposed Statement
	<b>11.8</b> Ensure that all volunteers clear reasonable background inquiries and checks prior to having contact with students.

The repositioning of this policy statement from OE 3: Treatment of Owners to OE 11 will have no impact on the operation of the organization. Currently, it is expected that all volunteers undergo police information checks prior to commencing any of their volunteer duties.

## 4 | Financial Impact

---

The proposed changes to the Operational Expectation policy statements addressed in this report will have a financial impact to the operation of the organization. These costs, in human and material resources, will be incurred through the process of research and review in revising reasonable interpretations, associated indicators and processes of collecting evidence for presentation for approval to the Board of Trustees. Additionally, it will be necessary to allocate resources to support the actions required resulting from the proposed changes in policy statements.

## 5 | Implementation Consequences

---

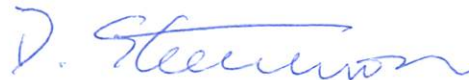
The depth and extent to which the proposed changes impact the operation of CBE will not be fully realized until the reasonable interpretations and associated indicators have been approved and a full monitoring cycle has been completed.

All proposed changes will require additional time and attention by Administration to review, revise or develop reasonable interpretations, associated indicators, specific measures and collection processes. In some cases, specific attention will be required to attend to changes in operations to comply with proposed policy statements. This work will impact the operation of CBE as resources will be required to be allocated to complete these tasks.

## 6 | Conclusion

---

This report provides a comprehensive, concise review of the perceived impact of the proposed policy statement changes to five Operational Expectations. The impacts range from minimal to significant and have both financial and operational implications. These impact statements are limited to the current theoretical understanding of the proposed changes. Further impacts and implications to the operation of the organization may be identified through the establishment of reasonable interpretation and indicators.



DAVID STEVENSON  
CHIEF SUPERINTENDENT OF SCHOOLS

### GLOSSARY – Developed by the Board of Trustees

Board: Board of Trustees

Governance Culture: The Board defined its own work and how it will be carried out. These policies clearly state the expectations the Board has for individual and collective behaviour.

Board/Chief Superintendent Relationship: The Board defined in policy how authority is delegated to its only point of connection – the Chief Superintendent – and how the Chief Superintendent's performance will be evaluated.

Operational Expectations: These policies define both the nonnegotiable expectations and the clear boundaries within which the Chief Superintendent and staff must operate. They articulate the actions and decisions the Board would find either absolutely necessary or totally unacceptable.

Results: These are our statements of outcomes for each student in our district. The Results policies become the Chief Superintendent's and the organization's performance targets and form the basis for judging organization and Chief Superintendent performance.

## report to Board of Trustees

### Construction Projects Status Report

Date	May 12, 2015
Meeting Type	Regular Meeting, Public Agenda
To	Board of Trustees
From	David Stevenson, Chief Superintendent of Schools
Purpose	Information
Originator	Frank J. Coppinger, Superintendent, Facilities and Environmental Services
Governance Policy Reference	Operational Expectations OE-8: Communication With and Support for the Board OE-12: Facilities
Resource Person(s)	Eugene Heeger, Director, Design & Property Development Robert Ashley, Manager, Design Services

#### 1 | Recommendation

---

It is recommended:

- This report is being provided for information for the Board. No decision is required at this time.

#### 2 | Issue

---

The Chief Superintendent is required to provide the Board of Trustees with an update regarding the status of new and replacement facilities under development or construction.



### 3 | Background

---

Following the demolition of the old Ernest Manning High School, the National Sport School was moved temporarily into leased office accommodation at Calgary Olympic Park. On September 26, 2012, the Alberta Government approved provincial funding of \$3 million for the National Sport School on the condition that the Calgary Board of Education (CBE) funds an additional \$6 million for a total project value of \$9 million. The proposed new National Sport School at Canada Olympic Park is on hold, subject to funds being raised to enable a construction start in 2015. Discussions have recommenced with WinSport on potential funding strategies and options.

On July 7, 2012, the Alberta Government approved provincial funding for the Booth Centre modernization for Chinook Learning Services. In June 2013, significant damage occurred to the building as a result of the Calgary floods. Engineering and insurance assessments have been finalized. Meetings have been held with the Alberta Government (Justice, Infrastructure and Education) and the Calgary Municipal Land Corporation to review different concepts for the potential redevelopment of Booth Centre site with a private developer. Discussions are ongoing.

On May 1, 2013, the Alberta Government announced the approval of six new schools for the CBE as part of Building Alberta Schools Construction Program (BASCP). This was the fourth phase of a Provincial alternative procurement program. The six schools included the North East High School, two middle schools located in Royal Oak and Saddle Ridge and three K-4 schools located in Copperfield, Evanston and New Brighton.

On January 21, 2014, the Alberta Government announced the approval of four major modernizations for the CBE. The four projects are: Christine Meikle School – A New Replacement, Harold W Riley School – An Aboriginal Family School Modernization, Jack James High School – A Modernization and Bowness High School - A Modernization.

On February 10, 2014, the Alberta Government announced the approval of six new schools for the CBE as part of the Provincial Government's commitment to build 50 new schools. The six schools include three K-4 schools located in Auburn Bay, Panorama and Tuscany and three middle schools located in Evergreen, McKenzie Towne and New Brighton-Copperfield.

On February 12, 2014, the Alberta Government advised that CBE's request for capital funding to rebuild Elbow Park School had been approved by the Flood Relief Ministerial Task Force.

On March 11, 2014, the Alberta Government also advised that Elbow Park School was eligible for flood mitigation funding up to \$2.5 million. The new school will be built on the original site and will incorporate flood mitigation in the design. On March 13, 2015, the Alberta Government advised that the CBE's request for flood mitigation funding had been approved.

