

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, February 20, 2007 at 5:00 p.m.

PRESENT

Board of Trustees:

Trustee P. Cochrane, Chair
Trustee C. Bazinet
Trustee N. Close
Trustee G. Dirks
Trustee K. Fawcett
Trustee L. Ferguson
Trustee G. Lane

Administration:

Ms. J. Barkway, Assistant Corporate Secretary
Dr. B. Croskery, Chief Superintendent of Schools
Mr. F. Coppinger, Superintendent, Facilities and Environmental Services
Mr. D. Dart, Superintendent, Corporate Services – Secretary Treasurer
Mr. J. Drysdale, Superintendent, Educational Support Services
Ms. B. Hubert, Deputy Chief Superintendent of Schools
Mr. J. Jones, Executive Assistant to the Chief Superintendent
Ms. B. Kuester, Executive Director of Communications
Mr. R. Peden, Director and General Counsel, Legal Affairs
Ms. D. Perrier, Recording Secretary
Ms. S. Wasylshyn, Executive Assistant to the Trustees

Stakeholder Representatives:

Mr. B. Anderson, Canadian Union of Public Employees, Local 40
Ms. S. Anderson, Elementary School Principals' Association
Mr. K. Brown, Elementary School Principals' Association
Dr. M. Christison, Senior High School Principals' Association
Ms. A. Craig, Calgary Board of Education Staff Association
Mr. L. Liffiton, Alberta Teachers' Association, Local 38

1.0 CALL TO ORDER, NATIONAL ANTHEM AND WELCOME

Chair Cochrane called the meeting to order at 5:00 p.m., and Shelby, a Grade 11 student from Central Memorial High School, led in the singing of the national anthem. Chair Cochrane acknowledged and welcomed representatives from the aforementioned organizations.

Throughout the meeting Chair Cochrane acknowledged the arrival of invited guests for the special presentation to be given by Chief Superintendent Croskery on Equity, Access, Excellence and Choice, as follows: Ms. A. Delong, MLA Calgary Bow; Ms. L. Nishimura, former CBE trustee; Mr. D. Pickersgill, former CBE trustee; Ms. S. Taylor, Trustee, Prairie Land Regional Division; Ms. A. Boucher, Chair, Greater Southern Public Francophone Regional Authority; Ms. S. Carry, President & CEO, Bow Valley College; Ms. B. Burggraf, Executive Director, EducationMatters; Mr. J. Blevins, Alberta Education; Mr. H. Van Ngo, Coordinator, Coalition for Equal Access to Education; Ms. M.J. Burrows, Principals' Association for Adolescent Learners; Ms. L. Newton, Calgary Association of Parents and

Action By

School Councils; Ms. D. Clark, Elementary School Principals' Association; Mr. D. Rodney, MLA Calgary-Lougheed and Chair of Calgary Caucus.

2.0 CONSIDERATION/APPROVAL OF AGENDA

Ms. Barkway informed that items 8.1.1 Approval of Minutes, and 8.1.2 Annual Monitoring – Governance Process Policies 3, 4, 8, 9 and 12 were pulled from the Consent Agenda.

Chair Cochrane extended a special welcome to Mr. F. Coppinger, the new Superintendent of Facilities and Environmental Services.

MOVED by Trustee Bazinet:

THAT the Agenda for the Regular Meeting of February 20, 2007 be approved as submitted, subject to the removal of Items 8.1.1 and 8.1.2 from the Consent Agenda.

The motion was
CARRIED UNANIMOUSLY.

3.0 SCHOOL/SYSTEM PRESENTATIONS

3.1 University Elementary School re: Mobile Technology Learning Project

Mr. D. Stevenson, Director, Area I, provided introductory remarks about the Mobile Technology Learning Project. The project is a collaborative undertaking by Innovative Learning Services, University Elementary School (four Grade 5/6 teachers and ninety-six Grade 5 and 6 students) and Information Technology Services. It is the result of Alberta Education's request for proposals related to emerging technologies and learning, with a \$150,000 grant offered to the winning research proposal. Mr. Stevenson introduced and called forward Mr. B. Parker, Principal, University Elementary School, to share further details about the project.

