



Public Board Meeting

Wednesday, April 14, 2021

6:30-9:00 p.m.

Online via Zoom

[Public Board Meeting Zoom Link](#)

Attendees

Board and Administration: Chair Jeff Wilson, Vice-Chair Jenny Hill, Director Sumara Diaz, Director Naren Makwana, Director Randall Spahl, Director Sam Jin, Director Amanda Fisher, Acting Superintendent Kurtis Leinweber, Secretary-Treasurer Reta Morgan, Coordinator of Instruction Justin Kool, Coordinator of School Services Preston Lowther, Associate Principal Jim Poirier, Principal Educator Josh Symonds, Associate Principal Jesse Classen, Principal Educator John Deines, Executive Assistant Phoebe Greentree

Gallery: Aiden, Ali, Alyssa, Amy Lakusta, Andrei Filonov, Anil Nayak, Anshul Malhotra, Arti Rani, Bingbing Zhao, Christine Desbiens, Cliff Sanderson, Cristian Rios, Crystal, Dawn Ackroyd, Deepa, Devesh, Doug Lamb, Ekaterina, Gurpreet, Haejin, Ida Langston, Indira, Jacqueline, Janice Reisdorf, Jason Wang, Kaeleigh MacDonald, Kim Kjellbotn, Krista Lee, Kristy and Albert, Lei, Leona LaChance, Ling, Manpreet Kaur, Meredith Poole, Mitra Khaja, Mohsen, Pamela Hunnisett, Pamela Wilson, Pelin Unal, Rachel Bradley, Shahid Qureshi, Shelly, Taira Anten, Tanya, W, Yi Lin, Yolanda Switzer

MINUTES

6:32 p.m. CALL TO ORDER

1. Review of Meeting Agenda – No changes.
2. Board Organization
 - 2.1 Resignation of Director
 - 2.2 **21/04/14-1RA** Appointment of Board Secretary
MOVED by Vice-Chair Hill and seconded by Director Diaz that the Board appoint Director Spahl as the Secretary. CARRIED.
 - 2.2.1 **21/04/14-2RA** Role of the Board Secretary
Background: The FFCA Bylaws state: “The Board can vote to delegate the Secretary’s duties to a Staff member.”

MOVED by Director Diaz and seconded by Director Vice-chair Hill that the duties of 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.
 - 2.3 **21/04/14-3RA** Director By-election
Background: The FFCA Bylaws state: “a by-election may, at the discretion of the Board, be held to fill a vacant position.”

MOVED by Director Diaz and seconded by Director Fisher that the Board call a by-election to elect a new Director for the remainder of the term through to December 2023. CARRIED.
- 3 **21/04/14-1CA** Approval of Consent Agenda
MOVED by Director Diaz and seconded by Director Hill that the Consent Agenda for April 14, 2021, be approved as presented including the minutes of February 10, 2021, Public Board Meeting; the minutes of March 6, 2021, Special Meeting; and that the correspondence since the last Public Board Meeting is received. CARRIED.

4 Staff/Campus Reports

4.1 Collaborating through Change: The SMS/NMS Story

- The administrative teams from SMS and NMS presented on the collaboration between the two campuses during the challenges of the pandemic
- When the pandemic hit and caused FFCA to move to at-home learning online at the end of 19/20, all grade levels worked together via virtual conferencing and online file sharing to ensure lessons were aligned across campuses and classes.
- When 20/21 began, collaboration continued between campuses and CO with the added challenges of aligning outcomes taught in both in-person and online learning while differentiating enough to best meet the strengths and limitations of the medium.
- Campuses had to plan for additional challenges:
 - Teachers had to prepare and bridge the transition of students between in-person and online learning each term requiring significant collaboration between online and in-class teachers.
 - Teacher had to implement short-notice transitions to online learning because of required isolation and quarantining.
- inspirational quotes from teachers regarding the last year of teaching during the pandemic were provided that demonstrated the greater unity and understanding that came from “collaborating through change.”

