

**MINUTE BOOK**

**- Board Meeting #7 -**

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, December 13, 2011 at 2:00 p.m.

**Present:**

**Trustees**

Leslie Cleary  
Sarah Hoffman

Michael Janz  
Cheryl Johner  
Heather MacKenzie

Catherine Ripley  
Ken Shipka  
Christopher Spencer

**Officials**

Bruce Coggles  
David Fraser

Mark Liguori  
Ron MacNeil  
Jamie Pallett

Brian Smith  
Tash Taylor

**Acting Board Chair: Sarah Hoffman**

**Secretary: Anne Sherwood**

**Recording Secretary: Manon Fraser**

A. O Canada 

**Staff Group Representatives**

Edmonton Public Teachers – Ed Butler, President

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

Mrs. Sherwood advised that Trustee Colburn was absent. All other Trustees were present.

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### **C. Communications from the Acting Board Chair**

The Acting Board Chair reported that Former Trustee Don Williams passed away December 7, 2011, at the age of seventy-four. Mr. Williams served as an Edmonton Public School Board Trustee for 18 years and, for one of those years, as Board Vice-Chair.

Mr. Williams is survived by his wife, Carole, sons Anthony, Deland, and Dean and daughter, Susan Knoop. A memorial donation for Mr. Williams has been sent to Victoria School on behalf of the Administration and the Board of Trustees.

The Acting Board Chair advised that the agenda would be reordered as follows:

- Report 4 – *Fall 2011 Update to the 2011-2012 Budget* was moved to the end of the agenda.
- Report 5 – *Board Self-Evaluation 2010-2011* was moved under Item H.

### **D. Communications from the Acting Superintendent of Schools**

Acting Superintendent Liguori advised that the Confucius Institute in Edmonton (CIE), one of 380 Confucius Institutes worldwide, has been named Confucius Institute of the Year, by the government of China. The award will be presented by several of China's National Leaders, during a special ceremony, at the new National Grand Theatre of China in Beijing, on the evening of December 12<sup>th</sup>.

Receiving the award will be Mr. Edgar Schmidt, Superintendent of Edmonton Public Schools; Mr. David Colburn, Chairman of the Board of Trustees, and Dr. Stuart Wachowicz, Director of the CIE.

The Confucius Institutes are partnerships between China and foreign hosts, and serve to promote Chinese language and culture education. Most are located in the world's most prestigious universities, whereas the CIE is hosted by Edmonton Public Schools. The CIE has become one of the largest of the Confucius Institutes and serves to support Chinese language and culture education in schools, including the internationally acclaimed Chinese Bilingual program operated by Edmonton Public Schools. In addition the CIE supports educational programs for the general community. It offers many courses taught by expert instructors in Chinese language, Chinese art forms, Tai Chi, Table Tennis and traditional Chinese music and dance.

This award is a very significant honour for Alberta, and can enhance the growing educational, cultural and economic interaction between Alberta and China.

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**E. Minutes**

1. Board Meeting #6 – November 29, 2011

**MOVED BY Trustee Cleary:**

**“That the minutes of Board Meeting #6 held November 29, 2011 be approved as printed.” (UNANIMOUSLY CARRIED)**

**F. Comments from the Public and Staff Group Representatives**

Ms Madeline Rainey urged the Board to ensure the administrative regulations developed for implementing Board Policy IFA.BP – Sexual Orientation and Gender Identity hold staff accountable for their actions.

**G. Reports**

2. Report #5 of the Conference Committee (From the Meeting December 6, 2011)

**MOVED BY Trustee Janz:**

- “1. That Report #5 of the Conference Committee from the meeting held November 15, 2011 be received and considered.” (UNANIMOUSLY CARRIED)

**MOVED BY Trustee Janz:**

- “2. That the following messages be conveyed to the ASBA regarding the ASBA Strategic Plan:
  - a) That the Board supports the initiatives and priorities outlined in the ASBA Strategic Plan.
  - b) That the Board acknowledges that given the uncertainty with a new Minister of Education and the delay in the Education Act, the ASBA may need to revisit, delay or change course on its initiatives related to Action on Inclusion and Transformation of Education.

