



**EDMONTON  
CATHOLIC SCHOOLS**

## *Board of Trustees*

### **Public Board Meeting Agenda**

**2011-2012: #8**

Date: January 17, 2012

Time: 4:00 p.m.

Location: Room 206, Catholic Education Services  
9807-106 Street, Edmonton AB T5K 1C2

Phone: 780 441-6002

Web: [www.ecsd.net](http://www.ecsd.net)

#### **1. Call to Order 5 Min**

1.1 Opening Prayer

B. Kallal

1.2 Roll Call

1.3 Comments from the Public

Gary Frank Re J. H. Picard

Pamela Otiniano, Re J. H. Picard

1.4 Consent Agenda

1.5 Agenda

#### **2. Minutes 5 Min**

**2.1 Minutes of Previous Meetings**

A. December 6, 2011

**2.2 Matters Arising from the Minutes**

A. September 13, 2011 Re Webcasting

J. Carr

#### **3. Business of the Meeting**

**3.1 Administrative Business**

**A. Reports for Information**

20 Min

(i) Partnership with Stollery Children's Hospital  
Foundation

J. Carr, S. Chevalier,  
C. Shinkaruk

30 Min

(ii) Learning Coaches in Edmonton Catholic Schools

J. Carr, S. Chevalier,  
L. Bussiere

**B. Reports Requiring Action**

#### **BOARD OF TRUSTEES**

Becky Kallal, Ward 71

Larry Kowalczyk, Ward 72

Cindy Olsen, Ward 73

Debbie Engel, Ward 74

John Acheson, Ward 75

Marilyn Bergstra, Ward 76

Laura Thibert, Ward 77

#### **SUPERINTENDENT**

Joan Carr

### 3.2 Board Business

#### A. Reports for Information

#### B. Reports Requiring Action

- |        |      |  |                    |
|--------|------|--|--------------------|
| 10 Min | (i)  | Board Practice on Comments from Individuals at Public Board Meetings | J. Carr, A. Klotz  |
| 10 Min | (ii) | Appointment of External Auditor                                      | J. Carr, B. Devlin |

### 3.3 New Business

#### A.

## 4. Adjournment

- |     |                   |           |
|-----|-------------------|-----------|
| 4.1 | Closing Prayer    | B. Kallal |
| 4.2 | Motion to Adjourn |           |

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#### **BOARD OF TRUSTEES**

Becky Kallal, Ward 71

Larry Kowalczyk, Ward 72

Cindy Olsen, Ward 73

Debbie Engel, Ward 74

John Acheson, Ward 75

Marilyn Bergstra, Ward 76

Laura Thibert, Ward 77

#### **SUPERINTENDENT**

Joan Carr



## *Board of Trustees*

### **Public Board Meeting Minutes**

**2011-2012: #7**

Date: December 6, 2011

Time: 4:00 p.m.

Location: Room 206, Catholic Education Services  
9807-106 Street, Edmonton AB T5K 1C2

Phone: 780 441-6002

Web: [www.ecsd.net](http://www.ecsd.net)

### **1. Call to Order**

Board Chair Engel called the meeting to order at 4:04 p.m. and welcomed everyone in the gallery.

Trustee Acheson began the meeting with the Opening Prayer.

#### **Present**

Debbie Engel, Board Chair  
John Acheson  
Marilyn Bergstra  
Becky Kallal, Vice-Chair  
Larry Kowalczyk  
Cindy Olsen  
Laura Thibert

Comments from the Public were received from:

Sean Roden  
Doug Gorman

#### **Consent Agenda**

There were no Consent Agenda Items

#### **Agenda**

**Trustee Bergstra** moved that the agenda of the December 6, 2011 Public Board Meeting be approved as circulated.

**Carried**

## **2. Minutes**

### **2.1 Minutes of the Previous Meeting**

#### **A. November 29, 2011**

**Trustee Bergstra** moved that the Minutes of the November 29, 2011 Public Board Meeting be approved as circulated.

**Carried**

### **2.2 Matters Arising from the Minutes**

There were no matters arising from the minutes of the November 29, 2011 meeting.

