

CALGARY BOARD OF EDUCATION

Minutes of the Regular Meeting of the Board of Trustees held in the Board Room, Education Centre, 515 Macleod Trail SE, Calgary, Alberta on Tuesday, September 7, 2010 at 5:00 p.m. and Reconvened Meeting on Monday, September 13, 2010 at 10:30 a.m.

MEETING ATTENDANCE

Board of Trustees:

Trustee P. Cochrane, Chair
Trustee C. Bazinet
Trustee G. Dirks (left at 8:00 p.m.)
Trustee L. Ferguson
Trustee P. King
Trustee K. Kryczka
Trustee G. Lane

Administration:

Ms. N. Johnson, Chief Superintendent of Schools
Mr. D. Stevenson, Deputy Chief Superintendent of Schools
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services (left at 9:32 p.m.)
Ms. C. Faber, Superintendent, Learning Innovation
Mr. J. Johnston, Superintendent, Human Resources
Ms. D. Lewis, Superintendent, Learning Support
Mr. R. Peden, General Counsel and Corporate Secretary
Ms. D. Meyers, Superintendent and Chief Financial Officer, Finance and Business Services
Ms. S. Wasylyshyn, Executive Assistant to the Trustees
Ms. J. Barkway, Assistant Corporate Secretary
Ms. H. Numrich, Recording Secretary

Stakeholder Representatives:

Mr. B. Anderson, Canadian Union of Public Employees, Local 40
Ms. J. Minifie, Calgary Board of Education Staff Association
Ms. J. Regal, Alberta Teachers' Association, Local 38
Ms. S. Konopnicki, Elementary School Principals' Association

Action By

1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Cochrane called the meeting to order at 5:00 p.m. Students from Bowness High School accompanied and led in the singing of the national anthem by way of DVD. Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations.

Action By:

2.0 CONSIDERATION/APPROVAL OF AGENDA

Ms. Barkway noted the following proposed change to the Agenda:
Agenda Item 9.1.1, Minutes of June 15, 2010 were removed from the Consent Agenda for a minor correction.

MOVED by Trustee Ferguson:

THAT the Agenda for the Regular Meeting of September 7, 2010, be approved with the amendment noted above.

The motion was
CARRIED UNANIMOUSLY.

3.0 SCHOOL/SYSTEM PRESENTATIONS

There was no school/system presentation.

4.0 HONOURS AND RECOGNITIONS

There were no honors or recognitions.

5.0 PUBLIC CONVERSATION AND INFORMATION

5.1 Report from the Chair and Trustees

- Trustee Lane reported that he and Trustees Ferguson, King and Kryczka were on the CBE float in the Stampede Parade and that they were honored to have the jazz band from Sir William Aberhart High School accompany them. The CBE was awarded two prizes for the float, including first place for "*Best Business or Non-Profit Entry*" and third place for "*Most Creative Entry*".
- Trustee Lane attended and spoke at a closing celebration at Ernest Manning High School where over 1,000 people were in attendance. He also attended an event at which a group of former Ernest Manning High School band and choir students revealed a brick which, thirty years ago was chiseled out of the school and taken with them on a musical tour of Alberta. On their return, they signed it and replaced it where it stayed for 30 years. Trustee Lane stated that the brick will be placed somewhere in the new Ernest Manning High School building.
- Trustee Ferguson reported that she had attended the opening ceremony of the new Saddle Ridge School. She noted that they welcomed 425 new students and that approximately 92% are English as a Second Language (ESL).
- Trustee Bazinet reported that over the summer she had participated in a trip to India with 12 CBE staff members. Their goal was to understand participatory research and participatory actions at the community level in order to strengthen the voice and increase participation of marginalized groups.

Action By:

- Chair Cochrane introduced and welcomed Dhaerye as a new Board Page for the 2010/2011 school year.

5.2 Report from the Chief Superintendent

Chief Superintendent Johnson extended her welcome back to a new school year.

Chief Johnson commented on the impact of the recent passing of Bill 44 and informed that a detailed communication plan and an implementation plan for staff are being developed. She gave her assurance that Administration is very interested in working with the unions and stakeholder associations and will respond appropriately. Any questions should be directed to the Chief Superintendent's Office. She noted that the Minister of Education has also developed a *Guide to Education* that includes some further information on this matter.

5.3 Public Question Period

There were no public questions.

5.4 Stakeholder Reports

There were no stakeholder reports.

