

MINUTE BOOK**Board Meeting #02**

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, November 28, 2017 at 2:00 p.m.

Present:**Trustees**

Sherry Adams
Michelle Draper
Shelagh Dunn

Trisha Estabrooks
Ken Gibson
Nathan Ip

Michael Janz
Cheryl Johner
Bridget Stirling

Officials

Angela Anderson
Grace Cooke
Todd Burnstad
Ron MacNeil

Karen Mills
Leona Morrison
Kathy Muhlethaler
Lorne Parker

Kent Pharis
Darrel Robertson
Mike Suderman
Liz Yule

Board Chair: Michelle Draper

Recording Secretary: Shirley Juneau

Staff Group Representatives

CUPE Local 3550 – Carol Chapman, President and Gloria Lepine, Chief Steward
CUPE Local 474 – John Vradenburgh, President

The Board Chair called the meeting to order with recognition that we are on Treaty 6 Territory, a traditional meeting grounds, gathering place, and travelling route to the Cree, Saulteaux, Blackfoot, Métis, Dene and Nakota Sioux. We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

The Board Chair advised that the fire alarm system at the Centre for Education is a Two Stage alarm system. Stage One is a single repeating alarm tone indicating a warning only and that evacuation is not required. Stage Two is a triple repeating alarm tone indicating that evacuation is required.

The Board Chair advised those attending the meeting in person that the floor area is restricted to the Board of Trustees, Superintendent, Director of Board and Superintendent Relations and Recording staff, with an area reserved for media. She advised that she would signify to any other staff or registered speakers to come down to the floor at the designated time on the agenda. The Board Chair thanked everyone for their cooperation.

MINUTE BOOK

A. O Canada 

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

The Superintendent advised that all Trustees were present.

C. Approval of the Agenda

MOVED BY Trustee Adams:

**“That the agenda for the November 28, 2017, board meeting be approved as printed.”
(UNANIMOUSLY CARRIED)**

D. Communications from the Board Chair

The Board Chair advised that the White Ribbon Campaign began November 27th and will run through to December 6th. She explained that the White Ribbon Campaign is intended to make the public aware that violence against women at home, on the street or in the workplace is unacceptable. She said that the Edmonton Public School Board endorsed the campaign in 1994. She thanked CUPE Local 474 for providing the Trustees and District staff white ribbons to wear in recognition of this campaign.

The Board Chair reported that on November 17, 2017, the Board of Trustees were pleased to join Premier Notley and Minister Eggen for a funding announcement. She said that the Board has been advocating for new public high schools in the city and the announcement demonstrates that the government is listening. She explained that the District’s need for new high school space is critical, especially in the city’s southwest and southeast communities as more and more families are moving to new and developing areas in these parts of the city. The Board Chair said that the announcement will help ensure more high school space is added before high school enrolment exceeds available space within the District. She said there is more advocacy work to do as the District’s student population continues to grow every year, and hopefully more announcements are to follow. On behalf of the Board of Trustees, the Board Chair thanked the province.

The Board Chair advised that Edmonton Public Schools is looking forward to the construction of three new schools and requested suggestions from the public to name them. She explained that new schools will be built in McConachie, Larkspur and Heritage Valley and that the District wants to name them soon so that the names can be incorporated into the school design.

The Board Chair said the District is looking for names of individuals who:

- have made a valuable contribution to education
- have made a valuable contribution to the community at large
- represent diversity in the community, and
- are significant to the community

MINUTE BOOK

She explained that to suggest a name, individuals can complete an online survey, mail or bring suggestions to the Centre for Education. The Board Chair advised that the deadline to submit suggestions is Friday, December 15, 2017.

The Board Chair reported that the Metro School Boards group aims to foster effective working relationships with each other, with provincial organizations and with the provincial government. She advised that on November 19, 2017, members of the four Metro Boards (Calgary Public, Calgary Catholic, Edmonton Catholic and Edmonton Public) met new Trustees, reconnected with each other and discussed areas for common advocacy.

The Board Chair reported that during the past few weeks, the Board of Trustees had been visiting schools and central units to facilitate results review meetings. She advised that as part of the accountability process, Trustees have the opportunity to review the results from the previous year and to learn about the plans for the current school year in support of District priorities. She said that it is an opportunity to hear about successes, achievements, challenges, and goals for the current year. The Board Chair explained that the conversations assist the Trustees to determine common areas of challenge across the District and to advocate for potential solutions. She said that the Trustees heard about the District's growing student population, the complexity in classrooms, infrastructure needs such as portables and modernizations, mental health issues, and continued focus on literacy and numeracy. The Board Chair shared that the Trustees also heard about the benefits of collaboration through the catchment work as well as received thanks for the Equity Fund. She said that results review process is a wonderful opportunity to connect with schools, central services, parents and stakeholders. The Board Chair thanked staff for all their work in preparation for the results reviews and for their continued commitment to Edmonton Public Schools and the success of all District students.

The Board Chair advised that for over two years, the District has been collaborating with Edmonton Catholic Schools to design a shared busing arrangement. She said that both groups see the tremendous benefits for students and families in having a shared transportation model, and was pleased to see the Minister of Education encouraged such collaboration. The Board Chair acknowledged that there is strong public interest in the shared busing arrangement and that the Board is pleased to announce that there will be a recommendation report on this initiative brought to the January 23, 2017, Board meeting.

E. Communications from the Superintendent of Schools

The Superintendent shared that the results review process is a very important time in the District. He said that it is a time to reflect not only on teaching, learning and the supports provided in the classrooms throughout the previous year and the impact of those supports on the results of the students, it is also a time to look forward in the future and to contemplate evidence based decisions that will continue to ensure all students are successful. The Superintendent shared his appreciation for the comments made by the Trustees to staff for the work they have done. The

MINUTE BOOK

Superintendent shared that District staff, including central units and schools, are very appreciative of the engagement, questions and opportunities to share some of the complexities and successes of their work and to have genuine dialog with the Board of Trustees. The Superintendent said that the District is collectively focused on the right things as an organization and thanked the Trustees for their leadership and extended his appreciation for the contributions the Board has made to the results review process and ensuring there is accountability within the District.

The Superintendent advised that on November 20, 2017, the province announced the expansion of the Nutrition Pilot project. The Superintendent extended his appreciation to the province for expanding this initiative. He said that pilot projects are not the solution to hunger in schools but shared that every little bit helps. He thanked the province and all of the District's partners for the numerous programs that the District has to ensure that students are receiving nutritious snacks or meals while they are at school. The Superintendent also thanked the staff for all their work in making the nutrition programs successful in District schools.

F. Minutes

1. Board Meeting #01 – November 7, 2017

MOVED BY Trustee Dunn:

“That the minutes of Board Meeting #01 held November 7, 2017, be approved as printed.”

(UNANIMOUSLY CARRIED)

G. Comments from the Public and Staff Group Representatives

The Trustees heard from the Chairman of Old Scona Academic School Council and the Student President of Old Scona Athletic Council regarding the need for a multi-use facility at the school.

H. Reports

2. Funds for 2018-2019 Clause 23 Professional Improvement Program

MOVED BY Trustee Ip

“That an allocation of \$1,200,000 from the 2018-2019 operating budget be approved for the Clause 23 Professional Improvement Program for the purpose of granting professional improvement leaves and or tuition support to teachers for the 2018-2019 school year.”

(UNANIMOUSLY CARRIED)

3. Funds for 2018-2019 Exempt Staff Professional Improvement

MOVED BY Trustee Estabrooks

MINUTE BOOK

“That an allocation of \$150,000 from the 2018-2019 operating budget for the Exempt Staff Professional Improvement Program be approved for the purpose of granting exempt staff professional improvement leaves and or tuition support for the 2018-2019 school year, and that the program be continued on an ongoing basis. An annual request for a budget allocation to fund this program will be brought forward in the fall.”

(UNANIMOUSLY CARRIED)

4. 2016-2017 Audited Financial Statements

Ms Carlie Persson and Ms Anna Sereda of PwC were present for this report.

Trustee Gibson requested confirmation from Administration that the District has no other contracts with the external auditor.

Mr. Burnstad confirmed that the District has no other contracts with the external auditor.

Trustees Gibson requested confirmation from the external auditor that in terms of the dialogue with management and the review of the accompanying information supplied by management that there was nothing that would lead to concerns regarding the audit opinion.

Ms Persson confirmed that PwC received full cooperation from management and did not have any hindrances that would have impacted the audit opinion.

Trustee Janz requested confirmation on what the District is doing to ensure minimum liability regarding phishing and the District’s capital processes.

Mr. Burnstad confirmed that internal controls are reviewed regularly and that the highest risk related to phishing would be associated with the District Technology department. He explained that the department has diligent ways of monitoring what could be suspect emails coming into the District. He said that finance internal control processes ensure the finance department would never act on any information that is received through that venue. Ms Persson advised that, from the internal audit perspective, the audit is not designed to specifically review incidents of phishing; however, controls that were tested as part of the external audit did not result in any significant concerns or issues. Ms Persson reported that PwC has presented Administration with information on those types of risks and advised that process be assessed to limit exposure from that perspective.

MOVED BY Trustee Gibson

“That the 2016-2017 audited financial statements, notes to the financial statements and unaudited schedules be approved.”

