



**Calgary Arts Academy Society
Meeting of the Board of Directors
September 18, 2018 Meeting Agenda
Youth Campus – Boardroom**

In Attendance:

Directors: Ken McNeill; Mary Anne Desmeules; Susan Wright; Linda Fox-Mellway; Katherine Taylor; Paul Knapp;

Administrators: Dale Erickson; Janice Nigh; Cole Jordan; Dylan Thomas; Michelle Stonehouse

With Regrets: Todd Hirsch; Al Wahlstrom; John McWilliams; Neil Tichkowsky; Christy Ford (School Council)

Regular Meeting of the Board of Directors:

1. Call to order – 6:00 pm
2. Approval of the Agenda : Considered approved with the following amendment:
 - Commendation letters for former staff
3. Approval of June 19, 2018 minutes of Regular Meetings of the Board of Directors:
Considered Approved.
4. Kasian Update: A discussion ensued regarding the current status with Kasian.
5. Finance Update:
 - KH Basement Construction Quote – We need to secure our staff, student and financial files in the basement in a more secure way to ensure compliance with FOIP. It is being built at Knob Hill because it is not on the floodplain.
 - **Motion 1: (Susan)** - To move forward with the Burch Construction Quote TCA323 and TCA324 to build the secure cage – Passed Unanimously.

- EC Sound System and Lighting Quote - The purchase of a new sound and lighting system at the Youth Campus is important because it is a multi-use facility that needs a fixed system that can be available for public functions. This is more advanced than a regular system and it is fully compatible with the stampedes system. The sound system at Knob Hill is archaic and needs an upgrade as well. We also have students that perform outside the school and we do have some equipment, but it would be more beneficial to have a fully integrated portable system. Recommendation is to move forward with the quote partially to start, and re-evaluate when the Kasian issue is resolved.
- **Motion 2: (Lynda)** - To move forward with the purchase of sound and lighting equipment for the Education Centre gymnasium for \$44,246 – Passed Unanimously

6. Committee Work:

- Advocacy Committee - The committee continues its work in the community. There are many individuals to meet at these events. The Minister of Trade was very interested in our connection with China.
 1. The Fall Fair is this weekend (formally the Art Harvest). We are joining the Stampede's event to promote CAA. We have a tent, a booth and a banner, and kids are decorating freestanding scarecrows to raise money. We are also doing some chalk painting.
 2. Stampede has invited us to a Global media event. Saturday 9:40 am with Global TV.
- Cinq-à-Sept (Oct 2nd) –Janice has done an amazing job in coordinating with the Stampede and planning the event with the Board. The Board were encouraged to continue to reach out to people on our Friends list as a follow-up to the email invite.

7. TAAPCS Meeting Recap:

- Teachers Convention – We are hosting the 2019 Teachers Convention on October 24th. Schools will come down Thursday evening for a welcome event. There is a \$20,000 reserve fund to draw-on to help cover the costs. Overall attendance

should be close to 600 people. We are expecting a full conference. We need to provide entertainment as well as provide Board members professional development of somekind.

- Halver Jonson Award – An applicant for this award was discussed. Awarded to individuals that have made significant strides within Charter Schools. The Board would like to nominate Todd and Warren in a joint application for our submission this year.
- School Highlights – Highlights for the year were discussed in order to send them to TAAPCS for the Annual Review. Highlights include: the Education Centre grand opening, partnerships with the Calgary Public Library and the Calgary Stampede. Dylan will write out the highlights and submit.

8. Discussion Items:

- Superintendent Report
 1. OHS approval to join – In order to be in compliance with the new OHS Act, we need a more structured system for tracking safety training and incidents. Other Charter Schools are using “Public School Works.” The board has agreed to subscribe to Public School Works, as well as the Alberta Health and Safety Association.
 2. Layton Report –Suzuki Reasearch Project Approval – Suzuki has been given a grant to research how empathy is taught in school. In order to be a full study, a second school is required and they have asked CAA to participate. There is no cost, unless the researcher, or Michelle, needs financial support in travelling back and forth between Edmonton.
- **Motion 3: (Katherine)** - To approve Calgary Arts Academy’s participation with The Layton project, and any reasonable travel costs associated.
- Approval of Admin Appointment – Professional standards for Principals and Superintendents are changing to include mandatory training for anyone not currently a Principal or Superintendent. Currently, Rhonda Morrison is 0.6

Assistant Principal, but in order to keep her in a leadership role we need to change her role to that of Principal. Calgary Arts Academy has never had 2 Principals.

- **Motion 4: (Mary Anne)** - To appoint Rhonda Morrison as the second Principal to the Calgary Arts Academy – Passed Unanimously.
- High School Proposal Update - Michelle has moved forward writing a paper on the importance of the Arts, and Dylan has been working on the Math plan. Dale is listening to videos on High School re-design. The hope is to move forward, taking into consideration the requirements of the Stampede and the government. The new plan is to build portables on the parking lot in the short term. We want to use our community engagement and develop a community partnership to build portables. We propose to use our capital reserves with the government picking up half the cost to move forward with the plan.
- **Motion 5: (Linda)** - To approve moving forward with the new High School plan that includes using the reserve funds to build unique portables on Stampede Grounds – Passed Unanimously.
- EC – Gym update – Dale
- Magnet Post Cards – Cole - A discussion over the use of CAA logos in advertising was had. There have been issues with advertising in the past. How do we vet the business, does this take away our branding, etc. At this time the board recommends prohibiting the use of the name and logo on any external advertising initiative.
- Animals in the building policy – Paul – There is a potential issue with animals in the buildings with children and allergies. Our charter says that CAA is warm and inviting and will teach students responsibility by having classroom pets. Paul will draft a policy statement regarding this, and further discussion will occur at the next board meeting.
- Cannabis Policy – Paul – What is our Policy on Cannabis? OH&S is pushing forward, and with that will be some guidelines for dealing with Cannabis in the

workplace. Once that happens we will update our policy. This will be further discussed at the next board meeting.

- Commendation letters for former staff – The idea of writing a letter to former staff members who have impacted the school was discussed. It is something that hasn't been done in the past and would need more discussion at the next meeting.

9. Meeting Adjournment – 7:44pm

INFORMATION ITEMS - ** Upcoming School Events:

- October 16, 2018 Regular Meetings of the Board of Directors
- October 8-12, 2018 Fall Break
- October 22 Audit Begins