

## CALGARY BOARD OF EDUCATION

Minutes of the Organizational Meeting of the Board of Trustees ("Board") held in the Multipurpose Room, Education Centre, 1221 8<sup>th</sup> Street SW, Calgary, Alberta, on Tuesday, October 18<sup>th</sup>, 2011 at 5:00 p.m.

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### PRESENT

#### Board of Trustees:

Trustee C. Bazinet  
Trustee J. Bowen-Eyre  
Trustee P. Cochrane  
Trustee L. Ferguson  
Trustee P. King  
Trustee G. Lane  
Trustee S. Taylor

#### Administration:

Ms. N. Johnson, Chief Superintendent of Schools  
Mr. D. Stevenson, Deputy Chief Superintendent of Schools  
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services  
Ms. D. Meyers, Superintendent, Finance & Supply Chain Services  
Mr. J. Johnston, Superintendent, Human Resources  
Ms. C. Faber, Superintendent, Learning Innovation  
Ms. D. Lewis, Superintendent, Learning Services  
Mr. R. Peter, Chief Communications Officer  
Ms. L. Safran, General Counsel, Legal Affairs  
Ms. D. Doll, Assistant Corporate Secretary  
Ms. H. Numrich, Recording Secretary

#### Stakeholder Representatives:

Ms. L. Newton, Calgary Association of Parents and School Councils  
Ms. J. Regal, Alberta Teachers' Association, Local 38  
Ms. L. Robb, Calgary Board of Education Staff Association  
Mr. K. Brown, Elementary School Principals' Association  
Mr. B. Unterschultz, Elementary School Principals' Association

### **1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME**

Ms. D. Doll, Assistant Corporate Secretary, assumed the chair as Chairman pro tem and called the meeting to order at 5:01p.m. The singing of the national anthem was led by students from Forest Lawn High School by way of DVD. Ms. Doll acknowledged and welcomed representatives from the aforementioned organizations.

### **2.0 CONSIDERATION/APPROVAL OF AGENDA**

MOVED by Trustee King:

**THAT the Agenda for the October 18, 2011 Organizational Meeting of the Board of Trustees be approved as submitted.**

The motion was  
CARRIED UNANIMOUSLY.

### **3.0 NOMINATIONS**

#### **3.1 Nominations for and Election of Chair of the Board**

Ms. Doll called for nominations for the position of Chair of the Board of Trustees for the 2011-2012 term of office.

Trustee Bowen-Eyre nominated Trustee Cochrane. Ms. Doll called two more times for nominations for the position of Chair. There were no further nominations. Trustee Cochrane confirmed that she would let her name stand for Chair.

Trustee Bowen-Eyre spoke to the nomination, noting that Trustee Cochrane is visionary, has demonstrated leadership and integrity, and is a natural choice for Chair at this time. Trustee Cochrane was declared elected Chair of the Board of Trustees by acclamation and was congratulated as the Chair of the Board.

Chair Cochrane assumed the Chair and expressed her gratitude to Trustees for placing their trust in her to serve in this position once again, and that she counts it an honor to do so.

#### **3.2 Nominations for and Election of Vice-Chair of the Board**

Chair Cochrane called for nominations for the position of Vice-Chair of the Board of Trustees.

Trustee Taylor nominated Trustee Bowen-Eyre for Vice-Chair.

Trustee Lane nominated Trustee Ferguson for Vice-Chair.

Chair Cochrane called for further nominations for the position of Vice-Chair. There were no further nominations. Trustee Bowen-Eyre and Trustee Ferguson both confirmed that they would let their names stand for Vice-Chair.

Trustee Taylor spoke to the nomination of Trustee Bowen-Eyre, noting her demonstrated skills as a facilitator and leader.

Trustee Lane spoke to the nomination of Trustee Ferguson, noting that her experience, industrious skills and ability as a good critical thinker who examines things thoroughly would be valued and needed in these times of financial uncertainty.

In response to a request by Trustees, ballots were distributed to Trustees and collected by the Board Page and given to the Assistant Corporate Secretary for tallying.

Trustee Ferguson was declared elected Vice-Chair of the Board of Trustees.

Trustee Ferguson expressed thanks to Trustees for the nomination and election. She stated her continued commitment to and respect for the position and her strong appreciation for stakeholder concerns.

