

## **CALGARY BOARD OF EDUCATION**

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held on Tuesday, November 24, 2020 at 12:00 p.m. through Microsoft Teams

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### MEETING ATTENDANCE (Virtual)

#### 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

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

Chair Dennis called the meeting to order at 12:02 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 requested changes to the agenda.



MOVED by Trustee Hehr:

**THAT the Board of Trustees approves the agenda for the Regular Meeting of November 24, 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**

There were no reports or presentations.

**8 | MATTERS RESERVED FOR BOARD DECISION**

**8.1 | 2019-2020 Year End Financial Results and Audited Financial Statements**

Superintendent Grundy presented the 2019-2020 Financial Statement report including: the financial statements and related notes; the auditors report on the financial statements; CBE Administrations' management discussion and analysis document; and the financial statements translated into the format required by Alberta Education. The auditors, KPMG LLP, found the financials to be "in all material respects, in compliance with the Public Sector Accounting standards applicable for school jurisdictions in Alberta." The Financial Statements were previously reviewed by the Board of Trustees' Audit and Risk Committee and recommendations were incorporated into the report. The Management Discussion and Analysis document includes the addition of a financial health matrix which pulls together short and long term indicators that highlight the overall financial health of the CBE.

Administration responded to trustees questions on matters including: certificated and non-certificated salary reductions; supported interest on capital debt; utility and plant cost savings; increased insurance costs; telecommunications cost increases; accounts payable and accrued liabilities amounts; delinquent accounts for fees; accounting of supplies received from government as inventory; breakdown of fees revenue designated



as 'other'; service provider contract lengths and costs; completed capital projects as of October 31; outstanding capital projects; per student funding; number of FTE versus employees; the financial health matrix development process; external Audit and Risk Committee members' feedback; reduction to the classroom improvement fund; First Nations student grant decreases; future impact of asset retirement obligation; waiver processes; field trip refunds and repayments received from insurance companies; exempt staff totals compared to other jurisdictions; and impact of utilization rate on funding.

MOVED by Trustee Bradshaw:

**THAT the Board of Trustees approves the Financial Results of the Calgary Board of Education for the year ended August 31, 2020, including the Audited Financial Statements for the year ended August 31, 2020 and the Independent Auditors' Report dated November 24, 2020, for submission to the Minister of Alberta Education.**

In debate of the motion, trustees made comments on: thanking the Audit and Risk Committee external members and CBE Administration; the external members of the Audit and Risk Committee are an invaluable resource to the Board; the financial health matrix being a great tool; 2019-2020 being challenging year; the audited financial statements showing that the CBE is in a good place; the great leadership of the organization; the CBE being responsible in making good decisions, supporting students first, and being transparent; and the thoroughness of the management discussion and management analysis document.

Chair Dennis called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

Recessed: 1:36 p.m.  
Reconvened: 1:46 p.m.

## 8.2 Annual Education Results Report 2019-2020 and Three-Year Education Plan 2020-2023

Chief Superintendent Usih introduced the report, stating that this report is presented annually for submission to the provincial government. The 2019-2020 Annual Education Results Report (AERR) shows that, overall, the CBE has strong student results and showing continuous improvement. The Three-Year Education Plan 2020-2023 builds on the strong results of the CBE based on the strategies that guided overall improvement, and on the values and guidance of the Board.

Superintendent Pitman provided more detail on the report, stating that new this year is the Assurance Framework, a model which was made optional for the 2019-2020 AERR submission. The CBE has taken a first step in completing the Framework and will be looking for feedback from trustees and other stakeholders on what assurance should look like moving forward. She also noted that due to the COVID-19 pandemic, student achievement data was not available because June Provincial Achievement Tests and Diploma Examinations in April and June were cancelled by Alberta Education. Report



card marks were also required to be maintained and could not be negatively affected by remote learning.

Administration responded to trustees questions on matters including: teacher and student numbers; accountability pillar survey results differences between students, teachers, and parents; actions to increase students feeling safe in schools; barriers to school councils at all schools; gay straight alliances; differences in alternative and community programming; staff training on gender identity, sexual orientation, and other marginalized groups; programming for specialized needs, specifically the giftedness program; the system-wide sustainability initiative; building capacity for effective pedagogy and assessment; use of the Chi-square statistical test; lower Indigenous student results than other jurisdictions; the development, enhancement and use of local measures in school development plans; report card marks increasing for all cohorts; strategic allocation of resources to support student needs; common understanding and assessment consistency work; enhancing student voice in learning, assessment, and decision making; the high school proficiency scale; differences between survey responses and report card percentages; strategic partnership between unique pathways and Chinook Learning; Indigenous student support; transitioning libraries to learning commons spaces; locally developed course submissions to Alberta Education; gathering of student voices for Indigenous Education strategy; Indigenous students exiting the school system; changes to Program Unit Funding and impacts to students; the SOGI therapeutic approach; unique pathways team developing broader scope of pathways accessible to a diverse demographic; reading and writing evaluation resources; physical education data and reconsideration of temperature cut-off; analytics tools to monitor achievement progress and identify gaps; demographic analytics data being collected; the reading readiness screening tool and the math-up classroom; the Complex Communication Needs Network; and adjustments to the CBE framework for alternative programs.