Mr. Parker noted the project is closely aligned with Ends 2 – Academic Success, although as they get further into the initiative they are finding it actually ties to all of the Ends statements. He noted that the primary focus and ultimate goal of the project is to investigate what the impact is on learning by students having unrestricted or unconstrained access to technology, digital information, digital resources and tools, through having an assigned wireless internet- connected laptop. Mr. Parker introduced Mr. D. Rakowski, Learning Specialist, Innovative Learning Services, and the Project Lead. Mr. Rakowski noted that this project brings into perspective what changes in teacher practice will come about and its effects on learning for all students, including English as a Second Language and special needs students. A PowerPoint presentation was given, which provided further highlights about the project including points about the importance of the project, the resources allocated to it, who's involved, impacts on teaching and learning, and a number of insights.

The following presenters came forward and individually shared the personal and professional impacts the project has had on them: Ms. P. Acorn – teacher, Ozzie – student, Sarah – ESL student, and Mr. C. Meloche – parent.

On behalf of the Board of Trustees, Trustee Dirks thanked the presenters for their impressive presentation and gave accolade to the tremendous work being done at University Elementary School.

4.0 HONOURS AND RECOGNITIONS

4.1 Lighthouse Awards

Ms. Kuester, Executive Director of Communications, introduced the Lighthouse Award recipient this month – Alberta Beverage Container Recycling Corporation (ABCRC). She noted they are a not-for-profit corporation that is devoted to the efficient collection and recycling of beverage containers. They provide recycling support for the schools, through which elementary schools can raise up to \$100 a month; and three junior high and high schools are eligible to win up to \$1000 in an annual recycling challenge. All the money given by the ABCRC is put towards a program of the school's choice. The ABCRC also provides recycling support to teachers, through the provision of material to promote environmental awareness in schools.

Ms. D. Pettipas, Consumer Awareness Manager, and Ms. K. Harman, Marketing Assistant, were present to accept the award on behalf of Alberta Beverage Container Recycling Corporation, which was presented by Chair Cochrane.

SPECIAL PRESENTATION: EQUITY, ACCESS, EXCELLENCE AND CHOICE – SEVEN YEARS LATER

At this point in the meeting a special presentation was given by Chief Superintendent Croskery on Equity, Access, Excellence and Choice – Seven Years Later. The presentation was given orally with a PowerPoint slide show provided on overhead, which was provided in hard copy as well and distributed at the meeting. Chief Superintendent Croskery noted his appreciation that this topic has again come to the Board of Trustees' table for discussion; it was previously presented on two occasions to the Board of Trustees – May 16, 2000 and November 4, 2003. He thanked his Executive Assistant, Mr. J. Jones, for his work on the PowerPoint presentation and he also thanked the system as a whole for its massive efforts in supporting and moving this work forward, led by Trustees through the governance function as well as through the assistance of professional educators, parents and other groups throughout the city.

Chief Superintendent Croskery shared a few quotes that he felt were important to the subject and he made reference to a number of authors and their writings in relation to societal issues. The following are highlights of the presentation:

- Aspects of culture (the notion of culture leading to assimilation is not a good fit in a city such as Calgary); Respect for diversity; multiculturalism – currently there are 62 different languages spoken throughout the Calgary Board of Education; Aims of education – based on an assumption of worth, under three classifications: education for initiation into knowledge, education for society and education for personal human development has been a discourse that has expanded in the Calgary Board of Education; Global gyres – the economic shift is an important context, especially in a province that values the free market ideology; also important are the technology gyre, the multicultural gyre, the political gyre, and global shifts.
- The owners of public education in this city are the citizens of Calgary.
- Focus on the customer – there is no one best model; we must engage our public in dialogue that leads to a greater focus on the values. The initial focus on 'choice' was high on the agenda in our city, and the values of excellence, equity and access came to inform the notion of choice in public schooling in our system.
- Positioning the Calgary Board of Education for the future – embrace ambiguity; know when to stop talking and start doing; be welcoming; fear nought; focus on Ends; kiss the luff (a sailing expression to be interpreted as 'How can we move the pacing of change at its optimal level so that children in our system will benefit?'); know who we work for; learn to serve.

Chief Superintendent Croskery concluded by expressing his appreciation to the Board of Trustees for having the courage to support these four very important values of Equity, Excellence, Access and Choice at a time when there were many voices saying not to go there. He also commended

his staff for grappling with these very complex ideas in their attempts to move forward with the Board as it set that direction for the system.