5 Superintendent's Report

- While the two metro school boards in Calgary announcing that they will be moving all of their grades 7-12 online for the next two weeks, FFCA is not experiencing the same circumstances as the CBE and CCSD and the Ministry will not consider moving FFCA students online at this time.
- Because of our two-week break and later return to classes, it is too early to know if we will see the same increase of cases and strain on the system that the CBE/CCSD are. We will continue to monitor and provide safe and high-quality in-person teaching and learning experiences for all K-12 staff and students in our campuses.
- Annual re-registration process was completed before spring break and campuses have begun filling available seats.
- Only 229 out of our 3800 students have expressed interest in online learning for 21/22 through the re-registration process. The current year's online learning was supported by federal pandemic funding, but no additional funding is projected which may prohibit us from being able to provide an online alternative for next year.
- Alberta Government has introduced Bill 55: The College of Alberta School Superintendents Act which will establish the College of Alberta School Superintendents (CASS) as the professional governing body of Superintendents across AB.
- Alberta government has released the K-6 draft curriculum
 - With the draft being released over the weekend, FFCA has not yet chosen to pilot all, some, or none of the draft curriculum at this time.
 - While we are aware of others' concerns about the curriculum, we are doing our due diligence in reviewing the draft ourselves and engaging with campus administration and staff to determine our level of involvement, if any.
 - A decision about the scope of FFCA's involvement in piloting the draft curriculum will be made and communicated to families and staff once we've determined our course of action which will be by May 7 at the latest.
- Staffing for the 21/22 year
 - Josh Symonds was transferred from Principal Educator at SMS to Principal Educator at SHS
 - Jesse Classen was promoted from Associate Principal at SMS to Principal Educator at SMS
 - Brian Crouch was transferred from Associate Principal at SEE to Associate Principal at SMS
 - The next step will be to fill the vacated Associate Principal position at SEE
 - Once the budget is approved, we will move forward with the teaching and support staffing
- NHS replacement project is nearing the finishing stages of the design development phase and moving to production of plans. An open house concerning the development permit with the Montgomery Community Association will be held on April 15. FFCA will host an unveiling event online for the FFCA community later in the spring once the design is finalized.

- FFCA's funding profile was received on March 31:
 - Overall funding increased by approximately \$231,000 due to projected enrollment increases.
 - Continue to receive only a small portion of Specialized Learning Support funding compared to other public and separate school jurisdictions.
 - \$95,000 was clawed back for being under our projected enrollment in 20-21
 - Province lists our reserves at 3%, but that includes unused CMR funds putting us closer to 2% which is below the range targeted by Alberta Education.
 - 21-22 budget targeted to be approved at the May Board meeting.

6 Information Items

6.1. Standing Item: Administrative Procedures Update

- The following new or updated APs were provided to the Board for information and will be posted to the website:
 - 6.1.1. AP-D-101.1 Financial Management
 - 6.1.1.1. AP-D-101.1.1 Signing Authorities and Spending Limits
 - 6.1.1.2. AP-D-101.1.2 Expense Reimbursement
 - 6.1.1.2.1. AP-D-101.1.2.1 Schedule A Meal Reimbursement Rates
 - 6.1.1.2.2. AP-D-101.1.2.2 Schedule B Distances Between Campuses
 - 6.1.1.3. AP-D-101.1.3 Company Credit Cards
 - 6.1.1.4. AP-D-101.1.4 Company Cell Phones
 - 6.1.1.5. AP-D-101.1.5 Campus-Based Budgeting
 - 6.1.2. AP-D-501.1 Non-Disclosure Agreement
 - 6.1.2.1. AP-D-501.1.1 Non-Disclosure Agreement Template
 - 6.1.3. AP-H-105.1 English as a Second Language
 - 6.1.4. AP-I-701.1 Outdoor Activity in Adverse Weather and Air Quality Conditions
 - 6.1.5. AP-I-802.5 Time-outs, Seclusion and Restraint
 - 6.1.6. AP-I-805.1 Service Dogs
 - 6.1.7. AP-I-805.2 Animals in Schools

