

## **CALGARY BOARD OF EDUCATION**

Minutes of the Regular Meeting of the Board of Trustees (the “Board”) held on Tuesday, March 23, 2021 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, Board Administrator

### **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 New Brighton 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 union representatives participating in the virtual Board meeting.

### **2 | CONSIDERATION/APPROVAL OF AGENDA**

Ms. Minor, Corporate Secretary, noted there were no requests for agenda changes.



MOVED by Trustee Bradshaw:

**THAT the Board of Trustees approves the agenda for the Regular Meeting of March 23, 2021 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 **Second Quarter Budget Variance Report**

Chief Superintendent Usih introduced the report. Superintendent Grundy provided more detail stating the report provides a good indication of how the 2020-2021 school year is unfolding at the midpoint in the year. Additional costs have been incurred due to the pandemic, but many of these costs have been offset by Federal Government funding through the Safe Return to Class program. The variance amount in the report reflects the refund of transportation fees to students enrolled prior to February 28, 2021. The CBE continues to monitor the COVID-19 pandemic closely and its effect to the budget.

Administration responded to trustee questions on matters including: the funding recoverable by Alberta Education; examples of significant non-recurring events; the transportation surplus and when the surplus is required to be spent; infrastructure maintenance deferred costs staying consistent; the increased usage of heating and cooling systems; incremental COVID-19 costs, including overtime costs for cleaning staff; and the note on the increase to the budget for school improvement being a net-zero change.



## 8 | MATTERS RESERVED FOR BOARD DECISION

### 8.1 Results 3: Citizenship – Annual Monitoring Report

Chair Dennis noted the report was presented at the March 9, 2021 Regular Meeting where trustees asked questions and received clarification on various issues. She stated that the Board must now formally act on the monitoring report to determine whether reasonable progress is being made towards the ultimate achievement of Results 3: Citizenship.

MOVED by Trustee Bradshaw:

**THAT the Board of Trustees agrees that it is unable to determine reasonable progress on Results 3: Citizenship due to insufficient evidence being available as a result of the COVID-19 pandemic.**

A trustee asked a question of Administration about preventing a lack of evidence from happening again and was consideration being made to look at the indicators.

In debate of the motion, trustees made comments on: the COVID-19 pandemic affecting the ability to gather evidence for eight of the twelve indicators; being unable to make a determination due to lack of evidence; what it means to be a citizen has changed during the last year; the opportunity to re-examine indicators; wanting to see different cohort groups broken out for monitoring; the pandemic providing opportunities for many students to step forward and show their sense of citizenship; and being all in this together.

Chair Dennis called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

### 8.2 Three-Years School Capital Plan 2022-2025

Chair Dennis noted the Three-Year School Capital Plan was presented to the Board on March 9, 2021 where trustees' questions were addressed by Administration. The Three-Year School Capital Plan is now before the Board for consideration.

MOVED by Trustee Hurdman:

**THAT the Board of Trustees approves the Three-Year School Capital Plan 2022-2025 as provided in the report and authorizes its submission to Alberta Education.**

In debate of the motion, trustees made comments on: the report looking similar to last year and no projects getting approved; striking a good balance between new schools and major modernizations; the blue ribbon panel report mentioning extending the useful life of the assets already available; modernizations being needed; concern over no projects being approved in last years' submission; rethinking how to ensure CBE's voice is heard by the Provincial Government; this being the first time in six years CBE has not received dollars for any projects; CBE is a growing system and needing supports for students; being good



stewards of the resources; the aging infrastructure that can still be used; having a very comprehensive plan and providing a lot of rationale; and a fiscally responsible capital plan.

A trustee asked a question about what information is provided when the report is sent to the Provincial Government.

Chair Dennis called for a vote on the motion.

The motion was  
CARRIED UNANIMOUSLY.

### 8.3 Proposed Amendment to OE-4: Treatment of Employees

Chair Dennis introduced the report, stating that the amendments are in response to directive h(1) contained in Ministerial Order #016/2020. On November 24, 2020, The Board of Trustees passed a motion directing the Chief Superintendent to conduct a salary survey of exempt and executive positions in 2023 and every four years after. As the Board of Trustees directs the CBE through policy, the November board motion should be reflected in Operational Expectations-4: Treatment of Employees Policy.

MOVED by Trustee Adams:

**THAT the Board of Trustees gives first reading to the amendment of Operational Expectations 4: Treatment of Employees policy as provided in the Attachment to the report.**

In debate of the motion, trustees made comments on: ensuring the survey becomes part of the policy; doing an external review every four years being reasonable; showing fiscal stewardship to ensure salaries are in line with other organizations; and increasing transparency.