On March 11, 2014, the Alberta Government advised that Rideau Park School was eligible for flood mitigation funding up to \$2.5 million. These funds will be used to implement measures that will better protect the school infrastructure to ensure that the facility is able to withstand future flood events. On March 13, 2015, the Alberta Government advised that CBE's request for flood mitigation funding had been approved.

In June 2014, the Provincial Government announced that they would not be pursuing the BASCP school package, that was originally announced in May 2013, and that these new schools, with the exception of the North East High School, would be handed over to the CBE for development and construction.

On September 22, 2014, the Provincial Government announced a \$30.6 million investment for four starter schools in Calgary. These schools will be located in West Springs/Cougar Ridge (middle school), Cranston (middle school), Saddle Ridge (elementary school) and Aspen Woods (elementary school). In addition \$2.8 million of funding has been approved for the supply and installation of modular classrooms for Westgate School and \$1.0 million for the design development of the new high school in South East Calgary.

On October 8, 2014, the Provincial Government announced Phase 3 of a consolidated advancement of education capital projects. The new projects for the CBE included the design of schools located in Martindale and Silverado (elementary schools) and Springbank Hill/Discovery Ridge (elementary/middle school). In addition, the designs of two major modernization projects at Lord Beaverbrook and James Fowler High Schools were approved.

In November 2014, Alberta Education granted the CBE flexibility regarding the use of modular classroom capital originally intended for Westgate School. A revised plan has been developed to install additional modular units to the Glenmeadows School, which is scheduled to be returned from a charter school use to the CBE in September 2016.

On February 19, 2015, the Provincial Government advised the CBE that the four starter schools announced in September 2014 would proceed as full build-out developments, subject to the CBE committing to completing the middle schools by December 2016 and the elementary schools by September 2016.

On March 31, 2015, the Premier announced that the Province was proceeding ahead with the construction of the Phase 3 schools announced in 2014. They included four new schools and two modernization projects.

#### 4 | Analysis

---

Information on the current status of the projects under development and being administered by the CBE and Alberta Infrastructure is provided in **Attachment I**.

The locations of the various new school and modernization capital projects under development are shown in **Attachment II**.

The following fifteen Project Steering Committees have been setup for the twenty four school projects being managed by CBE Administration:

- Aboriginal Learning Centre
- Christine Meikle School
- Bowness HS
- Jack James HS
  
- Elbow Park ES
- Evergreen MS (Bundle 1)
- Panorama Hills ES, Tuscany ES, Auburn Bay ES, McKenzie Towne MS and New Brighton-Copperfield MS (Bundles 2 and 3)
- Royal Oak and Saddle Ridge MS (Bundle 4)
  
- Evanston ES (Bundle 5)
- Copperfield and New Brighton ES (Bundle 6)
- West Springs and Cranston Starter MS (Bundle 7)
- Saddle Ridge and Aspen Woods Starter K-4 School (Bundle 8)
  
- Springbank Hill/Discovery Ridge K-9 (Bundle 10)
- Martindale and Silverado ES (Bundle 11)
- Seton High School.

These Steering Committees are scheduled to meet on a monthly basis. Individual project management committees meet on a more frequent basis.

The status of the BASCP North East High School, being managed by Alberta Infrastructure, is provided in **Attachment I**.

The Province also recently announced their approval of a modernization project at Sir William Van Horne High School, which is currently leased to Westmount Charter School.

### **Modular Classrooms**

Administration submitted the 2015/16 Modular Classroom Plan, which was approved by the Board on October 14, 2014, to the Province for approval. This request included 28 modular classrooms in eleven CBE schools. On January 22, 2015, the Province advised that 19 modular classrooms were approved.

Details of these new modular units are provided in **Attachment III**.

A map showing the locations of the modular receiving schools is shown in **Attachment IV**.

An internal project team has been set up to administer the roll-out and installation of these modular classrooms.



Photos of the commencement of construction work are shown on **Attachment V**.

## 5 | Conclusion

---

This report provides the current update on the status of new and modernized CBE facilities under development or construction by the CBE and Alberta Infrastructure.

It is provided to the Board of Trustees as monitoring information in compliance with Operational Expectation 8: Communication With and Support for the Board.



**DAVID STEVENSON**  
**CHIEF SUPERINTENDENT OF SCHOOLS**

### ATTACHMENTS

Attachment I:	New/Modernized Facilities Construction Status
Attachment II:	Project Location Map
Attachment III:	New Modular Classrooms
Attachment IV:	Modular Classrooms Location Map.
Attachment v:	Project Photos

### GLOSSARY – Developed by the Board of Trustees

Board: Board of Trustees

Governance Culture: The Board defined its own work and how it will be carried out. These policies clearly state the expectations the Board has for individual and collective behaviour.

Board/Chief Superintendent Relationship: The Board defined in policy how authority is delegated to its only point of connection – the Chief Superintendent – and how the Chief Superintendent's performance will be evaluated.

Operational Expectations: These policies define both the nonnegotiable expectations and the clear boundaries within which the Chief Superintendent and staff must operate. They articulate the actions and decisions the Board would find either absolutely necessary or totally unacceptable.

Results: These are our statements of outcomes for each student in our district. The Results policies become the Chief Superintendent's and the organization's performance targets and form the basis for judging organization and Chief Superintendent's performance.

