



**Aurora School Ltd.**  
**Board of Directors – Public Board Meeting**  
**November 16, 2015**

RATIFIED

**15-11-16-01 Call to Order and Roll Call**

Meeting called to order at 6:06 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

Guest Presenter: Ian Gray, Jared Harmata, Henry Howard, Janet Rockwood

Guests: Peter Dang, Lorrie Makepeace, Bill Crockett

**15-11-16-02 Agenda**

Motion to accept the November 16, 2015 agenda, made by: Rehana Devji  
Seconded, **Carried.**

**15-11-16-03 Board Meeting Minutes**

Motion to accept the October 19, 2015 Board Meeting minutes as presented, made by: Marla Leganchuk  
Seconded, **Carried.**

**15-11-16-04 Guest Reports**

**a) Draft Audited Financial Statements (Jared Harmata)**

Reviewed draft 2014-2015 Audited Financial Statements and supporting documents with the Board for information and approval.

The Auditor reviewed the supporting documents to the Audited Financial Statements with the Board. Auditors identified that too much set aside in the operating reserve (\$1.5M) and they recommended reducing reserve to \$1.3M.

Reviewed significant deficiencies identified. (1) Receipt numbers are not sequential and could create difficulties down the road. This concern has been noted by Aurora and solution found to numbering system on new receipt program. (2) Tracking for prepayments be reconciled in a timely fashion. Concerns were noted by Aurora School and were due largely in part to the implementation of the new student data system.

The Secretary Treasurer reviewed the draft 2014-15 Audited Financial statements with the Board for information and approval. She is recommending changing unrestricted surplus to \$1.3M from \$1.5M as per auditor's recommendations.

Motion to reduce the transfer to operating reserve to \$1.3M made by: Marla Leganchuk  
Seconded, **Carried.**

Motion to approve the 2014-15 Audited Financial Statements with changes as noted made by: Marla Leganchuk  
Seconded, **Carried.**

The auditors noted that they appreciate all the help they receive from Holly Maccagno and Marla Leganchuk and support staff. Jared Harmata confirmed that either he or Barth Bradley will attend the Annual General Meeting.



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**b) Report from the Architect (Henry Howard)**

The architect presented the proposed colour scheme planned for new addition to the Board for information. Francine Gregory noted that a great design has been developed for the renovations and Learning Commons, and that Henry Howard has put a lot of work into the planning of the designs. It was noted that the new lighting is similar to current fixtures, but are modern and have better lighting and are recessed into the ceiling.

Motion to accept the recommendations of the architect Henry Howard as presented, made by: Francine Gregory  
Seconded, **Carried.**

<i>ACTION ITEM (15-11-16-04)</i>	
<i>Board committee to meet with the Architect for phase 2 modernization meeting on Friday, November 20.</i>	<i>Dale Bischoff, Superintendent, to arrange meeting.</i>

**c) 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:

- **Syrian Refugees**
- **Parent Communication**
- **PowerSchool**
- **Remembrance Day**
- **Anti-Bullying Week**
- **Learning & Technology Policy Framework**
- **Professional Development**
- **Aurora Elementary Vision (tabled from previous meeting)**

<i>ACTION ITEM (15-11-16-04)</i>	
<i>AACS – Elementary Vision discussion. Tabled to December meeting or January 2016 Board retreat.</i>	<i>Shamir Mukhi, Board Chair Ian Gray, Elementary Principal</i>

**VECTORS (NOVEMBER 2015)**

Presented four Vectors to the Board for information and discussion.

Vector 1: French Programming.

Vector 2: The Leader in Me.

Vector 3: Lunch Supervision.

Vector 4: Kindergarten Program. The Board requested Mr. Gray to provide any input as needed.

*\*Homework survey will be conducted again this year\**

*\*Twitter – trying to be more selective with tweets and making them more activity-based. This makes it more personal which is resulting in more interest in tweets from Aurora Elementary.\**



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**MIDDLE SCHOOL CAMPUS**

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

- PAT Results
  - Motion to go in camera made by Steven Penney  
Seconded, **Carried.**
  - Motion to go out of camera made by: Francine  
Seconded, **Carried.**
- Safe & Caring
- Safety
- Technology
- Homework
- Professional Development
- PowerSchool. It was discovered today that while testing Parent Portal, we cannot publish our school report cards. After speaking with PowerSchool, we found out that a customization to the parent site is required. Calistus Oragudosi and Susan Mallory are working on finding a solution to this. Paper copies of the report cards will be distributed to students on Thursday, November 19.
- Supervision and Evaluation
- School Events
- Athletics
- Extra-Curricular

**NEW BUSINESS**

**15-11-16-05 Secretary Treasurers Report**

**a) Aurora Fall 2015 Budget Update**

The 2015-16 Fall Budget Update was presented by the Secretary Treasurer to the Board for information.

**15-05-19-06 Board Committee Reports**

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

The third omnibus package was presented to the Board for review and approval for third and final reading.

Motion to accept third and final reading of omnibus package #3 as amended made by:  
Steven Penney  
Seconded, **Carried.**

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

**GPS Pilot**



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Reviewed progress on the GPS Pilot project. Project has been delayed due to shortage of beacons and emergency travel by our key consultant, Mr. Amit Anand. The GPS pilot will be delayed until at least November 23, and only one bus will pilot.

