



EDMONTON  
CATHOLIC SCHOOLS

## Board of Trustees

### Public Board Meeting Agenda

2010-2011: #17

Date: June 28, 2011

Time: 12:00 p.m.

Location: Board Room, 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

D. Engel

1.2 Roll Call

1.3 Consent Agenda

A. Council of Elders Year-End Report

C. Olsen

B. Board Professional & Faith Development Committee Year-End Report

L. Thibert

C. Policy Development & Review Committee Year-End Report

B. Kallal

D. Board Advocacy Committee Year-End Report

M. Bergstra

E. Faith Formation Year-End Report

J. Acheson

1.4 Agenda

#### **2. Minutes 10 Min**

2.1 Minutes of the Previous Meeting

A. June 21, 2011

B. May 31, 2011 Special

C. May 31, 2011

2.2 A. Matters Arising from the Minutes

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

##### **3.1 Administrative Business**

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

10 Min (i) Defining Statement of Inclusive Education in our District

J. Carr, S. Chevalier

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

20 Min (i) *In camera item*  
Clareview High School Completion Centre

J. Carr

#### **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**

|        |       |   |                    |
|--------|-------|---|--------------------|
| 20 Min | (i)   | 2011-2012 District Budget   | J. Carr, B. Devlin |
| 10 Min | (ii)  | Amendment to GP#3 (First & Second Reading)  | B. Kallal          |
| 5 Min  | (iii) | Terms of Reference, Trustees Sitting on District Committees (First & Second Readings) | B. Kallal          |

**3.3 New Business**

|       |    |   |         |
|-------|----|---|---------|
| 5 Min | A. | Delegation of Authority for the Summer Months | J. Carr |
|-------|----|---|---------|

**4. Adjournment**

|     |                  |              |
|-----|------------------|--------------|
| 4.1 | Closing Prayer   | L. Kowalczyk |
| 4.2 | Adjournment Time |              |

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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

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June 28, 2011 Public Board Meeting **1.3A**

## Year End Report Executive Summary June 15, 2011



Submitted by: Elizabeth(Betty) Lafferty

Trustee Representative, Cindy Olsen



EDMONTON CATHOLIC SCHOOLS

## Executive Summary

2010 – 2011

The Council of Elders is pleased to present its Executive Summary for 2010-2011. Building upon the work of last year, the Council has made great strides towards contributing toward the success of First Nations, Métis and Inuit (FNMI) students. The council continues to build upon its designation as a “promising practice” by Alberta Education. During the last year, the Council of Elders has been recognized as the authentic voice of the district’s relationship with the Aboriginal community.

The response to the Council of Elders by our colleagues in Edmonton Catholic Schools, as well as community and governmental organizations, has been very positive and promising. So it is of great importance that the planned activities continue to build upon the success and opportunities of the first year.

The success of FNMI students is so important that the district has made it Goal Three out of its four overall goals: *Success for First Nations, Métis and Inuit (FNMI) Students*. The Council of Elders plays an important and significant role in ensuring that the district achieves the desired outcome. The proposed activities of the council are components of our action plan and are aligned with the district goals.

Edmonton Catholic Schools, through its Council of Elders will provide the leadership required to meet the goal of ensuring success for all FNMI students.

The Council of Elders continues to champion for all children for a just and safe society where all children and families and community are accepted and nurtured. To this end, the council continues to support and enhance Edmonton Catholic Schools in providing quality education for all.

The following actions undertaken in the 2010 and 2011 year:

1. The Council has actively made recommendations, supported and promoted the Superintendents goal in relation to recruitment, retention and mentorship of Aboriginal teachers and staff. The Council’s recommendations are reflected in the recruitment plan for Aboriginal certificated teachers as well as the draft, Aboriginal Administrative Policy.

