



Public Board Meeting

September 12, 2018

6:30 – 9:00 p.m.,

North Middle School

211 McKnight Blvd. NE

Calgary, AB

Attendees: Cindy McGlashan-Beaucage (Chair), Wayne Weinheimer (Co-Vice-Chair), Faruq Suleman (Co-Vice-Chair), Shelley Schroh, Pamela Wilson, Andrew Chu, Cristian Rios, Rizvan Bharmal, Roger Nippard (via Skype), Kurtis Leinweber, Reta Morgan, Joan Burke, Meredith Poole, Jeff Cullen

Presenters: John Deines, Shawna Drummond, Olana Thomson, Rey Kaur, Terri Sartori, Josh Foat

Gallery: Naren Makwana, Randall Spahl, Cliff Sanderson, Jyleen Wong, Tracey Wishlow, Gagan Grewal

6:48 PUBLIC BOARD MEETING MINUTES

1. Review of Meeting Agenda – no changes
2. Approval of Consent Agenda
18/09/12-CA
MOVED by Director Chu and seconded by Director Schroh that the Consent Agenda for Sept. 12, 2018 be approved as presented. CARRIED.
(Minutes of the June 13, 2018 Board Meeting; 4 items of correspondence)
3. Campus/ASC Reports
 - 3.1 A Celebration of Gr. 7 Social Studies – Gr. 8 student Rey Kaur walked attendees through a visual timeline of dozens of displays depicting historical events from 1100 a.d. through the Vikings, the fur trade and confederation and everything in between. Each storyboard referenced a person, place and event associated with its particular date, and incorporated such supporting materials as photos, maps and documents, as well as clay artifacts created by the students. A very impressive exhibition, and a great idea for making history relevant and enjoyable!
 - 3.2 From Vimy to Juno – On October 1-12 this year, NMS will be hosting an exhibit using free-standing panels which showcase the history of the First and Second World Wars in France through photos, educational material, personal reflections and other resources. This is an initiative of the Juno Beach Centre and will incorporate a Community Night on Wed. Oct. 10, 6:00-8:00 p.m. at which all staff, parents, students and community members are welcome.
 - 3.3 ASC – NMS School Council Chair, Terri Sartori, held a BBQ for her council in August, at which previously empty council positions were filled. Their first formal meeting will be this coming Monday; they are kicking off the year with a coupon book fundraiser which will be followed by a joint apple fundraiser with NEE. The NMS Welcome Back Breakfast will be held on Friday Sept. 14.

4. Policies

4.1 Policy Review Schedule – The schedule shows what policies have been developed/revised and approved, and those that are still outstanding. The Board will recommence this work at their next Committee of the Whole meeting.

4.1.1 Changes to Policy 20 School Fees: North Middle – Grade 6: one fee amount reduced, Northwest - minor tweaking of all grades (field trip fees) and at the high school the addition of one fee for Applied Leadership to attend WE Day in Edmonton. Revised fee schedules to be posted on the campus website.

5. Superintendent's Report – 1. Superintendent Nippard acknowledged the tragic passing of our friend and colleague Bruce Parkin, whose loss will be felt throughout FFCA but most deeply by the high school staff who knew him so well and appreciated his immense talent and dedication to FFCA. 2. Enrolment stands at 3520 which is 6 fewer than projected, but 4 interviews for spots have been conducted. 3. A tremendous amount of work was accomplished at the campuses over the summer with the help of Reta Morgan, Rick Byers and our new Facilities Director Josh Foat (who will report later in the meeting). 4. We are still working on our Professional Growth Plan initiative with David Townsend, although he will be having a reduced and revised role in the coming year as we partake in specific training to build our capacity. 5. Despite some unavoidable time delays due to the late issuance of the RFP, feedback on the new uniform and customer service has been positive. 6. The Ethics Review for our research into Global Competencies (led by U. of C., with input from Golden Hills S.D. and the International School of Macao) is being completed; work will then commence to interview 850 students and staff. 7. Policy 19 and our Fee Schedule have been reviewed, as is required on an annual basis by Alberta Education. 8. With the help of our Board Chair, Cindy McGlashan-Beaucage, consultant Terry Gunderson and ex-Education Minister Jeff Johnson, Superintendent Nippard facilitated a well-received and highly-rated session on Governance and the Board/Superintendent relationship at the CASS Conference in late August.

6. Information Items

6.1 Standing Item: Administrative Procedure Update – No AP's *per se*, but we have undertaken a review of our HR practices, updated the Employment Handbook to reflect recent legislative changes, and created a Standards of Conduct document for staff.

6.2 Standing Item: Strategic/Education Plan Update – In addition to the research mentioned above, a number of papers and articles are being prepared for publication in conjunction with Dr. David Townsend, and Dr. Marilyn Chaseling of Southern Cross University. One such article will appear in the November edition of the CASS Connection.

6.3 Facilities Report – Appended to minutes.

7. Discussion Items

7.1 Staff Resignation

18/09/12-1RA

MOVED by Director Schroh and seconded by Director Weinheimer that the Board accept the resignation of Employee #10170 effective June 29, 2018. CARRIED.