## **3. Business of the Meeting**

### **3.1 Administrative Business**

#### **A. Reports for Information**

##### **(i) Special Presentation of Framed Print from the City of Edmonton: *Our Natural Home***

**Trustee Olsen** moved that on behalf of the Trustees and the Administration of Edmonton Catholic Schools the Board of Trustees accepts with thanks and appreciation the framed print depicting Edmonton's Beautiful River Valley of the City's Giants of Edmonton Mural "Our Natural Home" by local artist Kris Friesen, as presented by Mayor Mandel at the October 26, 2011 Program Partner Recognition Event.

**Carried**

#### **B. Reports Requiring Action**

##### **Memorandum of Understanding, Edmonton Catholic Schools and Junior Achievement**

**Trustee Kallal** moved that the Board of Trustees endorses the Memorandum of Understanding between Edmonton Catholic School and Junior Achievement of Northern Alberta.

**Carried**

**3.2 Board Business**

**A. Reports for Information**

There were no reports scheduled.

**B. Reports Requiring Action**

**(i) Approval of Locally Developed Courses:**

**(a) Senior High Courses**

**Trustee Acheson** moved that the Board of Trustees of Edmonton Catholic Separate School District #7 approves for renewal the following locally developed or acquired courses\* to be implemented in September 2012. All courses are being renewed for a period of 3 years, until August 2015, unless otherwise noted.

*\* Courses have been developed by Edmonton Catholic School staff unless otherwise noted.*

**Carried**

| <b>LDC CODE</b>     | <b>COURSE NAME</b>  | <b>CREDIT VALUE</b> |
|---------------------|---|---------------------|
| 1959, 2959,<br>3959 | Advanced Acting 15/25/35<br><i>Acquired from Calgary Catholic Schools</i> | 3 and 5             |

| <b>LDC CODE</b> | <b>COURSE NAME</b>   | <b>CREDIT VALUE</b> |
|-----------------|--|---------------------|
| 3535            | Algebra 35<br><i>Acquired from Edmonton Public Schools</i> | 5                   |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>   | <b>CREDIT VALUE</b> |
|---------------------|--|---------------------|
| 1821, 2821,<br>3821 | Autobody Repair K&E<br>15/25/35<br><i>Acquired from the Calgary Board of Education</i> | 5                   |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>  | <b>CREDIT VALUE</b> |
|---------------------|---|---------------------|
| 1059, 2059,<br>3059 | Ceramics (Advanced Techniques) 15/25/35<br><i>Acquired from Edmonton Public Schools</i> | 5                   |

| <b>LDC CODE</b>     | <b>COURSE NAME</b> | <b>CREDIT VALUE</b> |
|---------------------|--------------------|---------------------|
| 1413, 2413,<br>3413 | Dance 15/25/35     | 3 and 5             |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>                                 | <b>CREDIT VALUE</b> |
|---------------------|--|---------------------|
| 1319, 2319,<br>3319 | Filipino Language and Culture<br>15-3Y/25-3Y/35-3Y | 5                   |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>  | <b>CREDIT VALUE</b> |
|---------------------|---|---------------------|
| 1944, 2944,<br>3944 | Performing Arts 15/25/35<br><i>Acquired from Grande Yellowhead<br/>Public Schools</i> | 3 and 5             |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>                               | <b>CREDIT VALUE</b> |
|---------------------|--|---------------------|
| 1504, 2504,<br>3504 | Polish Language and Culture<br>15-3Y/25-3Y/35-3Y | 5                   |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>            | <b>CREDIT VALUE</b> |
|---------------------|-------------------------------|---------------------|
| 1498, 2498,<br>3498 | Polish Language Arts 15/25/35 | 5                   |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>  | <b>CREDIT VALUE</b> |
|---------------------|---|---------------------|
| 1460, 2460,<br>3460 | Religious Studies 15/25/35<br><i>Developed by the ACSTA</i> | 3 and 5             |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>  | <b>CREDIT VALUE</b> |
|---------------------|---|---------------------|
| 1358, 2358,<br>3358 | Religious Studies-Ukrainian<br>Catholic 15/25/35<br><i>Developed by the ACSTA</i> | 3 and 5             |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>  | <b>CREDIT VALUE</b> |
|---------------------|---|---------------------|
| 1274, 2274,<br>3274 | Rock and Pop 15/25/35<br><i>Acquired from St. Albert Protestant<br/>Schools</i> | 5                   |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>  | <b>CREDIT VALUE</b> |
|---------------------|---|---------------------|
| 1987, 2987,<br>3987 | Technical Theatre 15/25/35<br><i>Acquired from Calgary Catholic Schools</i> | 3 and 5             |