2. The Council continues to work with Aboriginal Learning Enhancement (A.L.E.) administration on a review of Aboriginal high school transition rates, and continues to develop recommendations for strategies that will enhance high school completion. To this end, the Rites of Passage Cultural Camp was developed for Grade 9 students transferring into high school. Of the 12 students who attended the summer camp, 11 went on to complete courses in summer school and successfully completed a grade 12 program at St. Joseph's High school in the 2010-2011 school year. Throughout the year the Council has mentored and supported youth in the completion of their education.
3. The Council is currently working with (A.L.E.) administration to develop an updated policy on FNMI education.
4. A full-day district-wide "Elders Conference," was developed and offered by the Council of Elders to all Edmonton Catholic School district staff on February 24, 2011. Approximately 75 delegates representing 20 schools attended the conference. Keynote speakers included: Chief Clarence Louie, and Evelyn Goodstriker. A wide range of workshops were provided.
5. The Council of Elders continues to promote Edmonton Catholic School's best practices through presentations to various groups. The council also provides opportunities for other jurisdictions to visit and share best practices. Keynote presentations were made at John Humphreys Circle of Alberta, FNMI Education Conference, Akina Reserve Ontario, City of Edmonton Race & Culture & Immigration, City of Edmonton Winter Lights Festival, the installation of the City of Edmonton, Chief of Police, Suncor Aboriginal Youth Awards, and the Belcourt Brosseau Awards. Additional requests for the Council of Elders' framework model was also requested from outside agencies.
6. As the Council of Elders representative, Betty Lafferty accompanied 15 students on an exchange trip to Listujui, Quebec from May 23-May 30 2011. This trip was an opportunity to share best practices between Edmonton Catholic Schools and the host community. It was also a wonderful opportunity for Aboriginal students to learn about their global community.
7. As the Council of Elders' representative, Betty Lafferty collaborated on a book about the history of the Canadian fur trade with author, Vernon Wishart. Her role was to provide authenticity to the story. The book is scheduled for publication in 2011-2012, and will be a recommended resource for use in Edmonton Catholic Schools.

8. The council continued to meet with Archbishop Smith and Bishop Motiuk over the 2010-2011 year and on March 10<sup>th</sup> honored and celebrated the relationships built by holding a pipe ceremony which was attended by both Bishops.
9. The Council was involved with a public engagement opportunity as part of the Youth Evangelization Summit initiated by the Archdiocese. The Council of Elders recruited participants for the focus group at Enoch, on behalf of the Archdiocese. They also promoted and facilitated a focus group of 'at risk' youth for Edmonton Catholic Schools at St. Joseph's high school, May 4, 2011. The feedback from the focus groups was presented at the Youth Evangelization Summit, May 26, 27, 28, 2011 at the Providence Centre.
10. The Council of Elders has continued to provide outreach and cultural and spiritual teachings to all students and staff of Edmonton Catholic Schools. A request from Religion Consultant, Janice Stefancik was received for Betty to present to Edmonton Catholic Schools' teachers on the infusion of Edmonton Catholic Schools' values of catholicity and the traditional Aboriginal spiritual values.
11. Presentations and ongoing support and mentorship were provided to students in approximately one quarter of Edmonton Catholic Schools. Although more requests were received not all were honored due to time and resources constraints.
12. The Council of Elders was directly involved and supported the reorganization of our Cree Culture and Language Program, 'Nehiyaw Pimatisiwin.'
13. The Council of Elders has raised \$10,000.00 over the 2010-2011 school year for use in school programs. These funds have come from Minister Hancock the Minister of Education; Minister, Len Weber, the Minister of Aboriginal Relations; Barbara Poole, Edmonton Community Foundation; and ATCO. As well, author Vernon Wishard and Dr. Louise Hayes, Aboriginal Relations, have also committed funds. Additionally, an application has been submitted to SUNCOR for \$50,000 to be administered over a 5 year period.
14. Through the committed efforts of the Council of Elders and with the support of Edmonton Catholic Schools, the student enrolment at Ben Calf Robe/St. Clare has increased from 156 to 212 students in 2010-2011.
15. The Council of Elders continues to support and respond to emergent issues as requested by the Edmonton Catholic Schools Board and administration.

**Board Faith and Professional Development Committee**  
**Year-End Report**  
**June 23, 2011**  
Submitted by Laura Thibert

**Committee:**

*Laura Thibert, Committee Chair*

*Debbie Engel, Trustee*

*Marilyn Bergstra, Trustee*

The Board Faith and Professional Development Committee started the year with several activities planned. The first activity was *Your Spiritual Color* workshop facilitated by Trustee Becky Kallal which was to be held during the Lenten Season. This activity was scheduled for April 19, 2011, but was cancelled by the Board. The Board discussed that it be held at a later date, and suggested the Board Retreat sometime in August 2011. We also considered an academic workshop by either of the bishops later in the year.

