



Aurora School Ltd.
Board of Directors – Public Board Meeting
April 20, 2015

RATIFIED

15-04-20-01

Call to Order and Roll Call

Meeting called to order at 6:08 p.m. by Dr. Shamir Mukhi, Board Chair

Present: Dale Bischoff, Francine Gregory, Marla Leganchuk, Holly Maccagno, Susan Mallory, Shamir Mukhi, Steven Penney

Absent: Rehana Devji, Qumber Rizvi

Guests: Carol Bartel Nickel, Celma Fawcett, Ian Gray, Mary Healy, Lorrie Makepeace, Janet Rockwood, Rick Woodward

Guest Presenter: Dave van Tamelen

15-04-20-02

Agenda

Motion to accept the April 20, 2015 agenda as presented, made by: Francine Gregory
Seconded, **Carried.**

15-04-20-03

Board Meeting Minutes

Motion to accept the March 23, 2015 Board Meeting Minutes as presented, made by: Steven Penney
Seconded, **Carried.**

15-04-20-04

Policy Manual Reorganization (Dave van Tamelen)

Item 10 of the Alberta Education (AE) charter evaluation document recommended that our policies be reviewed and that day to day operations be separate from governance. The Board of Director's meeting in January focused on how we might move forward based on recommendations of the AE evaluation document, resulting in the first three policies: Policy Development, Role of the Board of Directors, and Policy Making and Governance: Accountability. Dave van Tamelen stated that new policies would address the changes required by AE and recommended that these should be incorporated while the Board policy manual was being reorganized.

If this approach is agreeable, the next step is to take all current policies and reorganize existing content. Governance/administration, business, and student/curriculum are the three main areas and would be put into bundles to be brought forward in batches for the first reading process. The order needs to be defined for how these three areas will be brought forward.

It was noted that certain policy areas are not housekeeping and flow out of the Education Act and as we work on this, staff will notice items that need to modernize/updated. For next five or six months, a two track system will be created (substantive + housekeeping) which will run parallel to each other. The substantive track will move much slower than the housekeeping track (mostly formatting, organization, and minimal word changes) which can be fast tracked in omnibus reading approval.

Dr. van Tamelen reviewed the three draft policies with the Policy Committee noting the following suggestions:

- **Policy Development** Policy. Request that the school mandate as reflected in the Charter document inform Board direction on development of policies.
- **Role of the Board** of Directors Policy. It was suggested at the Policy Committee meeting that staff input be more prominent.
- Policy Making and Governance: **Accountability**. This policy establishes the Superintendent as directly accountable to the Board. It was suggested at the Policy Committee that the principal was responsible for "day to day operations" and the superintendent had responsibility to the Board for 'overall' operations.



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The first reading will approve draft policies in principal and the second reading will include any word changes. It is recommended to move to first reading on the three policies presented.

15-04-20-05 Guest Reports

a) Reports from Administration

ELEMENTARY CAMPUS

Ian Gray, Elementary Principal presented the administration report to the Board for information and discussion on the following items:

- School Programming 2015-2016. Areas of discussion include French, Physical Education and Health. The superintendent requested that the school based administration consider school programming decisions only after consultation with stakeholders on April 30.
- Teacher Professional Development update
- Teacher Growth, Supervision & Evaluation
- Homework
- School Growth
- Teacher Intentions
- Communications

MIDDLE SCHOOL CAMPUS

Janet Rockwood, Middle School Principal presented the administration report to the Board for information and discussion on the following items:

- Program Consultation. Program areas of discussion include French, Physical Education, Health and Options. The superintendent advised the school based administration to research school programming further and make a decision only after consultation with stakeholders on April 30. The superintendent expressed support for the administration (elementary and middle school) decision process.
- Homework
- Staffing
- Professional Development
- Action–Research
- Technology
- School Events. Sports League (Basketball, Badminton, Cricket, and Track and Field). The Middle School Assistant Principal noted the Physical Education budget has been spent but some cricket equipment is required, noting other avenues for funds are being explored such as holding fundraising events and approaching School Council and Student Council for assistance. It was noted that the Board is supportive and would cover the Cricket equipment costs.



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NEW BUSINESS

15-04-20-06 Secretary Treasurers Report

a) Financial Statements

The Secretary Treasurer presented the financial statements (six months) for review and discussion, including a breakdown of fundraising. The Secretary Treasurer and Superintendent will be attending a meeting with Alberta Education (AE) on April 22 with respect to school funding. The Secretary Treasurer, Superintendent, Director of Finance and Board Chair will meet after the AE meeting to discuss the difficult 2015-16 budget.

15-04-20-07 Superintendent Report

a) Construction Progress Update

We are required by Alberta infrastructure to pre-qualify contractors for tender and the process ends April 21, 2015. We are allowed to review pre-tender packages but must have authority from Alberta Infrastructure to move to a tender process. We had hoped to award tenders by late May and ask contractors to be on site by June 15. The delay with Alberta Infrastructure may delay construction until late June. As soon as we know we have awarded a construction contract, a meeting of the Growth Committee will need to be called to share plans with staff, i.e. classroom space, anticipated construction disruptions, timelines etc.

15-04-20-08 Board Committee Reports

a) Policy Committee (Steven Penney)

Draft policies (Policy Development, Board Roles, and Board Governance-Accountability) will be reviewed again at the next Policy Committee meeting after Board approval of first reading and will bring recommendations back to the Board.

[Motion to approve first reading of the draft policies Policy Development, Board Roles, and Board Governance – Accountability as presented, made by: Steven Penney](#)
Seconded
Carried.

b) Transportation Committee (Qumber Rizvi)

Plans are in place to hold a Transportation town hall meeting for parents on May 4. Agenda items include GPS on buses (Amit Anand) and associated cost; proposed Windermere Route, and transportation cost recovery (fee increase). The school can no longer absorb the transportation deficit. A notice to parents regarding the upcoming town hall meeting to be sent out by the Superintendent.

<i>ACTION ITEM (15-04-20-08)</i>	
<i>Send email notification to parents re town hall meeting</i>	<i>Dale Bischoff, Superintendent</i>

c) Communication Committee (Rehana Devji)

The next meeting is on April 22, 2015. No agenda items were submitted by staff to the Communication Committee Chair. The Superintendent added Budget to Wednesday's agenda, noting that the Budget may require also require a town hall meeting.



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15-04-20-09 Board Chair Items

Motion to go in-camera made by: Steven Penney
Seconded, **Carried.**

Motion to go out-of-camera made by: Francine Gregory
Seconded, **Carried.**

15-04-20-10 Upcoming Date Reminders

April 22 AB Education Meeting with Superintendent & Secretary Treasurer
April 23 Middle School Parent Evening – Stress and Study Skills
April 28-30 Uniform Fittings (3:00 – 7:30pm)
May 1 Teacher PD Day
May 5 School Council
May 6- TAAPCS meeting in Medicine Hat
May 19 (Tues) Next Board Meeting

15-03-20-11 Adjournment

Motion to adjourn the April 20, 2015 Board Meeting at 9:45 pm, made by: Francine Gregory
Seconded, **Carried.**

Submitted by: _____
Susan Mallory, Recording Secretary