

MINUTE BOOK

Organizational Board Meeting

Minutes of the Organizational 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, November 5, 2013 at 2:00 p.m.

Present:

Trustees

Sherry Adams
Orville Chubb
Michelle Draper

Ken Gibson
Sarah Hoffman
Nathan Ip

Michael Janz
Cheryl Johner
Ray Martin

Officials

Diana Bolan
Jim Davies
David Fraser

Mark Liguori
Ron MacNeil
Kathy Muhlethaler

Darrel Robertson
Sandra Stoddard

Board Chair: Sarah Hoffman (pro tem)

Recording Secretary: Heather Lightfoot

A. O Canada 

Staff Group Representatives

CUPE Local 474 – Felix De Los Santos

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

The Superintendent advised that all Trustees were present.

C. **Approval of the Agenda**

MOVED BY Trustee Janz:

“That the agenda for the November 5, 2013 Organizational Board Meeting be approved as printed.” (UNANIMOUSLY CARRIED)

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D. Communications from the Board Chair

The Board Chair Pro-Tem advised that, because Remembrance Day will occur before the next board meeting on November 26th, Trustees were wearing a poppy. She also advised that there will be no Board Remembrance Day ceremony this year involving Vimy Ridge Academy; however, Trustees will be attending Remembrance Day ceremonies at schools and in the community the week of November 11th.

E. Communications from the Superintendent of Schools

The Superintendent advised on the following:

- Ms Bernice Schubert, a teacher at Julia Kiniski School, won the National Physical Education Teaching Excellence Award from PHE Canada. Ms Schubert was presented with her award at the National Physical Education. Conference in Winnipeg at the end of October.
- Ms Kelly Wiltshire, a teacher from Winterburn School, was presented with the 2012-2013 Junior Achievement Teacher of the Year Award on September 26th.
- Ms Julia Dalman, from Jasper Place School is the recipient of a 2013 TD Michaëlle Jean Bursary. Julia is the co-ordinator and innovator of the Global Café program at the school. She was also selected as one of Alberta's top 30 under 30. She is a founding member of ConsentEd, a group dedicated to eliminating sexual violence.
- The Institute for Innovation in Second Language Education of Edmonton Public Schools (IISLE), was selected as the 2013 recipient of the Special Award for Friends of Canadian Parents for French Alberta and French-Second-Language Programs.
- The Association of Professional Engineers and Geoscientists of Alberta (APEGA) recognizes twenty teachers annually from across the province for superior teaching skills and ability to inspire learning in math and science. Ms Catherine Muri, Weinlos School, and Ms Shannon Sookochoff, Argyll Centre, are among the 2013 Award Recipients.

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F. Reading of the Declaration of Election Results

1. Declaration of Election Results

The Superintendent reported that the following Trustees had been elected for the ensuing four years (2013-2017):

Ward A – Cheryl Johner
Ward B – Michelle Draper
Ward C – Orville Chubb
Ward D – Ray Martin
Ward E – Ken Gibson
Ward F – Michael Janz
Ward G – Sarah Hoffman
Ward H – Nathan Ip
Ward I – Sherry Adams

G. Receipt of Oaths of Office

All Oaths of Office were received.

H. Reports

2. Confirmation of Committees, Board Representation and Regular Meetings

MOVED BY Trustee Johner:

“1. That the following standing committee of the whole be confirmed:

- **Caucus Committee**

2. That the following standing committees be confirmed:

- a) Advocacy**
- b) Audit**
- b) Board and Superintendent of Schools Evaluations**
- c) Board Community Relations**
- d) District Priorities and Governance**
- e) Policy Review**
- f) Four-Year Budget Planning and Results Review**

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3. That Board representation on the following District staff negotiating committees as required be confirmed:

Teaching
Custodial
Maintenance
Support

4. That Board membership and representation on the following external agency be confirmed:

Alberta School Boards Association (ASBA)

- Provincial Executive
- Provincial Executive - Alternate
- Zone 23 Executive
- Zone 23 Executive – Alternate

5. That the Board's ASBA Issues and Resolutions Committee comprised of the Board Chair or Board Vice-Chair, the ASBA Provincial Executive Board of Directors representative and the Zone 23 representative be confirmed.
6. That the Board's membership and representation on the Capital Region Services to Children Linkages Committee be confirmed.

