




Edmonton School District No. 7
One Kingsway
Edmonton, Alberta

McCauley Chambers
Tuesday, June 21, 2016
2:00 p.m.

Board Meeting #16

- A. O Canada 
- B. Roll Call
- C. Approval of the Agenda
- D. Recognitions
1. Michael A. Strembitsky Award Recipients
(Information)
Note: 30 minutes is required for this item.
 2. School Name Honourees
(Information) **(NO ENCLOSURE)**
Note: This report will be posted to the District website at 2:00 p.m.
Note: 15 minutes is required for this item.
- E. Communications from the Board Chair
- F. Communications from the Superintendent of Schools
- G. Minutes:
3. DRAFT – Board Meeting #15 – June 14, 2016
- H. Comments from the Public and Staff Group Representatives
(NOTE: Pre-registration with the Board Office [780-429-8443] is required by 4:30 p.m. on Monday, June 20, 2016 to speak under this item.)
- I. Reports:
4. Report #8 of the Caucus Committee (From the Meeting Held June 14, 2016)
(Information)
 5. 2017-18 School Year Calendar
(Recommendation)
 6. Borrowing Resolution
(Recommendation)
 7. Delegation of Authority – 2016 Summer Recess
(Recommendation)
- J. Other Committee, Board Representative and Trustee Reports

**BOARD OF
TRUSTEES**

Michael Janz
Board Chair

Michelle Draper
Board Vice-Chair

Sherry Adams
Orville Chubb
Ken Gibson
Nathan Ip
Cheryl Johner
Ray Martin
Bridget Stirling

- K. Trustee and Board Requests for Information**
- L. Notices of Motion**
- M. Meeting Dates**
- N. Adjournment**

DATE: June 21, 2015

TO: Board of Trustees

FROM: Darrel Robertson, Superintendent of Schools

SUBJECT: Michael A. Strembitsky Award Recipients

ORIGINATOR: Lisa Austin, Managing Director, Communications

RESOURCE

STAFF: Cathy MacDonald

REFERENCE: [Board Policy AGA.BP – Recognition of Students, Staff, Parents and the Community](#)
[Administrative Regulation HI.AR – Recognition of Students](#)

ISSUE

Every year, each District high school may nominate a student for the Michael A. Strembitsky Award of Excellence. A selection committee adjudicates the nominees based on the award's criteria and selects three recipients.

BACKGROUND

The Michael A. Strembitsky Award of Excellence was established to honour the District's longest-serving superintendent, Michael A. Strembitsky. A gold, silver and bronze medallion and cheques in the amount of \$2,000, \$1,500 and \$1,000 respectively are presented to the three students who best exemplify the award criteria.

CURRENT SITUATION

Each of the following nominees will be introduced and receive a plaque.

Name	School
Kassandra Gower	amiskwaciy
Sarah Hendricks	Braemar
Janessa Layton	Eastglen
Brea Kessler	Edmonton Christian
Alison Caulfield	Harry Ainlay
Jennifer Galm	J. Percy Page
Rafay Sharif	Jasper Place
Anna Goplen	Lillian Osborne
Joshua Lau	M.E. LaZerte
Nathan Hepas	Millwoods Christian
Stephanie Li	Old Scona
Emaan Elladen	Queen Elizabeth
Marlene Rong	Ross Sheppard
Darshina Dhunnoo	Strathcona
Olivia deBourcier	Victoria
Sofia Callaghan	Vimy Ridge
Judy Tran	W.P. Wagner

The bronze, silver and gold Michael A. Strembitsky Award of Excellence recipients will be announced by the Board Chair.

CM:cm

MINUTE BOOK**Board Meeting #15**

Minutes of the Board Meeting of the Trustees of the Edmonton School District No. 7 of the Province of Alberta held in McCauley Chambers in the Centre for Education on Tuesday, June 14, 2016 at 2:00 p.m.