The motion was  
CARRIED UNANIMOUSLY.

MOVED by Trustee Adams:

**THAT the Board of Trustees gives second reading, and thereby final approval, to the amendment of Operational Expectations 4: Treatment of Employees policy.**

In debate of the motion a trustee stated that this is finalizing the process.

The motion was  
CARRIED UNANIMOUSLY.



## 9 | CONSENT AGENDA

### 9.1 Items Provided for Board Decision

#### 9.1.1 OE-7: Communication With and Support for the Board – Annual Monitoring

**THAT the Board of Trustees approves that the Chief Superintendent is in compliance with the provisions of OE-7: Communication With and Support for the Board.**

#### 9.1.2 Revisions to the Schedule of Regular Meetings

- 1. THAT the Board of Trustees approves the revisions to the Schedule of Regular Meetings to add a public meeting to be held by electronic means on Tuesday, April 6, 2021 commencing at 12:00 p.m., in Calgary, Alberta.**
- 2. THAT the Board of Trustees approves the revisions to the Schedule of Regular Meetings to remove the public meeting scheduled for Tuesday May 11, 2021 held by electronic means commencing at 12:00 p.m., in Calgary, Alberta.**
- 3. THAT the Board of Trustees approves the revisions to the Schedule of Regular Meetings to remove the public meeting scheduled for Tuesday May 25, 2021 held by electronic means commencing at 12:00 p.m., in Calgary, Alberta.**
- 4. THAT the Board of Trustees approves the revisions to the Schedule of Regular Meetings to add a public meeting to be held by electronic means on Tuesday May 18, 2021 commencing at 12:00 p.m., in Calgary, Alberta.**
- 5. THAT the Board of Trustees approves the revisions to the Schedule of Regular Meetings to add a public meeting to be held by electronic means on Thursday May 20, 2021 commencing at 12:00 p.m., in Calgary, Alberta.**

### 9.2 Items Provided for Board Information

#### 9.2.1 Construction Projects Status Update

Chair Dennis noted that the Board would meet in-camera following the public portion of the meeting to discuss three legal, two land, two labour and three strategic planning matters. She noted the next public Board meeting is scheduled for Tuesday, April 6, 2021.

Recessed: 1:00 p.m.

Reconvened: 1:29 p.m.

## 10 | IN-CAMERA SESSION

All Trustees and Superintendents 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, March 23, 2021 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.

Motion to Revert to Public Meeting

MOVED by Trustee Hurdman:

**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 the Board of Trustees approves the correspondence regarding the Annual Summative Evaluation of the Chief Superintendent, Attachment I to this report as amended.**

The motion was  
CARRIED UNANIMOUSLY.

11 | **ADJOURNMENT**

MOVED by Trustee Hehr:

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

The motion was  
CARRIED UNANIMOUSLY.

The meeting adjourned at 6:27 p.m.

Chair Dennis reconvened the March 23, 2021 Regular meeting of the Board of Trustees at 3:03 p.m. on Wednesday March 24, 2021 through Microsoft Teams.

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 (departed at 4:00 p.m.)

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

All Trustees and Superintendents 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 Hrdlicka:

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, March 23, 2021, reconvened March 24, 2021, 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.

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.

Absent: Trustee Hurdman



11 | **ADJOURNMENT**

MOVED by Trustee Hehr:

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

The motion was  
CARRIED UNANIMOUSLY.

Absent: Trustee Hurdman

The meeting adjourned at 4:10 p.m.

Attachment:

- Amended Governance Policy OE-4: Treatment of Employees



**OPERATIONAL EXPECTATIONS**  
**OE-4: Treatment of Employees**

**Monitoring Method:** Internal Report  
**Monitoring Frequency:** Annually

The Board of Trustees believes that student success and well-being depend upon the recruitment, retention, and fair compensation of highly qualified employees working in an environment that is safe, courteous, and professionally supportive.

The Chief Superintendent shall:

- 4.1 Provide a safe, supportive and respectful organizational culture for all staff that respects diversity and fosters a positive and welcoming environment.
- 4.2 Establish and implement standards and practices for the recruitment, fair compensation, and retention of highly qualified employees.
  - a. retain an external expert to conduct a salary survey of exempt and executive positions in 2023 and every four years thereafter.
- 4.3 Administer clear personnel rules and procedures for employees, including processes for suspension, transfer and termination actions.
- 4.4 Ensure the Board's approval for the bargaining mandate, the ratification of all collective agreements for unionized employees, and the approval of the total compensation of all exempt employees.

Adopted: March 23, 2021