

MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
HELD AT THE Bel Aire
6304 Larkspur WaySW
CALGARY, ALBERTA

WEDNESDAY February 8, 2017

	Chair	Natalya Nicholson
	Director	Natalie Kwandrans
	Director	Shary Baig
	Director	Margo Purcell
	Director	Stanley Wong
	Director	Caroline Clausen
	Director	Geordie Macpherson

Regrets: Brad Takanaka, Wayne Marshall

Administration:	Superintendent	Dianne McBeth
	Secretary Treasurer	Wendy Juergens

Guests:

1. **Call to order:** Natalya Nicholson called the Committee of the Whole Meeting to order at 6.00 pm. Shary left the meeting at 6.05pm and returned at 6.10pm. Natalya Nicholson called the Regular Meeting of Board to order at 7.05pm.
2. **Approval of the Agenda**
Motion: 2017-02-08-01: Motion to approve the agenda.
3. **Approval of Minutes**
 - 3.1 **Approval of the Minutes of the January 11, 2017 Regular Meeting**
Motion: 2017-02-08-02: Motion to approve the minutes of the January 11, 2017 Regular Meeting of the Board of Directors, with the correction to the word ByLaws in item 6.2 and for the addition of:
Motion: 2017-01-11-05 That the Board affirms its prohibition of alcohol at all School sites and all School sponsored events, on and off campus, when students are in attendance.
Moved: Caroline **Carried**
4. **Reports and Correspondence**
 - 4.1 **Chair** –The Board Chair Natalya Nicholson gave an oral report.
 - 4.2 **Correspondence:** Natalya reviewed the Correspondence file and circulated it to the Directors. She asked that in future could Correspondence be posted to the Board WIKI prior to Board Meetings.
 - 4.3 **Policy and Governance:** Margo Purcell, Vice Chair serving as Chair of the Governance Committee spoke about the planning that is underway for the Parent Speak Out. The event will be held prior to the spring break (last week in March) although the specific date has not yet been determined.
 - 4.4 **Superintendent** (Report attached to the Agenda Package).
 - 4.5 **TAAPCS** Director Geordie MacPherson commented on his attendance, along with Director Wayne Marshall, at the recent TAAPCS General Meeting in Red Deer and directed the Board to the Minutes which are posted on the Board WIKI. He noted that the Board of Directors for TAAPCS approved the new Bylaws which are the culmination

of work that started approximately 18 months ago. A new organizational chart visually represents the new structure and intention – that TAAPCS becomes the voice for Charter School Boards of Directors.

Director Caroline Claussen and Directors Stanley Wong were appointed to represent CGS on the TAAPC's Communications (Advocacy) and Fees Committees. The Fees Committee will bring forward a recommendation and the Communications Committee will bring forward a plan (and proposed budget for advocacy) to the spring General Meeting.

5. Monitoring Reports

5.1 Transportation: The Board received the Annual Transportation Monitoring Report which includes comparative data on many aspects of transportation including the revenue and expenses for past four years. Significant reductions in the on-going transportation deficit have been realized over time and while the current budget shows a deficit as of January 30, 2017, the funding is over a twelve-month period whereas expenses are over a ten-month period. The projection is to be "on budget" by year end. Of note, subsidies last year (2015-16) totalled slightly more than the deficit at year end. Fees to parents went down year over year from 2015/16 to 2016/17.

The Board considered several of the pressure points noted in the report including the challenges of "distance and sparsity" as CGS transports to/from all quadrants of Calgary. The Board also expressed interest in learning more about "best practice" in transportation services for students, and in particular, examples of cooperation among cities, municipalities and school boards.

CGS has posted an RFP for Transportation Services as the current agreement with First Student expires on June 30 this year.

5.2 Enrolment Trends: The Board considered the Annual Enrolment Monitoring Report which shows comparative enrolment by grade and quadrant of the City over the past four years. Recently opened new schools in several neighborhoods of Calgary have impacted enrolment at CGS. The majority of students attend from SW neighborhoods and enrolment is growing from NE neighborhoods.

An invitation for parents to participate in an online Early-Exiting Students Survey will be forthcoming before year end. The purpose is to gather information on reasons for exiting CGS prior to completing grade nine. The information will be helpful in improving our school.

5.3 Facilities: Wendy Juergens, Secretary-Treasurer updated the Board on a number of items including the success of the Plant Operations and Maintenance Agreement with Foundations for the Future Charter Academy. The Agreement results in improved service and reduced costs for both parties. Wendy also spoke about the recently announced replacement modular classroom units that are coming to Lakeview. The two, old modular units will be de-commissioned and removed. Architects have been invited to quote on the project design and preparation of the tender documents which will go out very soon to ensure the classrooms are ready for use this September. As well, CGS is addressing the flooring at Bel Aire and has now received quotes for removal and replacement. This work is also expected to be finished over the summer break. Alberta Education and AB Infrastructure review the condition of school facilities over a five-year cycle. Lakeview was recently assessed and CGS is waiting for the report that looks at the building envelop and mechanical systems. And finally, the Board considered a very preliminary architectural rendering of a design concept to "open up" the front office of Lakeview in order to create a more welcoming, functional work environment.

6. New Business - Action

6.1 Policy Review (Policy 5 Role of the Chair) The Board continues to review its Governance Policy Handbook in a regular, sequential policy-by-policy approach in order to build shared understanding, monitor for compliance, responding to any changes in the context, and consider the impact of a particular policy. The Board considered *Policy 5 Role of the Charter Board Chair* and agreed that the following minor amendment be made to the Policy.

Motion: 2017-02-08-04 That the Chair, if not familiar with basic meeting procedures and where necessary defer to *Robert's Rules of Order*

Moved: Stanley

Carried

7. "In Camera"

Motion 2017-02-08-05: To go 'In camera' at 8.15pm

Moved: Caroline

Carried

Motion 2017-02-08-06: To Leave "In camera" at 9.20 pm

Moved: Caroline

Carried

8. Adjournment at 9:20 pm

Motion: 2017-02-08-07

Moved: Shary

Carried

Next Regular Board Meeting Wednesday March 8, 2017 at the CGS Board Office, 7239C Flint Road SE, Calgary Alberta.