7.2 Q4 Estimate

18/09/12-2RA

MOVED by Director P. Wilson and seconded by Director Rios that the Board approve the Q4 Report as presented. CARRIED.

8. Committees

8.1 Charter Board Committee of the Whole – Meets once per month to prepare for Board meetings.

8.2 Executive Committee – The most recent focus has been the 3-year Work Plan which has been approved and will be available on the website. Chair Beaucage and Co-Vice-Chair Suleman were also very busy during Stampede week, attending events and connecting with politicians and dignitaries on behalf of FFCA.

8.3 Communications & Community Relations Committee – Will be meeting on Monday Sept. 17 to discuss the Communication Plan.

8.4 Human Resources Committee – The Policy Review is ongoing (see Item 4.1). The HR Committee is also looking for PD opportunities for FFCA directors and beyond (TAAPCS), and will be reviewing the Director Handbook. The priority over the next few months, however, will be preparations for the December elections.

18/09/12–3RA

MOVED by Director Weinheimer and seconded by Director Rios that the Board appoint Superintendent Roger Nippard as Chief Returning Officer for the December FFCA Board Elections. CARRIED.

8.5 Audit Committee – This committee met at the end of June regarding the Q3 results, and will convene again prior to the audit which will begin in October.

8.6 TAAPCS Board Rep Report – See reports appended to minutes.

18/09/12–4RA

MOVED by Director Chu and seconded by Director Weinheimer that the Board approve the appointment of Faruq Suleman as FFCA's Designated Director on the TAAPCS Board of Governors. CARRIED.

8.7 Director Highlights – Director P. Wilson: High School BBQ; Director Schroh: 2017-18 Graduation; Co-Vice-Chair Weinheimer: SMS BBQ; Co-Vice-Chair Suleman: tonight's presentation; Director Chu: TAAPCS work; Director Rios: SMS BBQ; Director Bharmal: tonight's display; Chair McGlashan-Beaucage: summer work, meetings with politicians and the opportunity to present at the CASS Conference.

9. Open to Gallery – A question was posed about the progress on the high school renovations (still in discussions).

10. Chair's Remarks – No remarks.

ADJOURNMENT: 8:31 p.m.

NEXT PUBLIC MEETING: Nov. 21, 2018 6:30 p.m. at Northwest Elementary

FUTURE AGENDA ITEMS:

APPENDIX 1

September 2018 Facilities Report — Josh Foat, Director of Facilities

Portables 48-day Construction schedule

- Started in June by salvaging usable items from old portables (e.g. whiteboards, tack boards, door hardware)
- Demo and removal went well
- New units were delayed a week, despite this SMS had students in them first day of school
- NWE was usable first week of September
- NEE has 3 used units, they were also in the first week of September
- There is still work to be done to finish up all 11 portables, work is continuing, most during hours students are not there. Substantial completion end of September, and small deficiencies wrapped up by end of October.

SMS

Much happened at SMS this summer, along with 6 new portables there was also:

- Re roofing done by CBE, 90% complete, just trim and lights to go up
- Installed new counter and double sink for the foods program
- Cleaned out the basement shop and moved it to central office
- Removed sinks in boys and girls washrooms and fixed drain lines, new taps, fixed sheet metal
- Removed lockers to be relocated in new portables
- fixed walls and repaired where lockers were
- painted grade 8 wing book shelves, painted entrance, General touch ups
- Repair and replace window blinds
- 70' of chain link fence, opening put in existing fence for pedestrian traffic.

SEE

CBE replaced the boiler with a shiny new system that is now up and running, full completion by the end of September.

- Other than removing a shrub so the new gas valve, just minor repairs around the school

SWE

Much painting happened here, a lot of coat hooks cubbies were painted, there were also classrooms painted as well

NWE

2 new portables

- asbestos abatement on the exterior stucco, patched and will be repainted
- Moved Atco trailer to make room for new portables, reconnected, put new skirting up
- 2 20' sea cans were brought in, painted, and shelving built out for storage, we also came up with a solution for chair storage as they were in the storage room that was attached to the old portables
- Shed installed for rakes and shovels

NMS

- Completed boys' bathroom renovation
 - Asbestos abatement and removal of failing tiles
 - new tiles and partitions
- Mold abatement in library and adjacent classroom
 - removal of contaminated cabinetry
 - New drywall and paint
 - New cabinetry in classroom and library
- Several plumbing issues fixed
- Painting resource classroom and other areas

NEE

3 Portables, work ongoing

- Repaired asphalt and grading around new and old portables
- Repaired walls, hung tac boards, and painted new library
- Fixed water line and exterior tap, repaired fountain
- Graffiti removal

HS

- Replaced carpet in south entrance
- Replaced nosing's throughout building
- Floor abatement and replacing of tiles in two areas (patching), rubber base where needed
- Grills over windows modified so windows open
- New eavestroughing on connecting corridor
- painting of exterior connecting corridor and upper stairwell to slow water damage of interior
- Painting of interior north entrance
- Misc. repair of doors, locks etc., locker doors repaired and replaced
- Moved offices around, patched and painted where needed