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7. **That Board representation on the Edmonton Public Schools Foundation Board of Directors be confirmed.**
8. **That the following dates and times of regular meetings be confirmed:**
 - a) **Board: The Board will hold its regular meetings at 2:00 p.m. the first and third Tuesday of each month when possible, unless otherwise directed by special motion or by the Board Chair.**
 - b) **Caucus Committee: Caucus Committee meetings will be held on an as-needed basis at the call of the Caucus Committee Chair in the Board Conference Room. The first Tuesday morning of each month will be reserved for such meetings.**
9. **That the Board reappoint or review the following positions and committees:**
 1. **Standing Committees of the Whole**
 - a) **Board Chair**
 - b) **Board Vice-Chair**
 2. **Board Committees:**
 - a) **Advocacy**
(3 members)
 - b) **Audit**
(3 members – 1 of which is the Board Chair)
 - c) **Board and Superintendent of Schools Evaluations**
(3 members)
 - d) **Board Community Relations**
(3 members)
 - e) **District Priorities and Governance**
(3 members)

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- f) **Policy Review**
(3 members)
 - g) **Budget Planning and Results Review**
3. **Negotiations:**
- a) **Custodial Staff**
(contract expires August 31, 2014)
(2 members)
 - b) **Maintenance Staff**
(contract expires August 31, 2014)
(2 members)
 - c) **Support Staff**
(contract expires August 31, 2015)
 - d) **Teaching Staff**
(contract expires August 31, 2016)
4. **Alberta School Boards Association Positions:**
- i) **Provincial Executive**
 - ii) **Alternate**
 - iii) **ASBA Zone 23 Executive**
 - iv) **Alternate**
5. **ASBA Issues and Resolutions Committee**
(1-year term – 3 positions)
- ¹**Board Chair or Vice-Chair**
 - ²**ASBA Zone 23 Executive representative**
 - ³**ASBA Provincial Executive Board of Directors representative**

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6. **Capital Region Services to Children Linkages Committee**
 - i) **Representative**
 - ii) **Alternate**

7. **Edmonton Public Schools Foundation Board of Directors’**

The Board Chair Pro Tem called the question.

The Motion was UNANIMOUSLY CARRIED.

1. Standing Committees of the Whole
 - a) Board Chair

The Board Chair Pro Tem called for nominations for the position of Board Chair.

Trustee Johner nominated Trustee Hoffman.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Hoffman elected by acclamation as Board Chair for the coming year.

- b) Board Vice-Chair

The Board Chair called for nominations for Board Vice-Chair.

Trustee Martin nominated Trustee Janz.

Trustee Adams nominated Trustee Gibson.

The Board Chair, seeing no further nominations, declared the nominations closed.

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MOVED BY: Trustee Chubb

**“That voting for the position of Board Vice-Chair be done by secret ballot.”
(UNANIMOUSLY CARRIED)**

Ballots were distributed by Ms Lightfoot.

The Superintendent of Schools and Dr. Stoddard left the room to count the ballots.

Dr. Stoddard announced that the majority of the Board had re-elected Trustee Janz as Board Vice-Chair for the coming year.

MOVED BY Trustee Chubb:

“That the ballots be destroyed.” (UNANIMOUSLY CARRIED)

2. Board Committees

a) Advocacy Committee

The Board Chair called for nominations for three Trustee representatives to serve on the Advocacy Committee.

Trustee Adams nominated Trustees Chubb, Ip and Martin.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Chubb, Ip and Martin as the Board’s representatives on the Advocacy Committee for the coming year.

b) Audit Committee

The Board Chair called for nominations for two Trustee representatives to serve on the Audit Committee. The Board Chair will serve as the third Trustee representative on the Audit Committee.

Trustee Johner nominated Trustees Chubb and Gibson.

The Board Chair, seeing no further nominations, declared the nominations closed.

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The Board Chair declared Trustees Chubb and Gibson as Board's representatives on the Audit Committee for the coming year. The Board Chair will serve as the third Trustee representative on the Audit Committee for the coming year.

b) Board and Superintendent of Schools Evaluations Committee

The Board Chair called for nominations for three Trustee representatives to serve on the Board and Superintendent of Schools Evaluations Committee.

Trustee Janz nominated Trustees Chubb, Gibson and Hoffman.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Chubb, Gibson and Hoffman as the Board's representatives on the Board and Superintendent of Schools Evaluations Committee for the coming year.

c) Board Community Relations Committee

The Board Chair called for nominations for three Trustee representatives to serve on the Board Community Relations Committee.

Trustee Martin nominated Trustees Adams, Ip and Johner,

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Adams, Ip and Johner as the Board's representatives on the Board Community Relations Committee for the coming year.

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e) District Priorities and Governance Committee

The Board Chair called for nominations for three Trustee representatives to serve on the District Priorities and Governance Committee.

Trustee Ip nominated Trustees Draper, Janz and Martin.

Trustee Adams nominated Trustee Gibson.

Trustee Janz withdrew his nomination.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Draper, Gibson and Martin as the Board's representatives on the District Priorities and Governance Committee for the coming year.

f) Policy Review Committee

The Board Chair called for nominations for three Trustee representatives to serve on the Policy Review Committee.

Trustee Gibson nominated Trustees Draper, Hoffman and Ip.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Draper, Hoffman and Ip as the Board's representatives on the Policy Review Committee for the coming year.

g) Four-Year Budget Planning and Results Review Committees

The Board Chair advised all Trustees participate in the annual budget planning and results review of school and central service decision units as determined in the approval of the results review process.

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3. Negotiations

a) Custodial Staff

The Board Chair called for nominations for two Trustee representatives to serve on the negotiations committee with the District's custodial staff.

Trustee Hoffman nominated Trustees Ip and Martin.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Ip and Martin as the two Trustee representatives to serve on the negotiations committee with the District's custodial staff for the coming year.

b) Maintenance Staff

The Board Chair called for nominations for two Trustee representatives to serve on the negotiations committee with the District's maintenance staff.

Trustee Ip nominated Trustees Chubb and Janz.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Chubb and Janz as the two Trustee representatives to serve on the negotiations committee with the District's maintenance staff for the coming year.

c) Support Staff

d) Teaching Staff

The Board Chair advised that nominations are not required at this time for negotiating committees with the District's support and teaching staff.

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4. a) Alberta School Boards' Association Positions

i) Provincial Executive

The Board Chair called for nominations for a Trustee representative to serve on the ASBA Provincial Executive.

Trustee Draper nominated Trustee Hoffman.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Hoffman as the Board's representative on the ASBA Provincial Executive.

ii) ASBA Provincial Executive - Alternate

The Board Chair called for nominations for a Trustee to serve as alternate representative to serve on the ASBA Provincial Executive.

Trustee Chubb nominated Trustee Janz.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Janz as the Board's alternate representative on the ASBA Provincial Executive.

iii) Zone 23 Executive

The Board Chair called for nominations for a Trustee representative to serve on the ASBA Zone 23 executive.

Trustee Janz nominated Trustee Johner.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Johner as the Board's representative on the ASBA Zone 23 Executive.

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iv) Zone 23 Executive - Alternate

The Board Chair called for nominations for a Trustee representative to serve as the alternate on the ASBA Zone 23 executive.

Trustee Ip nominated Trustee Adams.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Adams as the alternate on the ASBA Zone 23 executive.

5. ASBA Issues and Resolutions Committee

Trustee Hoffman (as the Board's representative on the ASBA Provincial Executive), Trustee Janz (as Board Vice-Chair) and Trustee Johner (as the Board's representative on the ASBA Zone 23 Executive) will serve as the Board's representatives on the ASBA Issues and Resolutions Committee.

6. Capital Region Services to Children Linkages Committee

a) Board Representative

The Board Chair called for nominations for a Trustee representative to serve as the Board's representative on the Capital Region Services to Children Linkages Committee.

Trustee Gibson nominated Trustee Draper.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Draper as the Board's representative on the Capital Region Services to Children Linkages Committee for the coming year.

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b) Board Representative - Alternate

The Board Chair called for nominations for a Trustee representative to serve as the alternate on the Capital Region Services to Children Linkages Committee.

Trustee Gibson nominated Trustee Adams.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Adams as the alternate on the Capital Region Services to Children Linkages Committee.

7. Edmonton Public Schools Foundation Board of Directors

The Board Chair called for nominations for a Trustee representative to serve on the Edmonton Public Schools Foundation Board of Directors.

Trustee Draper nominated Trustee Adams.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Adams as the Board's representative on the Edmonton Public Schools Foundation Board of Directors

3. Alberta School Boards Association (ASBA) Second Language Caucus – Call for Representation

The Board Chair called for nominations for a Trustee representative to serve on the Alberta School Boards Association (ASBA) Second Language Caucus.

Trustee Adams nominated Trustee Johner.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Johner as the Board's representative on the Alberta School Boards Association (ASBA) Second Language Caucus.

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4. **Alberta School Boards Association (ASBA) Task Force on Strengthening the Provincial Voice of School Boards – Call for Interest**

The Board Chair asked Trustees to indicate whether they wished to have their names submitted to the ASBA as the Board's nominees to serve as on the Task Force on Strengthening the Provincial Voice of School Boards.

Trustee Hoffman, nominated Trustees Chubb, Janz and Martin.

The Board Chair advised that Trustees Chubb, Janz and Martin would have their names submitted to the ASBA as the Board's nominees to serve on the Task Force on Strengthening the Provincial Voice of School Boards.

H. Trustee and Board Requests for Information

Trustee Ip requested that information be provided outlining the capital planning methodology and rationale that was used in identifying and prioritizing the selection of Terwillegar Heights and Blackmud Creek as new school sites as well as the processes that have been used and/or will be using to engage community perspectives.

I. Notices of Motion – None.

J. Next Board Meeting Date: Tuesday, November 26, 2013 at 2:00 p.m.

K. Adjournment (3:00 p.m.)

The Board Chair adjourned the meeting.

Sarah Hoffman, Board Chair

Dr. Sandra Stoddard, Executive Director
Governance and Strategic Support Services