5.5 Trustee Inquiries

There were no Trustee inquiries.

6.0 ACTION ITEMS

7.0 MONITORING AND RESULTS

7.1 Annual Monitoring of EL-2: Executive Succession and Backup

Chief Superintendent Johnson provided brief introductory comments.

Chair Cochrane reviewed the criteria against which the Trustees are to judge this report, including that of reasonable interpretation of the policy, compliance with the policy and whether sufficient information has been provided. She noted also that any decision or comment of the Board of Trustees around non-compliance is in no way intended to be a vote of non-confidence for the Chief Superintendent.

MOVED by Trustee Dirks:

THAT the Chief Superintendent has reasonably interpreted the provisions of this policy, *Executive Limitations 2: Executive Succession and Backup*, and the Board of Trustees finds the Chief Superintendent to be in compliance.

The motion was
CARRIED UNANIMOUSLY.

Action By:

7.2 Digital Citizenship – Challenges and Opportunities

Superintendent Faber provided brief introductory remarks by introducing herself and Mr. B. Parker, Director, Learning Technologies and acknowledging Dr. R. Mosher, Director, Curriculum and Design and Ms. S. McLeod, Director, International Bureau and leader of the Global Learning Services strategy.

A PowerPoint presentation was given by Superintendent Faber and Director Parker on the challenges and opportunities of Digital Citizenship. The presentation focused on the importance of digital resources in order to be able to meet the needs of future learners and the critical incorporation of safety measures and precautions to be taken in this process.

Director Parker provided an overview of how the Calgary Board of Education (CBE) is building digitally aware and competent citizens. He stated that this plan is built from Administrative Regulation 1062 on the acceptable use of electronic information resources as well as on previous work regarding web awareness. He acknowledged Mr. S. Brown, Learning Specialist, who is leading a team of knowledgeable Learning Specialists in this work.

One of the safety components that has been implemented is a content filtering system where schools are able to adjust the level of access to various types of content. There are four filtering levels with restrictions ranging from access to general search functionalities to one that permits social networking. This strategy will be communicated to parents so that they are informed and able to provide input. Once this has been done, a school principal can then approach the Area Director who is authorized to activate the wireless network.

A Technology Advisory Committee has been formed that is comprised of principals, teachers, parents and students. The committee will provide advice on technology and content filtering issues. Teacher supervision is a key safety provision; however, Digital Citizenship is also seen as a means to teach students how to do the right things in the right way.

As we look at the mission of *Educating Tomorrow's Citizens Today* and listen to the voice of *Inspiring Education*, the importance of Digital Citizenship to the future of education is seen and heard and is one in which the CBE is positioned to take a leadership role.

Trustees asked questions to which Administration responded and a summary of the discussion is as follows:

- Digital Citizenship is a topic of great interest to parents, stakeholders and other jurisdictions. They are anxious to understand and support our ability to take students through this safely, as well as the CBE work in the public wireless network and the use of student owned devices. Learning Technologies staff will be speaking to parent councils and have already made some presentations regionally and across the province through the College of Alberta School Superintendents (CASS).

Action By:

- Research shows that 96% of future learning and employment will require some understanding and use of digital technology. All schools are engaged in some level of Digital Citizenship and it is part of the large school development planning process in meeting each of the Ends. Processes are in place that require Area Directors, Principals and staff to integrate this strategy into school development plans and to communicate with students and parents; however, there is no definite deadline. Over the next year advisory committees will look at what schools require additional support and how this can be accomplished.
- Student personal devices are either a requirement or are strongly recommended by some jurisdictions. This is not the case for the CBE this year; however, student access to electronic devices on a continuous basis is something that is currently being explored, possibly through the evergreening process. It was noted that at this time evergreening focuses exclusively on desktop and laptop devices but as more technology tools become available it may be that evergreening other items such as smart boards, hand held devices, printers, servers, etc. will be considered. Equity across the system will be examined as there are many different levels of student involvement with student owned devices. It is important to ensure that every student has opportunity and access.
- There is some flexibility in the different levels of content filtering. Schools provide rationale as to which level is appropriate for their needs. Some of the factors considered include student age, maturity and the program of studies. The filtering will range from *Very Restrictive* to *Open*. Content filtering levels will be the same for learner accessible wireless on students' own devices, as it is on a CBE computer at that school.
- The Technology Advisory Committee will be involved with addressing safety. Tools are already in place to track such things as the number of overrides of filtering; however the ability to analyze this information and to make recommendations is part of the role of the advisory committee. Chief Superintendent Johnson noted that in the PriceWaterhouse review of Information Technology, suggestions have been made to establish an external advisory committee in order to receive input from the public. Parents will play an important role in this.
- Opportunities for teachers to become conversant and competent in the new and emerging technologies are provided in a variety of ways through professional learning opportunities. The Digital Citizenship Strategy requires and expects teachers to lead and the training and support provided is focused on the teacher. Principals will be providing opportunities for this work as well. A variety of specialists in assistive, inclusive and digital technologies in Learning Support and Learning Innovation are available to work with teachers to model and support using these technologies. There are several research projects underway, including one on mobile learning that is in conjunction with the University of Calgary and Alberta Education. There are many hand held devices such as iPods and iPads in schools and they are focusing on a flexible and responsive professional development plan around this.