As well, according to the Terms of Reference for the Professional and Faith Development Committee, an activity related to financial literacy for the incoming Board would be planned following an election year. We agreed there would be two components to this training. Financial Literacy Training would be facilitated by Barry Devlin, and Grant Thornton would be asked to facilitate the workshop on how to ask questions on the financial statements and budget items to ensure the Board is holding our Superintendent and CFO accountable. Both these financial literacy activities were cancelled due to another opportunity that was presented to the Board to participate in a joint workshop with Edmonton Public School Board that was facilitated the Alberta School Boards Association on Financial Accountability.

The expenses for the Board Faith and Professional Development activities 2010-2011 is as follows:

Financial Accountability Workshop by ASBA

- ASBA \$1800
- Attendance Honoraria (7x \$105)x2=\$1470

Total cost of Board Faith and Professional Development Committee activities was \$3270.00.

The Committee met three times this year.

## Board Policy Development and Review Committee

### Year-End Report

#### Organizational Bylaw—Revisions approved May 2011

- Changes made to reflect the current Board organization
- Changes made to enable trustees to participate in meetings via video or teleconference, as per November 2009 amendment to the *School Act*
- Changes made to reflect Board practices for allowing formal presentations and individual comments at Public Board meetings
- Additions made to specify procedures for discussion of motions at Public Board meetings

#### Board Policies

- **GP 2 Common Essential Learning Outcomes:** revisions approved Jan. 2011
- **GP 3 Governing Style:** revisions discussed at Planning Meeting; going to public meeting on June 28, 2011
- **GP 7 Chair's Role:** revisions approved February 2011
- **GP 11 Trustee Remuneration:** revisions approved June 14, 2011
- **GP 12 Trustee Attendance at Board Meetings by Electronic Means:** new policy written and then approved May 2011
- **GP unnumbered Principles of Social Media Use:** in development and has not yet gone to Planning Meeting for initial discussion

#### Terms of Reference

- **Council of Elders:** terms of reference rewritten; revisions approved May 2011
- **Trustees Sitting on District Committees:** going to Public Meeting June 28, 2011
- **Audit Committee:** existing terms of reference discussed at Board Planning Meeting in May 2011 and no changes called for

#### Practices

- **Formal Presentations to the Board by Members of the Public:** new practice written and then approved April 2011
- **Comments by Individual Members of the Public at Public Board Meetings:** new practice written and then approved April 2011
- **Board Support of Employee Retirement Event:** new practice written and then approved May 2011
- **Events for Outgoing and Incoming Trustees: Commissioning Mass and Trustee Banquet:** new practice written and then approved January 2011

#### Board Budget

- Prepared the 2011–12 Board Budget and brought it to the Board for approval
- Updated all codes of the Board Budget to meet new standards from Financial Services

Submitted by B. Kallal

## **Board Advocacy Committee Year-End Report**

**June 28, 2011**

**Submitted by Marilyn Bergstra**

### **Committee:**

Marilyn Bergstra, Chair

John Acheson

Cindy Olsen

The Board Advocacy Committee set in motion the development of a strategic plan that morphed into a larger emergent board plan. This plan saw the advocacy lobby for adequate, predictable and sustainable funding in addition to the preservation of Catholic Education and a new vision for the distribution of lottery funds. Included in this strategy was the distribution of postcards for submission to respective Edmonton MLAs. Stakeholders that were contacted to participate in this campaign included the Catholic Women's League, the Knights of Columbus, the Alberta School Boards Association, the Alberta Teachers Association, the Edmonton Catholic School Support Staff Association, and the Alberta Catholic School Trustees' Association. In addition, the district's Alberta Union of Public Employees has expressed their support. The Ukrainian Eparchy, the Edmonton Archdiocese, local parishes, School Councils and other School Boards have also enthusiastically joined this advocacy initiative.

This plan was also enhanced through collaboration with the Board Public Engagement committee to involve our parent community in support of the above mentioned causes.

The Budget for advocacy initiatives was \$15,200. To date, the amount spent on the campaign is \$10,683.37.

As a final note, a recognition that more discussion surrounding how to make Board committees more effective, particularly with rolling out strategies between Advocacy and Public engagement should be examined.