Central office

- 40' sea can delivered and set up
- Shop cleaned out and organized
- All tools and equipment moved from SMS and set up, we now have a functioning shop at Central
- Elevator installation, ongoing, should be completed by end of the month

Girls' Schools

Mechanical and Boiler maintenance

- Troy (OMT Maintenance) does boiler shut down
- Regular preventative maintenance (filter change, compressor service, belt replacements)
- Fire systems inspections and PM

**APPENDIX 2 - The Association of Alberta Public Charter Schools (TAAPCS) Board
Representative Report**
September 12, 2018

Superintendent of Schools Regulation

Designated Director Chu provided further details of FFCA's data analysis of the matter to the TAAPCS Executive Director and Officers on June 19. Designated Director Chu joined Representatives from 8 of the 13 Charter Schools via teleconference on June 27 to discuss the analysis and impact of the revised Superintendent of Schools Regulation and discuss how each school plans to proceed.

Government Relations

Director Chu forwarded on an introduction to a PR/GR firm courtesy of Director J. Wilson.

Committees of TAAPCS Updates

Executive Advisory Committee

COO Leinweber attended the June meeting to discuss the Superintendent of Schools Regulation and the October Annual General Meeting.

Communications Committee

Director Weinheimer joined a teleconference on July 10 to discuss the progress of the website redesign and the documentation required to gain access to GSuite for Non-Profits.

Member Schools Directors' Committee

Director Chu forwarded on:

- 1) suggested areas for TAAPCS to focus on that FFCA's TAAPCS Committee identified in June
- 2) a link to a policy paper on Charter Schools ("An Untapped Potential for Educational Diversity, Policy Lessons from Alberta Charter Schools": <http://www.aims.ca/books-papers/charter-schools-alberta-untapped-potential-educational-diversity-eastern-canada/>) that one of FFCA's High School teachers brought to our attention.
- 3) An updated Charter School Fact Sheet containing some historical information.

Upcoming Events

October 3rd: TAAPCS Research and Innovation Committee Meeting

October 26-27: TAAPCS Annual General Meeting

**APPENDIX 3 - The Association of Alberta Public Charter Schools (TAAPCS) Committee
Committee Report
September 2018**

Cindy McGlashan-Beaucage
Chairperson, The FFCA Charter School Society

Dear Chairperson McGlashan-Beaucage:

The Standing **Error! Reference source not found.** submits the following report to the Board in accordance with General Requirement 10 of Policy 8 – CHARTER BOARD COMMITTEES.

Sincerely,

Andrew Chu, Director
Chair, **Error! Reference source not found.**

c. Meredith Poole, Executive Assistant
Deputy Secretary, The FFCA Charter School Society

c. Andrew Chu, Director
Secretary, The FFCA Charter School Society

Committee Mandate

The Society Bylaws approved October 18, 2017 establishes The Association of Alberta Public Charter Schools (TAAPCS) Committee as a standing committee. It is currently being operated under the Terms of Reference approved by Board Resolution 18/06/13 – 9RA with the purpose being to assist the Board in fulfilling its obligations as a Member School of The Association of Alberta Public Charter Schools (TAAPCS). The full Terms of Reference can be found in the June 13, 2018 Public Board Meeting Minutes.

Committee Members

Andrew Chu, Director
Chair
Designated Director (FFCA), TAAPCS Board of Governors

Wayne Weinheimer, Director
Secretary
Member, Communications Committee (TAAPCS)

Cristian Rios, Director
Member, Research Support and Innovation Committee (TAAPCS)

Shelley Schroh, Director
Member, Awards and Recognition Committee (TAAPCS)

Faruq Suleman, Director

Kurtis Leinweber, COO (designate, ex-officio)
Member, Executive Advisory Committee (TAAPCS)
Member, Research Support and Innovation Committee (TAAPCS)

Cindy McGlashan-Beaucage, Board Chairperson (ex-officio)
Member, Board Professional Learning Committee (TAAPCS)

Committee Meetings

The committee met on:

- September 5, 2018
 - Andrew Chu, Wayne Weinheimer, Shelley Schroh, Faruq Suleman, Kurtis Leinweber, Cindy McGlashan-Beaucage

Summary of Discussions

The committee discussed the following:

- Committee (of TAAPCS) updates
 - Superintendent of Schools Regulation
 - TAAPCS website redesign progress
 - Halvar Jonson Award Nominations
 - A recently published policy paper: “An Untapped Potential for Educational Diversity, Policy Lessons from Alberta Charter Schools”: <http://www.aims.ca/books-papers/charter-schools-alberta-untapped-potential-educational-diversity-eastern-canada/>
 - Updated Charter School Fact Sheet
- Goals and Work Plan
- Nominations for Chair and Vice-Chair of TAAPCS
- Designated Director for TAAPCS Annual General Meeting (October 26-27)

Summary of Resolutions / Recommendations

None