



Calgary Academy Society
Regular Meeting of the Board of Directors
January 17, 2017

In Attendance:

Directors: Todd Hirsch; Paul Knapp; Rob Roach; Dave Taylor; Pat Cavill; Mary Anne Desmeules

Administration: Dale Erickson; Janice Nigh; Michelle Lukas Stonehouse; Jan Jordan
School Council Representative: Jeannine Turnbull

Regrets: Al Wahlstrom; Ken McNeill; Linda Fox-Mellway; Neil Tichkowsky; Carolyn Ferraby; Katherine Taylor

1. **Call to Order:** 6:00 pm – Todd Hirsch

2. **Approval of Agenda**

Todd approved the Consideration of Consent of Agenda with requested discussion additions

- 10.5 – Boarding procedure for Board Members; Security at the youth campus and parental consent forms; retention of talented staff and marketing

3. **Approval of December 13, 2016 minutes of regular meetings of the Board of Directors** as presented - Todd

4. **TAAPCS** winter meeting – Friday and Saturday – January 19 & 20th. Paul, Dale and Jan will be attending. The CAA adult choir will be the school spotlight on Friday night. The association has evolved over the years resulting in a need to rewrite the bylaws, particularly in the area of roles and responsibilities of directors.

5. **Campus moves** – CBE will renovate GM. A schedule for facility operators will be available once CBE has made their final renovation plans and completion date.

6. **Youth Campus update** – Dale has signed the new grant agreement and it is with Alberta Education for final review and signing. Youth campus construction is at 40% completion and four million dollars have been spent on the project to date. Dale shared his update report of approved Society spending. Alberta Infrastructure does not support some costs where unforeseen changes have become necessary. In particular, due to the poor condition of the existing concrete floor, the original plan to have polished concrete in the first floor learning

pod was not feasible, requiring the application of a vinyl product. Dale shared scenarios for floor coverings with the Board. He requested a motion to support spending for \$28,644 for Marmoleum or \$27,090 for LVT flooring – both suitable flooring - from the Board money.

Motion 2017-01-17-01: To approve spending for recommended flooring for the Youth Campus.

Motion: Rob Roach

Seconded: Paul Knapp

Passed

7. Strategic Planning – Paul and Pat

- Pat and Paul will review the old strategic plan and clean up and bring forward what is still relevant for the February meeting
- Dale has compiled a binder for them to work with which included Story Engine. Copies will be made available for them to work with

8. Policy Update - Dale – The committee has reviewed and made a number of changes to the school policy manual. They will share their recommendations for the February meeting. The committee members are Carolyn, Rob, Dale, Paul and Michelle. Dale will review the changes to make sure they align with government documentation and requirements. This is a very large project and will take time to review the outcome. A meeting will be set to allow extra time for this.

9. Committee Reports

- **Advocacy - Dave & Katherine** – After much discussion and many edits, the committee received Dale’s approval on the advocacy messaging in the written package. Dave requested funding of \$5,000 to support the advocacy presentation with a video.

Motion 2017-01-17-02: To approve spending of \$5,000 for the advocacy presentation.

Motion: Dave Taylor

Seconded: Paul Knapp

Passed

The committee is planning to move forward in an attempt to meet with the Education Minister - David Eggen, Joe Ceci - Minister of Finance, and Infrastructure Minister - Brian Mason. Lobbying will begin in the next 6 weeks and the contents will be bold and memorable.

- **TAAPCS - Paul** – Boris(Suzuki director) and Paul are new co-chairs of the Directors Committee for TAAPCS. New bylaws are being formed. The director committee is asking for Board input concerning duties and responsibilities (terms of reference) and matters that they would like brought forward to TAAPCS. *Directors are responsible for Governance and Advocacy

- **Research** – Rob – How do we showcase work? There is a lot of information to share. The survey will be ready soon.

10. Discussion Items:

- **Waste contract** – The contract with Progressive Waste was not a legal contract as it was signed by a staff member without signing authority. CAA asked them to move their bins and cancel the contract in September 2016. Progressive Waste continues to bill CAA monthly and refuse to acknowledge the cancellation notice. Neil has sent a legal letter to Progressive Waste.
- **Staffing update** – Michelle advised the Board of the change in staffing at Glenmeadows in January.

10(a) Other – Paul

- **On Boarding Procedures for New Directors** – information exchange for new members, strengths and weaknesses, bios, orientation, checklist, accessing information. This would be similar to staff orientation but with Board information.
- **Security on the Youth campus** – The new campus will have top of the line security. The building security will be CAA's responsibility and Calgary Stampede has a system which covers all the grounds area. Wording for permission forms will change for students moving between buildings and around the Youth Campus. Timetables and student safety between venues will be a priority.
- **Retention of staff and talent** – There are many reasons that people decide to transition to other employment opportunities. Admin assured the board that they are actively engaged in preparing staff for the move and cross curricular transition.

11. Meeting Adjourned at 7:31 pm

INFORMATION ITEMS - ** Upcoming School/ Board Events

- Regular meeting of the Board of Directors February 14, 2017 at Knob Hill - staff room