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*June 28, 2011 Public Board Meeting 1.3E*

June 22, 2011

To: Board of Trustees

From: Becky Kallal  
John Acheson

**Re: Year End Report: District Staff Faith Formation Committee**

The first two meetings of the above committee were held during this past year. The Committee was established by the Superintendent with broad based representation from the Catholic academic community of Edmonton. This includes representatives from NTC, St. College, the Archdiocese, and the District (both administration and trustees). The general purpose of the committee is explore new directions and strategies that would:

- a) deepen the “faith formation” of the staff of the District;
- b) identify alternative strategies to help ensure that the District would be successful in its evangelization mission.

It is the view of the two trustee representatives that the Committee has the very real potential of providing an effective forum for scholarly discussion on a wide range of issues revolving around the religious dimension of the District. It also can serve as an effective communication “centre” for sharing and “planning” among the academic institutions of the Archdiocese in Edmonton and, possibly, beyond.

The first meeting of the Committee [February 17, 2011] involved a wide-ranging discussion on a variety of issues and challenges facing the Catholic community generally, and the District particularly. These dealt with the challenges facing the Community vis a vis the evangelization of the students in the District but also the challenges faced in adequately preparing the teachers for effectively “delivering” the various catechetical programs offered in the schools. This latter challenge also involves working with the staff in regard to their own faith development – this in order that they can more effectively “witness” to the faith as they interact with the students.

The second meeting of the Committee dealt primarily with the challenge of permeating religious thought and information throughout the Program of Studies. This will be a major initiative of the Superintendent this coming year. Plans for how this is to be accomplished are currently being developed by the Superintendent. The Plan will involve District wide initiatives that will “morph” into school-based activities. Penultimate plans for the “permeation” initiative are expected to be drafted by early next school year.

Details of the two committee meetings held this past year can be reviewed in the meeting notes that have been distributed to all trustees.

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June 28, 2011 Public Board Meeting **3.1A**

To: The Board of Trustees

From: Joan Carr  
Superintendent

Originator: Sue Chevalier, Assistant Superintendent  
Learning Services Innovation

**Re: Defining Statement of Inclusive Education in Our District**

In 2010-2011 the district has focused on ***Reimagining Our Schools through welcome, witness, and wonder***. One aspect of this reimagining has been the creation of an initiative entitled ***Katholos: education for Life for All***. Through the Katholos initiative the district is continuing its ongoing work in inclusive education and addressing implementation of the province's ***Setting the Direction – Action on Inclusion*** goals.

In December 2010, at the direction of Superintendent Carr, the district struck a steering committee comprised of a wide variety of stakeholders (ATA, learning coaches, administrators from all levels, leadership, parents, and support staff). The mandate of the Katholos Steering Committee is:

- ***To help to shape the vision and direction for inclusive education/personalized learning in the 21<sup>st</sup> century in ECSD.***
- ***To provide recommendations to the Superintendent and district Core budget committee regarding the implementation of Katholos: education for Life for All.***

The Katholos Steering Committee met regularly from January to May. In addition, committee members worked independently with their stakeholder groups to inform them and gain input on a variety of topics. During this time, the Katholos Steering Committee was tasked with developing a draft definition for inclusive education in our district and engaging stakeholder groups in the development of a defining statement. The rationale for a district definition included the following:

- Stakeholder request for clarity,
- Guide action and decision-making, and
- Ensure consistency of action throughout the district.

The criteria used to develop the definition was:

- Clear & simple
- Action-oriented
- Applicable at all levels
- No longer than approximately 50 words or 3 sentences
- Easily translated to other languages

Through an extensive collaborative process of gathering input on a series of draft definitions from stakeholder groups, a Defining Statement was developed:

A Defining Statement of Inclusive Education in Our District

*In accordance with our District Foundation Statement, all \*resident students and their parents/caregivers are welcomed into our schools. The Learning Team is committed to collaborating, identifying, applying and monitoring practices enabling all students to reach their potential, spiritually, socially, emotionally, physically and academically within the Programs of Study alongside their peers. \*resident student as defined by Alberta Education*

**Recommendation**

That the Board of Trustees of Edmonton Catholic Schools receives as information the report Katholos: Education for Life for All Defining Statement of Inclusive Education in Our District.

