



**Aurora School Ltd.**  
**Board of Directors – Public Board Meeting**  
**March 7, 2016**

RATIFIED

**16-03-07-01 Call to Order and Roll Call**

Meeting called to order at 6:04 p.m. by Dr. Shamir Mukhi, Board Chair

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

**Absent:** Rebecca Harrison

**Guests:** Peter Dang, Ian Gray, Arlene Huhn, Lorrie Makepeace, Paolo Mayo, Janet Rockwood, Rick Woodward

**16-03-07-02 Agenda**

Motion to accept the March 8, 2016 agenda as amended, made by: Rehana Devji  
Seconded, **Carried.**

Added to the Agenda

- ATA Research Proposal/Request
- Special Report from School Council (Arlene Huhn)
- Lunch Supervision (tabled from February 1, 2016 Board Meeting)

**16-03-07-03 Board Meeting Minutes**

Motion to accept the February 1, 2016 Board Meeting minutes as amended, made by: Steven Penney  
Seconded, **Carried.**

**16-03-07-04 Guest Reports**

**Elementary Principal's Report**

Ian Gray, Elementary Principal presented the Report from Administration to the Board for information and discussion. Highlights include:

- ◆ Learning Technology Framework
- ◆ Syrian Refugee Crisis
- ◆ School Library to Learning Commons
- ◆ Professional Development for Teacher and Teacher Leaders
- ◆ PowerSchool

There is a need to educate parents about the usefulness of this tool. A comment was made from the Board that tests are no longer going home now that test results are posted on line, and it is felt that tests should still be sent home. As well, the Board would like one place to see homework instead of several different site and that there be a goal to work toward consistency throughout the schools.

- ◆ Elementary Final Exams

Work continues on standardizing Elementary Aurora exams by teachers and administration. The long range plan is for exams to be used for internal measurement.

**Middle School Principal's Report**

Janet Rockwood, Middle School Principal presented the Report from Administration to the Board for information and discussion. Highlights include:

- |                                   |                                       |
|-----------------------------------|---------------------------------------|
| ◆ MLA Visit by Hon. Sarah Hoffman | ◆ Staffing/Supervision and Evaluation |
| ◆ PowerSchool                     | ◆ Student Period                      |
| ◆ Professional Development        | ◆ School events                       |
| ◆ Options                         | ◆ Sports League                       |
|                                   | ◆ Running Room Games                  |



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**School Council Operating Procedures**

Arlene Huhn has requested the School Council operating procedures be removed from the Aurora Articles of Association. She had approached the Board in November with this request and was advised that it was too close to the Annual General Meeting to review changes for the bylaws. While the Aurora Board has no objection to remove School Council from the bylaws to allow them to follow their own operating procedures it would like to formally remove the School Council operating procedures when it does a formal review of the “articles” at a General Meeting of the parent membership. Other changes may well be needed and the Board would like to accomplish the “articles” review and ratification in one session. Arlene Huhn noted that the School Act empowers School Council autonomy. The Board cannot change the Articles of Association without parental (membership) approval. The Board understands that the School Council will utilize independent operating procedures but formal deletion of the former “articles” will wait until a General Meeting of the parent membership.

**Fundraising Society**

The process has been initiated the Aurora School Council to incorporate a fundraising society. Bylaws have been created and need to be signed off. School Council is asking the Board if they can use the Aurora name. Aurora Fundraising Association is the name they have chosen and would like to incorporate under this name. Creating this society will allow School Council to hold bingos, raffles, etc. The Board approved the use of Aurora in their society name. Points were made by the Board regarding filing of financials, etc.

School Council is working on how to engage our parents more and thanked Rehana Devji and the school principals for attending the School Council meetings.

**16-03-07-05 Financial Report**

**a) Financial Update**

The Secretary Treasurer presented a financial report to the end of January 2016 for information and review. She noted that EPSB Invoices and bills for work orders are starting to come in slowly, as well as adding a line item for lunch supervisors. Work continues on the set up of the Health Spending Account and enrollment forms have been distributed to staff.

**b) Lunchroom Supervision (tabled from February 1, 2016 board meeting)**

Aurora Elementary has reduced the number of paid lunch supervisors and has developed a plan for next year which will involve a more teachers. There is some concern that elementary teachers are being asked to contribute more time in lunchroom supervision and after school for study period. Plans may consider changing the length of lunch hour if the intercom/bells infrastructure is improved so the schools can work on separate timetables. The Board noted that the Elementary principal needs to know how they plan to bring the cost down. The Principal is having trouble finding the balance between paid supervisors, teacher supervisors and funding costs.



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- c) **Student resource fee** is to be collected and allocated, along with the structure in place for elementary lunch supervision. The Principal indicated he had not talked about supervision plans for next year with his teachers, noting it is a matter of how to adjust the day, recess and study period and still align with buses, etc.

The Board noted that the provincial government may not allow schools to collect lunch fees as they consider it a basic educational service that school offer. This may complicate our lunch supervision program. It was stressed that it is important to maintain a good relation with the Board, Principals and school based administration.

**16-03-07-06 Superintendent's Report**

a) **Board Strategic Planning Retreat**

Reviewed the summary of Strategic Planning Retreat report with the Board for information. The Superintendent is requesting Board approval to post the summary and whole document to the school website.

Motion to post the Board Strategic Planning Retreat Report and actual documents, made by: Qumber Rizvi  
Seconded, Carried.