| <b>LDC CODE</b>     | <b>COURSE NAME</b>            | <b>CREDIT VALUE</b> |
|---------------------|-------------------------------|---------------------|
| 1237, 2237,<br>3237 | Theatre Appreciation 15/25/35 | 3                   |

**(b) Junior High Courses**

**Trustee Kowalczyk** moved that the Board of Trustees of Edmonton Catholic Separate School District #7 approves the renewal of the following locally developed courses\* for implementation in September 2012. All courses are renewing for three years until August 2015.

*\*These courses have all been developed by staff of Edmonton Catholic Schools.*

**Carried**

| <b>COURSE NAME</b>                                    |
|---|
| Knowledge and Employability – English Language Arts 7 |

| <b>COURSE NAME</b>                          |
|---|
| Knowledge and Employability – Mathematics 7 |

| <b>COURSE NAME</b>       |
|--------------------------|
| Religion Education 7,8,9 |

| <b>COURSE NAME</b>    |
|-----------------------|
| TEAM Leadership 7,8,9 |

**3.3 New Business**

There was no new business.

**4. Adjournment**

Trustee Acheson said the Closing Prayer.

Trustee Thibert moved that the meeting adjourn at 5:00 p.m.

**Carried**

January 17, 2012 Board Planning Meeting **2.2A**

To: The Board of Trustees

From: Joan Carr, Superintendent

Originator: Andrea Klotz  
Corporate Secretary

**Re: Webcasting of Public Board Meetings**

At the September Public Board Meeting, the following resolution was passed to webcast Public Board Meetings:

*“that the Board of Trustees approves the webcasting of the Board of Trustees’ Public Meetings for the 2011-2012 year, and that an assessment would be made at the end of this school term”*

The administration has investigated costs associated with implementing webcasting. The following provides options and costs for the Board to consider.

**Option 1**

This option has video streaming capability that will integrate with the existing control panel and can be controlled from the panel.

The one-time cost would be approximately \$100,000 and would be a capital expense.

Advantages include:

- Not having to hire someone to operate the system.
- Having the ability to control the whole session from the control panel
- Having the podium mike integrated into the system

Disadvantages include:

- No one on site to resolve technical issues if or when they occur.
- Very Expensive
- Current equipment in the boardroom will not be upgrade only, the streaming video capability will be integrated with the aging equipment.

**Option 2**

This system would involve purchasing three cameras, a camera remote, a monitor (to watch), a broadcast computer and cables. This option is easily upgraded to 6 cameras.

This system is not integrated into the panel and therefore would require training and costs of staff to operate the system. The advantage to this system is that in between meetings we can broadcast a banner which can display future meetings and events.

|                        |  |
|------------------------|--|
| <b>One Time Costs:</b> | \$9,956.89 (+GST) for equipment                    |
|                        | \$1,500.00 Installation of equipment by Facilities |
|                        | \$1,000.00 for Laptop                              |
| Total                  | \$12,456.89  |

|                      |   |
|----------------------|---|
| <b>Annual Costs:</b> | \$3,500 Cost of contracting video-stream provider |
|                      | \$2,400 Cost of staff to operate equipment        |
| Total                | \$5,900   |

In both of these options the existing equipment is out-dated and the cost to upgrade would be over and above these costs.

The Board is asked to consider these options and the will be asked at the January 17, 2012 to consider the following:

1. given the above information, does the Board wish to proceed
2. if so, which option
3. if not, a trustee who voted on the prevailing side (in favor of webcasting Board meetings) may put forward a motion to reconsider. A motion to reconsider requires a majority vote.