Return to the Agenda

*June 28, 2011 Public Board Meeting* **3.2B(i)**

To: The Board of Trustees

From: Joan Carr  
Superintendent

Originators: Barry Devlin  
Chief Financial Officer

District Budget Committee: 2011-2012 Budget

**Re: District Budget 2011-2012**

Alberta Education requires all jurisdictions in Alberta to submit their budgets for the 2011-2012 year by June 30, 2011.

On June 14, 2011, the District Budget for 2011-2012 was received as information and for consideration.

The Budget is being presented at the June 28, 2011 Public Board Meeting for approval.

**Recommendation**

That the Board of Trustees of Edmonton Catholic Schools approves 2011-2012 Budget.

*June 28, 2011 Public Board Meeting 3.2B(i)*

To: The Board of Trustees

From: Joan Carr  
Superintendent

Originators: Barry Devlin  
Chief Financial Officer

District Budget Committee: 2011-2012 Budget

**Re: District Budget 2011-2012**

Alberta Education requires all jurisdictions in Alberta to submit their budgets for the 2011-2012 year by June 30, 2011.

On June 14, 2011, the District Budget for 2011-2012 was received as information and for consideration.

The Budget is being presented at the June 28, 2011 Public Board Meeting for approval.

**Recommendation**

That the Board of Trustees of Edmonton Catholic Schools approves 2011-2012 Budget.



## **Governing Model**

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The Board shall strive for excellence in governing by providing direction, monitoring, control, and inspiration to the District through careful establishment of written policies which reflect the Foundation Statement of Edmonton Catholic Schools.

The Board shall govern with an emphasis on strategic leadership that will focus on the future more than the past, on proactive rather than reactive engagement of stakeholder groups, and on a clear understanding of the differing roles and responsibilities of the Board and the Superintendent. The Board shall be responsible for monitoring its own performance.

### **Principles of the Board's Governance Model**

- The Board is a governing body that speaks with one voice.
- No individual Trustee, including the Board Chair or any committee, shall attempt to exercise authority over the Superintendent or any staff.
- Trustees shall recognize that the key responsibility of the Board is to establish governance policies through which the overall direction of the District is established and shall recognize that once policy has been approved by the Board, the administration of the policy is the responsibility of the Superintendent. This responsibility is automatic and immediate.
- Transparency and accountability shall inform all decisions of the Board.
- The Board shall govern using fiduciary, strategic, and generative modes of governance, as appropriate, and shall endeavor to know and understand the appropriate times when each of these modes would best be used.
- The Board shall not allow any individual or committee to hinder its performance or prevent it from fulfilling its commitments.

### **Structure of the Board's Governance Model**

The Board follows a Policy Governance Model.

The Board establishes an executive committee composed of the Chair, Vice-Chair, and Chair of Board Planning Meetings, by election, each year at the annual Organizational Meeting of the Board.

Trustees normally accomplish some of their governance work through committees of the Board and District. Board committees are structured through a governance model that is consistent with Board policy. Every committee shall have a written terms of reference.



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*June 28, 29011 Public Board Meeting 3.2B(ii)*

To: The Board of Trustees

From: Becky Kallal, Chair  
Board Policy Development and Review Committee

**Re: Amendment to GP#3 Governing Style**

As part of its annual cycle of work, the Board Policy Development and Review Committee reviewed GP#3: Governing Style. The Policy was redrafted to align its format more closely with other Board policies. Two paragraphs introduce the policy, which has been renamed "Governance Model," putting an emphasis on the Board's reflection of the District Foundation Statement in all policies and on the Board's governance emphases. Next, principles of the Board's governance model are articulated, as is the structure of the model. Finally, the requirement for the Board to be responsible for its own self-governance is expressed.

Amendments to Governance Policies require three readings. The amendments to GP#3, Governing Style will be presented to the Board for first and second readings at the Special Public Meeting on June 28, 2011. Should the Board give unanimous approval, third and final reading may be given at this meeting.

**Recommendation**

That the Board of Trustees gives first reading to the amended GP#3, Governing Style.  
Expenses.

That the Board of Trustees gives second reading to GP#3, Governing Style.

Encls.

