



AGENDA

Edmonton School District No. 7
One Kingsway
Edmonton, Alberta

McCauley Chambers
Tuesday, March 5, 2013
2:00 p.m.

Board Meeting #16

- A. O Canada 🇨🇦
- B. Roll Call
- C. Approval of the Agenda
- D. Communications from the Board Chair
- E. Communications from the Superintendent of Schools
- F. Minutes
 - 1. DRAFT – Board Meeting #15 – February 19, 2013
- G. Comments from the Public and Staff Group Representatives
(NOTE: Pre-registration is required for this item.)
- H. Reports
 - Report #7 of the Caucus Committee (From the Meeting Held March 5, 2013) – *Report added March 5, 2013*
(Recommendation)
 - 2. Motion re Trustee Campaign Disclosure Bylaw
(Recommendation)
 - 3. District Developed Locally Developed Courses
(Recommendation)
 - 4. Process and Timeline for 2013-2014 Spring Proposed Budget
(Recommendation)
 - 5. First Nations, Métis and Inuit (FNMI) Appointed Trustees
(Information - Response to Request for Information #249)
 - 6. Restorative Practices
(Information - Response to Request for Information #251)
 - 7. Costs for Administering a Trustee Campaign Disclosure Procedure
(Information - Response to Request for Information #259)

**BOARD OF
TRUSTEES**

Sarah Hoffman
Board Chair

Michael Janz
Board Vice-Chair

Heather MacKenzie
Caucus Chair

David Colburn
Leslie Cleary
Cheryl Johner
Catherine Ripley
Ken Shipka
Christopher Spencer

I. Other Committee, Board Representative and Trustee Reports

J. Trustee and Board Requests for Information

K. Notices of Motion

L. Meeting Dates

M. Adjournment

DATE: March 5, 2013

TO: Board of Trustees

FROM: Trustee Heather MacKenzie, Caucus Committee Chair

SUBJECT: Report #7 of the Caucus Committee (From the Meeting Held March 5, 2013)

ORIGINATOR: Sandra Stoddard, Director Executive and Board Relations

REFERENCE: [Terms of Reference – Committee of the Whole – Caucus School Act](#) Section 61

RECOMMENDATION

- 1. That Report #7 of the Caucus Committee from the meeting held March 5, 2013 be received and considered.**
- 2. That an ad hoc Superintendent Search Committee, comprised of Trustees Hoffman, Ripley and Spencer, charged with facilitating the search for a Superintendent of Schools and ensuring the full involvement of the Caucus Committee at key points in the process, be confirmed.**

:mmf

MINUTE BOOK

Board Meeting #15

Minutes of the Board Meeting of the Trustees of the Edmonton School District No. 7 of the Province of Alberta held in McCauley Chambers in the Centre for Education on Tuesday, February 19, 2013 at 2:00 p.m.

Present:

Trustees

Leslie Cleary
David Colburn
Sarah Hoffman

Michael Janz
Cheryl Johner
Heather MacKenzie

Catherine Ripley
Ken Shipka
Christopher Spencer

Officials

Edgar Schmidt
Bruce Coggles
David Fraser

Mark Liguori
Ron MacNeil
Roberta Malysh

Jamie Pallett
Tanni Parker
Sandra Stoddard

Board Chair: Sarah Hoffman

Recording Secretary: Heather Lightfoot

A. O Canada 

Staff Group Representatives

CUPE Local 474 – Felix De Los Santos, President

B. **Roll Call:** (2:00 p.m.)

The Superintendent advised that all Trustees were present.

C. **Communications from the Board Chair**

The Board Chair noted ‘Pink Shirt Day’ is Wednesday, February 27th explaining the event started in 2007 following an anti-bullying stand by two grade 12 Nova Scotia students after witnessing a grade 9 student being bullied for wearing pink to school. Since then, the Pink Shirt Day Campaign has sent a powerful message that *Bullying Stops Here*.

MINUTE BOOK

The Board Chair noted a meeting scheduled last week with the Minister of Education and the Board had been cancelled. It is hoped there will be another opportunity to meet with the Minister as a full Board in the near future.

The Board Chair noted the Board approved a motion last year that the Administration create a Student Advisory Council to meet with the Board and Administration at least twice per year to provide student perspectives on educational issues. The first meeting of the Student Council was held at the Centre for Education earlier in the day. The Student Council is made up of student representatives from grades 10 through 12. Students did a wonderful job sharing their individual insights and those of their peers.

D. Communications from the Superintendent of Schools

The Superintendent advised that many students are engaging in their communities and demonstrating their citizenship in terms of contributing and connecting. One such activity took place on February 12, 2013 when students from Oliver School in the Nellie McClung program and Spruce Avenue School learned to curl for the first time with the help of seniors at the Avonair Curling Club in Edmonton.

The Superintendent advised that many district schools are involved in *Club Moo* -- Alberta's school milk program that began in 1985 with 25 schools the first year to over 400 schools to date. He expressed appreciation and recognition to *Club Moo* for its continued support for students on good nutrition options while attending District schools.

E. Comments from the Public and Staff Group Representatives – None.

F. Minutes

1. Board Meeting #14 – February 12, 2013

MOVED BY Trustee Janz:

“That the minutes of Board Meeting #14 held February 12, 2013 be approved as printed.” (UNANIMOUSLY CARRIED)

G. Reports

2. Report #6 of the Caucus Committee (From the Meeting Held February 12, 2013)

MOVED BY Trustee MacKenzie:

“1. That Report #6 of the Caucus Committee from the meeting held February 12, 2013 be received and considered.” (UNANIMOUSLY CARRIED)

MINUTE BOOK

MOVED BY Trustee MacKenzie:

- “2. That the use of up to \$1,890,800 of accumulated Capital Renewal Funds from district lease revenues, to perform roofing and building repairs at the McKay Avenue Archives and Museum, be approved and that the future of McKay Avenue Archives and Museum be explored in the development of the district infrastructure strategy.”**

MOVED BY Trustee Spencer:

- “That the motion be referred to the March 5, 2013 board meeting.”**

The Board Chair called the question on the Referral motion.

IN FAVOUR: Trustees Ripley, Shipka and Spencer

OPPOSED: Trustees Cleary, Colburn, Hoffman, Janz, Johner and MacKenzie

The Referral Motion was DEFEATED.

The Board Chair called the question.

IN FAVOUR: Trustees Cleary, Ripley and Shipka

OPPOSED: Trustees Colburn, Hoffman, Janz, Johner, MacKenzie and Spencer

The Motion was DEFEATED.

There was a break at this point in the meeting.

- 3. Board and Superintendent Evaluations Committee: Superintendent of Schools Evaluation 2011-2012**

Trustee Ripley, Chair Board and Superintendent of Schools Evaluations Committee, read the following verbal report with respect to the 2011-2012 evaluation of the Superintendent of Schools:

The Edmonton Public School Board of Trustees recently completed its annual evaluation of the Superintendent of Schools. The Board's evaluation of the Superintendent's performance is a core responsibility that the Board takes seriously. This year the Board evaluated the Superintendent's 2011-2012 work in 156 competencies within three main areas:

MINUTE BOOK

- (1) *Three Priority Performance Goals;*
- (2) *District Management (including Educational Leadership, Financial and Fiduciary, Human Resources and Labour Relations, Facilities, Transportation, Board Relations, Policy, Communication and Stakeholder Relations; and*
- (3) *Leadership and Professional Conduct.*

Superintendent Schmidt met or exceeded expectations in the vast majority of the 156 competencies, and sincere congratulations to him on the continuing upward trend in student achievement. The Superintendent's integrity is undeniable, and his ongoing commitment to equity and supporting vulnerable children shines through in all of his recommendations and actions.

