



Public Board Meeting Minutes

Wednesday Sept. 13, 2017

6:30 – 9:00 p.m.

Southwest Elementary Campus

898 Sylvester Cres. SW

Calgary, AB

Attendees: Cindy McGlashan-Beaucage (Chair), Wayne Weinheimer (Vice-Chair), Shelley Schroh, Cristian Rios, Amish Patel, Pamela Wilson, Andrew Chu, Roger Nippard (remotely), Kurtis Leinweber, Reta Morgan, Joan Burke, Lorne McDonald, Meredith Poole, Jeff Cullen

Presenters: Dwayne Sheehan, Lorie Skaper-Burtch, Salima Hudani, Erin Payne, Rich Byers, Jenny Hill

Gallery: Crystal Okasha, Sheida Hanifi, Tanya Borthwick, Louise Cooper, Lydia Johnson, Stephan Drogomir, Daniel LaChance, Twyla Peters, Dennis Peters, Yaggy Uhuegbulem

6:00 CALL TO ORDER – REGULAR PUBLIC MEETING

1. Review of Meeting Agenda – No changes.

2. Approval of Consent Agenda

17/09/13 – 1CA

MOVED by Director Chu and seconded by Director Schroh that the Board approve the Sept. 13, 2017 Consent Agenda as presented. CARRIED

(Minutes – June 7, 2017 resignation of Employees #10087 effective June 30, 2017, and #10358 effective July 24, 2017; correspondence)

3. Campus/ASC Reports

3.1 SWE Campus Report: PE Longitudinal Study – Dr. Dwayne Sheehan from Mount Royal University summarized the research he has been doing with FFCA over the years, beginning with our Exergaming Lab and research back in 2010. Since then there have been several other projects: Canadian Assessment of Physical Literacy (CAPL) to establish Canadian norms, involving 1013 Gr. 5 & 6 FFCA students; a study of motor proficiency and growth from 2011 to 2016 with 82 Gr. 5-9 participants; the OMS, an examination of Object Manipulation Skills with 78 Gr. 3 students; and the SOFIT (Systematic Observation of Fitness Instructional Time) during 2015-16. Dr. Sheehan is looking at several projects for future study: Self-Determination & Self-Confidence, Object Manipulation Skill Development, and Active Gaming and Self-Perception. All of these endeavours have produced, and should produce in the future, very interesting information and we are so fortunate to have Dr. Sheehan working so closely with us. It should be noted with pride that our FFCA Elementary Phys. Ed. Specialists host a symposium each year that is attended by 80+ teachers from several jurisdictions – another example of FFCA teachers going the extra mile!

3.2 SWE Wellness Initiative – The Wellness Initiative at SWE began with a staff retreat workshop with Drs. Renee Schmidt and Heather McDonald where they focused on the power of mindfulness, the journey to self-awareness, and how to identify stress triggers and mitigate their effect. With this in mind, several traditions have been, and are being, established: the breaking of a piñata, a birthday board, healthy snacks, a Good News board, the joke of the day, Wellness Wednesdays and Morning Meetings, all to create a positive atmosphere and enhance the learning environment.

3.3 Facilities Update – See handout. Rick Byers and what crew were available a very busy summer that included the move of FFCA Central Office, work at 6 of the 7 campuses, and work on the two CGS campuses.

3.4 ASC – The first meeting will take place on Sept. 25 so there is not yet a report from ASC. Re SWE, they have had their campus BBQ, with good attendance, and have every council position filled. Their focus this year is on building the school community.

4. Policies

4.1 Policy 10 Policy-Making

17/09/13 – 1RA

MOVED by Director Patel and seconded by Director Schroh that Item #8 in Policy 10 Policy Making be revised to read 21 days rather than 28 days. MOTION WITHDRAWN.

17/09/13 – 2RA

MOVED by Director Chu and seconded by Director Wilson that Policy 10 Policy Making be revised to read 21 days rather than 28 days, approved for First Reading and sent out for feedback. CARRIED.

4.2 Policy 20 School Fees

17/09/13 – 3RA

MOVED by Director Patel and seconded by Director Schroh that Policy 20 School Fees be approved for First, Second and Third Readings retroactively to June 29, 2017, and that it be immediately subject to review and distributed to stakeholders as per Policy 10 Policy Making. CARRIED.

4.3 School Fees Schedule

17/09/13 – 4RA

MOVED by Director Schroh and seconded by Director Patel that the 2017-18 School Fees Schedule be approved retroactively to June 29, 2017. CARRIED.