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c) That the Board recommend the following additional priority initiatives for the ASBA 2012-2013 budget:

- In support of English Language Learning, examine the adequacy of funding to support this work and advocate for appropriate funding accordingly;
- That the First Nations, Métis and Inuit Student Success Task Force consider and examine the unique challenges of urban Aboriginals;
- That Key Result A.4 and corresponding strategies relative to promoting student health and wellbeing be expanded to include staff health as well;
- That the ASBA's commitment to developing a policy advisory to assist all school boards in supporting the health and wellbeing of sexual orientation and gender minority students be addressed as part of a strategy under A.4. providing policy advice to school boards with respect to addressing discrimination, harassment, intimidation and bullying.
- Add the following as D3., with respect to the Education Transformation of Education Task Force, – *Explore and investigate measures focusing on competencies and skills.*

**MOVED BY Trustee Ripley:**

“That Recommendation 2.a) be amended to read: *That the Board encourages the ASBA to streamline its priority initiatives for the next year.*”

**The Acting Board Chair** called the question on the Amendment.

**IN FAVOUR:** Trustees Ripley and Shipka

**OPPOSED:** Trustees Cleary, Hoffman, Janz, Johner, MacKenzie and Spencer

**The Amendment was DEFEATED.**

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The Acting Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

MOVED BY Trustee Janz:

- “3. That, in Conference Committee meetings, all recommendation and information reports be moved to a consent agenda at the beginning of the meeting and that an item may be removed from the consent agenda and placed on the regular agenda at the request of any Trustee.”

The Acting Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

MOVED BY Trustee Janz:

- “4. That the Trustee protocols be amended to welcome all Trustees to attend and ask questions in all committee meetings, with committee decision making being reserved for committee members; and that this practice begin immediately.”

The Acting Board Chair called the question.

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

OPPOSED: Trustee Ripley

The Motion was CARRIED.

MOVED BY Trustee Janz:

- “5. That the Administration notify the Board via an emergent TM when a student or staff member passes away and provide information on any memorial services.”

The Acting Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

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3. 2010-2011 Financial Statements and Auditors' Report

**MOVED BY Trustee Janz:**

- “1. That \$6.6 million be transferred from the operating reserve to offset the net deficit position in unrestricted net assets.**
- 2. That the Audited Financial Statements for the year ending August 31, 2011 be approved.”**

**The Acting Board Chair called the question.**

**The Motion was UNANIMOUSLY CARRIED.**

6. Motion re Modified School Year Calendar

Trustee Shipka withdrew the motion.

7. School Year Calendar 2012-2013

**MOVED BY Trustee Ripley:**

- “In order to meet the instructional time requirements of Alberta Education, that the first day of instruction for the 2012-2013 school year fall on Tuesday, September 4, 2012 and the last instructional day fall on Thursday, June 27, 2013.”**

**The Acting Board Chair called the question.**

**The Motion was UNANIMOUSLY CARRIED.**

The Board took a break at this point.

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8. Motion re Development of a Policy re Student Placement and Retention

**MOVED BY Trustee Shipka:**

**“That the Board develop a policy related to student placement and retention that is in accordance with the legislation under the *School Act* and recognizes parental involvement in the placement of their child.”**

**Trustee MacKenzie offered the following friendly amendment:**

**“That the motion be amended to read: That the Board develop a policy related to student placement and retention that is in accordance with our current regulations, the legislation under the *School Act* and recognizes parental involvement in the placement of their child.”**

**The Amendment was accepted by General Consent.**

**MOVED BY Trustee Hoffman:**

**“That the motion be deferred until after the *Education Act* passes third reading.”**

**IN FAVOUR: Trustee Hoffman**

**OPPOSED: Trustees Cleary, Janz, Johner, MacKenzie, Ripley, Shipka and Spencer**

**The Deferral Motion was DEFEATED.**

**The Acting Board Chair called the question on the Motion as Amended.**

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

**OPPOSED: Trustees Cleary and Ripley**

**The Motion was CARRIED.**

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9. Motion re Section 11.1 of the *Alberta Human Rights Act*

**MOVED BY Trustee MacKenzie:**

**“That the Board write a letter to the Government of Alberta requesting that Section 11.1 Notice to Parent or Guardian of the *Alberta Human Rights Act* be repealed.”**

Trustee Ripley asked if there have been any cases that have appeared before the Alberta Human Rights Commission as a result of Section 11.1 of the *Alberta Human Rights Act*.