The Superintendent clearly recognizes the importance of the District's most valuable resource – its people. For example, he effectively uses his leadership team to actively support staff and respond to educational needs across the district, particularly those needs related to teaching and learning. This openness to shared leadership and the Superintendent's commitment to enhancing the professional growth of all staff are critical in the relentless pursuit of ALL children completing high school.

Other 2011-2012 highlights include improvement in the regular reporting of the District's financial health, including the excellent use of feedback reports at budget time. Trustees also appreciate the new annual reports in key areas such as First Nations, Métis and Inuit (FNMI) Education, English Language Learning (ELL), Inclusive Education, Health and Wellbeing, and Diversity and Equity. The work on a series of metrics to specifically track progress in achieving the District Priorities is exciting, and the Board looks forward to this data coming to Public Board in the future.

In the area of technology the Board thanks the Superintendent for the efforts that have been made to reduce risk during 2011-2012. The Board perceives there is a "digital divide" between schools in accessing technology. Trustees ask the Superintendent to address disparities so that all schools and students across the District may be supported by technology appropriately.

In addition, there has been much good work done in the areas of Transportation, Facilities, Internal Communications, and Policy. The upcoming policy overhaul for relevance, consistency and coherence will be beneficial to the District, for example, and the Board is pleased with the Superintendent's commitment to, and resourcing of, this work.

MINUTE BOOK

Walking “with” the public while making plans and addressing issues is critical to building District understanding as well as enhancing support for Edmonton Public Schools. Going forward, the Board encourages Mr. Schmidt to give focused attention to honing a deeper understanding of public perspectives and District political insight. Many decisions have political dimensions and can be contentious. High level, frequent and open communication is key to ensuring congruency between Board values, priorities, and policy and the work of staff “on the ground.” A standardized method of reporting on the realities, implications, risks and benefits for all recommendations would assist in this process.

The Board knows that the Superintendent is genuinely committed to promoting diversity. However, diversity is not as well reflected in staff at all levels across the District as it might be. Given the increasing diversification of our student and family populations, Trustees encourage further diligence in this area, and with a rapidly aging workforce, Trustees also encourage continued attention to succession planning.

In conclusion -- in a world of increasingly diverse classrooms; in a world of quickly evolving technology full of opportunities; in a world of aging infrastructure and financial constraints; and in a world of increased expectations and demands, Edmonton Public Schools continues to adapt, grow, change, and serve its students well. This is, in large part, thanks to the strong, persevering, and dedicated leadership of Superintendent Schmidt.

The Board looks forward to working with the Superintendent as he builds on his many accomplishments of 2011-2012 and ensures that all children in Edmonton Public Schools reach their full potential and develop the passion, ability and imagination to pursue their dreams and contribute to their community.

MOVED BY Trustee Ripley:

“That the report titled ‘Superintendent of Schools Evaluation 2011 - 2012’ be received for information.

The Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

MINUTE BOOK

4. Any Time, Pace and Place Learning
(Response to Request for Information #247)
5. Status of the Vision 2020 Cohort
(Response to Request for Information #248)
6. Trustee Campaign Disclosures
(Information - Response to Request for Information #252)

MOVED BY Trustee MacKenzie:

“That the following reports be received for information:

- **Any Time, Pace and Place Learning**
(Response to Request for Information #247)
- **Status of the Vision 2020 Cohort**
(Response to Request for Information #248)
- **Trustee Campaign Disclosures**
(Information - Response to Request for Information #252)”

Trustee Hoffman referred to Report 6 – Trustee Campaign Disclosures and requested that information be provided regarding the costs of the District administering a Trustee campaign disclosure procedure.

The Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

H. Other Committee, Board Representative and Trustee Reports

Trustee Cleary, the Board’s representative on the Edmonton Public Schools Foundation Board of Governors, reported on the following with respect to the Penny Project:

- The purpose of the Penny Project is to honor the life of the penny and to raise funds for the Foundation. The project is a part of the ongoing partnership of Kingsway Mall and the Edmonton Public Schools Foundation.
- The Penny Gallery Gala event will be held March 14, 2013 from 6:00 to 8:00 p.m. at Kingsway Mall. Friends, service providers and businesses are encouraged to purchase tickets. A few complimentary tickets will be provided for the Foundation Board of Governors as well as the principals and full-day Kindergarten teachers at the three schools funded by the Foundation.
- A pre-event reception will be held during the afternoon of March 14, 2013 to honor the Mount Royal School students who created penny sculptures.

MINUTE BOOK

- The penny sculptures will be available for viewing at the mall (outside the Gap and Body Works) from March 15, 2013 to April 5, 2013. Shoppers will be encouraged to drop off their penny collections at that time.
- Penny collections are coming from everywhere including the following:
 - Kingsway Mall staff
 - Centre for Education departments (departments are collecting pennies between February 1st and 27th)
 - The three schools receiving funding for full-day kindergarten programs (Lauderdale, Mee-Yah-Noh and Tipaskan) are collecting pennies from their communities;
 - Harry Ainlay School has organized a penny collection activity with schools in its catchment area
 - Generous individuals who have contacted the Foundation.
- Details about how to make a “copper” contribution are available in the event section on the Foundation’s website at: <http://foundation.epsb.ca/>

Trustee Cleary noted that an additional Foundation information session will take place Thursday, April 11, 2013 from 11:50 a.m. to 1:10 p.m. at Tipaskan School.

Trustee Cleary also reported the following two events she attended:

- February 12, 2013 -- The 2nd Mill Woods Community Youth Conversation Café. The event, hosted and organized by Trustee Cleary, had over 20 youths and 25 adults in attendance. The discussion was around specific needs and wants for youth and how leisure time is spent. She thanked REACH Edmonton for sponsoring the food, facilitator, and swag bags for the youth participants. All meeting attendees are now visioning safe place/spaces for Mill Woods youth to call their own and are looking forward to the next conversation to be held in April 2013.
- February 16, 2013 -- Edmonton Chinese Bilingual Education Association Chinese New Year of the Snake celebration at City Centre Mall. The event provided a wonderful showcase for student talent from those attending the twelve district schools offering the Chinese Mandarin bilingual program. The entertainment ranged from a traditional lion dance to a Chinese yo-yo demonstration performed on the main stage. Another entertaining item was “Anyone Can Learn Chinese in 2 Minutes” which was a guest panel featuring herself, City Councillor Ben Henderson, a parent of a bilingual student, and Marty Chan. Marty Chan won the audience over with his convincing pronunciation of his phrase in Mandarin. She thanked all of the volunteers, sponsors, and parents for their support in making this annual event a success.

MINUTE BOOK

Trustee Johner, the Board's representative on ASBA Zone 23, advised that the next ASBA Zone 23 general meeting will be held Friday, February 22, 2013 at 9:30 a.m. at the St. Anthony Centre. She will provide an update at the meeting from the Advocacy Committee on the MLA event occurring March 21, 2013 and will ask for feedback, information, stories and anecdotes that might be shared with MLAs. She encouraged Trustees to take a look at the request the Advocacy Committee has put forward and noted she will follow up with an e-mail.