6.2. Standing Item: Strategic/Education Plan Update

- Continue to progress on two key priorities:
 1. Distinctive Teaching and Learning Framework to prepare for a charter renewal application in the future
 2. Engaging our community on our current reporting and assessment procedures; will be brought to the board's next working session
- The province is moving from the current Accountability Model framework to an Assurance framework. FFCA administration will be engaging with the Board, campus councils, staff, and potentially students in this work.

6.3. Standing Item: High School Update – See Superintendent Report

6.4. Standing Item: COVID Response – See Superintendent Report

7. Discussion Items

7.1. **21/04/14-4RA** Q2 Report

MOVED by Director Vice-Chair Hill and seconded by Director Fisher that the board receive for information the FFCA 2020-2021 Second Quarter Financial Report as presented. CARRIED.

7.2. **21/04/14-5RA** Capital Plan

MOVED by Vice-Chair Hill and seconded by Director Fisher that the revised 2022-25 Capital Plan be approved as presented. CARRIED.

7.3. **21/04/14-6RA** Resignations effective March 2, 2021

MOVED by Director Fisher and seconded by Vice-Chair Hill that the Board accept the resignation of Employees 10576, 10296, and 10825 effective March 2, 2021. CARRIED.

7.4. **21/04/14-7RA** Resignations effective June 30, 2021

MOVED by Director Fisher and seconded by Director Diaz that the Board accept the resignation of Employees 10075 and 10676 effective June 30, 2021. CARRIED.

8. Committees/Liaison Reports

8.1. Executive Committee – No report

8.2. Communications and Community Relations (CCR)

- Calendar Survey will be circulated to receive feedback from parents and staff

8.3. Policy and Performance Review (PPR)

8.3.1. **21/04/14-8RA** Policy 7 Board Operations

MOVED by Director Makwana and seconded by Vice-Chair Hill that Policy 7 Board Operations be approved for Second Reading as presented. CARRIED.

8.3.2. **21/04/14-9RA** Policy 15 Managed Growth

MOVED by Director Makwana and seconded by Director Spahl that Policy 15 Managed Growth be approved for Second Reading as presented. CARRIED.

8.3.3. **21/04/14-10RA** Policy 19 Welcoming, Caring, etc.

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

8.3.4. **21/04/14-11RA** Policy 8 Charter Board Committees and Representatives

MOVED by Director Makwana and seconded by Director Spahl that Policy 8 Charter Board Committees and Representatives be approved for First Reading as presented. CARRIED.

8.3.5. **21/04/14-12RA** Rescind original policies

MOVED by Director Makwana and seconded by Vice-Chair Hill that the Board rescind the following policies:

- B-104 - Duties of the Secretary
- D-501 - Campus Fundraising
- E-101 - Use of Private Vehicles for Co-curricular and Extra-curricular Activities
- F-201 - Emergency School Closures
- F-301 - School Facility Rental
- I-201 - Student Behaviour
- I-601 - Transportation of Students to Campus
- I-804 - Student Clubs and Organizations

CARRIED.

- The committee has reviewed the Board's work plan. Board will work with Administration to align with the Admin Council work plan to streamline the plans annually.

8.4. Audit Committee

- Reviewed Terms of References; no updates required. Discussed work plan for the year with Secretary-Treasurer Morgan

8.5. TAAPCS Board Rep Report

- Working with the multi-charter Advocacy Group.
- Working on board dev training for all charter schools (governance etc)
- ASCA conference is coming up. TAAPCS will have a booth
- TAAPCS general meeting on May 8, 2021 at 9:00 A.M.

