



**Aurora School Ltd.
Board of Directors – Public Board Meeting
February 17, 2015**

RATIFIED

15-02-17-01

Call to Order and Roll Call

Meeting called to order at 6:10 p.m. by Dr. Shamir Mukhi, Board Chair

Present: Dale Bischoff, Rehana Devji, Francine Gregory, Marla Leganchuk, Holly Maccagno, Susan Mallory, Shamir Mukhi, Steven Penney. Qumber Rizvi

Guests: Ian Gray, Lorrie Makepeace, Janet Rockwood

15-02-17-02

Agenda

Motion to accept the February 17, 2015 agenda as amended, made by: Rehana Devji
Seconded, **Carried**.

15-02-17-03

Board Meeting Minutes

Motion to accept the January 19, 2015 Board Meeting Minutes as presented, made by: Steven Penney
Seconded, **Carried**.

15-02-17-04

Guest Reports

a) Europe Trip

On March 28, 2015 thirty-five students in Grades 7 – 9 will be leaving for Europe and returning April 9, 2015. Monique Wilson provided the Board with an itinerary for the trip and information presented at the February 10 parent meeting. Miss Wilson advised the Board that teachers and Educational Tours (EF) are keeping a watchful eye on events in Paris. Should the need arise, the trip will be routed for the last two days. Cost of the trip per student is \$3995 which includes flights, hotels, admission, transportation, tours, and some meals.

b) Reports from Administration

ELEMENTARY CAMPUS

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

- Accountability Pillar Surveys
- School/Parent Survey Development
- Kindergarten Information Evening

<i>ACTION ITEM (15-02-17-04b)</i>	
<i>Board Chair (S. Mukhi) to attend the March 10, 2015 Kindergarten Information Evening (6:30 – 7:30pm)</i>	<i>Dale Bischoff, Superintendent</i>

- Safe & Caring Schools
- Isolation/Evacuation Drills
- School Assembly
- Charter Evaluation Recommendation & Ministerial Order Implementation
- Teacher Growth, Supervision & Observation
- Renovation Ideas
- Action Research Participation



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- School Council. It was asked by the Board if School Council will be replacing any more water fountains. It was noted that the new style water fountains are needed for Middle School on the second floor.

ACTION ITEM (15-02-17-04b)	
<i>“Are there any plans to replace water fountains for Middle School (second floor)” – item to be added to the next School Council Meeting agenda</i>	<i>Janet Rockwood, Middle School Principal</i>

- Homework. The administration is conducting two surveys on what constitutes effective practices for homework. Final results will be tabulated by the end of March and results will be shared with the Board.

The Board Chair noted the amount of homework is a concern as well as exams. The amount of exams written could be stressing out students, noting that consistency is needed with each grade. He also felt that families should be surveyed earlier in the year rather at the end of the school year. School-based administration asked that the Board encourage parents to share their homework concerns with teachers or school administration so they can be made aware of issues and concerns.

The Board asked if students have been formally surveyed and perhaps a student focus group could be formed to discuss homework issues. A request has been made by the Board that survey results received by the end of March, noting that the approach of assessing kids and parents needs to be done sooner than later, so we can make adjustments before start of the next school year.

ACTION ITEM (15-02-17-04b)	
<i>The Board requests that at the conclusion of tabulation, the survey results be reported at the very next board meeting.</i>	<i>Ian Gray, Elementary Principal Janet Rockwood, Middle School Principal</i>

- School Calendar
- **Communication.** A concern was brought forward by a Board member regarding a Grade 3 class receiving information on a non-school fundraiser to bring home to their parents. Families may not realize that supporting this fundraiser would not be supporting the school.

ACTION ITEM (15-02-17-04)	
<i>Follow-up on non-school fundraiser circulated to a Grade 3 class.</i>	<i>Ian Gray, Elementary Principal</i>

Middle School Campus

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

- Accountability Pillar
- Staffing
- Professional Development
- Supervision & Evaluation

ACTION ITEM (15-02-17-04c)	
<i>Provide Ministerial Order 2.1.5 at March. 23, 2015 Board Mtg.</i>	<i>Dale Bischoff, Superintendent</i>

- Homework
- Prayer Group
- Student Events



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NEW BUSINESS

15-02-17-05 Secretary Treasurers Report

a) Financial Statements

Holly Maccagno presented the December 2014 financial statements for review and discussion.

b) Facility Collaboration

The Secretary-Treasurer and Superintendent are attending a meeting on February 19 at Suzuki School to meet with Suzuki and New Horizons to discuss opportunity for facility collaboration.