I. Comments from the Public and Staff Group Representatives – 5:00 p.m.

There were no registered speakers for this item.

J. Trustee and Board Requests for Information

Trustee Hoffman requested that information be provided outlining cost-saving initiatives the District has implemented over the last two years

K. Notices of Motion

Trustee Janz served notice of the following motion:

That the Administration develop a campaign disclosure bylaw to be put in place prior to the 2013 election aligned with the campaign disclosure requirements for Edmonton City Council candidates.

L. Next Board Meeting Date: Tuesday, March 5, 2013 at 2:00 p.m.

M. Adjournment (4:40 p.m.)

The Board Chair adjourned the meeting.

Sarah Hoffman, Board Chair

Roberta Malysh, Secretary-Treasurer

DATE: March 5, 2013

TO: Board of Trustees

FROM: Trustee Michael Janz

SUBJECT: Motion re Trustee Campaign Disclosure Bylaw

REFERENCE: February 19, 2013 Board Meeting
[Trustees' Manual – Meetings of the Board \(Notices of Motion\)](#)

RECOMMENDATION

That the Administration develop a campaign disclosure bylaw to be put in place prior to the 2013 election aligned with the campaign disclosure requirements for Edmonton City Council candidates.

BACKGROUND

Notice of motion was served at the February 19, 2013 board meeting.

ATTACHMENTS

ATTACHMENT I [February 19, 2013 Board Report – Trustee Campaign Disclosures \(Response to Request for Information #252\)](#)

MJ:mmf

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: Trustee Campaign Disclosures
(Response to Request for Information #252)

ORIGINATOR: Jim Davies, General Counsel

**RESOURCE
STAFF:** Heather Lightfoot

REFERENCE: February 5, 2013 Board Meeting (Trustee Janz)

ISSUE

The following information was requested: Provide information on the steps and process required to develop a guideline for Trustee campaign disclosures mirroring provincial legislation and requirements of City Council candidates.

BACKGROUND

The Board has not previously required disclosure of campaign contributions and expenditures.

CURRENT SITUATION

Section 118 of the *Local Authorities Election Act* (the Act) sets out the steps and process by which a school board may require disclosure to the public of all campaign contributions and campaign expenses of all candidates for election as trustee.

KEY POINTS

The steps and process to implement this requirement are as follows:

1. **Passing of Bylaw:** The Board must pass a bylaw prior to April 15th in the election year.
2. **Mandatory Contents of Bylaw:** The bylaw must require that all candidates for election as trustee for the District prepare and disclose to the public statements of all their campaign contributions and campaign expenses.
3. **Unused Campaign Contributions:** If the Board so chooses, the bylaw may prescribe how campaign contributions not used for campaign expenses must be dispersed.
4. **Audit Requirement:** If the Board so chooses, the bylaw may require that the statements of campaign contributions and expenses be audited in accordance with generally accepted auditing standards.
5. **Disclosure to the Public:** Any person eligible to vote in the election may request to examine the statements of campaign contributions and campaign expenses during regular business hours in the presence of the Board's secretary. The implication of this is that the statements of campaign contributions and expenses must be deposited with the District's secretary treasurer, however this is not specified in the Act. Further, no date is specified in the Act for the deposit. Again, the implication is that the Board may prescribe the date.

6. Definitions in Bylaw: The bylaw must define what is included in the terms “campaign contributions” and “campaign expenses”, and may prescribe forms for candidates to use.
7. Enforcement: The method of enforcement of the requirements of the bylaw is set out in section 118(4) of the Act. It states that any person who contravenes a bylaw passed under section 118 is guilty of an offence and liable to a penalty of not more than \$1,000. Any fine paid becomes the property of the board for which the person was a candidate. The clear implication of this is that it would be up to the Board to file a complaint with the police respecting any candidate who did not deposit statements or who deposited deficient statements. This could be particularly difficult for the Board if the offending candidate were financially vulnerable or had actually been elected to the Board.

ADDITIONAL CONSIDERATIONS

The District could administer the campaign disclosure procedure or engage the City to do it. The City has advised that it does not consider such administration to be part of its contracted duties as Returning Officer for the Board in respect of the election. Therefore, additional costs would be incurred if the Board wished to engage the City to administer the campaign disclosure procedure.

ATTACHMENT

ATTACHMENT I Section 118, [*Local Authorities Election Act*](#)

WJD:cv

Section 118, *Local Authorities Election Act*

Allowable election expenses

118(1) In any election under this Act, the following expenses shall be held to be lawfully incurred and the payment of them is not a contravention of this Act:

- (a) the actual personal expenses of the candidate;
- (b) the cost of acquiring premises, accommodation, goods or services used for proper election campaign purposes;
- (c) bona fide payments for the fair cost of printing and advertising;
- (d) reasonable and ordinary payment to any person for the hire of transportation used
 - (i) by a candidate or speakers in travelling to and from public meetings, or
 - (ii) by any person in connection with and for the proper purposes of an election.

(2) With respect to an election of a school board trustee under this Act, an elected authority may, by a bylaw passed prior to April 15 of a year in which a general election is held require that candidates prepare and disclose to the public statements of all their campaign contributions and campaign expenses and may prescribe how campaign contributions not used for campaign expenses must be used.

(2.1) If a bylaw is passed under subsection (2), the elected authority may require that the statements of campaign contributions and campaign expenses be audited in accordance with generally accepted auditing standards.

(2.2) If a bylaw is passed under subsection (2), a person eligible to vote in the election may request to examine the statements of campaign contributions and campaign expenses during regular business hours and in the presence of the returning officer, deputy or secretary.

(3) A bylaw passed under subsection (2)

- (a) shall define “campaign contributions” and “campaign expenses”, and
- (b) may prescribe forms

for purposes of the bylaw.

(4) A person who contravenes a bylaw passed under this section is guilty of an offence and liable to a penalty of not more than \$1000, and on conviction the penalty enures to the benefit of the local jurisdiction in respect of which the election was conducted.

RSA 2000 cL-21 s118;2006 c22 s55;2009 c10 s2

DATE: March 5, 2013

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: District Developed Locally Developed Courses

ORIGINATOR: Tanni Parker, Assistant Superintendent

RESOURCE STAFF: Terry Colp, Greg Dowler-Coltman, Diane Fischer, Sandy Forster, Inie Graham, Geoff Jackson, Joanne Lowry, Shauna McGill, Vessela Ourdeva, Jhun Plaza, Maureen Tigner-Morison, Stephen Wright

REFERENCE: [Alberta Education - Guide to Education](#)
[Alberta Education Policy 1.2.1 - Locally Developed/Acquired and Authorized Junior and Senior High School Complementary Courses](#)

ISSUE

Edmonton Public Schools’ locally developed courses require regular renewal on a three year cycle for continued use by high schools.