Chief Superintendent Croskery addressed questions put forward by Trustees, summarized as follows:

- We need to question the concept of bricks and mortar schools, now with the availability of on-line learning, and the creation of new learning environments. We need to take very seriously the concerns expressed about those children who do not succeed – we know more than we will ever need to know how to make children successful in school, and that it takes political will to create environments of success for children.
- With respect to issues of opportunity, we know pragmatically that certain students will succeed and others will not; socio-economic factors are powerful forces and so long as we can't find leverage on equalizing the playing field, we will never be as successful as we could possibly be in the ultimate achievement of equity, excellence, access and choice.
- There are ample examples available with respect to improvement throughout our school district in the area of technology, i.e., the establishment of our Innovative Learning Services, and the possibilities of advancement are limitless and must be embraced if we are to remain cutting edge.
- In regards to a question about choice and how to balance the interests of the general public with the interests of the customer (the parent/the student) – this is a very important issue that can lead to ambiguity and there are no easy answers. It is dangerous to uphold unfettered and unbridled choice when that particular choice overwhelms everything else. This issue very likely goes right to the heart of policy and governance and the administrative functioning of the school system.

CELEBRATION OF THE CONFERENCE BOARD OF CANADA SPENCER STUART 2007 NATIONAL AWARDS IN GOVERNANCE

Chief Superintendent Croskery shared some context to these awards, noting that there were three awards plus an overall winner. The Calgary Board of Education's Board of Trustees was honoured earlier this month with The Conference Board of Canada Spencer Stuart 2007 National Awards in Governance in the public sector category, and as the overall winner for setting clear focus and direction of its work, which was done through policy governance and focus on the Ends. On behalf of the system, he expressed sincere congratulations, pride and thanks to the Board of Trustees.

Chief Superintendent Croskery introduced and welcomed Mr. L. Coad, Western Director of The Conference Board of Canada. Mr. Coad is a graduate of the Calgary Board of Education, from Lord Beaverbrook High School, and he holds a BA (Honours) in Economics from the University of Alberta, and an MA in Economics from the University of Calgary. Mr. Coad shared some brief remarks about the raison d'être of The Conference Board of Canada, the history of the awards, and what the awards recognize.

Ms. Barkway read into the record a message that was sent by The Honourable Ed Stelmach, Premier of Alberta, congratulating the Calgary Board of Education's Board of Trustees for their achievement and recognition.

Chair Cochrane noted it was truly a delight for some of the Trustees to be in Toronto for the awards evening, and then for the conference that followed. She stated it was exciting to recognize what they themselves have actually achieved because it's not something they recognized while in the midst of the work. She pointed out that since 1999 she and Trustees Dirks and Close have served in their role as trustees. She also recognized two of their colleagues from that time who were in the public gallery – Mrs. Nishimura and Mr. Pickersgill - and she noted further that this award is the result of the work of the past three Boards. Chair Cochrane emphasized that the award truly would mean nothing if our students were not succeeding, and they are; and they are the reason that the Board made every effort to create a good governance structure. She noted that

at this, they have been successful, and she was proud to be a member of this Board. She expressed appreciation, on behalf of the Board, to all who supported the Board of Trustees in their pursuit of excellence in governance.

Recessed: 6:39 p.m.
Reconvened: 7:10 p.m.

5.0 PUBLIC CONVERSATION AND INFORMATION

5.1 Correspondence

There was no correspondence.

5.2 Report from the Chair and Trustees

Trustee Ferguson reported on a student-run assembly held earlier in the day at Buchanan School, where Margaret Trudeau was a guest speaker for WaterCan, a Canadian non-governmental organization dedicated to providing clean water, basic sanitation and hygiene education to the world's poorest people. Students at Buchanan School held a fundraiser, from which the proceeds will go to assist with the needs of people in Africa.

Trustee Fawcett noted that last week he attended the launch of the Calgary Hitmen book entitled *Hitmen Threat* at Abbeydale Elementary School, which was attended by a number of corporate sponsors.

Trustee Lane informed that on behalf of the Board he attended a fundraiser that was held February 16, 2007 for Squadron 782, which is the Air Cadets that many of our students belong to. He noted that Alderman Gordon Lowe and the Lieutenant Governor were also in attendance at the event.

Chair Cochrane shared news about her attendance at the Corporate Services and Facilities and Environmental Services Development Day on February 15, 2007. She noted further that a number of Trustees attended the Alberta Teachers' Association Teachers' Convention that was held on February 15th and 16th.