15-02-17-06 Superintendent Report

a) Draft Action Plan

The Superintendent presented a draft action plan to address the Charter Renewal recommendations for information and discussion. This plan is required for our application for a 15 year charter renewal. The final document will be distributed to staff and School Council for feedback by Monday, February 23 after which the document will be submitted to Alberta Education. This document focuses on three areas: Policy, TQS (Teacher Growth, Supervision and Evaluation) and In-House Action Research.

Concerns were raised by the Board over the need to be informed on all issues and have the flexibility to be involved when the need arises. The Superintendent invited Board members to contact him if they wish to discuss this document further.

b) Aurora Policy Making and Governance (Draft Document)

The Superintendent presented a draft discussion document on school governance as per the presentation made by Dave van Tamelen at the January 19, 2015 board meeting, for information and approval. Dale Bischoff noted that this governance approach is less hands on and more about accountability, and addresses policy making and regulations about operational matters separately.

The Board expressed their concerns over accountability and what it means. The superintendent will request clarification from Dave van Tamelen about how accountability in the new proposed policy manual will be defined.

[Motion to retain Dave van Tamelen to facilitate the board development and policy-making framework, made by: Steven Penney](#)

[Seconded](#)

[Carried.](#)

- c) School Calendar** The 2015-2016 Aurora School calendar was presented to the Board for approval. The superintendent negotiated the calendar with school-based administration who discussed the tradeoffs with staff during the calendar development process. Dr. Bischoff stated that the calendar represents a compromise for stakeholders.

[Motion to adopt the 2015-2016 Aurora Academic Charter School calendar as presented, made by: Steven Penney](#)

[Seconded](#)

[Against \(1\)](#)

[Carried.](#)



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d) Construction Update

Aurora has received a building permit from the City of Edmonton. However, as government finances are frozen due to an expected provincial election, we cannot tender the project until financing is finalized. The Superintendent is meeting with Capital Planning on February 18, 2015 and hopes to find out what is required by Alberta Infrastructure before tendering the project. An independent cost analysis, completed by consultant Norm, estimates our project may approach \$5M rather than the projected \$4M cost.

Motion that the Aurora Board of Directors make a formal request via letter from the Board Chair to Alberta Infrastructure for permission to move to tender with the Aurora Junior High addition project, made by: Marla Leganchuk
Seconded, **Carried (4)**

e) Board Parent Survey

The Superintendent is preparing a Board survey on program values, homework. He presented for discussion proposed questions for a parent on-line survey based on the questions considered by teachers at their PD day of January 23. It was suggested that transportation questions should be included. The Board is in favour of gathering feedback directly from parents on “transportation, homework and program” issues. Parental feedback will be shared at the next Board meeting.

15-02-17-07

Board Committee Reports

a) Policy Committee (Steven Penney)

Tabled to the March 23, 2015 Board Meeting.

b) Technology Committee

The committee met on February 11, 2015. The process of initiating PowerSchool has begun and a progress report will be provided at the March 23, 2015 Board Meeting.

c) Transportation Committee

Tabled to the March 23, 2015 Board Meeting.

15-02-17-08

Board Chair Items

a) ATA Update

The Board Chair provided an ATA update to the Board for information.

b) Meeting with the Minister

The Board Chair and the Superintendent attended a half day meeting of the Minister of Education for Charter School Boards. The Minister was pleased with our Action Research initiative, the move to PowerSchool and our on-line report cards. Other topics discussed included facilities.

c) Aurora 20th Anniversary

The Board Chair would like to strike a committee to plan the 20 year anniversary celebration. Committee to consist of staff, parents and students.

ACTION ITEM (15-02-17-08)	
Committee to be struck to plan the Aurora 20 Year Anniversary	Shamir Mukhi, Board Chair Dale Bischoff, Superintendent



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15-02-17-09 Upcoming Date Reminders

February 26-27 GETCA Teacher’s Convention
 March 3 School Council Meeting
 March 20 Professional Development Day
 February 4 Board Chair meeting with the Minister
 March 23, 2015 Next Board Meeting*

Board meeting moved from Monday, March 16 to **Monday, March 23, 2015**

ACTION ITEM (15-02-17-09)	
<i>Communicate revised board meeting date to Board members</i>	<i>Dale Bischoff, Superintendent</i>

Absence

The Board Secretary will be on leave from March 10 – April 13, 2015 and will be unable to attend the March 23, 2015 Board Meeting. The Middle School Head Secretary, Brenda van Ommen will be asked to take the March 23 Board Meeting minutes.

ACTION ITEM (15-02-17-09)	
<i>Request that the Middle School Head Secretary attend the March 23, 2015 Board Meeting to act as the recording secretary.</i>	<i>Dale Bischoff, Superintendent Susan Mallory, Board Secretary</i>

15-02-17-10 Adjournment

Motion to adjourn the February 17, 2015 Board Meeting at 11:05pm, made by: Francine Gregory

Submitted by: _____
 Susan Mallory, Recording Secretary