RECOMMENDATION

That the following locally developed courses and resources be approved for use in Edmonton Public Schools:

Course Name	Level - Credit	Type	Approval Period
American Sign Language Arts (bilingual programming)	15 (5 credit) 25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Arabic Language Arts (bilingual programming)	15 (5 credit) 25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Hebrew Language Arts (bilingual programming)	15 (5 credit) 25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Biology (IB)	35 (3 credit)	Developed - Renewal	September 2013 – August 2016
Chemistry (IB)	35 (3 credit)	Developed - Renewal	September 2013 – August 2016
Physics (IB)	35 (3 credit)	Developed - Renewal	September 2013 – August 2016
Works in Translation (IB)	35 (3 credit)	Developed - New	September 2013 – August 2016
Applied Graphic Arts 35	35 (5 credit)	Developed - Renewal	September 2013 – August 2015
Audio	35 (5 credit)	Developed - Renewal	September 2013 – August 2015

Course Name	Level - Credit	Type	Approval Period
Dance Performance	15 (3 or 5 credit) 25 (3 or 5 credit) 35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016
Directing	25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
History of Cinema	35 (3 credit)	Developed - Renewal	September 2013 – August 2016
Improvisational Theatre	15 (3 or 5 credit) 25 (5 credit) 35 (5 credit)	Developed - New	September 2013 – August 2016
Physiology of Dance/Sport	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Shooting the Screenplay	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Technical Theatre	25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Theatre Performance	15 (3 or 5 credit) 25 (3 or 5 credit) 35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016
Video 35	35 (5 credit)	Developed - Renewal	September 2013 – August 2015
Writing for the Stage and Screen	15 (5 credit) 25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Calculus BC (AP)	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Exercise Science	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Fitness Leader	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Philosophy	35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016
Sports Performance	35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016
Statistics (AP)	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Workplace Essential Skills	25 (3 or 5 credit) 35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016

BACKGROUND

Locally developed courses are developed and authorized by school authorities to provide their students with learning opportunities that complement provincially authorized curricula. Districts may develop their own courses, or they may seek permission to acquire courses from other districts.

Locally developed courses and resources must be approved and renewed every three years by the developing board. In the case of high school courses, Alberta Education also renews courses

on a three year cycle. The process is governed by Alberta Education policies. All courses developed align to these policy guidelines such as:

- courses are completed within the year they are started;
- a certificated teacher is required for instruction ;
- unique hours of instruction are required for each course ; and
- waiver of prerequisites provision cannot apply to locally developed courses.

[Alberta Education Policy 1.2.1 - Locally Developed/Acquired and Authorized Junior and Senior High School Complementary Courses](#) enables school authorities to be innovative and responsive to local and individual needs through the development and authorization of courses at the local level.

Locally developed courses are created to meet specific identified schools' needs. The costs of developing a course varies greatly with differing topics, external requirements, number of courses in sequence, established frameworks, and complexity of stakeholders.

Staff involvement varies from a single teacher to multi-jurisdiction committees with some courses requiring up to a year for development.

RELATED FACTS

Applied Graphic Arts, Audio, and Video are course sequences (15-25-35), but only the 35 level requires re-approval at this time. The typical three-year cycle has been shortened to align the 35 level courses with the future renewals of the 15 and 25 level courses.

Works in Translation (IB) 35 replaces the previously approved course World Literature 35 and reflects changes by the International Baccalaureate Organization.

CONSIDERATIONS & ANALYSIS

Locally developed courses are submitted for approval in March by the originating District to permit other jurisdictions to acquire courses in April for the following school year.

NEXT STEPS

Upon approval of this recommendation, the Administration will complete the application to submit these courses to Alberta Education and complete processes to make the courses available to students for September 2013.

ATTACHMENTS & APPENDICES

N/A

SW:daw

DATE: March 5, 2013

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

ORIGINATOR: Roberta Malysh, Executive Director, Finance & Infrastructure

SUBJECT: Process and Timeline for 2013-2014 Spring Proposed Budget

RESOURCE STAFF: Todd Burnstad, Cheryl Hagen

REFERENCE: *The School Act*
http://www.qp.alberta.ca/574.cfm?page=s03.cfm&leg_type=Acts&isbncln=9780779733941

ISSUE

School boards are required to prepare and submit to the Minister a budget for the fiscal year beginning on the following September 1st of a given year.

RECOMMENDATION

That the process and timeline for the 2013-2014 proposed budget, as outlined in Attachment I, be approved.

BACKGROUND

It is anticipated the provincial budget will be announced on March 7, 2013. As we have done in prior years, we will need to extend the timeline for submission of the budget report to Alberta Education to June 21 to accommodate the proposed site based budgeting process timeline. Given these assumptions, the attached process and timeline for the approval of the 2013-2014 Spring Proposed Budget has been developed for your consideration.

RELATED FACTS

The proposed budget is based on the distribution of funds based on proposed revenue and funding assumptions to schools and decision units and the basis of allocation, which are developed in tandem. The attached process and timeline outlines key dates and specific information requirements necessary to meet the target date for the approval of the proposed budget. In order to allow sufficient time for planning, the distribution of funds report will be presented at a special Caucus meeting on April 18, 2013 prior to public board on April 23, 2013. The trustees will then have an opportunity to review the proposed budget at a special Caucus on May 28, 2013 prior to public board on June 11, 2013.

NEXT STEPS

- If approved by trustees on March 5, 2013, the 2013-2014 Spring Proposed Budget process and timeline will be distributed to principals and central decision unit leaders on March 6, 2013.
- Trustees will review the proposed budget at public board on June 11, 2013.
- The Proposed Budget will be recommended to trustees at public board on June 18, 2013.
- If approved, the 2013-2014 Budget Report will be submitted to Alberta Education on June 21, 2013.

ATTACHMENTS

ATTACHMENT I Process and Timeline for 2013-2014 Planning (Calendar)

ATTACHMENT II Process and Timeline for 2013-2014 Planning (Detail)

TB:kr

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	24	25	26	27	28 TEACHER'S CONVENTION FEB 28- MAR1	1	2
MAR	3	4	5 BOARD 2:00pm Process & Timeline to Board (MARS #13325)	6 Process & Timeline distributed to Schools & Central	7 PROVINCIAL BUDGET ANNOUNCED	8	9
	10	11	12 BOARD 2:00pm	13	14	15	16
	17	18	19 BOARD 2:00pm	20	21	22	23 SPRING & EASTER RECESS MAR 23- APR 1
	24	25	26	27	28	29 Good Friday	30
APR	31	1 Easter Monday	2 BOARD 2:00PM	3	4	5	6
	7	8	9 BOARD 2:00pm	10 Distribution of Funds Report for Executive Team	11	12	13
	14	15 NSBA	16 NSBA	17	18 SPECIAL CAUCUS Distribution of Funds to Caucus	19	20
	21	22	23 BOARD 2:00pm Distribution of Funds to Board (MARS #13327)	24	25	26	27
MAY	28	29	30	1	2	3 Projected Allocations to schools and Central	4
	5	6	7 BOARD 2:00pm	8	9	10	11
	12	13	14 BOARD 2:00pm	15	16 School & Central Proposed Budgets Due	17	18
	19	20 Victoria Day	21 BOARD 2:00pm	22	23	24	25

JUN

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28 SPECIAL CAUCUS Review of Proposed Budget	29	30	31	1
2	3 ASBA	4 ASBA	5	6	7	8
9	10	11 BOARD 2:00pm Introduction & Review of 2013-2014 Budget MARS #13332	12	13	14	15
16	17	18 BOARD 2:00pm Approve 2013-2014 Budget (MARS #13335)	19	20	21 BUDGET TO ALBERTA ED.	22
23	24	25	26	27 Last Day of Instruction	28 Last Day of Operation	29

**PROCESS AND TIMELINE FOR THE 2013-2014 SPRING PROPOSED BUDGET
(DETAIL)**

Spring/Planning Timeline	Process
March 5, 2013	<ul style="list-style-type: none"> • Process and Timeline for 2013-2014 Spring Proposed Budget is recommended to Board
March 6, 2013	<ul style="list-style-type: none"> • Process and Timeline for 2013-2014 Spring Proposed Budget is communicated to schools and central decision units
April 10, 2013	<ul style="list-style-type: none"> • Distribution of Funds report to Executive Team
April 18, 2013	<ul style="list-style-type: none"> • Distribution of Funds report is presented to Special Caucus
April 23, 2013	<ul style="list-style-type: none"> • Distribution of Funds is recommended to Board
May 3, 2013	<ul style="list-style-type: none"> • Schools and central departments receive projected allocations and requirements.
May 16, 2013	<ul style="list-style-type: none"> • Schools and Central departments proposed budgets uploaded in BPS
May 28, 2013	<ul style="list-style-type: none"> • Review of Proposed Budget to Special Caucus
June 11, 2013	<ul style="list-style-type: none"> • Introduction and review of the 2013-2014 Spring Proposed Budget to Board
June 18, 2013	<ul style="list-style-type: none"> • The Board approves the 2013-2014 Spring Proposed Budget
June 21, 2013	<ul style="list-style-type: none"> • The District's 2013-2014 Spring Budget Report is submitted to Alberta Education

DATE: March 5, 2013

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: First Nations, Métis and Inuit (FNMI) Appointed Trustees
(Response to Request for Information #249)

ORIGINATOR: Tash Taylor, Director, Strategic Services

REFERENCE: January 15, 2013 Board Meeting (Trustee Johner)
[School Act](#)
[Education Act](#) (Pending Proclamation)

ISSUE

The following information was requested:

Provide information about any school jurisdictions in Alberta or British Columbia that have First Nations, Métis and Inuit (FNMI) trustees appointed to the school board. Include any pertinent details about the appointment process and role.

BACKGROUND

Under section 62 of the *School Act*, there are specific conditions that must be met to allow for the appointment of one or more individuals resident in the unorganized territory to the board. The conditions are outlined in subsection 62(2). Trustee appointments are subject to approval of the Minister of Education.

For subsection 62(3) to be operative, there must be an agreement under subsection 62(2) that expressly provides for the appointment of additional board members. Edmonton Public Schools has never had an education agreement that included this provision.

CURRENT SITUATION

There are currently five school boards in Alberta with appointed FNMI trustees:

- Fort Vermillion School Division No. 52 (Zone 1- based in Fort Vermillion)
- High Prairie School Division No. 48 (Zone 1- based in High Prairie)
- Holy Family Catholic Regional School Division No. 37 (Zone 1 - based in Peace River)
- Westwind School Division No. 77 (Zone 6 - based in Cardston)
- Wetaskiwin Regional Division No.11 (Zone 4- based in Wetaskiwin)

In addition, at Living Waters Catholic Regional Division No. 42 (Zone 1- based in Whitecourt), the Board membership includes a trustee of Métis heritage from Slave Lake who ran in the local election and won. As such, they did not need to develop a policy to appoint a FNMI trustee.

Appointment Process

All the above school districts were contacted, and although only some responded, it appears that the appointment process differs among them. Ultimately, it is up to each school jurisdiction to determine the best approach based on stakeholder and district needs. Examples of recruitment methods and processes used in some school jurisdictions are included in Attachment I.

Role and Responsibilities

Upon ministerial approval of the appointment, the individuals are deemed on their appointment to be full members of the board, and to have all the rights and obligations of trustees, and any other assigned responsibilities.

KEY POINTS

- In British Columbia (BC), the Minister of Education does have the power to appoint trustees; however, there is nothing specifically related to the appointment of FNMI trustees in the *BC School Act* nor the *BC First Nations Education Act*. As such, the British Columbia School Trustees Association was unaware of any school boards with appointed First Nations trustees.
- In BC, there exists an influential [First Nations Education Steering Committee](#) (FNESC) established in 1992. The FNESC is an independent, and influential society led by a diverse board of approximately 100 First Nations community representatives. The purpose of the FNESC is to communicate the priorities of BC First Nations to the federal and provincial governments and to support First Nations communities in working together to advance education issues. Communications, research, partnership-building and advocacy are all central to FNESC’s activities.
- It should be noted that Section 84 of the new *Education Act* details updated criteria and provisions for the appointment of First Nation trustees to school boards. Some changes include the ability for boards to appoint First Nation trustees through a resolution, and the maximum number of trustees who may be appointed.
- Alberta Education’s current business plan includes a key goal of “Success for First Nations, Métis and Inuit students”. Under this goal, one of the priority initiatives is to “*Work with school authorities, parents and communities to improve educational outcomes for FNMI students.*” As such, it could be reasoned that Ministerial support for appointed trusteeship has been quickly endorsed for all the Boards who have made a request.

ATTACHMENTS & APPENDICES

ATTACHMENT I Appointment of School Trustees from First Nations – Examples

TT:

Appointment of School Trustees from First Nations – Examples

The examples are kept anonymous as the information pertains to a third party's operations and practices.

School Division A

In one Alberta school division, the Board set “*Academic success for First Nations students and engaged families*” as one of their high level strategic priorities early on.

In carrying out this priority, the Board determined that one method in achieving this would be to establish a First Nation trustee position on the board. There were four First Nations communities with approximately 18% of students residing on reserve and attending school in the school jurisdiction. After much collaboration and consensus building with the First Nations' Chiefs, the Board and Chiefs were all in agreement about the purpose and need for a representative trustee.

Once the Board, the Administration and the First Nations Chiefs were all in favour of establishing a First Nation trustee position, the Board then approved a motion to write and request approval from the Minister on the establishment of the trustee position. The approval process in this case was not difficult nor time consuming.

This particular school jurisdiction has had long-standing tuition agreements in place with the First Nations bands, but they do not have a formal provision within their agreements pertaining to the appointment of a trustee. There is an informal understanding based on goodwill that has been working well for this school division. The Minister's approval letter serves as the binding document in this case.

Since the trustee appointment falls outside of the Local Authorities Elections Act legislation, the Board chose not impose a specific term for the appointed trustee. Instead, the Board left it to the local bands to best determine who they wish to appoint and for how long. Additionally, the Board did not stipulate the method of recruitment, leaving it to the Bands to decide whether they wanted to hold band elections or use another method of recruitment. In this case, the Chiefs came together and agreed on a most suitable candidate, and appointed the individual to the position of school board trustee. The trustee is given full voting rights, and is eligible for honoraria and expense reimbursement as with elected Board members.

With the other trustees being elected representatively by ward, one consideration that needed to be worked through was who the appointed First Nation trustee was to represent. Though the appointed trustee was from one of the four First Nation communities, there was a shared commitment to engage all First Nations families as this was their strategic priority. As such, the board established a First Nations community group who met with the appointed trustee to share their voices and mirror practices the ward trustees had with school councils.

This school division has been successful due to the open, trusting and collegial relationships between the four First nations Chiefs, communities, Board members and the Administrations.

School Division B

In a school division in northern Alberta, the process was more extensive with the establishment of an appointment taking nearly three years. In this case, the Board carried a motion to establish an appointed First Nations trustee to the Board, which included conditions and criteria for the appointment. For example, the Board stated that the appointed individual be of First Nation decent, that the term would align with municipal election terms, and that the individual would not be placed in a position of conflict of interest. The appointed trustee is given full voting rights, and is eligible for honoraria and expense reimbursement as with elected Board members.

This appointment process is coordinated and led by the [North Peace Tribal Council](#) (NPTC). The NPTC is an established organization governed by a Board of Directors consisting of a Chairman and the Chiefs of member First Nations. NPTC meetings are attended by the Board and appointed representatives from the Councils of affiliated First Nations. Member First Nation Elders are honorary members of the Council. The Superintendent of Schools communicates and works with the CEO of the NPTC to address the logistics of the appointment process. The Chiefs determine the candidate they wish to appoint, with an understanding that the appointment may be on a rotating basis between the communities. The Chiefs may choose to reappoint the same trustee; however, the term in office would still follow the school trustees' term under the Local Authorities Elections Act.

The Minister's approval for adding the appointment was neither difficult nor time retraining, and the school district does not have additional provisions written into their tuition agreements. Delays were at the local level in coming to a shared and common understanding about the role. In addition, the school district did not want to proceed with an appointment while tuition agreements were under negotiation and all outstanding contractual matters were resolved. The 2012-13 school year marks the inaugural year of an appointed First Nations trustee to their Board.

Prior to each election, the Board will review the practice and determine whether it wishes to continue with an appointed First Nations Trustee, and if so, whether the conditions/criteria need updating.

DATE: March 5, 2013

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: Restorative Practices (Response to Request for Information #251)

ORIGINATOR: Tanni Parker, Assistant Superintendent, Student Learning Services

RESOURCE STAFF: Jon Paul Cooper, Bob Morter

REFERENCE: February 5, 2013 Board Meeting (Trustee Cleary)

ISSUE

The following information was requested: Provide a brief report and overview of the District's involvement with the Restorative Justice Program including the following information:

- Outline the partners involved.
- Highlight the general concept, principles and practices including process involved.
- Describe the community approach and how widely it is used within the district schools to address crime and conflict involving youth.
- Provide information about the pilot project known as the "Southeast Project Partnership" which includes the Edmonton Police Service, Alberta Justice and Solicitor General, and the Safe Communities Innovation Fund.

BACKGROUND

Restorative justice is defined as follows: "an approach to justice that focuses on repairing the harm caused by crime while holding the offender responsible for his or her actions, by providing an opportunity to the parties directly affected by a crime – victim(s), offender and community – to identify and address their needs in the aftermath of a crime, and seek a resolution that affords healing, reparation and reintegration, and prevents future harm." (Cormier, 2002)

CURRENT SITUATION

Since 2002, numerous workshops have been conducted in conjunction with the Alberta Conflict Transformation Society (ACTS) to: provide district staff with a foundation of restorative practices; train staff as facilitators for community conferences; and introduce other restorative practices such as classroom circles. Over the past decade a large number of district staff have been in-serviced on restorative practices. It is not possible to identify how broadly these practices have been incorporated into individual classroom environments.

KEY POINTS

- Since 2002, the District has contracted with ACTS to offer, on a limited basis, community conferencing in schools. Community conferencing occurs primarily in the junior high and high school settings as an alternative to the expulsion process.
- ACTS/Edmonton Police Service (EPS) "Southeast Project Partnership" formally known as Southeast Division Restorative Justice Project
 - The partners in this project include ACTS, Alberta Justice and Solicitor General and the Edmonton Police Service. Edmonton Public Schools is not part of this project. This

project is intended to help address crime and community safety through restorative justice, which will allow youth to be accountable for their actions and supported in moving forward to contribute positively to their community. The brochure for this project is attached.

ATTACHMENTS & APPENDICES

APPENDIX I Restorative Justice Program (Southeast Division Restorative Justice Project) Brochure

JPC:il

Restorative justice:

- > Allows victims to express how they have been impacted by crime.
- > Alleviates fear and promotes understanding.
- > Is a life-transforming experience that leads offenders to change behaviour.
- > Enhances community safety through productive dialogue and action.
- > Creates a meaningful plan to address harm.

For more information about this program contact:

Edmonton Police Service
Southeast Division
780-426-8259

Alberta Conflict Transformation Society
780-944-5265

www.edmontonpolice.ca
www.actsociety.ca

**The Alberta Conflict Transformation Society (ACTS) is a non-profit, charitable organization that offers a community intervention model of justice. It transforms conflict to cooperation through the process of community conferencing mentoring. Direct delivery of service will be used to gain the support of major organizations and institutions from our communities.*

***Southeast Project Partnership/Fund providers: Edmonton Police Service, Alberta Justice & Solicitor General and the Safe Communities Innovation Fund.*



The Edmonton Police Service, Alberta Justice, and the Alberta Conflict Transformation Society (ACTS) are partners in a community-based project to address crime and conflict involving youth.

EDMONTON
POLICE
SERVICE



Restorative Justice Program

Crime and conflict disrupts people's lives and causes harm. It threatens the safety, security and well-being of persons, families and communities.

Restorative justice involves victims, offenders and communities participating together to transform conflict. The process is voluntary. Offenders must take responsibility for causing harm, demonstrate accountability, participate fully and take specific actions to make amends.

When a young offender has been charged with an offense, restorative justice **does not** replace criminal charges. Charges must still be dealt with by the courts.

A conference is held with the victim, offender and their communities of support, conducted by a qualified, independent facilitator.

A structured dialogue allows all parties the opportunity to share how the event has

impacted them. All participants contribute toward a specific agreement on how to address the harm.

Community conferences are conveniently scheduled and held in safe meeting locations. They typically occur prior to the final court date.

Benefits of Participation

Victims often feel fearful, angry, frustrated and powerless. A community conference provides a safe setting for them to share their feelings.

Offenders take responsibility and are held accountable.

The process includes persons who support the victim and the offender. This form of collective participation allows everyone to work toward the common goal of effectively addressing the harm.

DATE: March 5, 2013

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: Costs for Administering a Trustee Campaign Disclosure Procedure
(Response to Request for Information #259)

ORIGINATOR: Sandra Stoddard

RESOURCE STAFF: Heather Lightfoot

REFERENCE: February 19, 2013 – Public Board Meeting Request for Information #259

ISSUE

At the Public Board meeting on Tuesday, February 19, 2013 a request was made to provide information surrounding the costs of the District administering a Trustee campaign disclosure procedure for the 2013 Election.

BACKGROUND

The Board has not previously required disclosure of campaign contributions and expenditures.

CURRENT SITUATION

- Sections 2(4) and 3(4) of the Local Authorities Elections Act, R.S.A. 2000, Chapter L-21 provide that the elected authority which conducts the election when there is a joint election agreement has all the authority of parties to the joint agreement;
- Section 118(2) of the Local Authorities Elections Act, R.S.A. 2000, Chapter L-21 provides that an elected authority may by bylaw require that candidates for trustee of a school board disclose to the public their campaign contributions and expenses.