Action By:

8.0 POLICY DEVELOPMENT AND REVIEW

9.0 CONSENT AGENDA

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

9.1 Board Consent Agenda

9.1.1 Approval of Minutes

- Regular Meeting held June 22, 2010

THAT the Board of Trustees approves the Minutes of the Regular Meeting held June 22, 2010 as submitted.

9.1.2 Correspondence

THAT the Board of Trustees receives the correspondence as submitted, for information and for the record:

- Correspondence dated July 6, 2010 to Board Chairs and various Stakeholder Associations from the Honourable Dave Hancock, Minister of Education, regarding the 2010/2011 Curriculum Handbooks for Parents now available in both digital and print format in English and French.
- Correspondence dated June 23, 2010 to the Honourable Dave Hancock, Minister of Education from Board Chair Pat Cochrane, regarding the 2010-2011 CBE Budget Deficit and attachments of the 2010-2011 Operating Budget and Three Year Financial Projections.
- Correspondence dated June 23, 2010 to the Honourable Dave Hancock, Minister of Education, from Board Chair Pat Cochrane regarding the fiscal situation of the CBE for the 2010-11 school year and implications for the coming year.
- Correspondence dated July 7, 2010 to Board Chair and Superintendents of Public, Separate, Francophone and Charter School Boards and President and Executive Directors of various Stakeholder Associations from the Honourable Dave Hancock, Minister of Education regarding the commitment to provide funding for the teachers' Alberta Average Weekly Earnings increases of 2.92 per cent increase in teachers' salaries effective September 1, 2010.
- Correspondence dated July 13, 2010 to Board Chair Pat Cochrane from the Honourable Dave Hancock, Minister of Education regarding the government's decision to provide funding for the 2.92 per cent teacher salary increase this year.
- Correspondence dated July 23, 2010 to Board Chairs and various Stakeholder Associations from the Honourable Dave Hancock, Minister of Education regarding the Inspiring Education discussion paper and transformation guides, including a governance discussion guide.

Action By:

9.1.3 Notification re: Emergency Executive Succession Plan

THAT the Board of Trustees receives the following correspondence for information and for the record:

- Correspondence dated July 22, 2010 to the Board of Trustees from Naomi Johnson, Chief Superintendent of Schools regarding the Emergency Succession Plan – 2010-2011.

9.1.4 Recommendations for Amendment of Governance Policies

THAT the Board of Trustees gives first reading to the amended policies attached as Appendix I, specifically:

- Governance Process 2 – Governing Style, as amended in tracked changes;
- Governance Process 5 – Board of Trustees' Role Description, as amended in tracked changes.

THAT the Board of Trustees gives second reading to the amended policies attached as Appendix I, specifically:

- Governance Process 2 – Governing Style, as amended in tracked changes;
- Governance Process 5 – Board of Trustees' Role Description, as amended in tracked changes.

THAT the Board of Trustees approves that amendments to these policies be given more than two readings at this meeting; and

THAT the Board of Trustees gives third reading and thereby final approval to the policies in Attachment I, specifically:

- Governance Process 2 – Governing Style, as amended in tracked changes;
- Governance Process 5 – Board of Trustees' Role Description, as amended in tracked changes.

(For ease of reference, copies of the amended policies are appended to these Minutes).

9.1.5 EducationMatters Reappointment of Governors

THAT the Board of Trustees approves the reappointment of Ms. Tamera Van Brunt as Governor of EducationMatters for an additional 3-year term effective May 21, 2010, ending May 21, 2013; and

THAT the Board of Trustees approves the reappointment of Mr. Rod Garossino as Governor of EducationMatters for an additional 3-year term effective September 10, 2010, ending September 10, 2013.