#### **3.3 Roster for Second Vice-Chair**

The Board agreed to postpone this item to a future Board meeting.

### **4.0 ESTABLISHMENT OF COMMITTEES, COMMITTEE MEMBERSHIP, AND LIAISON LINKS**

#### **4.1 Establishment of Committees (including powers, duties and membership) Audit Committee**

Trustee Ferguson nominated Trustee Taylor to the Audit Committee.

Action By

Trustee Lane nominated Trustee Bazinet to the Audit Committee.

Trustee King nominated Trustee Bowen-Eyre to the Audit Committee.

Chair Cochrane asked if each of the nominees were willing to let their names stand for the nomination. Trustee Taylor agreed to let her name stand, conditional on being the Chair. Trustee Bowen-Eyre agreed to let her name stand and Trustee Bazinet declined.

Trustee Bazinet nominated Trustee Taylor as Chair of the Audit Committee.

Trustee Lane nominated Trustee Bowen-Eyre as Chair of the Audit Committee.

Trustee Taylor agreed to let her name stand for Chair of the Audit Committee. Trustee Bowen-Eyre declined, stating that her preference would be that Trustee Taylor be the Chair. There were no further nominations.

Trustee Taylor was declared elected Chair of the Audit Committee.

Trustee Bowen-Eyre was declared elected member of the Audit Committee.

**Board Evaluation Committee**

Trustee Bowen-Eyre nominated Trustee King to the Board Evaluation Committee.

Trustee Ferguson nominated Trustee Cochrane to the Board Evaluation Committee.

Trustee King and Trustee Cochrane stated that they were both willing to let their names stand for members of the Board Evaluation Committee. Trustee Cochrane stated that she would prefer not to let her name stand for the position of Chair of this Committee. There were no further nominations.

Trustee King was declared elected Chair of the Board Evaluation Committee.

Trustee Cochrane was declared elected member of the Board Evaluation Committee.

**Trustee Remuneration Committee**

Trustee Taylor nominated Trustee King to the Trustee Remuneration Committee.

Trustee Bowen-Eyre nominated Trustee Lane to the Trustee Remuneration Committee.

Trustee King and Trustee Lane agreed to let their names stand to serve on the Trustee Remuneration Committee. There were no further nominations.

Trustee Bazinet nominated Trustee Lane as Chair of the Trustee Remuneration Committee. Trustee Lane agreed to let his name stand for Chair of the Trustee Remuneration Committee.

Trustee Lane was elected Chair of the Trustee Remuneration Committee.

Trustee King was elected as a member of the Trustee Remuneration Committee.

Chair Cochrane informed that the Board had just received the draft Terms of Reference for the Board Committees and that they would be reviewed and considered at a subsequent Board meeting in the near future. She noted that the Board Procedures indicate that the Terms of Reference for Board Committees are to be reviewed annually and not necessarily at the Organizational Meeting.

Action By

Chair Cochrane also confirmed that continuation of the Planning Committee is currently under review and a decision will be made as quickly as possible.

**4.2 Appointment of Trustees to Liaison Responsibilities**

**Alberta Teachers' Association/Calgary Board of Education Interpretation Committee and Liaison Committee**

Trustee King nominated Trustee Bowen-Eyre to the appointment of Trustee liaison for the Alberta Teachers' Association/Calgary Board of Education Interpretation Committee and Liaison Committee.

Trustee Lane nominated Trustee Bazinet to the appointment of Trustee liaison for the Alberta Teachers' Association/Calgary Board of Education Interpretation Committee and Liaison Committee.

Trustee Bowen Eyre agreed to let her name stand for the position.

Trustee Bazinet stated that she would not let her name stand for this position unless the Board would separate the Interpretation and Liaison Committees, noting that her spouse is a teacher.

Chair Cochrane asked if the Board would like to separate the roles. The Board agreed to keep the roles combined as one position. There were no further nominations.

Trustee Bowen-Eyre was elected as Trustee liaison to the Alberta Teachers' Association/Calgary Board of Education Interpretation Committee and Liaison Committee.

**Calgary Board of Education Staff Association Mutual Interest Board**

Trustee Ferguson nominated Trustee King to the appointment of Trustee liaison for the Calgary Board of Education Staff Association Mutual Interest Board.