KEY POINTS

1. The costs associated with the District administering a Trustee campaign disclosure procedure for the 2013 Election would be minimal.
2. The District can appoint the City of Edmonton to administer the campaign disclosure procedure. While previous discussions indicated that administration costs would not be part of the contracted duties of the Returning Officer for the Board, more recent discussions have confirmed that this will be included in our current agreement at no additional cost.
3. The City of Edmonton's role in administering the campaign disclosure procedure would consist of:
 - Interpretation of the District Trustee campaign disclosure bylaw;
 - Collection of and disclosure to the public, candidate campaign contributions and expenses;
 - Monitoring and providing a report to the District summarizing campaign contributions, expenses and all documents filed pursuant to the campaign disclosure bylaw as part of the Election Agreement between the City of Edmonton and Edmonton Public Schools.

4. The City will not provide enforcement of the requirements of Section 118(4) of the Local Authorities Elections Act, R.S.A. 2000, Chapter L-21 stating any person who contravenes a bylaw passed under this section is guilty of an offence and liable to a penalty of not more than \$1,000.00. The City will not incur any Court costs or penalties surrounding the interpretation or offences of a Trustee campaign disclosure bylaw.
5. Once the disclosure records are provided to the District, any person eligible to vote in the election (elector) could request to examine the statement of campaign contributions and expenses during the regular business hours in the presence of the District's Secretary Treasurer. The implications of carrying out this task, from a cost perspective, would be minimal.
6. The method of enforcement of the requirements of section 118(4) of the Local Authorities Election Act could be carried out by the Board, however, to do so could be particularly difficult for the Board if the offending candidate were financially vulnerable or the candidate had actually been elected to the Board.
7. The Board may want to consider that, enforcement of the requirements be the responsibility of the elector who requested the examination of the statement of campaign contributions and expenses. As such, if warranted, the elector would be responsible for filing a complaint with the police with respect to any candidate who did not deposit statements or who deposited deficient statements. Enforcement of the bylaw would therefore be at no additional cost to the District.
8. The cost and time associated with developing and drafting a bylaw to ensure it is in alignment with the Local Authorities Elections Act, R.S.A. 2000, Chapter L-21, the School Act, R.S.A. 2000 Chapter S-3 is not an issue as the Board has its own internal legal counsel.

ADDITIONAL CONSIDERATIONS

- The City of Edmonton recommends the District does not mirror their current legislated provisions found under Section 147 (1) of the Local Authorities Elections Act, R.S.A. 2000, Chapter L-21 as this legislation applies only to Municipal candidates;
- The Board must create and pass a bylaw prior to April 15th. Consideration as to whether development and approval timelines are reasonable may be a factor.
- The City of Edmonton indicates that, if the Board passes a Trustee campaign disclosure bylaw, it is imperative that the City be included in discussions to ensure clarity; and
- The Board must consider the major considerations surrounding the enforcement process and penalties for candidates not complying with the Trustee campaign disclosure bylaw under Section 118(4) of the Local Authorities Elections Act, R.S.A. 2000, Chapter L-21.

ATTACHMENTS & APPENDICES – N/A

MINUTE BOOK

Board Meeting #16

Minutes of the Board Meeting of the Trustees of the Edmonton School District No. 7 of the Province of Alberta held in McCauley Chambers in the Centre for Education on Tuesday, March 5, 2013 at 2:05 p.m.

Present:

Trustees

Leslie Cleary
Sarah Hoffman

Michael Janz
Cheryl Johner
Heather MacKenzie

Catherine Ripley
Christopher Spencer

Officials

Edgar Schmidt
Bruce Coggles
David Fraser

Mark Liguori
Ron MacNeil
Roberta Malysh

Jamie Pallett
Tanni Parker
Sandra Stoddard

Board Chair: Sarah Hoffman

Recording Secretary: Manon Fraser

A. O Canada 

Staff Group Representatives

Edmonton Public Teachers – Ed Butler, President
CUPE Local 474 – Felix De Los Santos, President

B. **Roll Call:** (2:05 p.m.)

The Superintendent advised that Trustees Colburn and Shipka were absent. All other Trustees were present.

C. **Approval of the Agenda**

The Board Chair noted the Board is currently trying several new procedures with respect to the board agenda in terms of requiring people to register to speak under *Comments from the Public and Staff Group Representative*. An agenda approval process will also be tried over the course of the next several meetings.

MINUTE BOOK

The Board Chair advised that a report from the Caucus Committee to Board would be added to the agenda as the first item under Section H – Reports.

MOVED BY Trustee Janz:

“That the agenda for the March 5, 2013 board meeting be approved as amended.” (UNANIMOUSLY CARRIED)

D. Communications from the Board Chair

The Board Chair noted that, last week, Superintendent Schmidt advised he would be retiring at the end of the school year. She thanked Superintendent Schmidt, on behalf of the Board, for his thirty-one years of service to Edmonton Public Schools and especially for the last six years in his role as Superintendent of Schools. The Board wishes Superintendent Schmidt all the best in his future endeavours.

The Board Chair advised that the Board met with the Minister of Education the evening of February 27, 2013. The key topics addressed at the meeting were: the upcoming education budget and education funding in general; District infrastructure needs (District-deferred maintenance being a particular area of focus); partnerships the District has and ways the District is working creatively and collaboratively with those partners; full-day kindergarten and the importance of early educational opportunities particularly for those who are socially-vulnerable; and moving forward with local bargaining processes and continuing to look towards resolving local issues at the local table.

The Board Chair advised that the Edmonton Public Schools’ 49th Annual Night of Music will be held at the Jubilee Auditorium on Wednesday, March 6, 2013. The purpose of this event is to promote the importance of music education and recognize the musical accomplishments of district students. This year’s theme is *Music is in the Air*.

The Board Chair advised that March 8, 2013 is the 102nd Anniversary of International Women’s Day. The day was created as an opportunity to recognize women around the world for their political, economic, and social achievements. She added her own congratulations to all of the women working in the district who make vital contributions to student learning, the work of public education and the success of Edmonton Public Schools

The Board Chair advised that the Alberta Teachers’ Association Provincial Executive Council has proclaimed March 11th to 15th as Substitute Teachers’ Appreciation Week for the 2012-2013 school year. Substitute teachers play an essential role in maintaining the continuity and excellence of the learning process.

MINUTE BOOK

The Board Chair advised that the March 12, 2013 board meeting has been cancelled. The next board meeting is scheduled for Tuesday, March 19, 2013 at 2:00 p.m.

E. Communications from the Superintendent of Schools – None.

F. Minutes

1. Board Meeting #15 – February 19, 2013

MOVED BY Trustee Janz:

“That the minutes of Board Meeting #15 held February 19, 2013 be approved as printed.” (UNANIMOUSLY CARRIED)

G. Comments from the Public and Staff Group Representatives

Mr. Ed Butler, President Edmonton Public Teachers, congratulated Superintendent Schmidt on his retirement and commended him for his exceptional career. The Local has worked together with the District on a number of initiatives through joint committees, liaison, open-door policies and frequent dialogue at multiple levels. Superintendent Schmidt leaves a legacy of working with the Local as well as all other employee groups to ensure the best for all. It is the hope of Edmonton Public Teachers that the next Superintendent will carry on this legacy of collaboration. He wished Superintendent Schmidt all the best on behalf of Edmonton Public Teachers.