**CALGARY BOARD OF EDUCATION  
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS  
May 2015**

Building	Orig. Open Date	Rev. Open Date	Notes/Comments
1. National Sport School	Dec -14	TBD	The National Sport School is currently located in leased premises at Canada Olympic Park. Planning for the permanent school at Canada Olympic Park started in 2009 and has progressed to design stage. Design brief is complete. Comments sent to consultants for final revisions. Development Permit conditions are under review, a response has been submitted to the City. Until a source of capital funding is secured, no further architectural or engineering work will be completed. Discussions have commenced with WinSport on potential funding strategies, and with the City on progressing the Development Permit approval application extension.
2. Booth Centre (Chinook Learning Services) Capacity 675 students	Mar -14	TBD	Booth Centre modernization for Chinook Learning Services central location was approved for provincial funding on July 7, 2012. Prime Consultants were appointed through a request for proposal process on July 23, 2012. Alberta Infrastructure has provided technical documentation on the existing facility. Schematic design and functional space layouts have been finalized. Different concepts are being assessed for the potential redevelopment of the site with the Calgary Municipal Land Corporation and developers. Discussions are ongoing. An Expression of Interest (EOI) proposal call was issued to developers in January 2015. Following the review of EOI submissions, four developers will be invited to submit RFPs in <b>May 2015</b> .
3. Evanston School Grades K-4 Capacity 600 students	Fall-16		Project handed over to the CBE to develop and construct in June 2014. Sahuri + Partners Architecture Inc. appointed as Prime Consultant. Steering Committee set up. Working drawings were prepared for a fixed price lump sum tender. Tenders were issued November 2014 and closed in December 2014. Altus Group was appointed as Project Manager. The Development Permit was approved by the City. On January 29, Alberta Infrastructure approved the construction contract award. An Open House was held on February 25, 2015, at the Education Centre.  <b>A Letter of Award was issued to APM Construction Services Ltd. and mobilization and construction commenced on April 14, 2015 following the issuing of a partial Building Permit by the City. Site surveying has started, site fencing is underway and site cabins are being installed.</b>
4. Saddle Ridge School Grades 5 – 9 Capacity 900 students	Fall-16		Project handed over to the CBE to develop and construct in June 2014. Gibbs Gage Architects appointed as Prime Consultant. Steering Committee set up. Working drawings were prepared for a fixed price lump sum tender. Tenders were issued November 2014 and closed in December 2014. Pivotal Projects was appointed as Project Manager. The Development Permit was approved by the City. An Open House was held on February 25, 2015, at the Education Centre.  <b>A Letter of Award was issued to LEAR Construction Management Ltd. and mobilization and construction commenced in mid-March 2015. Site piling is complete and ground beams formwork is progressing.</b>

**CALGARY BOARD OF EDUCATION  
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS  
May 2015**

Building	Orig. Open Date	Rev. Open Date	Notes/Comments
5. Copperfield School Grades K-4 Capacity 600 students	Fall-16		<p>Project handed over to the CBE to develop and construct in June 2014. Group 2 Architecture appointed as Prime Consultant. Steering Committee set up. Working drawings were prepared for a fixed price lump sum tender. Tenders were issued November 2014 and closed in December 2014. Pivotal Projects was appointed as Project Manager. The Development Permit was approved by the City. On January 29, Alberta Infrastructure approved the construction contract award. An Open House was held on February 25, 2015, at the Education Centre.</p> <p><b>A Letter of Award was issued to Tribuild Contracting (Calgary) Ltd. and mobilization and construction commencing in mid-March 2015. Site grading is ongoing with unforeseen soil conditions delaying the progress of site piling.</b></p>
6. New Brighton School Grades K-4 Capacity 600 students	Fall-16		<p>Project handed over to the CBE to develop and construct in June 2014. Group 2 Architecture appointed as Prime Consultant. Steering Committee set up. Working drawings were prepared for a fixed price lump sum tender. Tenders were issued November 2014 and closed in December 2014. Pivotal Projects was appointed as Project Manager. The Development Permit was approved by the City. On January 29, Alberta Infrastructure approved the construction contract award. An Open House was held on February 25, 2015, at the Education Centre.</p> <p><b>A Letter of Award was issued to Tribuild Contracting (Calgary) Ltd. and mobilization and construction commenced in mid-March 2015. Site piling is 50% complete with ground beam formwork progressing.</b></p>
7. Royal Oak/Rocky Ridge School Grades 5 – 9 Capacity 900 students	Fall-16		<p>Project handed over to the CBE to develop and construct in June 2014. Gibbs Gage Architects appointed as Prime Consultant. Steering Committee set up. Working drawings were prepared for a fixed price lump sum tender. Tenders were issued in November 2014 and closed in December 2014. Pivotal Projects was appointed as Project Manager. The Development Permit was approved by the City. An Open House was held on February 25, 2015, at the Education Centre.</p> <p><b>A Letter of Award was issued to LEAR Construction Management Ltd. and mobilization and construction commenced in mid-March 2015. Site piling is underway with two piling rigs on site.</b></p>
8. Northeast High School Grades 10 – 12 Capacity 1800 students	Fall-16		<p>School approved for Provincial funding May 1, 2013, as part of BASCP using the Design/Build delivery process, with the CBE to look after maintenance. Bridging Consultants worked with CBE to develop the site layout and floor plans for the proponent RFP. Gibbs Gage Architects and the Bird Construction team were the successful design build proponents. Alberta Education approved an increase in capacity of the school to 1800 students. Construction has commenced on site. Furniture, fixtures and equipment fit-up and commissioning will commence after the school is turned over to the CBE. Two successful open houses were held in April and September 2014.</p>