Trustee Spencer asked if there have been any attempts to question the constitutionality of Section 11.1 of the *Alberta Human Rights Act*.

**The Acting Board Chair called the question.**

**IN FAVOUR: Trustees Hoffman, Janz, MacKenzie, Shipka and Spencer**

**OPPOSED: Trustees Cleary, Johner and Ripley**

**The Motion was CARRIED.**

10. Review of Board Policy HA.BP – Student Programs

**MOVED BY Trustee Cleary:**

**“1. That revised Board Policy HA.BP – Student Programs be considered for the first time.”**

Trustee Spencer left at this point in the meeting.

**The Acting Board Chair called the question.**

**The Motion was UNANIMOUSLY CARRIED.**

**Trustee Spencer was absent for this vote.**

**MOVED BY Trustee Cleary:**

**“2. That revised Board Policy HA.BP – Student Programs be considered for the second time.” (UNANIMOUSLY CARRIED)**

**Trustee Spencer was absent for this vote.**



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11. Review of Board Policy GB.BP – Authority for Human Resources Decisions

**MOVED BY Trustee Cleary:**

- “1. That revised and re-titled Board Policy GB.BP – Authority for Human Resources Decisions be considered for the first time.”**

**The Acting Board Chair called the question.**

**The Motion was UNANIMOUSLY CARRIED.**

**Trustee Spencer was absent for this vote.**

**MOVED BY Trustee Cleary:**

- “2. That revised and re-titled Board Policy GB.BP – Authority for Human Resources Decisions be considered for the second time.”**

**The Acting Board Chair called the question.**

**The Motion was UNANIMOUSLY CARRIED.**

**Trustee Spencer was absent for this vote.**

12. Review of Board Policy JBC.BP – Communications Framework (Formerly Titled News Media Relations)

Trustee Spencer returned at this point in the meeting.

**MOVED BY Trustee Cleary:**

- “1. That revised and re-titled policy JBC.BP – Communications Framework be considered for the first time.” (UNANIMOUSLY CARRIED)**

**MOVED BY Trustee Cleary:**

- “2. That revised and re-titled policy JBC.BP – Communications Framework be considered for the second time.” (UNANIMOUSLY CARRIED)**

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13. Review of Board Policy FED.BP – Capital Projects

**MOVED BY Trustee Cleary:**

- “1. That revised Board Policy FED.BP – Capital Projects be considered for the first time.” (UNANIMOUSLY CARRIED)

**MOVED BY Trustee Cleary:**

- “2. That revised Board Policy FED.BP – Capital Projects be considered for the second time.” (UNANIMOUSLY CARRIED)

14. Review of Board Policy IC.BP – Student Accommodation

**MOVED BY Trustee Cleary:**

- “1. That revised Board Policy IC.BP – Student Accommodation considered for the first time.”

**MOVED BY Trustee Shipka:**

“That the policy be amended so that item 3 reads as follows: *In accordance with the guiding principles, consideration will be given to the following criteria when creating or modifying attendance areas. These criteria include but are not limited to, school feeder patterns, walking distance, major roads, public transit routes, natural barriers, commuter patterns, infrastructure, proximity of schools to one another and schools with available space to accommodate additional students and geographic proximity to students’ place of residence.*”

**The Acting Board Chair called the question on the Amendment.**

**IN FAVOUR: Trustees Johner, Ripley and Shipka**

**OPPOSED: Trustees Cleary, Hoffman, Janz, MacKenzie and Spencer**

**The Amendment was DEFEATED.**

**The Acting Board Chair called the question.**

**IN FAVOUR: Trustees Cleary, Hoffman, Janz, MacKenzie, Ripley and Spencer**

**OPPOSED: Trustees Johner and Shipka**

**The Motion was CARRIED.**

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**MOVED BY Trustee Cleary:**

