

**DATE:** June 8, 2021

**TO:** Board of Trustees

**FROM:** Trustee Nathan Ip, Caucus Committee Chair

**SUBJECT:** Report #24 of the Caucus Committee (From the meeting held May 11, 2021)

**ORIGINATOR:** Karen Mills, Director Board and Superintendent Relations

**REFERENCE:** [Trustees' Handbook](#) – Caucus Committee - Section 5.4

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### ISSUE

The Board approved the following recommendation at the March 3, 2015, Board meeting: That Section 5.4 of the Trustees' Handbook be revised to give the Caucus Committee final decision-making power on certain types of matters, and yet constrain that power so it is used only when absolutely necessary.

**The following recommendation was approved at the May 11, 2021, Caucus Committee meeting:**

#### Recommendation for proceeding with Division retirement acknowledgement in 2021

1. *That the Board of Trustees does not purchase an extra gift for all 2020 and 2021 retirees (approximately 400 individuals total) who would normally have been invited to a retirement banquet.*

*All retirees could be mailed a printed commemorative program with an accompanying thank you letter or card from the Board of Trustees and Superintendent. We could also create a video message from the Board/Superintendent to share with retirees.*

*All retirees who indicated they wanted to be recognized would also receive an email explaining the banquet is not happening this year and that they can expect a program and letter/card sent to their home (in addition to their usual retirement gift selection).*

### BACKGROUND

Each year, all retirees indicate to Human Resources if they want to be acknowledged in the retirement program. Those who choose to be acknowledged are invited to the retirement banquet. Some retirees choose not to be acknowledged. All retirees, regardless of acknowledgement choice, are invited to select a retirement gift through an online program. Gifts are sent to retirees' homes by Rembrandt Awards.

In response to continued provincial gathering restrictions due to COVID-19, Edmonton Public Schools is unable to host the Division Retirement Banquet again this year. Last year's banquet also had to be cancelled due to COVID-19 and last year's retirees were to be invited to this year's banquet. The Board requested options to potentially replace the banquet celebration.

KM:sj