January 17, 2012 Public Board Meeting **3.1A(i)**

January 12, 2012

To: The Board of Trustees

From: Joan Carr, Superintendent

Originators: Sue Chevalier, Assistant Superintendent  
Cheryl Shinkaruk, Consultant – AISI Wellness, Physical  
Education, Health

**Re: Partnership with Stollery Children’s Hospital Foundation**

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**Background**

In October, 2009, Edmonton Catholic Schools and the Stollery Children’s Hospital Foundation established a strong partnership that formalized an already existing relationship. The purpose of this three-year partnership was to pursue Social Justice initiatives within the **Wellness: Mind, Body, Spirit** Alberta Initiative for School Improvement (AISI) Project.

The Stollery Children’s Hospital Foundation and Edmonton Catholic Schools share a belief in the importance of teaching and engaging students in social justice activities. Based on a strong desire and enthusiasm to collaborate, Edmonton Catholic Schools and the Stollery Children’s Hospital Foundation formalized a partnership through a Memorandum of Understanding, which recognized the mutually beneficial relationship that they have developed to meet common goals.

Furthermore, the partnership increased opportunities for students to develop their understanding of philanthropy and provide the Stollery Children's Hospital Foundation with some valuable support from students who attend various schools within Edmonton Catholic Schools.

Presently, Edmonton Catholic Schools has 50 schools that are committed to this project, including elementary, junior high and senior high schools. Members of the Stollery Children's Hospital Foundation have provided 'Champion Mentors.' These individuals assisted schools by providing speakers, and liaising between members of the community and schools to enable and enhance projects and activities.

As well as giving of their time, schools participated in a variety of community-building activities that raised funds for the Stollery's Pediatric Emergency Centre. Edmonton Catholic Schools will be recognized as a valuable partner within the new Emergency Centre.

**Recommendation**

That the Board of Trustees accepts as information this report regarding the successes of the partnership between Edmonton Catholic Schools and the Stollery Children's Hospital Foundation.

*January 17, 2012 Public Board Meeting 3.1A(ii)*

January 12, 2012

To: The Board of Trustees

From: Joan Carr, Superintendent

Originators: Sue Chevalier, Assistant Superintendent

Resource Staff: Lisa Bussiere, Change Agent Project Coordinator

**Re: Learning Coaches in Edmonton Catholic Schools**

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### **Background**

Alberta Education has promoted school-based learning coaches as a way to build the instructional capacity of individual teachers and enhance inclusive education practices in schools. As of September 2011, Edmonton Catholic Schools provides each school with funding to support a 0.6 FTE learning coach. Some principals have chosen to increase this time from their school budgets.

The role of learning coach is somewhat different from that of a resource facilitator or learning team coordinator, roles that were well known within our school district. Beginning last spring, professional development on the role of the learning coach began and continues into this year. Additionally a team of lead learning coaches has been established to provide mentorship and support to a cohort of learning coaches.

This report will be in power point format and will provide a snapshot of the evolving role of learning coaches in Edmonton Catholic Schools as well as information about our lead learning coach model.

### **Recommendation**

That the Board of Trustees accepts as information the report regarding school-based learning coaches within Edmonton Catholic Schools.

January 12, 2012

To: The Board of Trustees

From: Joan Carr  
Superintendent

Originator: Andrea Klotz  
Corporate Secretary

**Re: Board Practice: Comments by Individual Members of the Public at Public Board Meetings**

Recently the Board has implemented the practice of hearing comments by individuals at Public Board Meetings. As this practice is new, a review of the practice, as it relates to the processes in place for input from our stakeholders, has resulted in the following observations.

- Allowing individuals to comment at Public Board Meetings when there are other avenues for members of the public to speak and express their views circumvents the formal process.

Examples include consideration of the closure of St. Mark School where community consultation is scheduled so that members of the public are able to make their views known. In the case of J.H. Picard, consultations have taken place throughout the City seeking input for a French Immersion program in the north side of the City and a replacement school for J. H. Picard. These consultations are conducted by an independent party and a report is brought to the Board.

- Senior administration is being pitted against individuals who may make inaccurate statements. In the case of the December 6<sup>th</sup> Public Board Meeting names of individuals were mentioned and false claims taken out of context are being attributed to our senior administration.
- The Board may be raising false expectations by allowing people to speak at Public Meetings in addition to the consultations that are in place and are jeopardizing their own responsibility to give both the Administration and parents a fair hearing.