**CALGARY BOARD OF EDUCATION  
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS  
May 2015**

Building	Orig. Open Date	Rev. Open Date	Notes/Comments
9. Harold W. Riley School Aboriginal Learning Centre	Sep -16		<p>Harold W. Riley modernization for the Aboriginal Learning Centre was announced January 21, 2014. A provincial pre-design charrette was held on November 25 and 26, 2013 as part of a Value Management exercise to gather support for the project. The Provincial kick-off meeting occurred February 25, 2014. The Leblond Partnership has been selected as Prime Consultant.</p> <p>The design process has been completed. Pivotal Projects Incorporated has been selected as Project Managers. Public engagement and open house held on June 18 and September 17, 2014. Development Permit application submitted in August 2014. Working drawings were finalized for tender, which was scheduled for mid-January 2015. Hazmat abatement work has commenced and is underway. Tenders closed on March 24, 2015.</p> <p><b>Following the tender reviews by Alberta Infrastructure and the recommendation approval by Trustees, Everest Construction Management Ltd. was awarded the construction contract in mid-April 2015. Mobilization and construction has commenced on site pending the release of the partial Building Permit.</b></p>
10. Christine Meikle School (Replacement school)	Dec -16		<p>Christine Meikle School replacement for students with complex learning needs was announced January 21, 2014. This new school located on a greenfield site will combine attributes of both educational and health care facilities to address the special needs of the students. A provincial program charrette was held on February 12, 2014 as part of a Value Management exercise to gather information on the project. The Provincial kick-off meeting occurred February 25, 2014.</p> <p>Marshall Tittmore Architects has been selected as Prime Consultant. Resource Planning Group has been retained to complete the functional program for the project. Stantec Consulting Ltd. has been selected as Project Manager. Public engagement and open house held on June 19, August 6 and September 17, 2014. Development Permit application submitted in September 2014. A Statement of Claim has been registered by a group of residents who are opposed to the development. No judgment has been made by the courts. Design development has been completed. Working drawings were finalized for tender, which was scheduled for mid-January 2015. <b>Tenders closed on March 19, 2015.</b></p> <p><b>Following the tender reviews by Alberta Infrastructure and the recommendation approved by Trustees, Starcraft Construction Ltd. was awarded the construction contract in mid-April 2015. Mobilization and construction has commenced on site following the release of the partial Building Permit.</b></p>
11. Bowness High School Modernization	Sep -16		<p>Modernization of Bowness High School was announced January 21, 2014. The modernization will update the spaces to meet the current and future needs of the students. The Provincial kick-off meeting occurred February 25, 2014. BKDI Architects has been selected as Prime Consultant. The design process is underway. MHPM Project Managers Inc. has been selected as Project Manager. Public engagement and open house held on June 18, August 6 and September</p>

**CALGARY BOARD OF EDUCATION  
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS  
May 2015**

Building	Orig. Open Date	Rev. Open Date	Notes/Comments
			<p>17, 2014. Development Permit application submitted in August 2014. On October 1, 2014, Alberta Infrastructure approved the appointment of Chandos Construction Ltd. as the Construction Manager. Working drawings <b>have been</b> prepared for sequential tendering, which will commence at the end of January 2015. A Design Development Cost Report has been completed and submitted to Alberta Infrastructure for staged Tender Approval reviews. The first tender package was released in March 2015, <b>and approved for award.</b></p> <p><b>Tender Package #2 (Remaining Scope) was submitted to Alberta Infrastructure in Mid-April 2015 for approval to proceed to tender. A partial Permit for Demolition was received from the City in mid-April and construction demolition activities have commenced.</b></p>
12. Jack James High School Modernization	Sep -16		<p>Modernization of Jack James High School was announced January 21, 2014. The modernization will update the spaces to meet the current and future needs of the students. The Provincial kick-off meeting occurred February 25, 2014. Dialog Alberta Architecture has been selected as Prime Consultant. The design process is underway. Turnbull Construction Services Ltd. Has been selected as Project Manager. Public engagement and open house held on June 18, August 6 and September 17, 2014. Development Permit application was submitted in August 2014 and approved by the City in December 2014. On October 1, 2014, Alberta Infrastructure approved the appointment of Carbon Constructors Inc. as the Construction Manager.</p> <p>Working drawings have been completed and sequential tendering has commenced since the end of January 2015. A Design Development Cost Report has been completed. Alberta Infrastructure has reviewed and approved the Tender Documents and Cost Report. The first Bid Package for work has been approved for award by Alberta Infrastructure. Construction mobilization has commenced.</p> <p><b>A second Bid Package (balance of work) was approved by Alberta Infrastructure and the Trustees and awarded to the Construction Manager in mid-April. A full Building Permit has been issued and mobilization and construction activities have commenced.</b></p>
13. Evergreen School Grades 5 - 9 Capacity 900 students	Sep -16		<p>The new Middle school was announced February 10, 2014, as part of the Provincial government's commitment to build 50 new schools. The Provincial kick-off meeting occurred February 25, 2014. Zeidler Partnership Architects has been selected as Bridging Consultant. The design process is completed. Public engagement and open house held on June 18, August 6 and September 17, 2014. Development Permit application submitted in August 2014. Design-Build proposal documents have been issued and contractor proposals will be received and assessed in February 2015.</p> <p>The Design-Build responses were unsatisfactory and over budget. The Design Team will finalize a new set of working drawings and lump sum Tender Documents will be issued in May 2015 for award and commencement of construction by July 2015.</p>

**CALGARY BOARD OF EDUCATION  
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS  
May 2015**

Building	Orig. Open Date	Rev. Open Date	Notes/Comments
14. Tuscany School Grades K-4 Capacity 600 students	Sep -16		<p>The new K-4 school was announced February 10, 2014, as part of the Provincial government's commitment to build 50 new schools. The Provincial kick-off meeting occurred February 25, 2014 Group 2 Architecture has been selected as Bridging Consultant. The design process is completed. Public engagement and open house held on June 18, 2014. The Development Permit application was submitted in August 2014 and was approved by the City. Design-Build proposal documents have been issued and contractor proposals will be received and assessed in February 2015.</p> <p>The Design-Build responses were unsatisfactory and over budget. The Design Team has finalized a new set of working drawings and lump sum Tender Documents were issued in March 2015.</p> <p><b>Tender closed in early April 2015. After tender reviews and approvals by Alberta Infrastructure and the Trustees, a Letter of Award has been issued to Everest Construction Management Ltd. Mobilization and construction will commence in early May pending the issue of a partial Building Permit by the City.</b></p>
15. Panorama School Grades K-4 Capacity 600 students	Sep -16		<p>The new K-4 school was announced February 10, 2014, as part of the Provincial government's commitment to build 50 new schools. The Provincial kick-off meeting occurred February 25, 2014. Group 2 Architecture has been selected as Bridging Consultant. The design process is underway. Public engagement and open house held on June 18, 2014. The Development Permit application was submitted in August 2014 and was approved by the City. Design-Build proposal documents have been issued and contractor proposals will be received and assessed in February 2015.</p> <p>The Design-Build responses were unsatisfactory and over budget. The Design Team has finalized a new set of working drawings and lump sum Tender Documents were issued in March 2015.</p> <p><b>Tender closed in early April 2015. After tender reviews and approval by Alberta Infrastructure and the Trustees, a Letter of Award has been issued to Westcor Construction. Mobilization and construction will commence in early May pending the issue of a partial Building Permit by the City.</b></p>
16. Auburn Bay School Grades K-4 Capacity 600 students	Sep -16		<p>The new K-4 school was announced February 10, 2014, as part of the Provincial government's commitment to build 50 new schools. The Provincial kick-off meeting occurred February 25, 2014. Group 2 Architecture has been selected as Bridging Consultant. The design process is underway. Public engagement and open house held on June 18, 2014. Development Permit application submitted in August 2014 was approved by the City. Design-Build proposal documents have been issued and contractor proposals will be received and assessed in February 2015.</p> <p>The Design-Build responses were unsatisfactory and over budget. The Design Team has finalized a new set of working drawings and lump sum Tender Documents were issued in March 2015.</p>

**CALGARY BOARD OF EDUCATION  
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS  
May 2015**

Building	Orig. Open Date	Rev. Open Date	Notes/Comments
			<p><b>Tender closed in early April 2015. After tender reviews and approvals by Alberta Infrastructure and the Trustees, a Letter of Award has been issued to Starcraft Construction Ltd. Mobilization and construction will commence in early May pending a partial Building Permit by the City.</b></p>
17. McKenzie Towne School Grades 5 - 9 Capacity 900 students	Sep -16		<p>The new Middle school was announced February 10, 2014, as part of the Provincial government's commitment to build 50 new schools. The Provincial kick-off meeting occurred February 25, 2014. Group 2 Architecture has been selected as Bridging Consultant. The design process is underway. Public engagement and open house held on June 18, 2014. The Development Permit application was submitted in August 2014 and was approved by the City. Design-Build proposal documents have been issued and contractor proposals will be received and assessed in February 2015.</p> <p>The Design-Build responses were unsatisfactory and over budget. The Design Team will finalize a new set of working drawings and lump sum Tender Documents will be issued in May 2015 for award and commencement of construction by July 2015.</p>
18. New Brighton-Copperfield School Grades 5 - 9 Capacity 900 students	Sep -16		<p>The new Middle school was announced February 10, 2014, as part of the Provincial government's commitment to build 50 new schools. The Provincial kick-off meeting occurred February 25, 2014. Group 2 Architecture has been selected as Bridging Consultant. The design process is underway. Public engagement and open house held on June 18, 2014. The Development Permit application was submitted in August 2014 and was approved by the City. Design-Build proposal documents have been issued and contractor proposals will be received and assessed in February 2015.</p> <p>The Design-Build responses were unsatisfactory and over budget. The Design Team will finalize a new set of working drawings and lump sum Tender Documents will be issued in May 2015 for award and commencement of construction by July 2015.</p>
19. Elbow Park School (Replacement school)	Dec -16		<p>The June 2013 flood caused significant structural damage to the existing Elbow Park School due to differential settlement. As a result, a replacement of the Elbow Park School was approved by the Provincial government on February 12, 2014. The Provincial kick-off meeting occurred on February 25, 2014. Gibbs Gage Architects were selected as the Prime Consultant. The new school will meet current building standards including barrier free access and will address flood mitigation in the design. The library will reflect the original aesthetic design.</p> <p>The first information meeting with the community was held on April 2, 2014. The consultant team led by Gibbs Gage Architects and advised by Donald Luxton &amp; Associates and MMP Engineering recommended the preservation of the North, West and East exterior walls along with a partial preservation of the South façade, while demolishing the remainder of the school.</p> <p>This design concept for the Elbow Park Replacement School was presented to the public on July 3, 2014. Comments received were consistently favorable. A</p>

**CALGARY BOARD OF EDUCATION  
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS  
May 2015**

Building	Orig. Open Date	Rev. Open Date	Notes/Comments
			<p>new and modern school is planned to be constructed within the historic walls, with a new brick veneer and glass curtain wall gymnasium addition to the South. The new roofs are to emulate the original sloped roofs between the historic facades, while the new addition will have a flat roof with clerestory lighting over the central ancillary spaces.</p> <p>In June 2014, Duke Evans Inc. was retained as the Project Manager. Due to the nature of this project a Construction Management construction procurement process is to be followed to meet the phased schedule of activities. The Schematic Design Report has been completed and has been approved by Alberta Infrastructure. A Development Permit application has been approved. On October 1, 2014, Alberta Infrastructure approved the appointment of Stuart Olson Construction Ltd. as the Construction Manager.</p> <p>The first Tender Package for the specialist foundation work, demolition and structural wall stabilization was retendered and has been awarded. The balance of the work is now being scheduled to be tendered. Hazmat abatement work has been completed. Demolition work has started. Tender Package 2 (<b>balance of work</b>) is being tendered.</p>
20. Rideau Park School (Flood mitigation)	TBD		<p>Rideau Park School was approved for flood mitigation funding on March 11, 2014. Engineering Consultants have been appointed to commence flood mitigation design. It is anticipated that construction of this work will commence in the summer 2015.</p>
21. West Springs/ Cougar Ridge School Grades 5 – 9 Capacity 900 students	Jan - 17		<p>A new starter middle school was announced September 22, 2014, as part of the Provincial government's commitment to build four starter schools. On October 8, 2014, the Province committed to the immediate planning of the final school design. Riddell Kurczaba Architects was appointed to commence planning and design. Steering Committee Meetings have commenced and Schematic Design options have been developed for phasing the construction build-out.</p> <p>On February 19, 2015, full build-out was approved. Detailed Design and Tender Documents will be prepared for a Tender issue by May 2015. An Open House was held on February 25, 2015, at the Education Centre.</p>
22. Cranston School Grades 5 - 9 Capacity 900 students	Jan -17		<p>A new starter middle school was announced September 22, 2014, as part of the Provincial government's commitment to build four starter schools. On October 8, 2014, the Province committed to the immediate planning of the final school design. Riddell Kurczaba Architects was appointed to commence planning and design. Steering Committee meetings have commenced and schematic design options have been developed for phasing the construction build-out.</p> <p>On February 19, 2015, full build-out was approved. Detailed Design and Tender Documents will be prepared for a Tender issue by May 2015. An Open House was held on February 25, 2015, at the Education Centre.</p>



**CALGARY BOARD OF EDUCATION  
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS  
May 2015**

Building	Orig. Open Date	Rev. Open Date	Notes/Comments
23. Saddle Ridge School Grades K-4 Capacity 600 students	Sep -16		<p>A new starter elementary school was announced September 22, 2014, as part of the Provincial government's commitment to build four starter schools. On October 8, 2014, the Province committed to the immediate planning of the final school design. Manasc Isaac Architects was appointed to commence planning and design. Steering Committee meetings have commenced and schematic design options have been developed for phasing the construction build-out.</p> <p>On February 19, 2015, full build-out was approved. Detailed Design and Tender Documents will be prepared for a Tender issue by May 2015. An Open House was held on February 25, 2015, at the Education Centre.</p>
24. Aspen Woods School Grades K-4 Capacity 600 students	Sep - 16		<p>A new starter elementary school was announced September 22, 2014, as part of the Provincial government's commitment to build four starter schools. On October 8, 2014, the Province committed to the immediate planning of the final school design. Manasc Isaac Architects was appointed to commence planning and design. Steering Committee meetings have commenced and schematic design options have been developed for phasing the construction build-out.</p> <p>On February 19, 2015, full build-out was approved. Detailed Design and Tender Documents will be prepared for a Tender issue by May 2015. An Open House was held on February 25, 2015, at the Education Centre.</p>
25. Glenmeadows School Grades K-6 Extension	Sept -15		<p>The original plan to place eight modular units on the Westgate School site (Provincial approval September 22, 2014) has been changed to a revised plan to install six modular units (five classrooms and a washroom) at the Glenmeadows School site.</p> <p>A Development Permit application has been made to the City. A meeting with the Glenmeadows Community Association was held on January 12, 2015.</p>
26. Southeast High School Grades 10 -12 Capacity 1800 students	Sept-18		<p>The Province announced the design development funding for the new high school on September 22, 2014. Proposals for a prime consultant have been assessed. Gibbs Gage Architects was appointed on February 10, 2015, to commence Design Development Services. Site investigation studies have commenced. <b>Steering Committee Meetings have commenced. CTS Programs have been identified.</b></p>
27. Martindale School Grades K-6 Capacity 600 students	Sept - 17		<p>On October 8, 2014, the Province committed to the immediate planning and design of the elementary school. Request for Proposals were issued for design services and proposals were reviewed in December 2014. Design Services Contract was awarded to Sahuri + Partners Architecture Inc. Steering Committee Meetings have commenced. Schematic Designs have been developed.</p>
28. James Fowler High School Modernization	Sept - 17		<p>On October 8, 2014, the Province committed to the immediate planning and development of design scope of the high school modernization. Onsite inspections and program assessments are being undertaken with the Province to determine an agreed scope of work. Design consultants are yet to be appointed.</p>