*June 28, 29011 Public Board Meeting 3.2B(iii)*

To: The Board of Trustees

From: Becky Kallal, Chair  
Board Policy Development and Review Committee

**Re: Terms of Reference, for Trustees Sitting on District Committees**

A stipulation of the Organizational Bylaw is that all Board committees, both standing and ad hoc, must have a written Terms of Reference. The Board has adopted Terms of Reference for Trustees Sitting on Provincial Associations and External Organizations. Recently, the Board noted that Trustees are sometimes invited to sit on District Committees but that there are no Terms of Reference to guide Trustees.

The attached Terms of Reference are meant to address such situations. Trustees have had the opportunity to discuss these Terms of Reference on a number of occasions, and they are drafted for Trustees further consideration at the June 28, 2011 Public Board Meeting.

**Recommendation**

That the Board of Trustees approves the Terms of Reference for Trustees Sitting on District Committees.

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*June 28, 29011 Public Board Meeting 3.2B(iii)*

To: The Board of Trustees

From: Becky Kallal, Chair  
Board Policy Development and Review Committee

**Re: Terms of Reference, for Trustees Sitting on District Committees**

A stipulation of the Organizational Bylaw is that all Board committees, both standing and ad hoc, must have a written Terms of Reference. The Board has adopted Terms of Reference for Trustees Sitting on Provincial Associations and External Organizations. Recently, the Board noted that Trustees are sometimes invited to sit on District Committees but that there are no Terms of Reference to guide Trustees.

The attached Terms of Reference are meant to address such situations. Trustees have had the opportunity to discuss these Terms of Reference on a number of occasions, and they are drafted for Trustees further consideration at the June 28, 2011 Public Board Meeting.

**Recommendation**

That the Board of Trustees approves the Terms of Reference for Trustees Sitting on District Committees.



## Trustees Sitting on District Committees

### Terms of Reference

#### Purposes

The purposes of having Trustees represent the Board on District committees are to:

- provide Board representation and input to District committees
- provide Board support for District committees and initiatives
- allow for Board collaboration with District personnel on District initiatives
- increase Board linkages within the District
- provide Board support for partnerships that enhance the Edmonton Catholic School District's mission

#### Level of Authority

A Trustee's role on any District Committee shall be that of a **Limited Advisor**.

#### Reporting Relationship

Trustees representing the Board on District committees shall report directly to the Board. The reporting relationship with the Board is such that any item discussed at a District committee meeting, including those items presented in-camera, can be reported.

#### Composition and Appointments

Trustee representation on District committees shall be the direct result of a request by the committee or the Superintendent, and shall not be initiated by the Board or any Trustee. A Trustee shall be chosen to represent the Board on a District committee at the Board Organizational Meeting or any time throughout the year, depending upon when such a committee or the Superintendent requests Trustee representation.

#### Meetings

As per the specific committee.

#### Resources

**Financial:** According to the attendance honoraria guidelines set out in Board Governance Policy 11, Trustee Remuneration and Expenses

**Staff:** None required

Return to the Agenda

*June 28, 2011 Public Board Meeting* **3.3A**

June 28, 2011

To: The Board of Trustees

From: Joan Carr  
Superintendent

Originator: Andrea Klotz  
Corporate Secretary

**Re: Delegation of Authority for the Summer Months 2011**

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During the summer months the Board of Trustees does not meet. In the event that a decision is required which normally would come before the Board there is a provision in the *School Act* which allows for the Board to delegate authority for decisions to the superintendent. The section in the *School Act*, s 61, also describes those decisions that cannot be made by a delegated authority.

**Recommendation**

That the Board of Trustees

- (a) delegates authority to the superintendent during the summer recess of 2011 on behalf of the Board to make decisions which would not be deemed sufficient reason to call a special meeting, in accordance with Section 61 of the *School Act*, and further,
- (b) receives a report of all such decisions at the first Public Board meeting in the fall of 2011.

**Specific Annual Objectives**

Not applicable

**Review and Evaluation Process**

Not applicable

**Reports**

- Written report on the consent agenda of a Board Public Meeting at least once per year
- Other reports to the Board as determined by the Trustee representative

**Review Date and Approval Date**

These terms of reference shall be reviewed as determined by the Board Policy Development and Review Committee or at the request of the Board.

These terms of reference shall be presented to the Board for approval whenever they are revised.

DRAFT

Approved: May 25, 2010