Action By:

9.2 Chief Superintendent Consent Agenda

9.2.1 Appointment of Treasurer

THAT the Board of Trustees receives the attached correspondence regarding the appointment of Ms. Deborah Meyers as Treasurer, for information and the record.

Item Pulled from the Consent Agenda

9.1.1 Approval of Minutes

- Regular Meeting held June 15, 2010

Mrs. Barkway noted that on page 3 in the third bullet the first sentence should read: *"Trustee Cochrane reported that she and Trustee Bazinet attended the Aboriginal Graduation Ceremony"* rather than *the Discovering Choices graduation.*

Moved by Trustee King:

THAT the Board of Trustees approves the Minutes of the Regular Meeting held June 15, 2010 as amended.

The motion was
CARRIED UNANIMOUSLY.

10.0 TRUSTEE NOTICES OF MOTION

There were no Trustee notices of motion.

Recessed at 6:10 p.m.

Reconvened at 6:26 p.m.

11.0 IN-CAMERA ISSUES

11.1 Motion to Move In Camera

MOVED by Trustee Lane:

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, September 7, 2010 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.

During the in-camera portion of the meeting, Trustee Dirks departed at 8:00 p.m. At 8:00 p.m., Chair Cochrane received the consent of the Board to continue past the scheduled completion time to the completion of the Agenda.

Action By:

11.2 Motion to Revert to Public Meeting

MOVED by Trustee King:

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

The motion was

CARRIED UNANIMOUSLY.

Absent: Trustee Dirks

MOVED by Trustee King:

THAT the Board of Trustees receives the CBE Theatres' Public Use Rentals report for information and for the record.

The motion was

CARRIED UNANIMOUSLY.

Absent: Trustee Dirks

MOVED by Trustee Kryczka:

THAT the Board of Trustees receives the report on school capital projects for information.

The motion was

CARRIED UNANIMOUSLY.

Absent: Trustee Dirks

MOVED by Trustee Ferguson:

THAT the Board of Trustees receives the accommodation information for information and for the record and that Administration make appropriate edits.

The motion was

CARRIED UNANIMOUSLY.

Absent: Trustee Dirks

Mrs. Barkway noted that Item 11.4.5 had been pulled from the Consent Agenda.
Chair Cochrane declared the following remaining items to be adopted as submitted:

THAT the Board of Trustees receives the CBE Privacy Gap Assessment report for information.

THAT the Board of Trustees receives the Contracting Process Improvements report for information.

THAT the Board of Trustees receives the Legal Affairs Department "Engagement Protocol" report for information and for the record.

THAT the Board of Trustees receives the Duty of Care Respecting Supervision report for information and for the record.

Action By:

THAT the Board of Trustees receives the following correspondence for information and for the record:

- Letter dated May 31, 2010 to Board Chair Pat Cochrane from the Honourable Ray Danyluk, Minister of Infrastructure regarding the sale of Albert Park School lands.
- Letter dated June 15, 2010 to Board Chair Pat Cochrane from the Honourable Dave Hancock, Minister of Education, granting approval to use specific funding sources to upgrade Lord Shaughnessy School for the new Career and Technology Studies skills centre, estimated cost of \$9 million; and suggesting consideration of releasing surplus space to other Calgary students served by charter or Francophone school boards.
- Letter dated June 23, 2010 copied to Board Chair Pat Cochrane, addressed to Ms. Sylvia Eggerer, Board Chair, Rocky View School Division, from the Honourable Dave Hancock, Minister of Education, regarding school jurisdiction boundaries around the City of Calgary.
- Letter dated August 6, 2010 to Board Chair Pat Cochrane from Keray Henke, Deputy Minister, Alberta Education, approving the relocation of two modular classrooms.

THAT the Board of Trustees receives the Disposition of King Edward School report for information.

THAT the Board of Trustees receives the Dr. Gladys Egbert School Fire Update report for information.

THAT the Board of Trustees approve the amended contract with Quinn Young Architects, in the amount of \$1,134,138 for architectural and engineering consulting services for the Career & Technology Skills Centre Project at the Lord Shaughnessy High School.

