



Public Board Meeting

Nov. 21, 2018
6:30 – 9:00 p.m.,
Northwest Elementary Campus
719 – 44 Ave. NW
Calgary, AB

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

Presenters: Preston Lowther, Sandra Berner

Gallery: Naren Makwana, Jehn Scantlebury, Andrew Chu, Cristian Rios, Randall Spahl, Cliff Sanderson

6:30 PUBLIC BOARD MEETING MINUTES

1. Review of Meeting Agenda – Delete Item 10.5
2. Appointment of Secretary
18/11/21–1aRA
MOVED by Director Schroh and seconded by Director Patel that Director J. Wilson assume the duties of Secretary effective immediately. CARRIED.

18/11/21–1bRA
MOVED by Director J. Wilson and seconded by Director P. Wilson that the duties of the Secretary be delegated to the Executive Assistant to the Superintendent (FFCA), but specific duties may be recalled or re-delegated at the Secretary's discretion upon notification to the Superintendent. CARRIED.
3. Approval of Consent Agenda
18/11/21–1CA
MOVED by Director Schroh and seconded by Director Bharmal that the Consent Agenda for November 21, 2018 be approved as presented. CARRIED.
(Public Meeting Sept. 12, 2018; Emergency Meeting Oct. 4, 2018; Special Meeting Oct. 29, 2018; Correspondence)
4. Audit
 - 4.1 Audit Committee Report – Director Bharmal was pleased to report a clean audit for the 2017-18 fiscal year, and commended both the Audit Committee and Reta Morgan and team for their great work.
 - 4.2 Auditor's Report
 - 4.2.1 **18/11/21–2RA** (Audited Financial Statements)
MOVED by Director Bharmal and seconded by Director P. Wilson that the 2017-2018 Audited Financial Statements be approved as presented, that the information be shared with stakeholders at the Annual General Meeting, and that it be entered into Alberta Education's spreadsheet format and forwarded to them. CARRIED.

4.2.2 18/11/21 – 3RA (Appointment of Auditors)

MOVED by Director Bharmal and seconded by Director P. Wilson that the Board recommend that the Society approve the recommendation of administration that RSM Alberta LLP, Chartered Accountants be appointed Auditors for the 2018-19 school year.

5. Campus/ASC Reports

5.1 STEAM at NWE– Principal Educator Preston Lowther gave a video presentation of NWE's approach to STEAM: science, technology, engineering, arts and mathematics. A minimum of two disciplines are paired for the hands-on activities shown in the video to encourage student inquiry, dialogue, critical thinking, experimental learning, problem solving and collaboration. All potential projects are measured against a list of 6 mandatory and 9 "enhancing" considerations to see how effective they will be in meeting these goals.

5.2 ASC – No report.

6. Policies

6.1 18/11/21 – 4RA (Policy 21 Role of the Secretary)

MOVED by Director J. Wilson and seconded by Director Patel that the Board approve Policy 21 Role of the Secretary for First Reading as presented.

MOVED by Director Schroh and seconded by Director P. Wilson that the motion be amended to read "that the Board refer Draft Policy 21 to a Working Session of the Board". Motion CARRIED as amended.

6.2 18/11/21 – 5RA Policy 22 (Role of the Treasurer)

MOVED by Director Patel and seconded by Director Bharmal that the Board approve Policy 22 Role of the Treasurer for First Reading as presented.

MOVED by Director Schroh and seconded by Director J. Wilson that the motion be amended to read "that the Board refer Draft Policy 22 to a Working Session of the Board". Motion CARRIED as amended.

6.3 18/11/21 – 6RA Policy 13 (Appeals and Hearings Regarding Student Matters)

MOVED by Director Weinheimer and seconded by Director Schroh that the Board approve the amendments to Policy 13 Appeals and Hearings Regarding Student Matters as presented. CARRIED.

6.4 18/11/21 – 7RA Policy 8 (Charter Board Committees)

MOVED by Director Weinheimer and seconded by Director Suleman that the Board approve the amendments to Policy 8 Charter Board Committees as presented. CARRIED.