Trustee King agreed to let her name stand for the position. There were no further nominations.

Trustee King was elected as Trustee liaison for the Calgary Board of Education Staff Association Mutual Interest Board.

**Calgary Association of Parents and School Councils**

Trustee Bowen-Eyre nominated Trustee Cochrane to the appointment of Trustee liaison for the Calgary Association of Parents and School Councils.

Trustee Cochrane agreed to let her name stand for the position. There were no further nominations.

Trustee Cochrane was elected as Trustee liaison for the Calgary Association of Parents and School Councils.

**Alberta School Boards Association Zone 5 Director**

Trustee King nominated Trustee Bazinet to the appointment of Trustee liaison for the Alberta School Boards Association Zone 5 Director.

Trustee Bazinet stated that she was not willing to let her name stand for this position as she is already serving as Vice-Chair of Zone 5 and wishes to continue doing so.

Action By

Trustee Bazinet nominated Trustee Taylor to the appointment of Trustee liaison for the Alberta School Boards Association Zone 5 Director.

Trustee Taylor agreed to let her name stand for the position. There were no further nominations.

Trustee Taylor was elected as Trustee liaison for the Alberta School Boards Association Zone 5 Director.

#### **Alberta School Boards Association Board of Directors**

Chair Cochrane noted that Trustee Ferguson's term as director for the Alberta School Boards Association Board of Directors expires in June, 2012 and that she will continue to serve as the Trustee liaison for the Alberta School Boards Association Board of Directors.

#### **Alberta School Boards Association Board of Directors Alternate**

Chair Cochrane noted that her term as Trustee liaison representative as the Alberta School Boards Association Board of Directors Alternate is not due to expire until June, 2012; however, she is no longer able to fulfill the duties of this position.

Trustee Taylor nominated Trustee Bowen-Eyre to the appointment of Trustee liaison for the Alberta School Boards Association Board of Directors Alternate. There were no further nominations.

Trustee Bowen-Eyre agreed to let her name stand for the position.

Trustee Bowen-Eyre was elected as Trustee liaison for the Alberta School Boards Association Board of Directors Alternate.

#### **imagineCALGARY Steering Committee**

Trustee King nominated Trustee Lane to the appointment of Trustee liaison representative for the imagineCALGARY Steering Committee.

Trustee Lane agreed to let his name stand for the position. There were no further nominations.

Trustee Lane was elected as Trustee liaison for the imagineCALGARY Steering Committee.

#### **EducationMatters**

Trustee Lane and Trustee Cochrane will continue to serve as Trustee liaison representatives for EducationMatters to the end of their three year terms.

### **5.0 SCHEDULE OF BOARD MEETINGS AND ANNUAL AGENDAS**

MOVED by Trustee King:

**1. THAT the Board of Trustees approves the Schedule of Regular Board Meetings, including the date, time and place, for October 2011 to October 2012, as follows:**

**PUBLIC AGENDAS**  
**5:00 p.m. to 8:00 p.m.**

**PRIVATE AGENDAS**  
**3:00 p.m. to 6:00 p.m.**

November 1, 2011  
November 15, 2011  
December 6, 2011

October 25, 2011

November 29, 2011

Action By

<b>PUBLIC AGENDAS</b> <b>5:00 p.m. to 8:00 p.m.</b>	<b>PRIVATE AGENDAS</b> <b>3:00 p.m. to 6:00 p.m.</b>
December 20, 2011	
January 10, 2012	January 31, 2012
January 24, 2012	
February 7, 2012	February 28, 2012
February 21, 2012	
March 6, 2012	
March 20, 2012	
April 3, 2012	April 24, 2012
April 17, 2012	
May 1, 2012	May 22, 2012
May 15, 2012	
June 12, 2012	June 26, 2012
June 19, 2012	
September 4, 2012	
September 18, 2012	September 25, 2012
October 2, 2012	
October 16, 2012	

Meetings will be held in the Multipurpose Room, Education Centre, 1221 8<sup>th</sup> Street SW, Calgary, Alberta.

**2. THAT the Board of Trustees approves the amended GP-4E: Annual Agenda Planning, as submitted.**

The motion was  
CARRIED UNANIMOUSLY.

#### 6.0 ADJOURNMENT

Chair declared the meeting adjourned at 5:32 p.m.