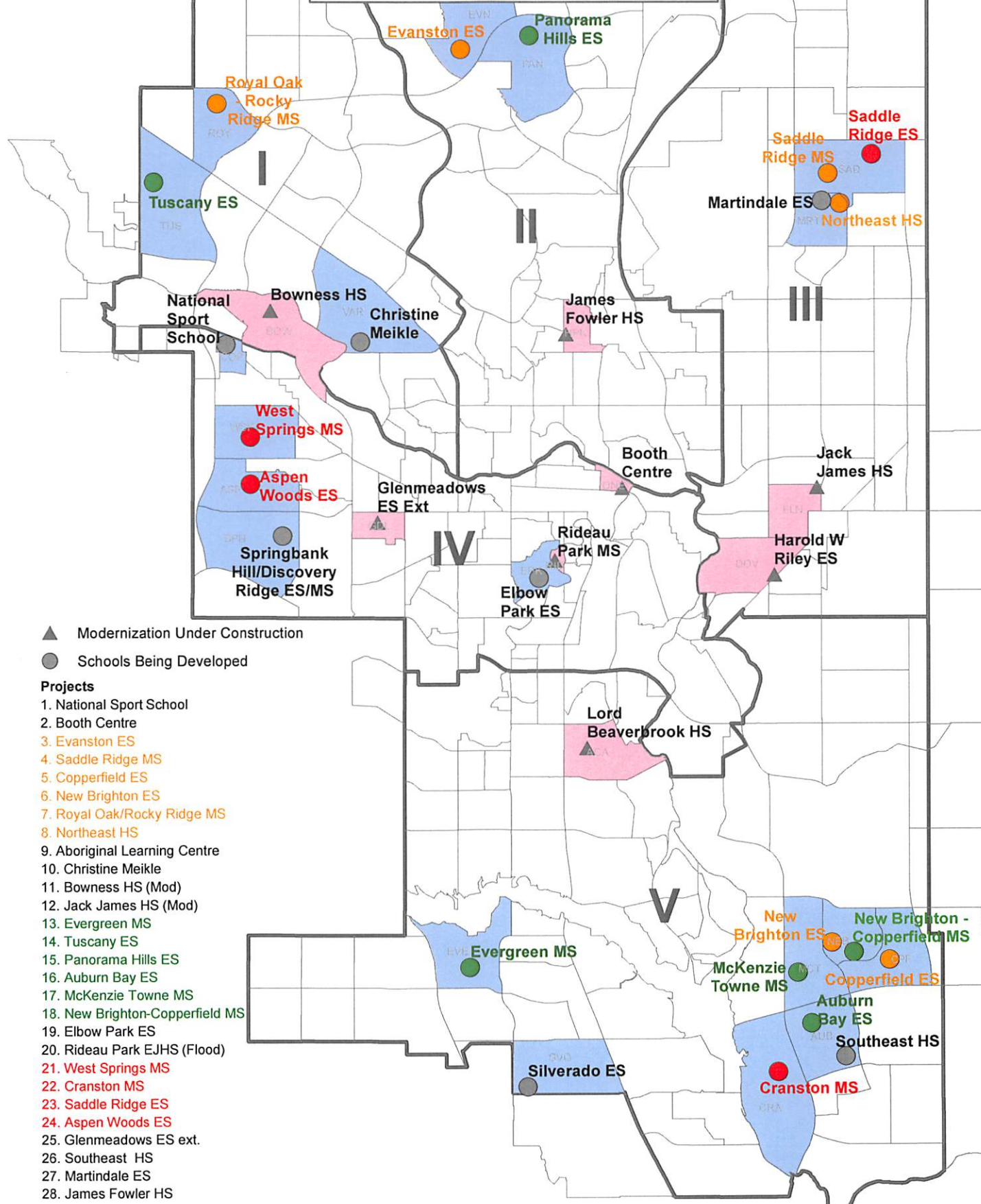
**CALGARY BOARD OF EDUCATION  
NEW/MODERNIZED FACILITY CONSTRUCTION STATUS  
May 2015**

Building	Orig. Open Date	Rev. Open Date	Notes/Comments
29. Springbank Hill/ Discovery Ridge School Grades K-9 Capacity 900 students	Sept - 17		On October 8, 2014, the Province committed to the immediate planning and design of the elementary/middle school. Request for Proposals have been issued for design services and proposals were reviewed in December 2014. Design Services Contract was awarded to CEI Architecture Planning Interiors. Steering Committee Meetings have commenced. Schematic Designs have been developed.
30. Lord Beaverbrook High School Modernization	Sept - 17		On October 8, 2014, the Province committed to the immediate planning and development of design scope of the high school modernization. Onsite inspections and program assessments are being undertaken with the Province to determine an agreed scope of work. Design consultants are yet to be appointed.
31. Silverado School Grades K-4 Capacity 600 students	Sept - 17		On October 8, 2014, the Province committed to the immediate planning and design of the elementary school. Tenders were issued November 2014 and proposals were reviewed in December 2014. Design Services Contract was awarded to Sahuri + Partners Architecture Inc. Steering Committee Meetings have commenced. Schematic Designs have been developed.



Calgary Board of Education

### CBE New/Modernized Schools Approved and Under Development



- ▲ Modernization Under Construction
- Schools Being Developed

**Projects**

1. National Sport School
2. Booth Centre
3. Evanston ES
4. Saddle Ridge MS
5. Copperfield ES
6. New Brighton ES
7. Royal Oak/Rocky Ridge MS
8. Northeast HS
9. Aboriginal Learning Centre
10. Christine Meikle
11. Bowness HS (Mod)
12. Jack James HS (Mod)
13. Evergreen MS
14. Tuscany ES
15. Panorama Hills ES
16. Auburn Bay ES
17. McKenzie Towne MS
18. New Brighton-Copperfield MS
19. Elbow Park ES
20. Rideau Park EJHS (Flood)
21. West Springs MS
22. Cranston MS
23. Saddle Ridge ES
24. Aspen Woods ES
25. Glenmeadows ES ext.
26. Southeast HS
27. Martindale ES
28. James Fowler HS
29. Springbank Hill/Discovery Ridge
30. Lord Beaverbrook HS
31. Silverado ES