5.3 Report from the Chief Superintendent

Chief Superintendent Croskery provided brief remarks about the following issues and events:

- He formally introduced and welcomed new Superintendent of Facilities and Environmental Services, Mr. F. Coppinger.
- He referenced a letter received from Mr. J. Beaton, Chief of Police, relaying their appreciation of the Calgary Board of Education's support with the "Get a Life" anti-gang public awareness campaign.
- He read a letter that was received from Mr. K. Henke, Deputy Minister of Alberta Education, congratulating the Calgary Board of Education on its achievement and receipt of the overall Conference Board of Canada/Spencer Stuart 2007 National Award in Governance.
- He attended a celebration at the University of Calgary on February 18, 2007, which was held by the Vietnamese Society for the Encouragement of Learning to recognize academic achievement. He noted that the government recently put out a report on English as a Second Language student achievement, which he intends to review and report his observations to the Board at a later date.

5.4 Public Question Period

There were no questions from the public.

5.5 Stakeholder Report

5.5.1 Ms. P. Morris, Parent from the Lake Bonavista Community

Ms. Morris noted she is a parent volunteer at Lake Bonavista Elementary School and that she volunteered on the Lake Bonavista Scenario Development Team last year. She pointed out that the Team was not happy with the outcome of Nickle School being proposed as a middle school by the Calgary Board of Education Administration this past January. Ms. Morris commented about some of the values held by parents of the Lake Bonavista Elementary School, which came out of a survey taken prior to becoming a dual-track school, and those values included their children being able to walk to school; a Kindergarten to Grade 6 grade configuration at the school; and a high standard of academic achievement and well-rounded students. By Nickle becoming a middle school, many of their children will have to be bused and the regular K-6 program in their own area will no longer be available. The alternative programs – French Immersion and Montessori – will continue to offer a K-6 program in the community and many of the taxpayers feel this is unfair to the regular program. She felt that the only solution to this is for Lake Bonavista to come up with an alternative to a middle school. Ms. Morris noted that having a dual track program in their school is valuable because learning of both programs is beneficial. She noted that the plea to the Board is that the regular program be treated equally to alternative programs and also, that a choice of program remains for their school.

5.6 Trustee Inquiries

There were no Trustee inquiries.

6.0 MONITORING AND RESULTS

6.1 Executive Limitations 5: Annual Report to the Public

Chief Superintendent Croskery thanked staff responsible for this work and noted that Ms. B. Kuester, Executive Director of Communications, was available to assist with questions.

Chair Cochrane reviewed the criteria against which 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 for the Board to decide. She noted further that the particular vote with regard to compliance should in no way be construed as a vote of non-confidence.

MOVED by Trustee Fawcett:

THAT the Chief Superintendent has reasonably interpreted the provisions of Executive Limitations 5: Annual Report to the Public, and the Board of Trustees finds the Chief Superintendent to be in compliance with this policy.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Dirks:

THAT the Board of Trustees commends the Chief Superintendent for exemplary performance in preparing this annual report for public consumption.

The motion was
CARRIED UNANIMOUSLY.

6.2 Executive Limitations 9: Compensation and Benefits

Chief Superintendent Croskery introduced the item and noted his appreciation of the work performed by staff in preparing this report. Mr. C. Hosfield, Director, Labour Relations, Health and Wellness, was in attendance and assisted with questions.

Chair Cochrane reviewed the criteria against which 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 for the Board to decide. She noted further that the particular vote with regard to compliance should in no way be construed as a vote of non-confidence.

Trustees gave consideration to the report and posed a number of questions, which were addressed by Administration and are summarized as follows:

- The Employee Counseling Services are offered through the Employee Health Resource Centre and there are binders in every school about those services and, in addition, this information is accessible through the CBE website in the Staffroom. Mr. Hosfield informed that a brochure is presently in production that will be distributed upon its completion.
- With respect to page 3 of the report, a statement reads “No employee of the Board is guaranteed employment.” Mr. Hosfield explained that all of the contracts of employment or employment relationships are subject to termination should cause be established; we operate under both contract law and common law that says an employer has a relationship with employees and at no time is there an expectation that employment would continue in perpetuity in the event of a cause being established.

MOVED by Trustee Bazinet:

THAT the Chief Superintendent has reasonably interpreted the provisions of Executive Limitations 9: Compensation and Benefits, and the Board of Trustees finds the Chief Superintendent to be in compliance with this policy.

The motion was
CARRIED UNANIMOUSLY.

