

MINUTE BOOK

- **Board Meeting #10** -

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 22, 2011 at 6:00 p.m.

Present:

Trustees

Leslie Cleary
David Colburn
Sarah Hoffman

Michael Janz
Cheryl Johner
Heather MacKenzie

Catherine Ripley
Ken Shipka
Christopher Spencer

Officials

Tanni Parker, Acting
Superintendent
Bruce Coggles

David Fraser
Ron MacNeil
Jamie Pallett

Brian Smith
Tash Taylor

Board Chair: David Colburn

Secretary: Anne Sherwood

Recording Secretary: Manon Fraser

Staff Group Representatives

Edmonton Public Teachers – Ed Butler, President

A. O Canada 

B. **Roll Call:** (6:00 p.m.)

Mrs. Sherwood advised that all Trustees were present.

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C. Communications from the Board Chair

The Board Chair noted that Assistant Superintendent Tanni Parker was serving as the Acting Superintendent during Superintendent Schmidt's absence.

The Board Chair noted that, March 21st, was the Annual United Nations International Day for the Elimination of Racial Discrimination. Racial and ethnic discrimination occur on a daily basis, hindering progress for millions of people around the world. Racism and intolerance can take various forms – from denying individuals the basic principles of equality to fuelling ethnic hatred that may lead to genocide – all of which can destroy lives and fracture communities. The first article of the United Nations' Universal Declaration of Human Rights affirms that "all human beings are born free and equal in dignity and rights". The International Day for the Elimination of Racial Discrimination reminds us of our collective responsibility for promoting and protecting this ideal. He added that he brought greetings on behalf of the Board at Rosslyn School, yesterday – the school was marking International Day for the Elimination of Racial Discrimination.

The Board Chair advised that the Board's Special Needs Task Force, which is focused on helping students with special needs thrive at school, will focus in the coming months on building on the great work that has already been undertaken at both the district and provincial level to support students with special needs. To date, the Task Force met with staff, parents and community members to hear their thoughts on what they feel the District has to focus on to successfully put into place and support the inclusive education system envisioned. This feedback is being used by the Task Force to build effective actions they will recommend to the Board. The Task Force is now inviting staff, parents and community members who did not attend the focus groups to provide input through an online survey which is available on the District's website (www.epsb.ca) under the District News section. The survey closes on Tuesday, April 12th at 4:30 p.m.

The Board Chair advised that the Board of Trustees is considering holding its regular Board meetings during the day and is seeking input through a public survey that is available on our District website (www.epsb.ca) under the District News section. He encouraged all staff, parents and community members to take the time to fill in the survey to let us know their thoughts about moving Board meetings to daytime. The survey also asks about whether or not people have had the chance to view any webcasts of Board meetings. The survey will be open for input until Wednesday, April 13th at 4:30 p.m.

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The Board Chair thanked Mr. Butler, President Edmonton Public Teachers, for the opportunity to attend the Alberta Teachers' Association Invitational Symposium entitled: *Educational Futures - International Perspectives on Innovation from the Inside Out* this weekend.

D. Communications from the Superintendent of Schools – None.

E. Minutes

1. Board Meeting #9 – March 8, 2011

Trustee Spencer referred to the vote regarding report four on page 5 of the minutes and noted that the Board Chair calling the vote should be placed before the vote by Trustees.

Trustee MacKenzie referred to page two of the minutes and noted it was she who had noted the corrections to the February 22, 2011 board meeting minutes and not Trustee Hoffman.

MOVED BY Trustee Cleary:

“That the minutes of Board Meeting #9 held March 8, 2011 be approved as amended.” (UNANIMOUSLY CARRIED)

F. Recognition

2. Edwin Parr Teacher Award

MOVED BY Trustee Janz:

“That the report entitled ‘Edwin Parr Teacher Award’ be received for information.”

Ms Stacey Gordey, a first year teacher from Queen Elizabeth School, was announced as the District's nominee for the Edwin Parr Teacher Award.

The Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

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G. Comments from the Public and Staff Group Representatives

Ms Madeline Rainey expressed concerns regarding the notification of special needs parents and other stakeholders to provide input to the Special Needs Task Force. She also expressed concern regarding the makeup of the Task Force Advisory Committee.

H. Reports

3. Motion re Trustee Per Diems

MOVED BY Trustee Johner:

“That Trustees receive per diem honoraria when Board Committee meetings that they have been appointed to exceed 18 meetings over 1.5 hours in length within a fiscal year.”