<b>ACTION ITEM (16-03-07-06(a))</b>	
<i>Post Retreat Report and documents to the website</i>	<i>Susan Mallory, Board Secretary</i>

Garry Andrews follow up to the Board retreat will be held Monday, March 21, 2016 from 2:30 – 5:00pm.

b) **Charter Renewal**

Aurora has been approved by the Minister of Education for a five year charter. The Superintendent reviewed letter from Minister with the Board. The Minister has concerns that our Charter Agreement focus is not in alignment with the Ministerial Order and provincial priorities. We need to open a dialogue with our stakeholders to address the Minister's concerns so that we can ensure continued Charter approvals. Additionally, the school is growing and we will need Ministerial approval for school growth. The Superintendent has spoken to Alberta Education regarding the cap on our student enrollment and he will be writing a letter to the Minister in the spring asking for an increase.

<b>ACTION ITEM (16-03-07-06(b))</b>	
<i>Prepare letter to Minister of Education requesting an increase to our student enrolment cap</i>	<i>Dale Bischoff, Superintendent</i>



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<b>ACTION ITEM (16-03-07-06(b))</b>	
<i>Post letter from the Minister of Education approving 5 year charter renewal</i>	<i>Susan Mallory, Board Secretary</i>

**c) Articles of Association & Charter Agreement Review**

We have committed during the Charter renewal process to formally review the Aurora Articles of Association and Charter School Agreement. Draft recommendation to update these documents need to be prepared and a process to ratify updates presented for ratification to our parents Membership at an open meeting. Discussions will begin at the March 21, 2016 meeting with Garry Andrews on how to begin this stakeholder consultation process.

**d) School Calendar**

The calendar has been slightly adjusted from previous draft due to Alberta Education changing the PAT exams which now do not end until June 29. It was suggested that next year perhaps we need to discuss other options such as early dismissal, length of spring vacation, etc. The Superintendent also would like to look at setting a two year calendar next year. The Superintendent will ask the Board to begin calendar deliberations early next year (October) and to discuss guidelines for a two year calendar plan.

<b>ACTION ITEM (16-03-07-06(d))</b>	
<i>Begin a two year calendar review with the Board in October 2016.</i>	<i>Dale Bischoff, Superintendent</i>

Motion to accept the 2016-2017 School Calendar as presented, made by: Steven Penney  
Seconded  
3 in favour, 1 against, 1 abstained  
**Carried.**

**e) ATA Research Proposal/Request**

A grad student in the employ of the ATA is doing a study on teacher unionism and teacher professionalism in Alberta in Charter Schools. She has submitted a request to the Superintendent asking to interview some of our teachers, noting that interviews will be conducted outside of the school building and school hours. Teacher participants will have anonymity. The Board has no objections to this study on the terms explained by the researcher.

**16-03-07-07 Board Committee Reports**

**a) Communication/20<sup>th</sup> Anniversary Celebrations**

Rehana Devji updated the Board on this month's 20<sup>th</sup> anniversary celebration activities, along with *yellow shirt day* to be held on March 18. The 20<sup>th</sup> Anniversary Committee is working tirelessly and very well together. Students and staff both enjoy yellow shirt day and the committee has discussed a panorama picture being taken of students wearing their yellow shirts. The Committee encourages the Board to wear their yellow shirts at each



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board meeting which was met with enthusiasm by the Board. The Board Secretary is to remind board members day before each meeting to wear their yellow shirt.

<b><i>ACTION ITEM (16-03-07-07(a))</i></b>	
<i>Reminder email to Directors the day before board meeting to wear yellow shirts.</i>	<i>Susan Mallory, Board Secretary</i>

**b) Transportation Committee**

No report.

**c) Policy Committee (January 18)**

Motion to approve Policy Package 2 (BP 2092.2, 2120, 4030, 5010, 5020, 5250, 8080) for second reading as amended, made by: Steven Penney  
Seconded, **Carried.**

Motion to approve Policy Package 1 (BP 4000, 4010, 4020, 4050, 6180) for first reading as amended, made by: Steven Penney  
Seconded, **Carried.**

**d) Growth Committee**

Three areas were discussed at meeting: Phase 1, Phase 2 (New) and Parking.

The Committee Chair presented the architect's drawings for the new elementary renovation (Phase 2). The superintendent would like to begin the application process for building development permit asap. The projected construction costs including parking are \$2.5 million.

Motion to hire Randy Darr and a civil engineering consultant for traffic/parking study, to a maximum of \$50K, made by: Steven Penney  
Seconded, **Carried.**

Motion to allow the Superintendent to enter into contract with architect Henry Howard to develop Phase 2 renovation drawings for the City of Edmonton development permit, made by: Steven Penney  
Seconded, **Carried.**

**e) Technology Committee**

Motion to go in-camera made by: Qumber Rizvi  
Seconded, **Carried.**

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



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Motion to authorize the Superintendent to create a new Aurora administrative designation, entitled “Director of Technology”, and to fill this position internally, made by: Qumber Rizvi

Seconded

4 - in favour

1 - Abstained

**Carried.**

**16-03-07-08 Calendar Dates to Remember**

May 5/6..... TAAPCS Meeting (Edmonton)

**16-03-07-09 Next Board Meeting**

April 18..... Board Meeting (6:00 - 9:00 pm)

**16-03-07-10 Upcoming Board Meetings**

May 16 ..... Board Meeting

**June 4 ..... Grade 9 grad**

June 20 ..... Board Meeting

September 19..... Board Meeting

October 17 ..... Board Meeting

November 21 ..... Board Meeting

November 24 ..... AGM\* (7pm)

*\*Tentative: will be confirmed once Parent Teacher Interviews dates are set*

**16-03-07-11 Adjournment**

Motion to adjourn the March 7, 2016 Board Meeting at 10:14pm made by: Steven Penney

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