



Edmonton School District No. 7  
One Kingsway  
Edmonton, Alberta

McCauley Chambers  
Tuesday, May 5, 2015  
2:00 p.m.

Board Meeting #14

# AGENDA


**BOARD OF  
TRUSTEES**

**Michael Janz  
Board Chair**

**Michelle Draper  
Board Vice-Chair**

**Sherry Adams  
Orville Chubb  
Ken Gibson  
Sarah Hoffman  
Nathan Ip  
Cheryl Johner  
Ray Martin**

**Johannah Ko  
Student Trustee**

- 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 #13 – April 21, 2015
- G. Comments from the Public and Staff Group Representatives  
*(NOTE: Pre-registration with the Board Office [780-429-8021] is required by 4:30 p.m. –Monday, May 4, 2015 to speak under this item.)*
- H. Reports:
  2. Report #10 of the Caucus Committee (From the Meeting Held April 7, 2015)  
(Information)
  3. Staff Group Presentation re 2015-2016 Proposed Budget:  
**(NO ENCLOSURE)**
    - CUPE Local 474 (Custodial Staff) **2:15 p.m. – 2:30 p.m.**
  4. Bereavement  
(Information)
- I. Other Committee, Board Representative and Trustee Reports
- J. Trustee and Board Requests for Information
- K. Notices of Motion
- L. Meeting Dates
- M. Adjournment

**MINUTE BOOK**

**Board Meeting #13**

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, April 21, 2015 at 2:00 p.m.

**Present:**

**Trustees**

Sherry Adams  
Orville Chubb  
Michelle Draper

Ken Gibson  
Nathan Ip  
Michael Janz

Cheryl Johner  
Ray Martin

**Student Trustee**

Johannah Ko

**Officials**

Angela Anderson  
Lisa Austin  
Diana Bolan

Candace Cole  
Ron MacNeil  
Mary Michailides

Darrel Robertson  
Sandra Stoddard

**Board Chair:** Michael Janz

**Recording Secretary:** Manon Fraser

A. O Canada 

**Staff Group Representatives**

Edmonton Public Teachers – Nels Olsen, President  
CUPE Local 3550 – Carol Chapman, President

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

The Superintendent advised that Trustee Hoffman was absent. All other Trustees as well as Student Trustee Ko were present.

**MINUTE BOOK**

**C. Approval of the Agenda**

**MOVED BY Trustee Draper:**

**“That the agenda for the April 21, 2015 board meeting be approved as printed.” (UNANIMOUSLY CARRIED)**

**D. Communications from the Board Chair**

The Board Chair advised that Wednesday, April 22<sup>nd</sup> is International Earth Day which is the largest, most celebrated environmental event worldwide. Several years ago, the Board identified Earth Day and Week as an initiative to promote within the District. The Board encourages schools to participate.

The Board Chair advised that Support Staff Appreciation Week is April 19<sup>th</sup> to 25<sup>th</sup> with April 22<sup>nd</sup> designated as Support Staff Appreciation Day in the district. On this day, schools and central service decision units will have the opportunity to recognize the important contributions of all support staff for the excellent work that they do in supporting the success of all students and staff.

**E. Communications from the Superintendent of Schools**

The Superintendent also thanked members of the District’s Support Staff for their efforts.

**F. Minutes**

1. Board Meeting #12 – April 7, 2015

**MOVED BY Trustee Draper:**

**“That the minutes of Board Meeting #12 held April 7, 2015 be approved as printed.” (UNANIMOUSLY CARRIED)**

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

**H. Reports**

2. Report #9 of the Caucus Committee (From the Meeting Held April 7, 2015)

Information was provided regarding the actions taken at the April 7, 2015 Caucus Committee meeting.

## MINUTE BOOK

3. Staff Group Presentations re 2015-2016 Proposed Budget
  - CUPE Local 3550 (Support Staff)

The Board Chair advised that CUPE Local 474 (Custodial Staff) will present at the May 5, 2015 Board meeting.

Ms. Carol Chapman, President CUPE Local 3550 (Support Staff), presented the Local's brief.

The Board Chair thanked Ms Chapman for her presentation and advised that a response to the staff group presentations will be prepared for public board.

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

There were no registered speakers for this item.

### **J. Other Committee, Board Representative and Trustee Reports**

Trustee Ip, invited constituents and Trustees to attend the final Ward H networks School Council meeting of the year taking tomorrow evening at Johnny Bright School. He noted Student Trustee Ko will be making a presentation at the meeting.

Trustee Draper advised she spoke to both Grade 6 classes at Edmonton Christian Northeast School and was impressed with the students' level of engagement and their understanding of the role of a Trustee. The students appreciated hearing about the role of the Student Trustee and that Student Trustee Ko attends the high school they are designated to attend. She has spoken to Student Trustee Ko about some of the points the students raised regarding how to engage the voice of the District's elementary students. The students also spoke about how they have been impacted by student enrolment growth at their school and the changes they have noticed in their community.