MOVED BY Trustee Janz:

“That the motion be deferred until after the 2011-2012 budget is passed.”

IN FAVOUR: Trustees Hoffman, Janz, Ripley and Shipka

OPPOSED: Trustees Cleary, Colburn, Johner, MacKenzie and Spencer

The Deferral Motion was DEFEATED.

The Board Chair called the question.

IN FAVOUR: Trustees Cleary, Colburn, Johner, MacKenzie and Spencer

OPPOSED: Trustees Hoffman, Janz, Ripley and Shipka

The Motion was CARRIED.

The Board took a short break at this point.

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8. Staff Group Presentation re 2011-2012 Budget:
- Exempt Staff

Ms Kris Uusikorpi, a member of the Exempt Staff Liaison Committee, made a verbal presentation on behalf of the district's exempt staff.

The Board Chair advised that a report in response to the employee group presentations will be prepared. A copy of the presentations as well as the report in response to the presentations will be disseminated to school principals and decision unit administrators for consideration in the development of their plans for the 2011-2012 school year.

MOVED BY Trustee Shipka:

“That the verbal presentation from the Exempt Staff Liaison Committee be received for information.” (UNANIMOUSLY CARRIED)

MOVED BY Trustee Janz:

“That the supplementary information as amended that was provided with respect to the motion regarding Trustee Per Diems be posted on the district website with the report.” (UNANIMOUSLY CARRIED)

4. Motion re Review of Lunch Fees Policy and Practices

The Board heard from Ms Cornelia Bica.

MOVED BY Trustee MacKenzie:

“That the Policy Review Committee examine our policy regarding lunch fees for the purpose of ensuring fairness and equity and clarifying expectations within the district. This review would include reviewing the lunch fee policies of other metro boards.”

IN FAVOUR: Trustees Colburn, Hoffman, Janz, Johner, MacKenzie, Ripley, Shipka and Spencer

OPPOSED: Trustee Cleary

The Motion was CARRIED.

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5. Board Authorization of Trustee Absence

MOVED BY Trustee Ripley:

“That Board authorization for Trustee MacKenzie to be absent from board meetings from April 26, 2011 to June 14, 2011 inclusive be approved.” (UNANIMOUSLY CARRIED)

6. Report from School Closure Moratorium Committee

MOVED BY Trustee MacKenzie:

“1. That the School Closure Moratorium Committee meetings to “Examine the issues surrounding school closure” be held in public from April 19th to October 31st, 2011.” (UNANIMOUSLY CARRIED)

MOVED BY Trustee MacKenzie:

“2. That a Trustee be appointed to the School Closure Moratorium Committee as an alternate during Trustee MacKenzie’s absence.”

Trustee Janz put his name forward as Trustee MacKenzie’s alternate.

The Board Chair asked if there were any other Trustees interested in serving as alternate and, seeing none, called the question on the appointment of Trustee Janz to the School Closure Moratorium Committee as an alternate during Trustee MacKenzie’s absence.

The Motion was UNANIMOUSLY CARRIED.

7. Disposition of Bellevue

MOVED BY Trustee Johner:

“That the Offer to Purchase and Interim Agreement for the sale of Bellevue School to Distinctive Employment Counseling Services of Alberta (DECSA), be approved.” (UNANIMOUSLY CARRIED)

9. Response to Trustee Request for Information

MOVED BY Trustee Hoffman:

“That the report entitled ‘Responses to Trustee Requests for Information’ be received for information.” (UNANIMOUSLY CARRIED)

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10. Bereavements

The Board Vice-Chair reported on the deaths of Mr. Ken Cox, a member of the District's maintenance staff, and Mr. Romeo Tagalog, a member of the District's custodial staff.

MOVED BY Board Vice-Chair Hoffman:

“That the report be received with regret and the actions of the Administration in this regard be confirmed.” (UNANIMOUSLY CARRIED)

11. Committee, Board Representative and Trustee Reports

Trustee Johner, Chair of the Special Needs Task Force, provided the following report:

The Task Force spent a day visiting Crawford Plains, LY Cairns, Victoria Composite (including the King Edward Academy High School Program within Victoria) and Spruce Avenue schools. The Task Force observed students with special learning needs included in regular classrooms, students in district centres, students working with the support of educational assistants, and students working without the support of educational assistants. They saw happy, engaged enthusiastic students at all locations, and very passionate staff members—principals, teachers and educational assistants—it was very impressive.

