



Public Board Meeting Minutes

Wednesday May 21, 2014

6:00 – 9:00 p.m.

Central Office Boardroom

#240, 688 Heritage Dr. SE

Calgary, AB

Attendees:

Board & Administration: Bill McGregor (Chair), Cindy Higa, Shelley Schroh, Darren Martin, Karen Wesley, Kurtis Leinweber, Reta Morgan, Amy Donovan, Judy Gray, John Deines, Salima Hudani, Meredith Poole
Presenters: Lorie Skaper-Burtch, Holly Cracknell, SWE students, Preston Lowther, Josh Zilke, Shawna Burke-Martin, Jeff Cullen

Gallery: Jesse Classen, Shelley Murray, Joan Burke, Michelle Drysdale, Raymond Chow

6:00 CALL TO ORDER

1. Review of Meeting Agenda – Postpone item 6.2 to June agenda; move Item 7.1 to 3.4
2. Approval of Minutes – April 16, 2014
MOVED by Darren Martin, seconded by Shelley Schroh. **CARRIED.**
3. Campus Reports
 - 3.1 “What SWE is Proud of” – In taking up Rachel’s Challenge, and in consideration of the impact of optimism on well-being and motivation, SWE developed a “Good News Network” devoted to sharing inspirational stories and examples of the chain reaction of acts of kindness. Staff, parents and students were in attendance at the meeting to showcase the student-led GNN; students showed some excellent interviewing /reporting skills, and there were some pretty good responses by staff and parents as well!
 - 3.2 ASC/School Council Report – ASC began the year with a focus on 2 items: a review of the community fund guidelines, and a review of the bylaws. Good progress was made on the former, but the latter was delayed pending future decisions on the “one School Council” idea postulated by the Board. Seven members of ASC attended this year’s ASCA conference in Edmonton and found the sessions very informative. ASC will be opening its own bank account. Josh reported that SWE has raised \$14,000 this year, plus \$67,000 in casino money, and they have reached the 97% level in parent partnership. Their AGM will be held on Monday May 26.
 - 3.3 NMS Scholarship – Handout. At the request of high school staff, a few tweaks have been made to the scholarship offered by NMS. Shawna Burke-Martin also gave some background on the evolution of this scholarship in order to provide some clarity going forward.
 - 3.4 High School Scheduling – Handout. Karen created a document describing the complexities of high school scheduling, which must consider many variables to produce as equitable a timetable as possible. Preston provided additional and clarifying information.
4. Staff Reports
 - 4.1 Proposed Minor 2014/15 Calendar Changes – Handout. A few more changes to the 2014-15 high school calendar were proposed and accepted (i.e. moving April 6 PD to Feb. to provide a comfortable environment for Gr. 8 orientation, addition of Nov. 27 PD day, changes to Learning Conference and Report Card dates).
Darren Martin **MOVED** that the Board accept the recommendations of the Calendar Committee for changes to the 2014/15 calendars. Shelley Schroh seconded. **CARRIED.**
 - 4.2 Inclusive Education – Amy reported on a recent workshop that focused on appropriate approaches for students with challenging learning needs, and a subsequent feedback session

on the effectiveness of the techniques learned. She will try to organize a repeat session next year.

4.3 Transition Videos (Gr. 4 to 5, Gr. 8 to 9) – Amy has piloted this with a Gr. 8 group from SMS, and came up with a template to guide the process, which took longer than anticipated and will require some modification. Jeff was on hand to help organize the information to facilitate easy access. The question was asked as to whether teachers may also wish to or be required to provide a video with similar information – something to think about.

4.4 2014/15 Staff PD – Handout. Judy distributed a draft document showing possible themes for the 4 system PD days, as well as other topics that might be offered during school hours, or on ½ day Fridays. The C-Team will be visiting each campus to discuss and further refine these ideas.

4.5 Technology Protocols – Kurtis and Salima are in the process of redrafting the AP's related to technology use; there will be 5 key shifts in emphasis: 1. cultural (tech avoidance to leveraging), 2. establishing parameters around BYOD, 3. use of cloud storage, 4. use of social media, and 5. online sharing of photos/videos. A pilot is being conducted, from which they will proceed with the development of a strategic communication plan. Salima will then visit each campus to discuss the revised documents in detail.

5. Correspondence – none this month.

6. Policies – Review complete for 2013-2014

6.1 AP-G-801.1 Public Interest Disclosure – Cindy's research on other protocols has determined that our AP is missing the position of "Designated Officer" who would administer and investigate disclosures, and alert the Board Chair, and potentially an appropriate external resource, in the event of a disclosure. Karen will see that these changes are made to the document.