H. Reports

Report #7 of the Caucus Committee (From the Meeting Held March 5, 2013)

MOVED BY Trustee MacKenzie:

“1. That Report #7 of the Caucus Committee from the meeting held March 5, 2013 be received and considered.” (UNANIMOUSLY CARRIED)

MOVED BY Trustee MacKenzie:

“2. That an ad hoc Superintendent Search Committee, comprised of Trustees Hoffman, Ripley and Spencer, charged with facilitating the search for a Superintendent of Schools and ensuring the full involvement of the Caucus Committee at key points in the process, be confirmed.” (UNANIMOUSLY CARRIED)

MINUTE BOOK

2. Motion re Trustee Campaign Disclosure Bylaw

MOVED BY Trustee Janz:

“That the Administration develop a campaign disclosure bylaw to be put in place prior to the 2013 election aligned with the campaign disclosure requirements for Edmonton City Council candidates.” (UNANIMOUSLY CARRIED)

3. District Developed Locally Developed Courses

MOVED BY Trustee Janz:

“That the following locally developed courses and resources be approved for use in Edmonton Public Schools:

Course Name	Level - Credit	Type	Approval Period
American Sign Language Arts (bilingual programming)	15 (5 credit) 25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Arabic Language Arts (bilingual programming)	15 (5 credit) 25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Hebrew Language Arts (bilingual programming)	15 (5 credit) 25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Biology (IB)	35 (3 credit)	Developed - Renewal	September 2013 – August 2016
Chemistry (IB)	35 (3 credit)	Developed - Renewal	September 2013 – August 2016
Physics (IB)	35 (3 credit)	Developed - Renewal	September 2013 – August 2016
Works in Translation (IB)	35 (3 credit)	Developed - New	September 2013 – August 2016
Applied Graphic Arts 35	35 (5 credit)	Developed - Renewal	September 2013 – August 2015
Audio	35 (5 credit)	Developed - Renewal	September 2013 – August 2015
Dance Performance	15 (3 or 5 credit) 25 (3 or 5 credit) 35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016

MINUTE BOOK

Course Name	Level - Credit	Type	Approval Period
Directing	25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
History of Cinema	35 (3 credit)	Developed - Renewal	September 2013 – August 2016
Improvisational Theatre	15 (3 or 5 credit) 25 (5 credit) 35 (5 credit)	Developed - New	September 2013 – August 2016
Physiology of Dance/Sport	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Shooting the Screenplay	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Technical Theatre	25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Theatre Performance	15 (3 or 5 credit) 25 (3 or 5 credit) 35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016
Video 35	35 (5 credit)	Developed - Renewal	September 2013 – August 2015
Writing for the Stage and Screen	15 (5 credit) 25 (5 credit) 35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Calculus BC (AP)	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Exercise Science	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Fitness Leader	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Philosophy	35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016
Sports Performance	35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016
Statistics (AP)	35 (5 credit)	Developed - Renewal	September 2013 – August 2016
Workplace Essential Skills	25 (3 or 5 credit) 35 (3 or 5 credit)	Developed - Renewal	September 2013 – August 2016'

The Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

MINUTE BOOK

4. Process and Timeline for 2013-2014 Spring Proposed Budget

MOVED BY Trustee Janz:

“That the process and timeline for the 2013-2014 proposed budget be approved.” (UNANIMOUSLY CARRIED)

5. First Nations, Métis and Inuit (FNMI) Appointed Trustees (Response to Request for Information #249)
6. Restorative Practices (Response to Request for Information #251)
7. Costs for Administering a Trustee Campaign Disclosure Procedure (Response to Request for Information #259)

MOVED BY Trustee Johner:

“That the following reports be received for information:

- **First Nations, Métis and Inuit (FNMI) Appointed Trustees (Response to Request for Information #249)**
- **Restorative Practices (Response to Request for Information #251)**
- **Costs for Administering a Trustee Campaign Disclosure Procedure (Response to Request for Information #259)”**

The Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

I. Other Committee, Board Representative and Trustee Reports

Trustee Cleary, the Board’s representative on the Edmonton Public Schools Foundation Board of Governors, noted an automatic payroll deduction form for the Foundation had been attached to all statements of earnings and deductions issued last week. She urged people to consider supporting the Foundation’s early learning work in the district through payroll deduction. She thanked the Foundation staff for their work in attaching this information to the statements.

Trustee Johner, the Board’s representative on Alberta School Boards Association (ASBA) Zone 23, reported on the February 22, 2013 ASBA Zone 23 general meeting. The Advocacy Committee presented information regarding their work at the meeting. The MLA advocacy event will take place on Thursday, March 21, 2013

MINUTE BOOK

Trustee Johner noted ASBA President Jacquie Hansen advised the theme of the ASBA Spring General Meeting in June will be the arts and that this would be an excellent opportunity for school districts to showcase their art programs. Ms Hansen also advised that there are a number of upcoming information sessions available for those who wish to become school board trustees -- details for the information sessions are available on the [ASBA website](#).

Trustee Johner advised she attended the first Tawow Aboriginal Family Night for First Nations, Métis and Inuit families on February 21st at Delton School hosted by the City Centre Education Program. The supper was made by the Bent Arrow Society. Drumming was taught to the children who attended. She thought it was a wonderful event and commended the organizers.

Trustee Cleary reported that the ASBA Second Language Caucus is pleased to advise that Edmonton Public Schools will provide a staff member to conduct a workshop at the ASBA Spring General Meeting focusing on the arts and the link to bilingual language education.

Trustee Hoffman noted that she and Trustee Janz met with the Executive Director and President of the Public School Boards' Association of Alberta (PSBAA) several months ago. The PSBAA has advised that any Trustee or member of the public wishing to participate in their professional development opportunities can do so – membership in the Association is not required.

Trustee Hoffman advised that, on February 20, 2012, she along with Assistant Superintendents Jamie Pallett and Mark Liguori as well as the district Music Consultant Tim Paetkau, attended *Wagner at the Winspear*. W.P. Wagner School partnered with Hardisty and Ottewell schools to focus on the success of music programs and the role band programs can play in a student's life. She commended the students and the event organizers.

J. Trustee and Board Requests for Information

Trustee MacKenzie requested the following: Understanding that we are currently partnered with many institutions to provide excellent teaching in physical spaces that are not governed by the District, in what ways has the District been able to ensure the physical learning environment and conditions of Institutional Services' sites are conducive to teaching and learning in the 21st century? What further opportunities exist to establish equitable standards and ensure all institutional sites are comparable to our expectations for EPSB-managed sites?

MINUTE BOOK

Trustee Cleary requested an update be provided on the work of the Policy and Partnership Unit specifically as it relates to the Partnership Framework.

K. Notices of Motion

Trustee MacKenzie served notice of the following motion:

That beginning in the 2013-2014 school year, the District host an annual event to publicly showcase the social and environmental justice initiatives taking place across our District.

L. Next Board Meeting Date:

The Superintendent advised that the March 12, 2013 board meeting has been cancelled. The next board meeting is scheduled for Tuesday, March 19, 2013 at 2:00 p.m.

M. Adjournment (3:05 p.m.)

The Board Chair adjourned the meeting.

Sarah Hoffman, Board Chair

Roberta Malysh, Secretary-Treasurer