11.4.5 Teacher Resignation and Retirements

MOVED by Trustee King:

THAT the Board of Trustees accepts the retirement and resignation of those teachers indicated on Attachments I and II of the report in the form as submitted with the agenda of September 7, 2010.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Dirks

Action By:

MOVED by Trustee King:

THAT on adjournment, the meeting be adjourned to meet at the call of the Chair.

The motion was
CARRIED UNANIMOUSLY.

Absent: Trustee Dirks

12. ADJOURNMENT

At 9:41 p.m. Chair Cochrane declared the meeting adjourned to the call of the Chair.

Minutes of the Reconvened Meeting of the Regular Meeting of the Board of Trustees which commenced at 5:00 p.m. on September 7, 2010 and adjourned to 10:30 a.m. on Monday, September 13, 2010 held in the Board Room, Education Centre, 515 Macleod Trail SE, Calgary, Alberta

MEETING ATTENDANCE

Board of Trustees:

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

Administration:

Ms. N. Johnson, Chief Superintendent of Schools
Mr. D. Stevenson, Deputy Chief Superintendent of Schools
Ms. C. Faber, Superintendent, Learning Innovation
Mr. J. Johnston, Superintendent, Human Resources
Ms. D. Lewis, Superintendent, Learning Support
Mr. R. Peden, General Counsel and Corporate Secretary
Ms. S. Wasylyshyn, Executive Assistant to the Trustees
Ms. J. Barkway, Assistant Corporate Secretary
Ms. H. Numrich, Recording Secretary

11.0 IN-CAMERA ISSUES

11.1 MOTION TO MOVE IN CAMERA

MOVED by Trustee Ferguson:

Whereas the Board of Trustees is of the opinion that it is in the public interest that matters on the Private Agenda for the Regular Meeting of

Action By:

the Board of Trustees, September 7, 2010 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.

11.2 MOTION TO REVERT TO PUBLIC MEETING

MOVED by Trustee King:

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

The motion was
CARRIED UNANIMOUSLY.

11.3 MOTION TO ACTION IN-CAMERA RECOMMENDATIONS

MOVED by Trustee Dirks:

THAT the Board of Trustees authorizes the Alberta School Boards Association (ASBA) to represent the interests of school boards in the tripartite discussions; and

THAT ASBA be informed of this decision today.

A request was made to divide the vote on the two parts of the motion.

Chair Cochrane called the question on the first part as follows:

THAT the Board of Trustees authorizes the Alberta School Boards Association (ASBA) to represent the interests of school boards in the tripartite discussions.

The motion was
CARRIED.

In Favour: Trustee Dirks
Trustee King
Trustee Cochrane
Trustee Lane
Trustee Kryczka
Trustee Bazinet

Opposed: Trustee Ferguson

Chair Cochrane called the question on the second part of the motion as follows:

THAT ASBA be informed of this decision today.

The motion was
CARRIED UNANIMOUSLY.

Action By:

MOVED by Trustee Lane:

THAT Administration be directed to develop a communications plan as discussed in the incamera session.

The motion was
CARRIED UNANIMOUSLY.

13. ADJOURNMENT

Chair Cochrane declared the meeting adjourned at 12:10 p.m.

Attachments - Governance Process Policies as amended:

- GP-2: Governing Style
- GP-5: Board of Trustees' Role Description



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Governance Process

GP-2: Governing Style

Monitoring Method: Self-Assessment

Monitoring Frequency: Annual

The Board of Trustees values the importance of strategic leadership, policy governance and accountability for governance performance. The Board of Trustees shall direct, control, and inspire the district through the careful establishment of written policies.

The Board of Trustees shall govern with an emphasis on strategic leadership. This means a focus on:

1. Aligning decisions with mission, vision, values and Ends;
2. The future more than the past;
3. Proactivity rather than reactivity;
4. Collective rather than individual decisions;
5. Encouraging diversity in viewpoints;
6. Clear understanding of Board of Trustees and Chief Superintendent roles;
7. Monitoring, reporting and publicly discussing the Calgary Board of Education's performance.

The Board of Trustees' major policy focus shall be on the intended long-term benefits for students, not on the administrative or programmatic means of attaining those benefits. Individual trustees shall not:

1. Assume authority for resolving operational problems or complaints;
2. Give personal direction to any part of the operational organization.