5. Superintendent's Report – a) Busier than usual summer with all the maintenance work and the central office move. b) We are still trying to determine options for the high school; we will be dealing with a new AE manager in this endeavor. c) We have our first tenant (CRC) in the new Central Office and are in conversation with a potential second. The renovation contract has been awarded and work will begin on Sept. 25. d) FFCA has teachers involved in the AB ED curriculum rewrite. e) SLA's are currently being administered; results are coming back within 24 hours. f) There may be some options for charter schools to have input into the new Education Act, which has yet to be proclaimed. g) FFCA gave 2 presentations at the Partner Research Conference in late August (work with Dr. Sheehan and Leadership work with Dr. David Townsend). h) 2017-18 enrolment stands at 3499 (goal 3501); down at SMS due to opening of new south CBE schools. i) Congratulations to Reta Morgan on receiving her 10th Meritorious Budget Award from ASBO International!

6. Information Items

6.1 Standing Item: Administrative Procedure Update – No report.

6.2 Standing Item: Strategic Plan Update – Work is still underway to connect the 3 Year Plan to the Board's Strategic Plan. The 3 main areas of focus are the Technology Integration Plan, Student Evaluation and Reporting, and Inclusion.

6.2.1 Broaden programs offered

6.2.2 Diversify instructional programming

6.2.3 Establish a support system for research and innovation

6.2.3.1 Partner Research Schools Conference - See 5.7. It is notable that Dr. Dennis Shirley attended the presentation with Dr. Townsend at the Partner Research Conference and was very impressed with what FFCA is doing; he is encouraging us to write this work up and submit to the Journal of Educational Change, saying that there are as many as 4-5 articles that could emerge from our data. We are staying in touch.

6.2.4 Partner in new ways

6.3 Wait List Lottery System – Still in process as we determine how any selected system might mesh with our own systems.

6.4 Q4 Estimate & Reserves Update – See handouts. Estimates are on target.

7. Discussion Items

7.1 Uniform – The results of the uniform survey are being reviewed; First Reading of the policy is scheduled for the October Board meeting.

8. Committees

8.1 Charter Board Committee of the Whole – The Board and CEO/COO met twice over the summer months in preparation for the 2017/18 public meetings.

8.2 Executive Committee – Meets 2-3 times per month with a focus on Government Relations. The Terms of Reference for this committee were circulated recently and will be posted on the website.

8.3 Community Relations Committee – Handout (2017-18 budget). Terms of Reference have been distributed.

8.4 Human Resources Committee - Terms of Reference will be finalized at the next T-9, and the budget will be ready for the next Board meeting.

8.5 Audit Committee – There has been no change to the Terms of Reference; the budget was submitted at the last T-9.

8.5.1 Audit Plan - A Risk Register is being developed. Next meeting: Oct. 12.

8.6 Board Election and Bylaw Review Committee

17/09/13 – 5RA

MOVED by Director Chu and seconded by Director Wilson that the Board:

- 1) accept the committee's proposed bylaw amendments in principle pending legal review;
- 2) extend the term of the Board Election and Bylaw Review Committee until September 27, 2017 and limiting its mandate to reviewing the recommendations of legal counsel, make final edits to the proposed bylaw amendments accordingly, and presenting its final report and proposed bylaw amendments to the Board Chairperson, and
- 3) delegate the authority to the Board Chairperson to call a Special Meeting of the Society on October 18, 2017 to consider the bylaw amendments approved by the Committee.

17/09/13 – 6RA

MOVED by Director Schroh that Motion 17/9/13 – 5RA be amended to focus solely on the election aspects in order that 3 new Board members can be elected. No seconder. Without a seconder the motion was not considered.

8.7 TAAPCS Board Rep Report – See full report Appendix A & B.

17/09/13 – 7RA

MOVED by Director Chu and seconded by Director Weinheimer that the Board create a TAAPCS Committee with Terms of Reference as detailed in Appendix C. CARRIED.

8.8 Director Highlights - Director Wilson: Policy work over the past 2 ½ months; Director Chu: Bylaw Committee meetings; Director Schroh: the assistance of non-Board members on the Bylaw committee; Director Rios: the work done by fellow Directors in his absence over the summer; Director Patel: excitement of his children to go back to school; Vice-Chair Weinheimer: the new Central Office; Chair McGlashan-Beaucage: the support of her fellow directors, particularly Vice-Chair Weinheimer, in her role as Chair.