MOVED by Trustee Hurdman:

**THAT the Board of Trustees approves the Annual Education Results reports 2019-2020 and the Three-Year Education Plan 2020-2023, and authorizes its submission to Alberta Education.**

In debate of the motion, trustees made comments on: the new reporting format shows CBE is off to a great start during the transition year; appreciating the current year focus section; the amount of learning in the classroom and work being done, even in a pandemic; the work being done on math, reading, and literacy; the impressive accountability pillar survey ranking high or very high; the thorough layout and level of granularity is helpful; the new layout providing better understanding of where students are at; valuing the thoughtful approach that was taken in creating the Three-Year Education Plan; the comprehensive report highlighting issues, challenges and progress; the amount of initiatives taking place in the system; well being and equity in the system; leadership having a vision and pushing towards it; diversity within the system being highlighted; and bringing students together from different backgrounds.

Chair Dennis called for a vote on the motion.



The motion was  
CARRIED UNANIMOUSLY.

8.3 OE-4: Treatment of Employees – Annual Monitoring Report

Chair Dennis introduced the report stating that trustees previously received and reviewed the Chief Superintendent's report regarding the Annual Monitoring of Operational Expectations 4: Treatment of Employees, at the November 10, 2020 Regular Board Meeting. This report is now on the agenda for the Board to consider whether the Chief Superintendent is in compliance with the provisions of the policy.

MOVED by Trustee Adams:

**THAT the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-4: Treatment of Employees.**

In debate of the motion, trustees made comments on: student success being dependent on the highly qualified employees hired by the CBE; every single employee working towards a single focus – the students, all the time, no exception; ensuring follow-up on employee survey results and following through on responses being important; considering the CBE as a good employer and addressing getting better; being a work in progress.

Chair Dennis called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Adams:

- 1. THAT the Board of Trustees directs the Chief Superintendent to review indicators 4.1.1 and 4.1.2 for Board re-affirmation or approval by June 30, 2021.**
- 2. THAT the Board of Trustees reviews Operational Expectations 4: Treatment of Employees policy by June 30, 2021.**

The Chair asked whether the Board wished to consider the motions together or separately. The Board agreed to consider the motions together.

In debate of the motion, trustees made comments on: questioning if two years is enough time between employee engagement surveys; wanting to ensure the policy is current; looking at survey dates further apart and looking forward to options from Administration; indicators needing another look; looking at timelines and expenses of large scale employee engagement survey; survey looking at what should be monitored and looking at policy changes to better align with survey feedback.

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 Proposed Amendments to Board Procedures Committee Terms of Reference

**THAT the Board of Trustees approves the amendments to GC-5E: Board Committees – Board Procedures Committee Terms of Reference, as submitted.**

9.1.2 Meeting Minutes

- October 13, 2020 Regular Meeting
- October 13, 2020 Organizational Meeting

**THAT the Board of Trustees approves the minutes of the Regular Meeting held October 13, 2020 and the Organizational Meeting held October 13, 2020, as submitted.**

### 9.2 Items Provided for Board Information

9.2.1 EducationMatters Financial Statements as at September 30, 2020

9.2.2 Fourth Quarter Budget Variance Report

9.2.3 Correspondence

Chair Dennis noted that the Board would meet in-camera following the public portion of the meeting to discuss one land and one strategic planning matter. She noted the next public Board meeting is scheduled for Wednesday, November 25, 2020.

Recessed: 4:15 p.m.

Reconvened: 5:38 p.m.

## 10 | IN-CAMERA SESSION

Ms. D. McQueen, Governance Instructor joined the in-camera portion of the November 24, 2020 Regular Meeting of the Board of Trustees.

All Trustees, Superintendents, and Ms. D. McQueen 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 Bradshaw:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the private agenda for the Regular Meeting of the Board of Trustees, November 24, 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.

Absent: Trustee Hehr

Trustee Hehr joined the meeting at 6:13 p.m. He confirmed that he was in a location that no other person could hear him or any part of this meeting.

Motion to Revert to Public Meeting

MOVED by Trustee Hrdlicka:

**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:

**THAT on adjournment, the meeting adjourns to the call of the Chair.**

The motion was  
CARRIED UNANIMOUSLY.

11 | **ADJOURNMENT**

The meeting adjourned at 6:25 p.m.

