



**Aurora School Ltd.**  
**Board of Directors – Public Board Meeting**  
**June 15, 2015**

RATIFIED

**15-06-15-01**

**Call to Order and Roll Call**

Meeting called to order at 6:15 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: Carol Bartel Nickel, Ian Gray, Lorrie Makepeace, Janet Rockwood, Rick Woodward

Guest Presenter: Dave van Tamelen

**15-06-15-02**

**Agenda**

Motion to accept the June 15, 2015 agenda as presented, made by: Steven Penney

Seconded, **Carried.**

**15-06-15-03**

**Board Meeting Minutes**

Motion to accept the May 19, 2015 Board Meeting minutes as presented, made by: Rehana Devji

Seconded, **Carried.**

**15-06-15-04**

**Policy Manual Reorganization (Dave van Tamelen)**

**Omnibus Package**

The following policies have passed first and second reading and were presented to the Policy Committee for a last review before making recommendation to the Board of Directors for third and final reading.

- *Policy Development*
- *Role of the Board*
- *Policy Making and Governance: Accountability*

**OMNIBUS PACKAGE #2**

The second of three packages of policies was presented to the Board for review and approval. The following policies were pulled from Omnibus package #2 after review by the Policy Committee and moved to the slow track:

- Policy BP 4000 – Annual Budget – Development (out of date)
- Policy BP 4020 – Administration of School Funds (approval limit needs to be increased)
- Policy AR 4030 – Expense Reimbursement (out of date)
- Policy BP 4030 – Expense Reimbursement (out of date)
- Policy AR 5200.1 – Appendix I: Professional Growth Plan (out of date)
- Policy AR 5200.2 – Appendix II: Teacher Evaluation Report [draft] (out of date)
- Policy AR 5250 – Staff Internet Use (out of date)
- Policy BP 5250 – Staff Internet Use (out of date)
- Policy AR 9000 – Student Transportation (out of date)
- Policy BP 9000 – Student Transportation (out of date)

It was discussed when work should begin on items pulled and placed in the slow track. The Policy committee suggested these documents be organized and prepared for distribution in early fall.

Package #3 will be available in late August in readiness for the September Board Meeting. It was suggested that Package #1 is not ready to move forward with second reading as not



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enough time has been available to review Package #1. Package #2 to be presented for first reading. Development of spreadsheet organizing work on policies/batches is underway and will be ready by yearend.

<i>ACTION ITEM (15-06-15-04)</i>	
<i>Policy/Batch Organizational Spreadsheet. (Due June 30 2015)</i>	<i>Susan Mallory, Board Secretary</i>

15-06-15-05

**Guest Reports**

**a) Reports from Administration**

**ELEMENTARY CAMPUS**

Ian Gray, Elementary Principal presented the Report from Administration to the Board for information and discussion on the following items:

- School Programming 2015-16
- Staffing
- Supervision & Evaluation of Teachers
- Professional Development Plan
  - Safe & Caring Schools
  - Alignment of Curriculum & Assessment
  - Inspiring Education
- Technology.
- Facility
  - Difficult situation this year with lack of classrooms due to construction; best solution to this was to have a mobile Art class for this year.
- Educational Community
- Sharing and Stakeholders
- Communication

The AACs Elementary Annual Parent Survey results for 2014-2015 were presented to the Board for information and discussion.

**MIDDLE SCHOOL CAMPUS**

Janet Rockwood, Middle School Principal presented the Report from Administration to the Board for information and discussion on the following items:

- Safe & Caring Schools
- Parent Engagement
- Sports League
  - It was suggested that a page on the website be created for the Aurora Bears highlights such as game results, game schedules, etc.
  - Transportation to games an ongoing problem as Taxis are not reliable.
- Options
- Homework
- Technology
- Parent Survey
- Teacher Growth, Supervision & Evaluation
- Extra-Curricular
- Professional Development



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- Staff
- Canada Wide Science Fair

The Board commended the Middle School administration on the success and options and extra-curricular sports.

Concern raised over the preparation time given to studying for exams and is the elimination for one pre day impacting program for students. School administration to look into this concern at their staff meeting in the fall.

<i>ACTION ITEM (15-06-15-05)</i>	
<i>Very little prep time for exams given. Look into if elimination of a prep day is impacting program for student.</i>	<i>Ian Gray, Elementary Principal Janet Rockwood, Middle School Principal</i>

The AACs Middle School Annual Parent Survey results for 2014-2015 were presented to the Board for information and discussion.

## **NEW BUSINESS**

### **15-06-15-06 Secretary Treasurers Report**

#### **a) Budget 2015-16 Budget**

The Secretary Treasurer presented the proposed 2015-16 budget for review and approval.