**Recommendation:**

The Board of Trustees amends the Board Practice: Comments by Individual Members of the Public at Public Board Meetings, by adding the following bullet under Limitations:

“When there is a consultation process in place.”

(See attached)



EDMONTON CATHOLIC SCHOOLS

## **Comments by Individual Members of the Public at Public Board Meetings Board Practice**

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### **Purpose**

In keeping with the commitment of the Board of Trustees of Edmonton Catholic Schools to engage with our public, the purpose of this practice is to allow for individual members of the public to make comments on educational issues at Public Board Meetings.

### **Definition**

“Public Meetings” are meetings of the Board held in a public venue; they are not public forums. Therefore, the provision for individual members of the public to address the Board is made solely at the discretion of the Board.

### **Practices**

1. A member of the public may address the Board on any educational issue. Public comments will be heard by the Board at a Public Board Meeting under the agenda item *Comments from the Public*. A member of the public addressing the Board at this time may do so only as an individual and not as a representative of any agency, employee group, or public or private organization.
2. The agenda item *Comments from the Public* will be placed immediately after the Roll Call.
3. The total duration of the *Comments from the Public* section of the agenda shall not exceed 20 minutes. This time limit may be extended by a further 10 minutes by a majority vote of the Board, but shall not be extended beyond this.
4. If a member of the public wishes to address the Board, the individual shall register with the Board Secretary by noon of the day preceding the meeting, with precedence being given to those individuals who have not addressed a Public Board Meeting in the past three months.
5. The Chair recognizes individuals in the order in which they registered, subject to 4. above. Once recognized by the Chair, an individual may speak for up to 3 minutes and shall address his or her comments to the Chair only.
6. The Chair thanks the individual speaker, but no comments or questions by the Chair or by any trustees are allowed.

### **Limitations**

Comments made by members of the public must not in any way, overt or otherwise, attack any other person’s character or the performance of any individual, department, or school.

(Limitations Continued)

Comments with respect to the following issues will not be allowed:

- Personnel
- Individual Student(s)
- Fiscal
- Property
- Labour Relations
- Negotiations
- Law enforcement and litigation or potential litigation matters
- Such other matters as may be subject to confidentiality under the Bylaws and policies of the Board, the *School Act*, FOIP Act , or other legislation
- **When there is a consultation process in place**

The Chair will request that an individual making such comments stop immediately, and if the individual fails to comply with this request, the individual will be banned from making further comments at a Public Board Meeting.

The Chair will determine the appropriateness and acceptability of comments. The decision of the Chair is final.

Protocol exists through which a parent or other stakeholder must direct comments or concerns related to individuals (Protocol for Parent Complaints) and to school councils (Admin Policy & Regulations 400 & 401). These protocols and policies are enforced and many not be circumvented through this practice.

## **Resources**

**Financial:** None required

**Staff:** The Secretary shall compile a list of any members of the public registering to speak at a Public Board Meeting.

**Related Current Practice: Formal Presentations to the Board by Members of the Public**

**Date Approved:** 19 April 2011  
**Date Effective:** 01 September 2011  
**Date Amended:** \_\_\_\_\_

January 17, 2012 Public Board Meeting **3.2B(ii)**

January 13, 2012

To: Board of Trustees

From: Joan Carr  
Superintendent

Originators: Barry Devlin  
Chief Financial Officer

**Re: Appointment of External Auditor**

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Section 20.2 of the Organizational Bylaw Governing the Organization, Management, Control and Operation of the Board of Trustees of Edmonton Catholic Separate School District No. 7 indicates:

*The Board shall annually appoint an external auditor to report on the financial statements of the Board for the fiscal year and shall review external audit services at least every three years.*

The review of external audit services was completed in 2010 and the firm of Grant Thornton LLP was appointed.

In compliance with section 20.2 of the Bylaw, it is recommended that Grant Thornton LLP be appointed for the fiscal year ended August 31, 2012.

**Recommendation**

That the Board of Trustees appoints Grant Thornton LLP as external auditor for the fiscal year ending August 31, 2012.