(UNANIMOUSLY CARRIED)

MINUTE BOOK

5. Proposed Distribution of 2016-2017 District Surplus

MOVED BY Trustee Janz

“That the proposed distribution of the 2016-2017 surplus be approved as follows:

1. That the 2017-2018 planned use of surplus funds totaling \$61.5 million released in conjunction with the 2017-2018 fall revised budget be approved.

2. That the planned use of capital reserve funds of \$5.6 million for 2017-2018 be approved.”

(UNANIMOUSLY CARRIED)

6. Fall Update to the Revised 2017-2018 Budget

MOVED BY Trustee Stirling

“That the fall 2017 update to the 2017-2018 Budget be approved.”

(UNANIMOUSLY CARRIED)

There was a short break in the meeting.

7. Alberta Education Results Review

MOVED BY Trustee Stirling

“That the Edmonton Public Schools’ Combined Three-Year Education Plan (2017-2018 to 2019-2020) and the Annual Education Results Report (2016-2017) be approved.”

(UNANIMOUSLY CARRIED)

Trustee Adams requested the number of First Nations, Métis, and Inuit students that are registered in pre-Kindergarten programs and strategies the District has in place to invite First Nations, Métis, and Inuit families in.

8. Bereavements

The Vice-Chair reported on the passing of Mr. Clare Marklinger and Ms Shauna Persson-Ryan.

I. Comments from the Public and Staff Group Representatives

The Trustees heard from Mr. Mike Tachynski, a teacher from Ross Sheppard School regarding inflation of student grades.

J. Other Committee, Board Representative and Trustee Reports

Trustee Dunn shared that she enjoyed celebrating two school openings with their communities, as well as the life and work of namesakes Dr. Lila Fahlman and David Thomas King.

MINUTE BOOK

Trustee Dunn said that she found it positive to connect with members of the Metro Board and that she's looking forward to the collaborative work that is important to student needs.

Trustee Dunn reported that it was an honour to represent Board of Trustees at the Butterdome Remembrance Day ceremony with Trustees Ip and Stirling and was very moved by the tribute to the veterans and those in active service.

Trustee Dunn said that it was a pleasure to tour Westmount Junior High School and learn from Principal Rick Stanley about the many options available to students. She shared that the warmth and safety of this school is apparent when you walk in the doors and it was clear that students also experienced this.

Trustee Dunn reported that she met with principals, staff, students, parents and central staff at results reviews and had inspiring conversations about the hard work being done in order to meet the needs of every student. She said they discussed the challenges of complexity in classrooms and the needs of students learning English, literacy and numeracy strategies, inclusive learning and the challenge of providing mental health supports in schools.

Trustee Estabrooks reported that she thoroughly enjoyed attending results reviews for 10 schools in Ward D. She thanked the principals who welcomed her into their schools and to the staff, parents and students who shared their stories during the results review. She said that she learned a lot about the great work happening in District schools as well as the areas that need improvement.

Trustee Estabrooks shared that she attended the Remembrance Day ceremonies at the Beverly Cenotaph as well as at McNally High School. She thanked the students, cadets and the band at McNally and Principal Lisa Wright for including her as part of their Remembrance Day event.

Trustee Estabrooks reported that she was fortunate to take part in a morning assembly at Norwood School. She said that dancing with students in the gym is a great way to start the day. She congratulated the many students at Norwood School who were recognized for their dedication to the home reading program during that assembly.

Trustee Estabrooks reported that she was fortunate to attend three new school openings in the fall. She said that as a new Trustee to bear witness to the hard work of the Board before her and the hard work of the District staff who helped make these schools happen was truly humbling.

Trustee Estabrooks thanked the Public School Boards' Association of Alberta (PSBAA) for including her as a panellist during their conference held earlier in the month. She said she was fortunate to be able to speak about ways to better engage students, community and parents, which is an important conversation in the District and across the province.

MINUTE BOOK

K. Trustee and Board Requests for Information

Trustee Estabrooks stated that Edmonton Public Schools currently offers a number of early, middle and late French Immersion programs recognizing the important role learning a second language can have on a student's life. She said that currently there are no French Immersion programs offered in central Edmonton and requested the following information:

- How many early entry, middle entry and late French immersion programs are currently offered within Edmonton Public?
- What is the current enrolment numbers for these programs?
- How many students was the District unable to accommodate within a French Immersion program during the 2017-2018 school year and at which school?
- Does the District know how many students who currently live within Ward D travel outside of the Ward to attend a French Immersion program?
- Does the District maintain a wait list of students who would like to attend French Immersion and if so, how many students are on that wait list?
- What is the projected enrolment for French Immersion programs within Edmonton Public Schools for the next five years?

L. Notices of Motion - None

M. Next Board Meeting: Tuesday, December 19, 2017, at 2:00 p.m.

N. Adjournment: 5:05 p.m.

The Board Chair adjourned the meeting.

Michelle Draper, Board Chair

Karen Mills, Director of Board and
Superintendent Relations