Since the last update, The Task Force has hosted six focus group conversations, engaging approximately 40 principals, 200 consultants, 150 other staff, and 160 parent/community members. They've received very positive feedback from participants after each of the sessions. Task Force members feel confident they have consulted with a very broad group of people; however, students, staff and parent/community members now have the opportunity to respond to an on-line survey. The survey will be open until April 12th.

Information gathered through the survey will be reviewed and considered as the Task Force works toward its final report to the Board of Trustees. Later this week, the Task Force will be meeting with a group of multi-cultural parents – the meeting is being arranged by multicultural brokers in the community.

One member of the task force will be attending the upcoming conference of the Alberta Association for Community Living, another will be meeting with the Aboriginal Disabilities Association, and a third will be meeting with students from Centre High School. Each Trustee has made a commitment to talk with an additional ten students with special learning needs over the next few weeks.

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The Task Force also met with the advisory committee for the second time and received feedback on the data received from the focus group consultations.

Trustee Ripley, a member of the Community Sustainability Task Force, advised that the Task Force met last week and have established three Working Groups to explore the following: (1) businesses in the community, (2) achieving mature neighbourhood sustainability and (3) school revitalization zones. She, Edmonton Catholic Schools Trustee Cindy Olsen and Mr. Peter Wong (Past President of the Edmonton Chinese Bilingual Education Association) will be the Tri-Chairs of the Working Group on School Revitalization. She will keep the Board informed.

Trustee Ripley advised that, yesterday, she attended a special anniversary assembly in honour of the student exchange program between D.S. MacKenzie Junior High and Fushimi Junior High of Sapporo, Hokkaido Province, Japan. Mr. Fred Horne, MLA for Edmonton Rutherford, Assistant Superintendent Ron MacNeil, Ms. Nagatomi from the Japanese Foundation/Alberta Education, and Ms. Janice Aubrey, Institute for Innovation in Second Language Education (IISLE), were also present. This year the two schools are celebrating an amazing 30 year old relationship – the longest running student exchange program in Alberta. She noted it was wonderful to be able to thank all the principals, staff, students, and families involved over the years that has enabled this exchange to be 30 years strong.

Trustee Ripley, the Board's representative on the District's Foundation Board of Directors, urged people to attend Twestival 2011 happening in Edmonton this Thursday at the Red Star Pub on Jasper Avenue at 6 pm. Twestival (or Twitter-Festival) is a single day, global movement which uses the power of social media to organize off-line events that mobilize communities in support of a local cause. Their choice of charity this year is the Edmonton Public Schools Foundation.

Trustee Colburn reported that he had attended one of the Special Needs Advisory Committee meetings and one of the consultation meetings.

I. Trustee and Board Requests for Information

Trustee Hoffman requested that the status of each Trustee motion approved since January 2010 be provided.

Trustee Janz requested that suggested mechanisms for annually tracking student and staff transportation modes be provided with a lens to (1) increasing healthy environmentally friendly transportation choices; (2) providing information pertinent to school and sector planning; and (3) decreasing auto traffic around schools.

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J. Notices of Motion

Trustee Janz served notice of the following motion:

That the amendments to the Board's procedures regarding In-Camera Sessions Committee of the Whole – Conference as outlined in Appendix I (see attached) be approved.

K. Next Board Meeting Date: Wednesday, April 13, 2011 at 6:00 p.m.

L. Adjournment: 8:50 p.m.

The Board Chair adjourned the meeting.

Board Chair

Board Secretary

Edmonton Public Schools Board Policies and Regulations

In-Camera Sessions Committee of the Whole - Conference

The Board believes that, while to the greatest extent possible its discussions should be conducted in public, there are specific instances when the public interest is best served by private discussion in "in-camera" sessions.

The Board holds regularly scheduled in-camera meetings to deal with land, labour, **and legal matters.** ~~and other matters typically considered to be in the public interest to be discussed in private.~~ The requirement for confidentiality of in-camera materials and proceedings is fundamental to protect individual privacy and the Board's own position in sensitive negotiations and legal matters.

All in-camera meetings are closed to the public and news media.

All agenda items and supporting materials on which motions are based, and the substance of deliberations shall remain confidential, except when: the Board of Trustees determines that the information should be submitted to a public meeting, when the Board of Trustees specifically authorizes its public release, or when legally required to release such information. A motion of the Board of Trustees is required to release this information to any persons other than to the Board of Trustees, employees or agents of the Board who require such information to carry out their duties on behalf of the District.