**c) Communications Committee**

**20<sup>th</sup> Anniversary (sub-committee)**

The first student event was planned for October 21, however this was delayed to November 19 due to a miscommunication. Anniversary t-shirts will not be available until December. The elementary school is doing a craft on the 20<sup>th</sup> of each month which will be historical in nature. BBQ plans are on hold. The subcommittee will continue with work on Grand Opening ceremonies and a date will be selected in January for the grand opening to take place probably in June, 2016. The 20<sup>th</sup> anniversary team will seek input.

It was asked at the meeting if security is required when we have very large groups of people at the school. It was asked what the security was needed for, i.e. danger to attendees, etc. The Board wants to hear what the parents have to see and asked Rehana to bring this back to the Board.

<i>ACTION ITEM (15-11-16-06)</i>	
<i>Committee chair to report back to the Board regarding parent response to question of whether security is needed at school events</i>	<i>Chair, 20<sup>th</sup> Anniversary Sub Committee</i>

**d) Growth Committee**

Learning Commons Professional Development.

Francine Gregory attended the Learning Commons Professional Development on behalf of the Board. Admin and teaching staff also attended the very good session. Francine recommended that the Board strike a Learning Commons Implementation Committee in the near future to plan implementation and consider resources. There may also be increased staffing requirements for the Learning Commons as more than one person will be necessary to manage this space. Francine also recommended that school visits to other Learning Commons to be conducted to help our organization think about learning commons possibilities.

**15-11-16-07 Superintendent Report**

**a) Annual Education Results Report (AERR)**

The Superintendent presented the AERR to the Board for information and approval in principle. Concerns were expressed over the dramatic trend in falling PAT Math 6 scores in “levels of excellence.” Aurora teachers need to reflect on the cause of these falling levels. The Board will investigate and monitor what is occurring. It was suggested perhaps the study period could be better utilized to help address this issue.

[Motion to adopt the Annual Education Results Report in principle on November 16 2015, made by: Steven Penney](#)



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Seconded, Carried.

<i>ACTION ITEM (15-11-16-07a)</i>	
<i>Superintendent to discuss Board concerns re drop in math 6 scores with school based administration and report back to the board at the December meeting.</i>	<i>Dale Bischoff, Superintendent</i>

**b) Construction Update**

Construction work is falling behind due in part to identified problems with asbestos on the wall, and engineering issues. Chandos Construction is still targeting a completion date of August 1 but we are facing some issues.

On November 13, 2015, Aurora received a communication from Capital Planning that we will be receiving a grant of approximately \$3M. This will help offset some of the construction setbacks. It was noted that the Growth Committee will be required to start work on elementary modernization plans in the near future.

**c) Articles of Association (By-Laws)**

The Articles of Association are the constitution of Aurora School and contains an appendix for School Council and how they are governed. In 2011 we went through a major review of our Articles of Association and at that time School Council was in agreement with these by-laws. However, the current School Council wish to replace School Council Articles of Association with the statement:

“Aurora School will have a School Council and that it will develop and follow operating procedures that align with provincial legislation and regulations related to School Councils”.

The Superintendent has no concerns about this as long as they are working within provincial regulations. Concerns were raised by the Board about the short notice. As the AGM is only one week away, it does not leave enough time to review this thoroughly. More discussion was recommended between the Board, School Council and parent membership. The superintendent will contact the School Council Chair and work cooperatively to address their issues with a target date of the 2017 AGM.

<i>ACTION ITEM (15-11-16-07c)</i>	
<i>Superintendent to contact School Council Chair to address their concerns regarding the Articles of Association.</i>	<i>Dale Bischoff, Superintendent</i>

**c) Shumka Lease Extension Request (Information item)**

The superintendent presented the Aurora letter addressed to Shumka Dancers advising them their lease will not be extended, along with the reply letter from Shumka Dancers.

**d) Collective Bargaining Agreement Update**

- i. Signing update. Agreement is in the final stages of fine tuning and should be received shortly for signing.



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

Motion to go out of camera, made by Rehana Devji  
Seconded, **Carried**

**15-05-19-08 Board Chair Items**

- a) Annual General Meeting (November 26).  
Presented draft agenda to the Board for information. Candidate biographies will be packaged together and forwarded to parent electors via email and hardcopy. There are seven candidates running for four open Board Director positions.
- b) TAAPCS fall AGM and Teacher Conference (Oct 29).  
It was a very good meeting and with many new faces in the executive. It was a positive experience for our Board Chair, Dr. Mukhi. The Chair noted there is a need to show support for other charter school initiatives. Dr. Mukhi attended some teacher conference sessions at the Charter School conference sessions were very good, including the “action research” session where several of our Aurora teachers presented.

**15-05-19-09 Upcoming Date Reminders**

November 25 & 26. Parent Teacher Interviews  
November 26 ..... AGM  
December 3..... Suzuki Governance Workshop  
December 14..... Next Board Meeting (**tentative**)

**15-03-20-10 Adjournment**

Motion to adjourn the November 16, 2015 Board Meeting at 10:05 pm made by: **Qumber Rizvi**

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