9. Open to Gallery: Twyla Peters – Will there be any opportunities for Parent Partnership this year? (A: participation on Board committees). Jenny Hill – Will the uniform survey results be made public? (A: Yes, in summary form). Louise Cooper: Are the 20 hours of volunteer commitment still required? (A: Yes, it has been rewritten into the policy).

10. Chairperson's Remarks – Chair McGlashan-Beaucage expressed her thanks to her fellow Board members and to tonight's attendees.

ADJOURNMENT: 8:48 p.m.

NEXT PUBLIC MEETING: October 18, 2017

FUTURE AGENDA ITEMS:

Appendix A:TAAPCS Board Representative Report

September 13, 2017

FFCA Board Vice-Chairperson Director Weinheimer is a member of TAAPCS' current ad hoc Communications Committee. That committee is currently working on:

1. TAAPCS website redesign (awaiting funding)
2. Public Charter School 101 Video
 - a. Member Boards to review proposed scope and core messages and to feedback to Committee Co-Chairs by September 30.
3. Stakeholder Mapping
 - a. A means to communicate with other Charter School members about stakeholder interactions that each School has engaged in.

TAAPCS Board Representative Director Chu, TAAPCS Communications Committee Member Director Weinheimer, FFCA Board Treasurer Director Wilson, and FFCA COO Kurtis Leinweber met on August 31 to discuss the following items relevant to the October Annual General Meeting:

1. TAAPCS Budget
 - a. When reviewing the TAAPCS budget, FFCA will evaluate the extent to which the budget meets one or more of the following criteria:
 - i. benefits every Charter School Student
 - ii. promotes the stated TAAPCS Objectives of:
 1. To promote and facilitate public charter school education in Alberta
 2. To speak with one voice on behalf of public charter schools in Alberta
 3. To promote a forum for public charter schools to meet in support of common goals
 4. To advocate for continued innovation and choice within public education
 - iii. showcases the successes of Charter Schools
 - iv. showcases the diversity of programming that Charter Schools offer to ensure that the needs of all of Alberta's students are included within Alberta's World-Class Education System
2. Policies accepted in principle
 - a. Director Chu will solicit FFCA feedback on the policies approved in principle at the Spring Annual Meeting to see how well they meet FFCA's objectives of:
 - i. Director and Staff Professional Development
 - ii. Publishing Research and Innovation
 - iii. Improving Public and Government Relations
 - iv. Improving Governance
 - b. Director Chu will solicit FFCA feedback on whether the following proposed committee structure will accomplish the above stated objectives:
 - i. Awards and Recognition Committee
 - ii. Governance/ Board Development Committee
 - iii. Communications Committee
 - iv. Conference Committee

v. Executive Advisory Committee (EAC)

vi. Policy Advisory Committee

vii. Research Support and Promotion Committee

viii. School Leadership Learning Committee

See attached TAAPCS Committee Terms of Reference for an FFCA committee that TAAPCS Board Representative Director Chu proposes to create in support of FFCA's involvement in TAAPCS.

Appendix B:TAAPCS Committee Terms of Reference

September 13, 2017

Purpose

Assist the Board in fulfilling its obligations as a Member School of The Association of Alberta Public Charter Schools (TAAPCS).

Composition

1. The Director that sits on the TAAPCS Board of Governors will be the Committee Chair.
2. All Directors that sit on TAAPCS Committees, unless the number of Directors exceed quorum for the Board, in which case some of those Directors must sit on sub-committees of this committee.
3. Any other Director appointed by the Board.
4. Ex-officio members of this committee will include the Board Chairperson and the Superintendent (or designate)

Duties and Responsibilities

1. Provide support to the Director (or the named alternate representative) that sits on the TAAPCS Board of Governors.
2. Provide support to any FFCA representative that is a member of a TAAPCS Committee.
3. Ensure FFCA's interests are represented at TAAPCS General and Committee Meetings.
4. Liaise with Directors of other Charter Schools in support of common goals.
5. Submit extra-budgetary requisition requests to the Executive Committee for funds to pay for additional TAAPCS funding requests and other funds necessary for committee or sub-committee members to participate in relevant activities including, but not limited to, TAAPCS General or Committee Meetings.

Sub-Committees

The Board recognizes that Society Members, Associate Members, and non-members of the Society have the potential to make meaningful contributions to the work of the TAAPCS Committee and to the Charter School community as a whole. As such, the Board encourages this committee to create sub-committees and delegates the authority to compose sub-committees as follows:

1. Any non-Director and non-staff member may be invited by the Committee Chair.
2. Any staff member may be invited by the Superintendent.
3. Any Director may be invited by the Board Chairperson.