Purpose

1. In accordance with Section 61 of the [School Act](#), the Board delegates to the Conference Committee the following powers:
 - a. Discussing and, or developing recommendations to Board on matters pertaining to:
 - the personal or proprietary information of an identifiable individual or group, including staff, students and parents

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- labour relations and employee negotiations
 - a proposed or pending acquisition or disposition of property
 - law enforcement matters, litigation or potential litigation, including matters before administrative tribunals affecting the District
 - the security of the property of the District
 - the terms and conditions of a contract with the Superintendent of Schools in accordance with Section 113 of the [School Act](#)
- b. ~~Studying a matter in depth to build Trustee understanding of an issue that may be coming before the Board;~~
- c. ~~Engaging in strategic planning activities;~~
- d. Reviewing the functioning of the Board ~~and Board development activities, and~~
- e. ~~Providing advice to the Superintendent of Schools.~~
2. The first order of business for a Conference Committee meeting shall be approval of the agenda and confirmation of the items as appropriate for discussion in-camera.
3. All matters requiring Board decision arising from discussions in Conference Committee shall be reported to a public board meeting for Board approval. Recommendation reports to Board shall contain sufficient background information to explain the recommendation and implications of the decision to be made with due consideration to protection of personal or proprietary information.

The Conference Committee may appoint a subcommittee of Trustees, or administrators, or other individuals to act on its behalf.

Quorum

The membership of the Conference Committee is the full Board. A quorum is the majority of the Committee members.

Rules of Order

- The Conference Committee Chair will preside at every meeting and will vote on all questions submitted. In the Chair's absence the Board Vice-Chair will preside. In the absence of the Board Vice-Chair, the members present will appoint one of their number to be Chair.

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- The rules of the Board will be observed.
- The Committee submits its recommendations to the Board.

Confidentiality

All materials submitted and the substance of discussions held in Conference Committee shall be treated as confidential by all Trustees and Administration in attendance.

Agendas

- The preparation of the agenda for a Conference Committee meeting is the responsibility of the Superintendent of Schools, in accordance with Board policy, practice or law.
- The draft agenda is reviewed by the Conference Committee Chair.

Format of Agendas

The following will be the format for agendas of Conference Committee meetings:

- Roll Call
- Approval of the Agenda
- Communications from the Board Chair
- Communications from the Superintendent of Schools
- Minutes
- Generative Discussion 9:30 a.m. – 10:30 a.m. (*approved January 11, 2011*)
- Strategic Plan
- Reports
 - Recommendation
(Board Committee, Representative and Trustee Motions and Superintendent of Schools)
 - Information
(Board Committee, Representative or Trustee and Superintendent of Schools)
 - Delegation or External Presentation (time specific given)
- Trustees and Board Requests for Information
- Notices of Motion
- Meeting Dates
- Adjournment

Except in special circumstances, Conference Committee reports will be limited to two written pages including any recommendations and a summary of any appendices.

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Delivery of Agendas

- Material for Conference Committee meetings will be delivered to each Trustee at least three days in advance of the meeting.
- Agenda materials that are not dealt with at a meeting should be kept by Trustees for the next meeting.

Time and Place

- Regular meetings of the Conference Committee will be held from 9:30 a.m. to 12 noon on the first Tuesday of each month. The third Tuesday of each month will be held as a reserve meeting date for Conference Committee meetings that may be held at the call of the Chair.
- In order to accommodate principal appointments in the spring and emergent issues, Conference Committee meetings may be held prior to the regularly scheduled board meeting; however, wherever possible, preference should be given to scheduling the reserve Conference Committee meeting dates for that purpose.
- Notices of meetings will be provided in the same manner as for regular board meetings unless, by consent of all the Trustees, notice is waived.

Adjournment

~~The Conference Committee will remain in session no later than 12:00 noon unless otherwise determined by a majority vote of the members present.~~

Minutes

- The minutes of the Conference Committee will contain motions, recommendations and questions that require administrative follow up.
- The minutes of Conference Committee are accessible to Trustees on request; however, a motion of the Conference Committee is required prior to providing a Trustee the minutes of a Conference Committee meeting if that Trustee was not a member of the Conference Committee at the time of the meeting.
- The minutes of the Conference Committee are approved by the Conference Committee at the next regular meeting of the Conference Committee. Circulation of the minutes is restricted.

September 14, 2010

 EDMONTON PUBLIC SCHOOLS