7. Superintendent's Report

- Attended the Remembrance Day ceremony at SWE and the Night of the Phoenix at HS
- Commendations to Reta Morgan on winning the Meritorious Budget Award for the 11th year in a row
- Commendations to Kurtis Leinweber for his part in getting our article "Placing System Learning at the Heart of System Leadership" published in the Fall CASS Connection
- FFCA got 11 modulars this year after an assessment and recommendation by an external consultant; have applied for 8 more for the high school.
- The lift at Central Office is finally operational.

- The message received in conversations with other Superintendents and Ministry staff at the CASS conference is that system reserves over the maximum of 5% require spending plans, and failure to spend accordingly may result in clawbacks.
- Our class size report was pretty close to required numbers.
- Our Global Competencies Research (\$50,000) will begin with a standardized assessment tool (U.S.) for Gr. 9's and staff; our partners are Golden Hills School Division and the International School of Macao.
- We have been asked by Alberta Education to come up with potential options for housing our high school.

8. Information Items

8.1 Standing Item: Administrative Procedure Update – Kurtis Leinweber reported on the changes to AP-D-101.1 Financial Management and AP-H-106.1 Tutoring.

8.2 Standing Item: Strategic/Education Plan Update – See Item 9.1

8.3 PAT/Diploma Exam Results Report - Joan Burke reported on the stellar results of our Provincial Achievement and Diploma Exams, which exceeded those of the Province in every category, and showed an unprecedented number of students in the category of Excellence.

8.4 Enrolment Update – Actual enrolment in the September count was 3532 (budget was 3526).

8.5 Fee Schedule Update – Changes from the original budgeted numbers are minimal and do not require Board approval by motion.

9. Discussion Items

9.1 **18/11/21 – 8RA** (Strategic Plan)

MOVED by Director J. Wilson and seconded by Director Schroh that the FFCA Strategic Plan be approved as presented. CARRIED.

9.2 **18/11/21 – 9RA** (2017-2020 3YEP)

MOVED by Director Schroh and seconded by Director Suleman that the 2017-2020 3YEP be approved as presented. CARRIED.

9.3 **18/11/21 – 10RA** (2017-2018 AERR)

MOVED by Director J. Wilson and seconded by Director Suleman that the 2017-18 AERR be approved as presented. CARRIED.

9.4 **18/11/21 – 11RA** (AGM Agenda)

MOVED by Director Patel and seconded by Director Schroh that the 2018 AGM Agenda be approved as amended. CARRIED.

10. Committees

10.1 Charter Board Committee of the Whole – These are the Working Sessions of the Board that occur approximately once per month, and at which such items as the AEP, AERR, Strategic Plan, Government Relations, election plans, etc. are discussed.

10.2 Executive Committee – The Executive Committee consists of the Board Chair, Vice-Chair(s), CEO and CFO; meetings occur an average of 2 days per month prior to the Working Sessions and Public Board Meetings.

10.3 Communications & Community Relations Committee – The current initiative is the Communication Plan.

10.4 Human Resources Committee – The focus over the next few weeks will be the elections.

10.4.1 Election Report – Director Patel declared the nomination period closed, with 8 candidates in the running for the 6 positions.

10.5 Audit Committee – See Item 4.1.

10.6 Expulsion Committee – Director J. Wilson filed a written report on the results of each of the two hearings held since the last Board meeting (October 1 and November 7).

10.7 TAAPCS Board Rep Report – Designated TAAPCS rep Director Suleman commented on the events of the recent Annual General Meeting, including MLA attendance, awards presentations and the great work of the Communication Committee, as well as the passionate, committed directors and administrators who comprise the membership.

10.8 Director Highlights – Director Bharmal: Audit Committee work; Director J. Wilson: SEE Remembrance Day Assembly; Co-Vice-Chair Suleman: TAAPCS AGM; Director Patel: 2:04 p.m. today when 8 candidates had filed their nomination papers for the Board election; Director P. Wilson: Audit Committee; Director Schroh: professional work of Director J. Wilson during the Expulsion Hearings; Co-Vice-Chair Weinheimer: the most recent Working Session of the Board; Chair McGlashan-Beaucage: CASS Fall Conference.

11. Open to Gallery – Mr. Sanderson had a few questions regarding the Expulsion Committee and the position of Superintendent.

12. Chairperson's Remarks – none.

ADJOURNMENT: 8:39 p.m.

NEXT PUBLIC MEETING: December 12, 2018 (AGM)

FUTURE AGENDA ITEMS: