



## Public Board Meeting

Wednesday November 18, 2020

6:30-9:00 p.m.

Online via Zoom

### Attendees

**Board and Administration:** Chair Jeff Wilson, Vice-Chair Jenny Hill, Director Sumara Diaz, Director Faruq Suleman, Director Naren Makwana, Director Rizvan Bharmal, Director Jehn Scantlebury, Director Randall Spahl, Director Sam Jin, Superintendent Roger Nippard, Deputy Superintendent Kurtis Leinweber, Secretary Treasurer Reta Morgan, Coordinator of Instruction Justin Kool, Coordinator of School Services Preston Lowther, Director of Technology Jeff Cullen, Executive Assistant Meredith Poole

**Gallery:** Andrew Chu, Bharati Singh, Cliff Sanderson, Cathy McCauley, Hatef Keshvadi, Krista Lee, Michelle Fry, Tanya Borthwick, Michael Slavins, Shahid Qureshi, Susan Boyd, Terry Booth, Vera Ontunes Joao, Doug Lamb, Punam Vyas, Lindsay Coughlin, Zhenhu Li, Alyssa, Amy, 83junobeach, SW SC

## MINUTES

### 6:33 p.m. CALL TO ORDER

1. Review of Meeting Agenda
2. **20/11/18-1CA** Approval of Consent Agenda  
MOVED by Vice-Chair Hill and seconded by Director Scantlebury that the Consent Agenda for Nov. 18, 2020 be approved as presented, including Public Board Meeting Minutes September 9, 2020, correspondence received. CARRIED.
3. Audit
  - 3.1. **20/11/18-1RA** – Audited Financial Statements  
MOVED by Director Makwana and seconded by Director Diaz that the 2019-2020 Audited Financial Statements be approved as presented, and that the information be shared with stakeholders at the Annual General Meeting and submitted to Alberta Education. CARRIED.
  - 3.2. **20/11/18-2RA** – Appointment of Auditors  
MOVED by Director Makwana and seconded by Director Diaz that the Board recommend that the Society approve the recommendation that RSM Alberta LLP, Chartered Accountants be appointed as Auditors for the 2020-21 school year. CARRIED.
4. Staff/Campus Reports
  - 4.1. Online Learning – Coordinator of Instruction Justin Kool reported that we currently have 719 students and 27 staff engaged in our Online Learning program. It has proven to be a challenging process in many ways (e.g., technology, assessment, professional development) as, unlike other Zone 5 jurisdictions, FFCA has never before had an online component and has had to start from scratch. Thanks to the dedicated efforts of teachers and parents, we are meeting and overcoming these difficulties, and have created a program of which we can be proud, and which may serve us well into the future.
5. Superintendent's Report – Highlights include:
  - Another clean audit due to the exemplary efforts of Secretary-Treasurer Morgan and the fiduciary responsibility of the Board of Directors/Audit Committee. For the 12<sup>th</sup> consecutive year, FFCA has been presented with the ASBO International Meritorious Budget Award thanks to the hard work of CFO Morgan and her team.

- Alberta Education is working on a process for 4-, 8- and 12-year evaluations for holders of 15-year charters, and potential criteria for permanence.
- We continue to examine the impact/possibilities for FFCA of the new Funding Framework.
- Waitlist renewal is presently underway; in-depth cross-referencing of enrolment and waitlist data may be useful in informing the growth plan currently under Board consideration.

## 6. Information Items

6.1. Standing Item: Administrative Procedures Update – The AP's listed below have been updated (AP-B-401.1, AP-G-601.1)/created (AP-I-805.1) and are now available on the website.

6.3.1. AP-B-401.1 Being Heard

6.3.2. AP-G-601.1 Discrimination & Harassment

6.3.3. AP-I-805.1 Service Dogs

6.2. Standing Item: Strategic/Education Plan Update – No report.

### 6.3. High School Update

- AE and AI are doing all they can to fast-track the process; we are pleased with progress and direction.
- Currently looking at overall schematic design including site plan, floor plans, exterior finishes
- Schematic design has yet to be approved by AE and AI and we're currently working on the technical specifications for all spaces and equipment.

### 6.4. School Re-entry

- Refer to Item 3.1
- In response to our offer of appropriately timed online/in-school switching, 41 students will be re-entering classrooms and 54 will be switching to online learning.
- Fluctuating isolation cases require constant adjustments (at peak we had 28 staff and 410 students in isolation).
- Biggest challenge is at the high school where each teacher impacts students in multiple classes
- AHS is behind in contact tracing and FFCA is taking the initiative to engage in "cohort identification" and inform parents and staff when such cases have been identified and confirmed.

### 6.5. PAT's

- We will be opting to hold Gr. 6 & 9 PAT's with some adjustments to reduce stress.
- Considered to provide valuable objective feedback

### 6.6. Transportation Update

- Online Learning and online/in-school switching has impacted, and continues to impact, ridership on our bus routes. Of the 720 at-home online students, there are roughly 400 (equivalent of 8 routes, average 45 riders per route) who previously accessed transportation services. As a result of this decline in ridership, FFCA recently eliminated 4 routes by moving stops onto other routes. A possible further reduction of 1 or 2 more routes may take place by eliminating or moving stops onto other routes, which will have an impact on student ride times.
- As always, our Transportation Director Susan Goldsmith is doing her best to maintain stops and keep ride times as reasonable as possible.

## 7. Discussion Items

### 7.1 20/11/18-3RA - AERR

MOVED by Vice-Chair Hill and seconded by Director Scantlebury that the Board approve the 2019-2020 FFCA Annual Education Results Report as presented. CARRIED.

## **7.2 20/11/18-4RA – K-3 Masks**

MOVED by Vice-Chair Hill and seconded by Director Makwana that administration implement a K-3 masking policy that makes masks mandatory for students in K-3 while on busses, in common areas, and anywhere where cross-cohort exposure is elevated, and would request that administration

develop guidance for mask use in the classrooms of the impacted grades, effective Monday November 23, 2020. CARRIED.

## **7.3. 20/11/18-5RA – FFCA Bylaws**

MOVED by Vice-Chair Hill and seconded by Director Scantlebury that the Board approve the proposed changes to the 2019 FFCA Bylaws and seek ratification at the 2020 FFCA Annual General Meeting. CARRIED.

## **8. Committees**

8.1. Executive Committee – No report.

8.2. Communications and Community Relations (CCR) – No report.

8.3. Policy and Performance Review (PPR)

8.3.1. **20/11/18-6RA** Policy 14 Uniforms

MOVED by Director Bharmal and seconded by Director Diaz that the Board approve Policy 14 Uniforms for Second Reading as presented, with the understanding that comments and suggestions received from parents and staff will be incorporated prior to Third Reading. CARRIED.

8.3.2. **20/11/18-7RA** Policy 19 Welcoming, Caring, Respectful....

MOVED by Director Bharmal and seconded by Director Scantlebury that Policy 19 Welcoming, Caring, Respectful, Safe and Inclusive Learning and Working Environments be approved for First Reading as presented. CARRIED.

8.3.3. **20/11/18-8RA** AGM Agenda

MOVED by Director Bharmal and seconded by Director Suleman that the Board approve the 2020 Annual General Meeting Agenda as presented. CARRIED.

8.3.4. **20/11/18-9RA** Superintendent Performance Review

MOVED by Director Bharmal and seconded by Vice-Chair Hill that the Charter Board approve the Superintendent Evaluation Report as developed during the evaluation workshop of October 17, 2020 as an accurate accounting of the Superintendent's performance for the period September 1, 2019 to August 31, 2020, and further that the Charter Board authorize the Chair to make any required technical edits and to sign the report on the Charter Board's behalf. CARRIED.

8.3.5. **20/11/18-10RA** Board Performance Review

MOVED by Director Bharmal and seconded by Vice-Chair Hill that the Charter Board approve the Charter Board Performance Review Report for the period September 1, 2019 to August 31, 2020 as developed at the facilitated workshop of October 17, 2020 and that the Charter Board Chair be authorized to monitor the priorities and suggestions agreed to and bring items forward for Charter Board consideration as deemed appropriate. CARRIED.

8.3.6. Board Election Update

- At the deadline of 2:00 p.m. this afternoon, there were 5 nominations for the 3 vacant Board positions
- Voting will take place from noon on Dec. 8 to noon on Dec. 9, with results to be announced at the AGM that evening.

#### 8.4. Audit Committee

- Present work includes Financial Controls and Risk Management Frameworks

#### 8.5. TAAPCS Board Rep Report

- Vice-Chair Hill will take over from Director Suleman as FFCA rep to TAAPCS, with thanks to Director Suleman for his fine work and dedication to our provincial association.
- The Board of Governors' Award was presented to 2 recipients this year: Paul Gibson (Valhalla) and Don Falk (New Horizons).
- TAAPCS has established a priorities committee and is looking at SLS funding advocacy and understanding and providing input to the 4-, 8- and 12-year evaluation proposal.

##### 8.5.1. TAAPCS Advocacy Committee

- Vice-Chair Hill invited NWE SC Chair Andrew Chu into the meeting as a panelist to discuss a newly-formed Advocacy Committee which counts volunteers from the communities of 8 charter schools as members, and was formed in response to anti-charter resolutions passed at the October 17, 2020 ASCA meeting.
- The Advocacy Committee has grown to 31 members for the purposes of having the ASCA resolutions rescinded, communicating accurate information about charter schools to the public, investigating what is being said about charters around the province, and the collection of data in support of charters.
- Next meeting is scheduled for Nov. 30 and is open to all interested parties.

9. Director Highlights – Vice-Chair Hill: the opportunity to serve as FFCA's TAAPCS representative; Director Bharmal: son's unexpected acceptance and enjoyment of online learning necessitated by isolation directive; Director Scantlebury: Advocacy Committee initiated by former Director Chu; Director Spahl: FFCA's response to COVID-19 and smooth incorporation of Online Learning; Director Suleman: the past three years of serving FFCA and the development of a high-functioning Online Learning program; Director Jin: opportunities to learn and serve FFCA; Director Makwana: the strength and responsiveness of FFCA in rising to recent challenges; Director Diaz: work on the Board and Superintendent Performance Reviews; Chair Wilson: the opportunity to welcome Health Minister Shandro to SMS and visit with students and teachers.

10. Open to Gallery – No questions/comments.

#### 11. Chairperson's Remarks

- Chair Wilson offered that the Board is working on the FFCA Budget Submission, pursuing the issue of SLS funding, and advocating for permanency for qualifying charters, and commented on the commendable CIRT response to a recent incident.
- NWE Chair Chu was recognized for exceptional work on his formation of the Charter School Advocacy Committee.
- Thanks were expressed to all Board members.

ADJOURNMENT: 8:27 p.m.

NEXT MEETING: Dec. 9, 2020/AGM @ TBD

FUTURE AGENDA ITEMS:

