

## **CALGARY BOARD OF EDUCATION**

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held in the Multipurpose Room, Education Centre, 1221 – 8 Street SW, Calgary, Alberta on Tuesday, October 27, 2020 at 12:00 p.m.

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### MEETING ATTENDANCE

#### Board of Trustees:

Trustee M. Dennis, Chair  
Trustee A. Adams  
Trustee M. Bradshaw  
Trustee R. Hehr  
Trustee J. Hrdlicka  
Trustee T. Hurdman

#### Administration:

Mr. C. Usih, Chief Superintendent of Schools  
Mr. R. Armstrong, Superintendent, Human Resources  
Mr. D. Breton, Superintendent, Facilities and Environmental Services  
Ms. K. Fenney, General Counsel  
Mr. B. Grundy, Superintendent, Finance/Technology Services  
Ms. M. Martin-Esposito, Chief Communications Officer  
Ms. J. Pitman, Superintendent, School Improvement  
Ms. D. Unruh, Acting Superintendent, School Improvement  
Ms. T. Minor, Corporate Secretary  
Ms. M. Broda, Recording Secretary

#### Stakeholder Representatives:

Mr. B. Cocking, Alberta Teachers’ Association, Local 38  
Ms. J. Hadden, Principals’ Association for Adolescent Learners (PAAL)  
Ms. B. Lewis, Principals’ Association for Adolescent Learners (PAAL)

### 1 | **CALL TO ORDER, NATIONAL ANTHEM AND WELCOME**

Chair Dennis called the meeting to order at 12:04 p.m. and O Canada was led by students from Deer Run School by way of pre-recorded video.

Chair Dennis acknowledged the traditional territories and oral practices of the Blackfoot Nations, which includes the Siksika, the Piikani, and the Kainai. She also acknowledged the Tsuut’ina and Stoney Nakoda First Nations, the Métis Nation (Region 3), and all people who make their homes in the Treaty 7 region of Southern Alberta.

Chair Dennis welcomed staff, public members and representatives from the aforementioned organizations.



**2 | CONSIDERATION/APPROVAL OF AGENDA**

Ms. Minor, Corporate Secretary, noted there were no changes to the agenda.

MOVED by Trustee Adams:

**THAT the Board of Trustees approves the agenda for the Regular Meeting of October 27, 2020, as submitted.**

The motion was  
CARRIED UNANIMOUSLY.

**3 | AWARDS AND RECOGNITIONS**

There were no awards or recognitions.

**4 | RESULTS FOCUS**

There were no reports or presentations.

**5 | OPERATIONAL EXPECTATIONS**

There were no reports or presentations.

**6 | PUBLIC COMMENT**

There were no public comments.

**7 | MATTERS RESERVED FOR BOARD INFORMATION**

**7.1 Positive COVID-19 Cases**

Chief Superintendent Usih introduced the report, stating the report contains information about COVID-19 cases and shows the CBE has made good progress during re-entry. He expressed thanks to teachers and staff, and gratitude for parents' trust in the public education system.

Administration responded to trustee questions on matters including: positive case notification timelines and how schools receive notification; number of cases that are in-school transmission; resource levels used for notification and contact tracing; Alberta Health Services (AHS) role and the CBE role in COVID-19 response; teachers maintaining an online learning presence; the number of substitute teachers hired this year compared to last year; the number of substitute teachers in classrooms every day; the cost of substitute teachers and additional funding provided for them; the handling of learning disruptions such as repetitive isolations and quarantines; cleaning protocols, especially in quarantined classes; updated case numbers; and AHS priority testing for teaching staff.



**8 | MATTERS RESERVED FOR BOARD DECISION**

**8.1 2021/22 Modular Classroom Program**

Chief Superintendent Usih presented the report for approval, stating that Alberta Education requires this request annually by November 1.

Superintendent Breton provided highlights of the report, stating this report focuses on two CBE schools that meet the criteria and are experiencing enrolment pressures, Ian Bazalgette and Elboya Schools. Last year, the relocation requested for Elboya School was approved. This year's request is to relocate six modular classrooms to the two schools that meet the modular classroom criteria.

Administration responded to trustee questions on matters including: the age and average lifespan of modular classrooms; funding for maintaining the modular classrooms; confirmation that other CBE schools were below the threshold to qualify for modular classrooms; utilization rates affect on funding; the utilization rate threshold to qualify for modular classrooms; the application process for modular classrooms, especially when there is a fluctuation in utilization percent; consideration of relocating CBE modular classrooms to other school divisions; cost differences associated with the previous Elboya School modular classroom applications; governments determination of funding based on the utilization rates; the impact for next year if the modular classroom for Elboya school is not approved.

MOVED by Trustee Hehr:

**THAT the Board of Trustees approves the 2021/22 Modular Classroom Program submission.**

MOVED by Trustee Hurdman:

**THAT the Board of Trustees approves the 2021/22 Modular Classroom Program submission for Ian Bazalgette School.**

In debate of the amendment, trustees made comments on: analyzing the recommendation and information provided to critically make decisions; a modular classroom request being put forward where the utilization rate is not projected at over 100%; the case to move the modular classroom to Elboya School would be to increase utilization in Samuel W. Shaw School; the opportunity to look at need for all modular classrooms and whether they are demolished and/ or given away to other school boards; the criteria and process used to determine the modular classroom recommendation; Elboya School being on the list the last three years; concern in changing administration's recommendations when criteria previously approved by the Board; costs being a factor in making this decision; the modular classroom criteria is a helpful tool; following the CBE criteria in order to make the submission to the government; and consider revising the criteria if it is no longer relevant.

Chair Dennis called for a vote on the amendment.



The amendment was  
CARRIED.

In favour: Trustee Adams  
Trustee Bradshaw  
Trustee Dennis  
Trustee Hurdman

Opposed: Trustee Hehr  
Trustee Hrdlicka

In debate of the main motion as amended, trustees made comments on: approving part of the recommendation; the modular classrooms for Ian Bazalgette School can bring utilization rate down to 93% which would positively impact those students' learning.

The amended motion was  
CARRIED UNANIMOUSLY.

8.2 Proposed Amendment to Operational Expectation 1 and 5 Reasonable Interpretations and Indicators

Chief Superintendent Usih spoke about the report, stating that the proposed changes are in response to the Board's policy amendments that were previously approved and adopted by the Board, in response to Ministerial Order #016/2020. The policy amendments provided administration with the opportunity to present the Board with stronger reasonable interpretations and indicators. If approved, the revised interpretations and indicators would inform the collection and reporting of evidence of compliance, by CBE administration, in its annual monitoring. The changes support the Board, allowing for greater oversight of risk management and satisfy the directives in the Ministerial Order.

Superintendent Grundy spoke about the policy interpretations and indicators supporting the CBE in moving to new levels of stewardship, accountability, and transparency. Effective risk management increases the likelihood and reliability that the CBE will achieve operational and strategic directives. The risk management practices are moving to align with International Standards Organization ISO-31000 Risk Management framework, the same risk management framework adopted by the Province of Alberta. Strategic risks will be reviewed in advance by the experts on the Audit and Risk Committee, which is best practice. CBE administration will also provide additional, succinct and timely information on the overall financial health of the CBE, which will be reviewed by the Audit and Risk Committee prior to coming to the Board. The 3% minimum operating reserve level balance will help maintain education balance and will provide increased assurance that the CBE will not be subject to fiscal jeopardy.

MOVED by Trustee Hurdman:

**THAT the Board of Trustees approves the revised Reasonable Interpretations and Indicators of Operational Expectations 1: Global Operational Expectations policy and Operational Expectations 5: Financial Planning policy as provided in the Attachments to the report.**



Trustee Hurdman provided proposed revisions to the reasonable interpretations for policy stem 5.1.

MOVED by Trustee Hurdman:

**THAT the Board of Trustees approves the revised Reasonable Interpretations and Indicators of Operational Expectations 1: Global Operational Expectations policy and Operational Expectations 5: Financial Planning policy as provided in the Attachments to the report, as amended.**

In debate of the amendment, trustees made comments on: changing financial health to fiscal jeopardy aligning better to the policy wording; the changes not fundamentally changing the understanding of the policy or indicators; the enormous amount of work done.

The amendment was  
CARRIED UNANIMOUSLY.

In debate of the main motion as amended, trustees made comments on: the changes representing a lot of work in interpreting policy statements and revising indicators; positioning the Board in a leadership role across the province; the shift in thinking about risk and the procedural ways in identifying and handling risk; the development of budget planning assumptions; prudent financial management being an iterative process throughout the year; Audit and Risk Committee reviewing budget variances more often; thanking those involved for all their hard work; setting future boards up for success; seeing the organization in a different way to create deeper understanding of operations; the significant operating reserve levels identified will take time to be compliant in; the conversation and discussions with the minister and deputy minister on reserve levels; the CBE being compliant with the Ministerial Order directives; concerns over keeping money from programming and classrooms to be put into reserves; will be able to deal with difficult situations better in the long run with healthy reserves; difficult decisions yet to be made; and this being a work in progress that future boards will benefit from.

Chair Dennis called for a vote on the main motion as amended.

The main motion as amended was  
CARRIED UNANIMOUSLY.

### 8.3 Recommendation to Commence Public Input to Consider Closure of Rosscarrock School

Chief Superintendent Usih introduced this item, recommending the commencement of public input to consider closure of Rosscarrock School, a Kindergarten to Grade 6 Elementary School with declining enrolment.

Superintendent Breton provided additional details from the report, stating that despite city densification efforts, student enrolment continued to drop to 72 students as of September 30, 2020, a utilization rate of 18%. The low student enrolment impacts the variety and richness of learning opportunities and activities at the school. Rosscarrock School has been on the Three Year System Student Accommodation Plan since the 2016/2017 school

year and was previously considered for closure during the 2018/2019 school year. During the 2019/2020 school year, additional resources were invested to create new learning opportunities and the CBE reached out to the community, with the purpose to increase interest and enrolment. Student enrolment has continued to decline and the Kindergarten registration for the 2020/2021 school year was so low that the students were re-directed to other schools within walking distance. Glendale School and Wildwood School have been identified as the designated schools for students from Rosscarrock should the Board decide to proceed with closure after public input has been gathered.

Administration responded to trustee questions on matters including: how the financial gap is being covered; supplemental funding, if any, from the area office for the school; Rosscarrock School being used as overflow for other programs that are reaching capacity; the bike to school program; parent reaction when kindergarten was designated to different schools; the buddy bench program; cost of maintaining the school; and student enrolment numbers at designated schools.

MOVED by Trustee Bradshaw:

**THAT the Board of Trustees is satisfied that there is cause to commence the public input process to consider the closure of Rosscarrock School in accordance with GC-3E Closure of Schools Procedure.**

In debate of the motion, trustees made comments on: the arguments being outlined in the report; seeking input and information from the public.

Chair Dennis called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

## 9 | **CONSENT AGENDA**

Chair Dennis noted the following items approved as submitted with the consent agenda:

### 9.1 **Items Provided for Board Decision**

9.1.1 OE-1: Global Operational Expectations – Annual Monitoring Report

**THAT the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-1: Global Operational Expectations.**

9.1.2 Roster for Second Vice-Chair

**THAT the Board of Trustees approves the roster for Second Vice-Chair as submitted.**

9.1.3 Meeting Minutes

- September 15, 2020 Regular Meeting
- September 21, 2020 Special Meeting
- September 29, 2020 Regular Meeting



**THAT the Board of Trustees approves the minutes of the Regular Meetings held September 15 and 29, 2020 and the Special Meeting held September 21, 2020 as submitted.**

Chair Dennis noted that the Board would meet in-camera following the public portion of the meeting to discuss two land, two legal, one labour, and four strategic planning matters. She noted the next public Board meeting is scheduled for Tuesday, November 10, 2020.

Recessed: 2:10 p.m.  
Reconvened: 2:37 p.m.

## 10 | **IN-CAMERA SESSION**

Superintendent Grundy and Ms. D. McQueen joined the meeting by teleconference and confirmed they were alone and in a location that no other person could hear them or any part of this meeting.

### Motion to Move In-Camera

MOVED by Trustee Hehr:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the private agenda for the Regular Meeting of the Board of Trustees, October 27, 2020 be considered at an in-camera session; therefore, be it

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

The motion was  
CARRIED UNANIMOUSLY.

Trustee Bradshaw departed a portion of the meeting due to a declared pecuniary interest in accordance with Section 88(1) of the *Education Act*.

### Motion to Revert to Public Meeting

MOVED by Trustee Hehr:

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

The motion was  
CARRIED UNANIMOUSLY.

### Motion to Action In-Camera Recommendations

MOVED by Trustee Adams:

**A. WHEREAS the Board of Trustees passed the following motions on June 23, 2020:**

- **THAT the Board of Trustees approves the transfer of the Kingsland School property to the City of Calgary and Conseil scolaire FrancoSud; and**



- **THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education pertaining to the disposition of this property.**
- B. AND WHEREAS the Deputy Minister Education approved the disposition of Kingsland School property to the City of Calgary and The Southern Francophone Education Region on August 31, 2020;**
- C. AND WHEREAS Conseil scolaire FrancoSud confirmed with the Deputy Minister of Education on September 15, 2020, that the FrancoSud's Board of Trustees decided not to proceed with the transfer of Kingsland School from The Calgary Board of Education (CBE) to Conseil scolaire FrancoSud.**

**BE IT RESOLVED:**

- **THAT the Board of Trustees approves the transfer of the Kingsland School property to the City of Calgary; and**
- **THAT the Board of Trustees authorizes the Chair to correspond with the Minister of Education pertaining to the disposition of the property.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Adams:

**THAT the Board of Trustees authorizes the Chair to communicate with the Minister of Education, Attachments I to IV to the private report dated October 27, 2020.**

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Hehr:

**THAT the Board of Trustees authorizes the Chair to communicate with the Minister of Education, as discussed in-camera.**

The motion was  
CARRIED UNANIMOUSLY.

**17 | ADJOURNMENT**

The meeting adjourned at 5:41 p.m.