- “2. That revised Board Policy IC.BP – Student Accommodation considered for the second time.”**

**The Acting Board Chair called the question.**

**IN FAVOUR: Trustees Cleary, Hoffman, Janz, MacKenzie, Ripley and Spencer**

**OPPOSED: Trustees Johner and Shipka**

**The Motion was CARRIED.**

4. Fall 2011 Update to the 2011-2012 Budget
15. Status Update on Anti-Bullying Committee Recommendations (Response to Trustee Request #133)
16. Process for Supervising and Evaluating Teacher Performance (Response to Trustee Request #135)

**MOVED BY Trustee Johner:**

**“That the following reports be received for information:**

- **Fall 2011 Update to the 2011-2012 Budget**
- **Status Update on Anti-Bullying Committee Recommendations (Response to Trustee Request #133)**
- **Process for Supervising and Evaluating Teacher Performance (Response to Trustee Request #135).”**

**The Acting Board Chair called the question.**

**The Motion was UNANIMOUSLY CARRIED.**

**H. Other Committee, Board Representative and Trustee Reports**

5. Board Self-Evaluation 2010-2011

Trustee Shipka, Chair Board and Superintendent Evaluation Committee, read the following statement with respect to the 2010-2011 Board Self-Evaluation:

*On behalf of the Board and Superintendent Evaluations Committee, I wish to report that the Board of Trustees completed its annual self-evaluation for the period of November 2010 to May 2011.*

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*The Board undertakes an annual self-evaluation to monitor and measure its performance with respect to the Board's roles and responsibilities. The evaluation provides a check-in point where the Board can examine its strengths, areas of growth, and identify areas of improvement for the upcoming year. Trustees were asked individually to complete a survey and assess the Board's effectiveness in seven key areas: decision making, advocacy, leadership and direction, resource stewardship, monitoring/evaluating/accountability, reporting/communication, and staff relations.*

*The Board reviewed the results at its August 2011 planning retreat. Overall, the majority of Trustees indicated the Board is effective or very effective in 12 out of 14 questions. The Board was unanimous in its belief that they are effective or very effective in relation to:*

- *Setting priorities and policies to provide leadership and overall direction for the district;*
- *Providing clear direction to the Superintendent; and*
- *Listening to staff, honouring their contributions and supporting their opportunities for collaboration, growth and professional development.*

*In relation to continuous improvement, the evaluation survey revealed a common theme that improvements were needed in accountability and measurement of results achieved in the District. As a result, additional progress reports were requested from the Administration for the 2011-2012 year.*

*Trustees identified that further work may be needed in terms of monitoring the implementation of policies, and further understanding of best practices in policy development through additional professional development. A professional development session was delivered by an external consultant on October 18, 2011. The Board has also requested information as to the feasibility of undertaking a full review of all policies in the District.*

*In relation to satisfaction survey results, the Board enhanced their confidence rating from the public, but saw a decline in confidence from Central Services and school leaders. The Board is taking concrete steps to address this. At the planning retreat, the Board discussed its continued commitment to enhancing Board and Superintendent relations to ensure a climate of support and mutual respect.*

*The Board is proud of its many achievements over the past year, including setting a new vision, mission, and set of district priorities. The Board undertook action in support of the district priorities by creating a Special Needs Task Force, an Anti-Bullying Advisory Committee and initiating the development of a Gender Identity and Sexual Orientation Policy.*

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*The Board continues to be motivated and inspired in working with families and community partners to provide safe, caring, healthy, diverse, inclusive and equitable learning experiences that engage students to achieve their full potential in an increasingly interdependent world.*

**MOVED BY Trustee Shipka:**

**“That the report entitled ‘Board Self Evaluation 2010-2011’ and the verbal statement be received for information.”**

**The Acting Board Chair called the question.**

**The Motion was UNANIMOUSLY CARRIED.**

Trustee Ripley, the Board’s representative on the Edmonton Public Schools Foundation Board of Governors, provided a reminder about the Adam Gregory concert taking place on Monday, December 19, 2011 at Jasper Place School. Proceeds from the concert will go to the Foundation.

Trustee Hoffman, the Board’s alternate representative on the Alberta School Boards Association (ASBA) Board of Directors, advised that she had attended the meeting held December 9, 2011 and participated in a conference call on December 11, 2011. She noted the Minister of Education attended the December 9<sup>th</sup> meeting in the morning. A lot of the discussion on Friday and Sunday was about progress in terms of tripartite negotiations. A Board Chairs’ e-mail was distributed throughout the province expressing concern that some of the issues coming to the table are outside of the scope of the original intent to strike tripartite discussions, specifically one of the items being assignable time. The ASBA, the Government and the Alberta Teachers’ Association (ATA) will be working through this. She hopes to bring updates on tripartite discussions at a later date. In addition, the Board of Directors approved the audited financial statements and a proposed rate of compensation for the next fiscal year for the Executive Director, which will play a role in terms of budget priorities that will come back at the spring general meeting.

Trustee Johner, the Board’s representative on ASBA Zone 23, advised that the next general meeting will be held on Friday, January 27, 2012 at 9:30 a.m. at the St. Anthony Centre.

Trustee Shipka, the Board’s alternate representative on the Public School Boards Council (PSBC), did not have anything to report at this time.

Trustee Spencer, the Board’s representative on the Capital Region Services to Children Linkages Committee, did not have anything to report at this time.

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Trustee Cleary highlighted the following two events she attended:

- The Mill Woods Early Childhood Development Coalition meeting where the Early Development Instrument (EDI) data was released. The Coalition will develop a plan for sharing the information with the community and create an action plan to improve early childhood development outcomes. She will be meeting with the Administration to gather input as to ways to communicate, share and analyze this data. She will continue to be a part of the Coalition to ensure Edmonton Public Schools is part of the action plan on Early Childhood Development. Currently, the EDI is a five-year project funded and lead by Alberta Education – 80% of Canada is using the EDI, which gauges how populations of young children are developing in five main areas of development.
- The Pitone Initiative Celebration – The Pitone (meaning “hope”) Initiative is under the umbrella of the Way-In Project. Ten Aboriginal girls from three junior high schools in Mill Woods (T.D. Baker, Dan Knott and Edith Rogers) are participating in the Initiative. The Initiative was facilitated by Jennifer Parenteau, an Aboriginal Commitment Coach, and funded by REACH Edmonton. Weekly sessions were held from September to December. In a short space of time, she was able to witness, through a video and talking with the girls and their families, that a great connection has been built for these students.

**I. Comments from the Public and Staff Group Representatives – None.**

**J. Trustee and Board Requests for Information**

Trustee Shipka requested that an analysis be provided if all high schools were to adopt a modified calendar with a November break for the 2013-2014 school year. The analysis should include benefits, risks, financial implications and other operational considerations associated with implementing a modified calendar in all high schools including schools with grade 7 to 12 programming. Also provide information on any high schools that requested a modified calendar for 2011-2012, their rationale, and surveys they provided and the Administration’s rationale for either accepting or declining the request.

Trustee MacKenzie asked what barriers there are to schools choosing and being granted a modified calendar. Are there steps the Board could take to reduce these barriers?

Trustee Cleary requested that ideas and options be provided for a district award that recognizes outstanding teaching in the areas of Social Studies and Language Arts (similar to the APEGGA Teachers’ Award Program for Science and Math. Also provide a list of suitable partners that the District could approach to sponsor this award.

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Trustee Ripley requested that information be provided on the work Communications is doing to support all schools. What services are available to all schools? How is this new non-cost recovery method of delivering these services being received?

**K. Notices of Motion** – None.

**L. Next Board Meeting Date:** Tuesday, January 17, 2012 at 2:00 p.m.

**M. Adjournment (5:30 p.m.)**

**The Acting Board Chair adjourned the meeting.**

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Acting Board Chair

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Board Secretary