7. Superintendent's Report

7.1 Task Force on Teaching Excellence – Karen briefly described the findings of the task force and the recent admin discussion around where we stand on the recommendations. Those related to teachers and education leaders seem to be positive and proactive, but the system recommendations appear to be very heavy-handed and go somewhat overboard on accountability. Please get feedback to Karen asap so that FFCA can prepare a submission by the deadline date of June 15.

7.2 Rachel's Challenge – Rachel's Rally, planned and perfectly executed by our four elementary campuses, was heart-warming and inspirational, attended by Police Chief Rick Hanson, and well covered by the media. (Karen noted that, because filming was done in a public location, no parental permission needed to be sought for students to appear in video.)

7.3 Technology Infrastructure – A three-year plan will be presented to the Board in June for a full discussion. Over the summer, the major themes will be: 1. new access points in every classroom, 2. increase in bandwidth, 3. upgrade of Supernet service, and 4. upgrade to firewall.

8. Discussion Items

8.1 Employee Resignations

Background: Employees #10278 and 10395 have resigned their positions at FFCA.

Cindy Higa **MOVED** that the Board accept the resignation of Employees #10278 and 10395. Shelley Schroh seconded. **CARRIED.**

8.2 Alcohol-related Expenses

Cindy Higa **MOVED** that the Board no longer be reimbursed for alcohol-related expenditures. Shelley Schroh seconded. **CARRIED.**

9. Information Items

9.1 TAAPCS – Major topics of discussion over the 2 days of meetings included the role of the association vis-à-vis the U. of C. study by Eugene Kowch and Dianne Geruluk, the recent increase in association dues, the Task Force on Teaching Excellence presentation/report, and the report from Avi Habinski in regard to facility ownership and long-term leases for charter schools.

10. Reports of Committees

10.1 Finance

10.1.1 Budget 2014-2015

Background: The 2014-2015 Budget has been prepared and is due to Alberta Education by May 31, 2014.

Shelley Schroh **MOVED** that the Board approve the 2014-2015 Budget as presented and requests that Administration provide the necessary budget documentation to Alberta Education by the deadline of May 31, 2014. Cindy Higa seconded. **CARRIED**.

Shelley Schroh **MOVED** to extend the meeting to 9:30 p.m. to accommodate the remaining agenda items. Darren Martin seconded. **CARRIED**.

10.2 Facilities

10.2.1 Modernization Update – The RFP window has closed; 8 submissions were received with 3 short-listed. A list of questions will be developed and the contractor selected within 2-3 weeks.

10.2.2 Calgary Girls' School – A draft agreement is being crafted which will include CGS under some of our current contracts (e.g. electricity, gas, landscaping).

10.3 Community Relations

10.3.1 Stakeholder Communications – In June, the Board will put together a one-page communication on the selection of the new Superintendent.

10.3.2 Communication Plan – No report.

10.3.3 Scholarship Fund – A new draft of the "Unsung Hero" scholarship was presented and will require a few changes before it is ready to go. A motion was made in relation to FFCA scholarships in general (below).

Darren Martin **MOVED** that the Board direct the Superintendent to create a committee for the purpose of establishing value-based parameters regarding scholarship criteria. The committee will be comprised of the High School Guidance Counsellor, the Coordinator of School Development, the Chair of the ASC, the Chair of the School Council at the High School, a Board member, and the Superintendent. Cindy Higa seconded. **CARRIED**.

10.3.4 Fund Development – No report.

10.3.5 Board Technology/Media – No report.

10.3.6 Board Social Events – June 3 was the date selected for this event. Further details are not currently available.

10.4 Human Resources

10.4.1/.2 Board/Board Chair Performance Reviews – No report.

10.4.3 Directors' Handbook Review – A black-lined version has been distributed to Board members for feedback.

10.5 Executive

10.5.1 Director Updates/Highlights – Postponed until June.

10.5.2 Preferred Future – No report.

10.5.3 Superintendent Hiring Update – Conroy Ross reports that they have had 78 indications of interest, from which a “long-list” of candidates will be created by June 7/8, and a short-list by June 14/15.

10.5.4 Charter School Short Story – Postponed to June.

11. Open to Gallery – None.

12. Talking Points – None.

13. Chairman’s Remarks – None.

ADJOURNMENT: 9:32 p.m.

NEXT MEETING DATE: June 18, 2014

FUTURE AGENDA ITEMS: Q3, Specialists, Technology Infrastructure