6.3 Executive Limitations 7: Treatment of Staff and Volunteers (Addendum)

Chief Superintendent Croskery provided introductory remarks, noting that this policy is a salutary reminder that our schools and our system is not just a place of learning for students, but a workplace for our employees and volunteers. He noted his appreciation to Mr. C. Hosfield, Director, Labour Relations, Health and Wellness, for the work on this report.

Chair Cochrane reviewed the criteria against which 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 for the Board to decide. She noted further

that the particular vote with regard to compliance should in no way be construed as a vote of non-confidence.

Trustees posed questions that were addressed by Administration, about the issue of workplace violence, the nature of the complaints and how they are handled, and on the process followed with respect to employee performance evaluation appeals.

MOVED by Trustee Fawcett:

Subsequent to the receipt of further information on point 4 of Executive Limitations 7: Treatment of Staff and Volunteers, the Board of Trustees finds that the Chief Superintendent has reasonably interpreted the provisions of this policy and that he is in compliance with the policy.

The motion was
CARRIED UNANIMOUSLY.

7.0 POLICY DEVELOPMENT AND REVIEW

7.1 Impact Statement for Proposed Executive Limitations 17: imagineCALGARY Charter

Chief Superintendent Croskery expressed appreciation to staff members that were instrumental in preparing this report. He noted that the Administration is strongly supportive of the goals and aims of imagineCALGARY, and also felt it important to bring forward some pragmatic issues, which are documented in the report.

Trustee Close provided additional information with respect to the report's inference that we may be expected to align our work with the municipal government, noting that at this point in time there is a transition team that is being funded by the municipal government; however, the long range intention of imagineCALGARY is far broader than that. The partners that have signed up and agreed to achieve the targets would work together to make sure the targets are achievable and the vision is still held and that we move forward as citizens of Calgary to work towards those targets.

In response to a request for further details on how the engagement of employees throughout the system and the public would take place, Ms. B. Kuester, Executive Director of Communications, noted it would be recommended that prior to second reading of this policy, that the Board of Trustees' Linkages Committee give some consideration to a public participation exercise for proposed action.

Discussion ensued surrounding the primary focus of the Calgary Board of Education and the importance that the proposed policy EL-17: imagineCALGARY does not distract the system from its core work. Chief Superintendent Croskery addressed a question and comment by a Trustee, on the possibility of revising this policy to make it broader in scope and focus with respect to how the Calgary Board of Education interacts with all agencies and organizations, including imagineCALGARY. He noted it could be given consideration, but in all instances where issues of this nature come about, the stance taken is that the Calgary Board of Education's Ends Statements define our mandate and always takes precedence.

8:00 p.m. – Chair Cochrane received the consent of Trustees to continue the meeting to the completion of the agenda.

MOVED by Trustee Close:

THAT the report *Impact Statement for Proposed Executive Limitations 17: imagineCALGARY Charter* be referred to the Board of Trustees' Policy Committee for review and recommendations to the Board prior to second reading of the policy.

Policy Committee

The motion was
CARRIED UNANIMOUSLY.

7.2 Executive Limitations 18: Student Fees – Third Reading

Trustee Fawcett introduced the item, noting that Executive Limitations 18: Student Fees has been given first and second reading, and at the time of second reading it was agreed to bring the Policy Exhibit forward for consideration subsequent to giving third reading to the policy.

A friendly amendment was suggested and accepted to the wording of EL-18, to add “and independent students” following “parents” in points 1, 5 and 7 of the policy.

The issue of communication was clarified, with Chief Superintendent Croskery stating that a review of the regulatory requirements would be prioritized over the next couple of weeks to address the needs for information sharing. It is also important to invite some feedback on this policy and to allow for time to review that feedback for any unforeseen impacts. Trustees noted their interest of being kept informed about any related amendments to Administrative Regulations, as well as any communication to parents and schools.

B. Croskery

MOVED by Trustee Fawcett:

THAT the Board of Trustees approves third reading and thereby final approval to the amended Executive Limitations 18: Student Fees, in the form as submitted as Attachment I to the report dated February 20, 2007, and subject to the addition of the words “and independent students” following “parents” in points 1, 5 and 7 of the policy.

Trustee Fawcett noted his belief that this is a step in the right direction, to bring greater accountability and clarity to school fees within our system, and a monitoring process to understand how the fees are being used and how they might evolve into the future. Additional comments included that the policy reflects the values of the Board of Trustees; that the policy is recognized as a first step; and that the Board is aware there are other fees that are charged by the Calgary Board of Education, for example, transportation, lunchroom supervision, international students, but this policy was designed to address instructional supplies and materials and educational trips.