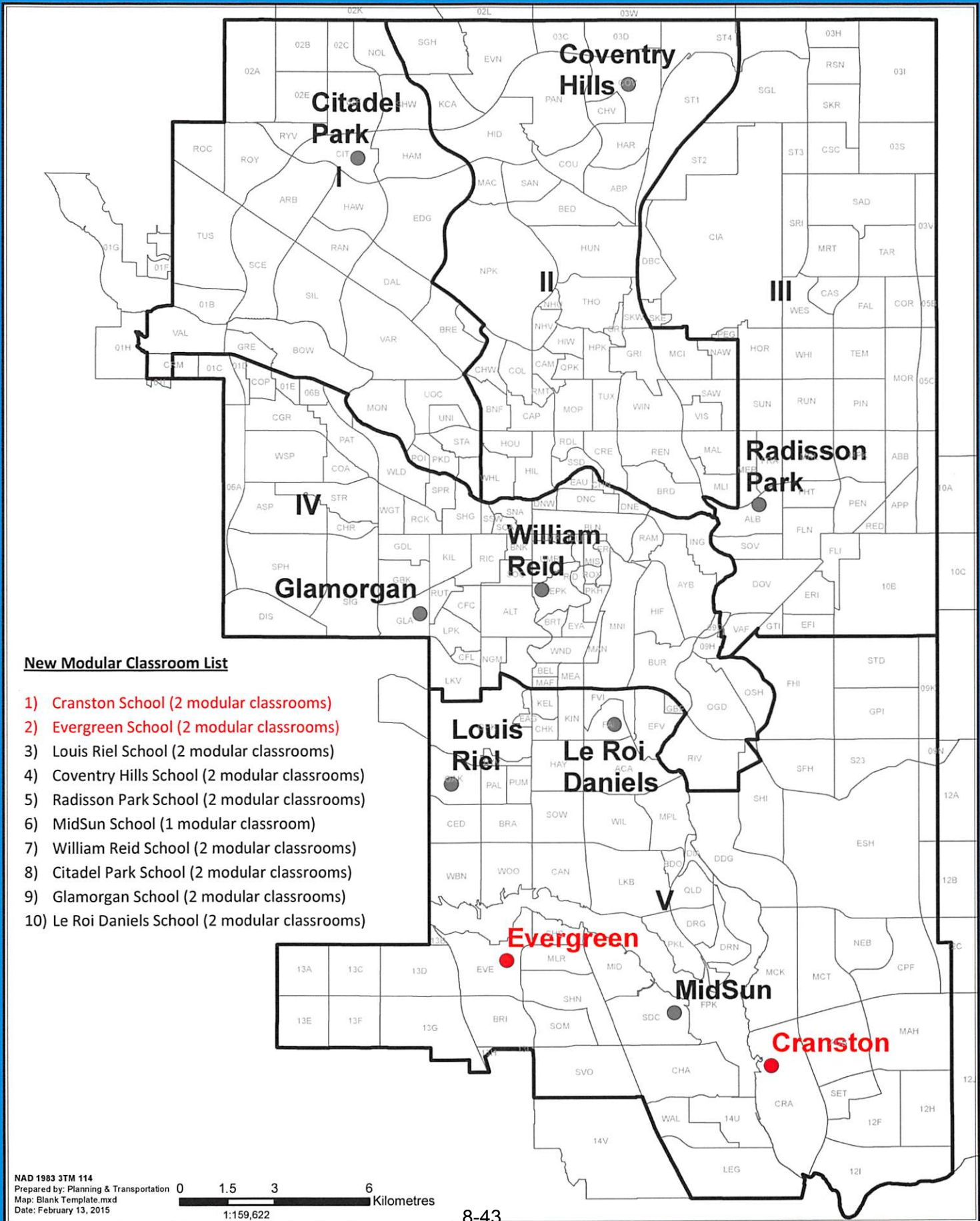
NAB 1983 3TM 114  
 Prepared by: Planning & Transportation  
 Map: New And Modernized Schools.mxd  
 Date: February 19, 2015

**CALGARY BOARD OF EDUCATION  
NEW MODULAR CLASSROOM CONSTRUCTION STATUS  
May 2015**

School	Orig. Open Date	Rev. Open Date	Notes/Comments
1. Cranston ES (k-4)	Sept-15		Two modular classrooms requested in the 2015/16 Modular Classroom Plan have been approved. Alberta Infrastructure is to organize the supply of the modular units and their installation by the P3 contractor.
2. Evergreen ES (k-4)	Sept-15		Two modular classrooms requested in the 2015/16 Modular Classroom Plan have been approved. Alberta Infrastructure is to organize the supply of the modular units and their installation by the P3 contractor.
3. Louis Riel E/MS (k-9)	Sept-15		Two of the six modular classrooms requested in the 2015/16 Modular Classroom Plan have been approved. CBE Administration is arranging for the supply and installation of these modular units.
4. Coventry Hills ES (k-3)	Sept -15		Two modular classrooms requested in the 2015/16 Modular Classroom Plan have been approved. CBE Administration is arranging for the supply and installation of these modular units.
5. Radisson Park ES (k-5)	Sept-15		Two modular classrooms requested in the 2015/16 Modular Classroom Plan have been approved. CBE Administration is arranging for the supply and installation of these modular units.
6. MidSun MS (5-9)	Sept -15		One of the two modular classrooms requested in the 2015/16 Modular Classroom Plan has been approved. CBE Administration is arranging for the supply and installation of this modular unit.
7. William Reid ES (k-4)	Sept -15		Two modular classrooms requested in the 2015/16 Modular Classroom Plan have been approved. CBE Administration is arranging for the supply and installation of these modular units.
8. Citadel Park ES (k-4)	Sept -15		Two modular classrooms requested in the 2015/16 Modular Classroom Plan have been approved. CBE Administration is arranging for the supply and installation of these modular units.
9. Glamorgan E/MS (k-9)	Sept -15		Two modular classrooms requested in the 2015/16 Modular Classroom Plan have been approved. CBE Administration is arranging for the supply and installation of these modular units.
10. Le Roi Daniels ES (k-4)	Sept -15		Two modular classrooms requested in the 2015/16 Modular Classroom Plan have been approved. CBE Administration is arranging for the supply and installation of these modular units.



# Schools With Modular Classrooms 2015-2016



### New Modular Classroom List

- 1) Cranston School (2 modular classrooms)
- 2) Evergreen School (2 modular classrooms)
- 3) Louis Riel School (2 modular classrooms)
- 4) Coventry Hills School (2 modular classrooms)
- 5) Radisson Park School (2 modular classrooms)
- 6) MidSun School (1 modular classroom)
- 7) William Reid School (2 modular classrooms)
- 8) Citadel Park School (2 modular classrooms)
- 9) Glamorgan School (2 modular classrooms)
- 10) Le Roi Daniels School (2 modular classrooms)

Bowness High School



Harold W. Riley School



Saddle Ridge School