The Board of Trustees shall hold itself accountable for the quality of its governance performance in Board meetings. This self-discipline shall apply to attendance, preparation for meetings, adherence to the principles of the Board of Trustees' governing model, respect for roles, and ensuring the long-term capacity for excellent governance in the district. To ensure that the Board of Trustees' boards meetings are conducted with maximum effectiveness and efficiency, trustees shall:

1. Come to meetings adequately prepared;
2. Speak only when recognized;
3. Not interrupt each other;
4. Not engage in side conversations
5. Support the Chair's efforts to facilitate an orderly meeting.

The Board of Trustees shall review its meeting process and performance through a debriefing process.



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Governance Process

Page 2 to GP-2: Governing Style

Continuous Board of Trustees' development shall include orientation of potential candidates for new members of the Board of Trustees about the Board of Trustees' governance process,

The Board of Trustees shall allow no officer, individual, or committee of the Board of Trustees to hinder its performance.

Adopted: September 7, 2010



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Governance Process GP-5: Board of Trustees' Role Description

Monitoring Method: Self-Assessment

Monitoring Frequency: Annual

The role of the Board of Trustees is to represent, lead and inspire the school district by determining and expecting appropriate and excellent organizational performance. The Board of Trustees will act in accordance with the relevant Province of Alberta statutes and regulations, and the Board of Trustees' own policies and procedures.

1. The role of the Board of Trustees is to govern, advocate and represent. As such, its primary work will be to:
 - (a) provide the link between the Calgary Board of Education and citizens of Calgary;
 - (b) partner with the Ministers of Education and Infrastructure so that the Ministers are informed about perspectives relevant to public education in Calgary;
 - (c) advocate on behalf of students, the school system and citizens of Calgary with other governments, agencies and organizations to ensure a strong and appropriate legislative environment for public education in Calgary;
 - (d) produce, review and monitor written governance policies, which, at the broadest levels, address:
 - (i) Ends: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good, for which people, at what cost);
 - (ii) Executive Limitations: Limitations on executive authority, which establish the prudence and ethics boundaries within which all executive activity and decisions must take place;
 - (iii) Governance Process: How the Board of Trustees conceives, executes and monitors its own performance;
 - (iv) Board-Chief Superintendent Linkage: Chief Superintendent's role, authority, responsibility and accountability, and how authority and responsibility are delegated and the process of monitoring those delegations;
 - (e) require that the Ends are the focus of organizational performance;



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Governance Process Page 2 to GP-5: Board of Trustees' Role Description

- (f) define three-year priorities to drive district performance in all four policy areas, reviewing or revising those priorities annually, to reflect current district needs and to drive the following year's resource allocations. As such, it shall be the job of the Board of Trustees to:
 - (i) approve a Three Year Education Plan;
 - (ii) approve a Three Year Annual Education Results Report; and
 - (iii) approve an annual operating and capital budget for the organization;

prior to submission to the relevant Minister(s);
 - (g) hire the Chief Superintendent and evaluate the Chief Superintendent's performance through monitoring Ends and Executive Limitations policies;
 - (h) give consideration to authorizing the Chief Superintendent to do any act or thing or exercise any power that the board may or is required to do or exercise, subject to the School Act, and formally authorize, by resolution, those powers that the Board wishes to delegate. Such resolution shall be recorded in the Governance Policy regarding Delegation to the Chief Superintendent.
2. The Board of Trustees also recognizes and holds the authority and responsibility in areas including but not limited to the following and will act to:
- (a) appoint an auditor and examining the auditor's report;
 - (b) approve the number, and locations of schools to be established, and maintained, in a manner that is open to community input and participation as the Board of Trustees considers appropriate, while demonstrating responsible stewardship of all resources;
 - (c) name or rename the organization, schools, portions of schools, rooms within a school, school grounds, other Calgary Board of Education facilities or educational programs;
 - (d) authorize a plebiscite to consider taxation requisitions from a municipality;
 - (e) approve the bargaining mandate for all collective agreements;
 - (f) accept the resignations of all teaching staff;



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Governance Process Page 3 to GP-5: Board of Trustees' Role Description

- (g) terminate the services of a teacher;
- (h) hold hearings for the purpose of appeals to teacher transfers;
- (i) approve all locally developed/authorized courses for use in the CBE;
- (j) make by-laws pursuant to legislation;
- (k) make rules governing its internal procedure and its meetings;
- (l) consider applications for alternative programs, pursuant to section 31(2) of the *School Act* (charter schools);
- (m) authorize the successful tender for school buildings prior to submission to the appropriate Minister for approval.

Adopted: September 7, 2010