Chair Cochrane called for the vote on the motion.

The motion was
CARRIED UNANIMOUSLY.

MOVED by Trustee Fawcett:

THAT the Board of Trustees approves the exhibit, Executive Limitations 18E: Student Fees Report, in the form as submitted as Attachment II to the report dated February 20, 2007.

The motion was
CARRIED UNANIMOUSLY.

(The approved Executive Limitations 18: Student Fees, and Executive Limitations 18E: Student Fees Report, are attached to these minutes.)

8.0 CONSENT AGENDA

Two items were removed from the Consent Agenda and Chair Cochrane declared the remaining item to be adopted as presented.

8.1 Board Consent Agenda

8.1.1 EducationMatters – Quarterly Report

THAT the attachment (fourth quarter report) with respect to EducationMatters be received for information and for the record, in the form as submitted with the agenda for the Regular Meeting held February 20, 2007.

8.2 Approval of Minutes

This item was removed from the Consent Agenda in order that corrections could be made to the Minutes to indicate the departure of Trustee Bazinet at 5:49 p.m. and to note her absence from voting on all motions from Item 7.0 and forward to the adjournment of the meeting.

MOVED by Trustee Bazinet:

THAT the Board of Trustees approves the Minutes of the Regular Meeting held February 6, 2007, subject to the corrections noted above.

J. Barkway

The motion was
CARRIED UNANIMOUSLY.

8.3 Annual Monitoring of Governance Process Policies 3, 4, 8, 9 and 12

This item was removed from the Consent Agenda in order that an additional motion could be proposed.

MOVED by Trustee Bazinet:

THAT the Board of Trustees approves the Governance Process Monitoring reports for Governance Process Policies, 3, 4, 8, 9 and 12, in the form as submitted as Attachment I to the report dated February 20, 2007; and that the report be referred to the Board of Trustees' Policy Committee for further review.

Policy Committee

The motion was
CARRIED UNANIMOUSLY.

9.0 ACTION ITEMS

There were no action items.

10.0 TRUSTEE NOTICES OF MOTION

There were no Trustee notices of motion.

Action By

11.0 ADJOURNMENT

The Chair declared the meeting adjourned at 8:25 p.m.

Attachments: EL-18: Student Fees, and EL-18E: Student Fees Report



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Executive Limitations EL-18E: Student Fees

Student Fees Report

A Student Fees Report shall be submitted to the Board of Trustees by the end of September and contain information from the previous school year on Calgary Board of Education school and system programs including:

- (a) a total cost for instructional supplies and materials,
- (b) the number of students,
- (c) the amount of the fee(s) for instructional supplies and materials,
- (d) the amount of the fee(s) for instructional supplies and materials expressed as % of the total cost,
- (d) the number of waivers,
- (e) the amount of money collected under the instructional supplies and materials fee(s), and
- (f) the amount of money collected under the instructional supplies and materials fee(s) expressed as a percentage of the actual per-student costs for instructional supplies and materials for the preceding school year.

Adopted: February 20, 2007



CALGARY BOARD OF EDUCATION

Board of Trustees' Policy – Executive Limitations EL-18: Student Fees

Monitoring Method: Internal
Monitoring Frequency: Annual

In regard to the charging of fees for instructional supplies and materials and educational trips, the Chief Superintendent shall not fail to ensure that:

1. Reasonable expectations and guidelines are established and clearly communicated about the respective responsibilities of the Calgary Board of Education, parents and independent students in providing instructional supplies and materials;
2. Clear expectations and guidelines are established for Calgary Board of Education fees for:
 - (a) instructional supplies and materials deemed necessary and affordable by the Chief Superintendent to facilitate accomplishment of the Board of Trustees' Ends policies; and
 - (b) educational trips;
3. Students are not denied access to instructional supplies and materials or to essential educational trips because of an inability to pay;
4. Fees for instructional supplies and materials and educational trips do not exceed cost recovery;
5. With respect to educational trips, school principals advise parents and independent students of the reasons for a fee and all costs related to that fee;
6. A waiver of fees may be available for parents and independent students who are unable to pay the fees for instructional supplies and materials and essential educational trips;
7. Each school principal shall annually report and account to parents and independent students regarding fees for instructional supplies and materials and educational trips.

Adopted: February 20, 2007