[Motion to accept the 2015-16 Budget as presented for approval, made by: Rehana Devji](#)  
**Seconded, Carried.**

#### **b) Facilities Management Proposal**

Presented Facilities Management Proposal from Black & McDonald Limited to the Board for information. The Secretary Treasurer will compare this proposal to current contract costs and report back at next meeting. She want to meet with Suzuki and New Horizons to see if a joint contract is possible with the hope that it will reduce overall costs. Facilities Management Proposal will be tabled to next the Board meeting. Until we receive title of building, EPSB will continue to after facilities maintenance.

The Board asked to see contract quotes from other companies as well.

<i>ACTION ITEM (15-06-15-06b)</i>	
<i>Additional contract quotes requested by the Board.</i>	<i>Holly Maccagno, Secretary Treasurer</i>



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**Superintendent Report**

**a) Construction Progress Update**

AACS has been approved by Alberta Infrastructure to award a construction contract. Price is \$3,751M and Chandos Construction was awarded the contract. There is a meeting on June 17 and plans are to begin construction on July 2. It was suggested a ribbon cutting/groundbreaking ceremony, perhaps in tandem with the 20 year school celebrations be held. The Board thanked Dale Bischoff for all his hard work and efforts to get this project started.

**b) Storage Room Renovation**

Looking at renovating rooms next to the Art room. Scope of work will include removing a wall to create a storage room and ultimately repurpose space for an office. Greg Staden (Staden Contracting Ltd.) was the contractor for the last renovation. As he did an exceptional job and on-time, the Superintendent would like to use him again for this project.

15-05-19-08

**Board Committee Reports**

**a) Policy Committee (Steven Penney)**

Draft policies (Policy Development, Board Roles, and Board Governance-Accountability) were presented to the Board for review and approval for third reading. The second of three omnibus packages was presented to the Board for review and approval for first reading.

Motion to approve third and final reading of the draft policies Policy Development, Board Roles, and Board Governance – Accountability as amended, made by: Steven Penney  
Seconded, **Carried**.

Motion to approve first reading of the second omnibus package as amended, made by:  
Steven Penney  
Seconded, **Carried**.

**b) Transportation Committee (Qumber Rizvi)**

**GPS Presentation**

Amit Anand (A+ IT Solutions Ltd.) gave a presentation on June 11, 2015 to the committee on the proposed GPS pilot project. School will pay for initial costs and plan to pilot three bus. The pros and cons of GPS service for Aurora buses were discussed.

It was noted that a Focus Group is to be created and will meet on June 25 (date tentative). It is important to get parent feedback on what they expect from this service. Plans are to start the pilot on October 15 through January, after which there will a cost to families to use this service. Parent participation is optional.



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**15-05-19-09 Board Chair Items**

**a) Fall Welcome Barbeque for Parents.**

The Board discussed whether it should support both a fall family barbeque and a 20<sup>th</sup> Anniversary celebration in the spring of 2016. If it is necessary to hold the fall barbeque the event budget would be limited to \$5,000 and as the sponsor, the Board would want to play an active role in the event. It was also put forward that the Board needs to plan the 20<sup>th</sup> Anniversary well in advance, noting that the Anniversary Committee and School Council want to be included in the planning process. It was discussed that the 20<sup>th</sup> celebrations should be planned by a committee. It was suggested that a sub-committee will be established in the fall under the Communications Committee. The 20<sup>th</sup> anniversary celebrations plans should be introduced at meet the teacher celebration.

**b) Casino Fundraiser (School Council)**

The Superintendent forwarded an email for information to Board Members from some parents regarding the possibility of a casino fundraiser. It was recommended that the School Council bring the casino proposal to the attention of all parents as well. Board members also wondered if the School Council has identified goals that require large financial need.

**c) In-Camera**

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

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

Motion to appoint M. Leganchuk and S. Mukhi to enter into negotiations to extend Dr. Bischoff's contract as superintendent. Further, moved to re-appoint Dr. Dale Bischoff as Superintendent for the term commencing August 1, 2015 to August 31, 2018, made by: Marla Leganchuk  
Seconded, **Carried.**

**15-05-19-10 Upcoming Date Reminders**

June 19, June 23..... Student Awards (Board Rep – Shamir Mukhi)  
June 19, June 23..... Staff Long Service Awards (Board Rep – Shamir Mukhi)  
June 24 ..... Communications Committee Meeting (date approved)  
June 25 ..... Growth Committee Meeting (date approved)  
September 14..... Next Board Meeting (date tentatively approved)

**15-03-20-11 Adjournment**

Motion to adjourn the June 15, 2015 Board Meeting at 9:30 pm, made by: Marla Leganchuk



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Submitted by: \_\_\_\_\_  
Susan Mallory, Recording Secretary