8.6. ASC Rep Report

- The 25th-Anniversary has been scheduled for June 4, 2022
- Discussion around countering SOS narrative and existential threats around charter schools

8.6.1. ASC Advocacy Committee Rep Report – no update

8.6.2. Potential change: board member rotating as ASC Rep – To be discussed further

9. Director Highlights

- Director Makwana wants to highlight the hard work and leadership of Superintendent Nippard and Acting Superintendent Leinweber. What they do for FFCA is outstanding, and they are critical to the functioning of the board and the organization's oversight.
- Vice-Chair Hill had the opportunity to participate in the Principal Educator interview at SMS. Amazing candidates and strong leadership!
- Director Fisher wants to highlight the teacher's and Admin's preparedness at the school with respect to COVID, sending things home just in case, ready for change! Commendable and admirable.
- Director Diaz enjoyed hearing the teacher's comments from the NMS/SMS presentation. They are ensuring the online learning is beneficial for everyone. We don't usually hear from teachers; the direct quotes were a nice change.
- Director Spahl wants to celebrate the resiliency of FFCA and recognize that it comes at the cost of considerable dedication of the staff
- Director Jin is thankful the vaccine is coming, gives hope for September. Hopefully, the vaccine will help open society again very soon.
- Chair Wilson feels that having the title of Chair is special. Being the voice of FFCA externally, he sent a letter to Dr. Hinshaw advocating for teachers to be vaccinated ASAP. Chair Wilson's highlight is the teacher's heartwarming responses to the vaccine request letter. We are very grateful and wish all teachers the very best. Thank you for everything you do for students, FFCA, and everyone! It's fantastic!

10. Open to Gallery:

10.1. Question: Will FFCA be piloting the draft curriculum? If so, what about the concerns expressed by other jurisdictions and organizations?

- Chair Wilson indicated that FFCA is working to avoid getting caught up in the political rhetoric of the day and allowing the administrators and teachers to review, provide feedback and develop our direction. Parents are invited to review the curriculum and provide input to the Board. It is a draft curriculum, which means it will not likely be implemented in the exact form that it is today.
- Acting Superintendent Leinweber indicated that in the next couple of weeks there will be information sessions for Superintendents and instructional coordinators. FFCA's understanding is that the pilot program will be very flexible with the ability to pilot one subject at a single grade level or or all of them. If we elect to pilot in any capacity, teacher training work will begin over the summer to pilot in 21/22. During the pilot, teachers will provide feedback and give implementation suggestions through February 2022. Alberta Education intends on completing revisions around May 2022 in preparation to mandate the new curriculum for K-6 in all curricular areas for the fall of 2022.

10.2. Question: What about the decommissioned Kingsland school as a South High school site?

- The facility capacity is too small and the condition is extremely poor requiring extensive upgrades or rebuild.

10.3. Question: Will FFCA consider restricting access to certain apps such as Snapchat, TikTok, etc. at school?

- Parent was directed to contact the campus administration to explore concern.

10.4. Question: At what point will FFCA petition AB ED to move classes online to protect our students' and staff's health and safety?

- Acting Superintendent Leinweber reiterated that we are not dealing with the same issues as the other metro boards at this time. The Province has clear criteria which must exist for a switch to online to be considered. FFCA will monitor and respond accordingly should circumstance change.
- Chair Wilson added a reminder that Direct instruction is best taught through in-class instruction.

10.5. Question: Will FFCA request stock of rapid COVID tests?

- FFCA will be involved in the rapid testing program, but AHS will deploy on a triage basis with schools having outbreaks taking priority.

11. Chairperson's Remarks: Chair Wilson stated:

- It's an honour to hold this role. There has been an unprecedented number of challenges this year and an immense amount of work being undertaken by the leadership team and staff at central office. We are happy to have Acting Superintendent Leinweber transition to the Acting Superintendent role as we support Superintendent Nippard in his leave of absence.

ADJOURNMENT: 8:02 p.m.

NEXT MEETING: May 5, 2021

FUTURE AGENDA ITEMS: May – Elementary School Presentation