Trustee Martin advised that, on April 18<sup>th</sup> he attended the Mount Royal School *Culinary Arts Cook Off* and silent auction in support of their arts core programming. The event was extremely well attended and raised over \$18,000. He commended the Parent Council and staff who organized the event.

## MINUTE BOOK

Trustee Adams, the Board's representative on the Edmonton Public Schools Foundation Board of Governors, advised that the 2015 *Ready to Shine* Student Fashion Show fundraiser would take place and be hosted by Kingsway Garden Mall at 7:00 p.m. on April 23, 2015. She also noted that the W.P. Wagner School *Wagathon* fundraiser would take place on April 24, 2015. She commended the students and staff at the school for their fundraising efforts in support of full-day kindergarten.

Trustee Chubb advised that, on April 20, 2015, he attended the 28<sup>th</sup> Annual Mayor's *Celebration of the Arts*. He congratulated Victoria School dance student, Kieran MacDonald who won the CN Youth Artist Award.

Trustee Janz also attended the Mayor's *Celebration of the Arts* event.

Trustee Johner, the Board's representative on Alberta School Boards Association (ASBA) Zone 23, advised that the next general meeting would take place April 24, 2014. She noted the ASBA budget would be presented at the meeting.

Trustee Janz advised that he attended the Edmonton Public Library's *Books2Eat* fundraising gala on April 18, 2015. He noted the Board received a report at the March 17, 2015 board meeting regarding the District's partnership with the Edmonton Public Library.

### **K. Trustee and Board Requests for Information**

Trustee Ip referred to his request for information regarding immunization from the April 7, 2015 Board meeting and advised that he was amending the request to narrow the scope of the request to read as follows: *Provide information regarding current District and Provincial Government policy, regulations and practice on the immunization and vaccination of students. The information should include what the District is currently doing to mitigate risks.*

**L. Notices of Motion** – None.

**M. Next Board Meeting Date: Tuesday, April 28, 2015 at 2:00 p.m.**

**MINUTE BOOK**

N. **Adjournment (2:30 p.m.)**

**The Board Chair** adjourned the meeting.

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Michael Janz, Board Chair

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

**DATE:** May 5, 2015

**TO:** Board of Trustees

**FROM:** Trustee Michelle Draper, Caucus Committee Chair

**SUBJECT:** Report #10 of the Caucus Committee (From the Meeting Held April 7, 2015)

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

**REFERENCE:** [Trustees' Handbook](#) – Caucus Committee - Section 5.4  
[School Act](#) Section 61  
[June 26, 2012 – Board Report](#) (See Recommendation 10)

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#### **ISSUE**

**The Caucus Committee approved the following recommendations at the April 7, 2015 Caucus Committee Meeting:**

- 1. That, in accordance with Section 5.4 of the Trustees' Handbook, the Caucus Committee unanimously approve consideration of Recommendation 2.**
- 2. That the new exempt salary grid be approved.**

#### **BACKGROUND**

In the June 26, 2012 the Board of Trustees approved a recommendation for the Administration to undertake a comprehensive review of the Exempt Classification and Compensation System. The review commenced in the fall of 2013 and involved an advisory committee comprised of exempt employees within the District and a steering committee comprised of Human Resources representatives.

Outcomes of this review included updated job evaluation factors, points, levels and weightings. All permanent exempt position descriptions were then submitted for review using the new system. The project also required the District to review the point ranges on the current salary grid as job evaluation points determine the grade at which a position is placed. Positions of 500 points and above would be classified as management, and positions below 500 points would be non-management. The implementation of the updated exempt job evaluation system was seen to be an ideal time to implement a simplified salary grid.

In late April, the District implemented the updated job evaluation system for exempt staff. At the same time, a correction to Step 8 of the non-management exempt salary grid was made. The exempt salary grid was updated to support implementation of these two items and exempt staff were advised of the changes.

SS:mmf

**DATE:** May 5, 2015  
**TO:** Board of Trustees  
**FROM:** Darrel Robertson, Superintendent of Schools  
**SUBJECT:** Bereavement  
**ORIGINATOR:** Angela Anderson, Managing Director, Human Resources  
**RESOURCE STAFF:** Sandy Boyce  
**REFERENCE:** [FM.BP Acknowledgement of Deaths and Bereavements](#)  
[FM.AR Deaths and Bereavements](#)

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**Mrs. Lillian Hampel** passed away peacefully, with family by her side, on April 13, 2015, at the age of 60 years. Mrs. Hampel began her teaching career with the District in 1980, and held positions at M. E. LaZerte and Ross Sheppard schools and most notably McNally School, where she taught for over 20 years. Mrs. Hampel also worked in Central Services as a consultant. At the time of her passing, Mrs. Hampel was on leave from McNally School. She is survived by her husband, Rex Moore and children, Daniel and Katharine.

A celebration of her life was held on Saturday, April 18, 2015, at the Royal Glenora Club.

A memorial donation has been made on behalf of the Administration and Board of Trustees to the Edmonton Humane Society.

AA:sb