Present:**Trustees**

Sherry Adams
Orville Chubb
Michelle Draper

Nathan Ip
Michael Janz
Cheryl Johnner

Ray Martin
Bridget Stirling

Officials

Angela Anderson
Grace Cooke
Ron MacNeil
Kathy Muhlethaler

Lorne Parker
Kent Pharis
Madonna Proulx
Darrel Robertson

Sandra Stoddard
Mike Suderman

Board Chair: Michael Janz

Recording Secretary: Shirley Juneau

Staff Group Representatives

The Board Chair called the meeting to order with recognition that we are on Treaty 6 Territory, a traditional meeting grounds, gathering place, and travelling route to the Cree, Saulteaux, Blackfoot, Métis, Dene and Nakota Sioux. We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

The Board Chair advised that the firm alarm system at the Centre for Education is a Two Stage alarm system. Stage One is a single repeating alarm tone indicating a warning only and that evacuation is not required. Stage Two is a triple repeating alarm tone indicating that evacuation is required.

A. O Canada 

B. Roll Call: (2:00 p.m.)

The Superintendent advised that Trustee Gibson was absent. All other Trustees were present.

C. **Approval of the Agenda**

MINUTE BOOK

MOVED BY Trustee Ip:

**“That the agenda for the June 14, 2016, board meeting be approved as printed.”
(UNANIMOUSLY CARRIED)**

D. Recognition of National Aboriginal Day

1. National Aboriginal Day

The Board celebrated National Aboriginal Day which is held annually on June 21st to acknowledge the contributions and histories of the First Nation, Métis and Inuit in Canada.

E. Communications from the Board Chair

The Board Chair thanked Mr. Allen Bolstad for his nine years of service as Executive Director of the Edmonton Federation of Community Leagues (EFCL). The Board Chair advised that Mr. Bolstad was instrumental in bridging Edmonton community leagues and their local schools on many initiatives throughout Edmonton such as traffic safety around schools, advocating for new schools and joint use of school facilities. He also noted that the EFCL has advocated on the District's behalf to the Provincial government regarding new schools.

On behalf of the Board of Trustees and the District, the Board Chair wished Mr. Bolstad a very happy retirement.

F. Communications from the Superintendent of Schools

The Superintendent advised that he received a letter from the Edmonton Regional Coalition informing him that Ms. Lyndi Blackwell, Ms Christina Scharfsma, Ms Debra Duffett and Ms. Loretta Strachan were the successful recipients of the Edmonton Regional Coalition Education Award for Inclusive Education.

G. Minutes

2. Board Meeting #14 – May 31, 2016

MOVED BY Trustee Stirling:

**“That the minutes of Board Meeting #14 held May 31, 2016 be approved as printed.”
(UNANIMOUSLY CARRIED)**

H. Comments from the Public and Staff Group Representatives

There were no registered speakers for this item.

MINUTE BOOK

I. Reports

3. Report #7 of the Caucus Committee (From the Meeting Held May 31, 2016)

Information was received regarding actions taken at the May 31, 2016 Caucus Committee meeting.

4. Strategic Plan Update: Success for Every Student – First Nations, Métis and Inuit Students

The Trustees received a presentation for this item.

There was a short break in the meeting at this point.

5. Approval of the 2016-2017 Budget

MOVED BY Trustee Draper:

“1. That the 2016-2017 Budget of \$1,121,997,593 be approved.

And;

2. That the budget report for the year ending August 31, 2017 be approved.”

The Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

6. Locally Developed Courses

MOVED BY Trustee Ip:

“That the following Locally Developed Courses be approved for use in Edmonton Public Schools until August 2020:

- **Aboriginal Studies 7-8-9**
- **Film Studies 15-25-35**
- **Foundations in Industry Workplace Safety 35**
- **French as a Second Language Grade 1 to Grade 9**
- **Theatre Performance 15-25-35 (3)”**

The Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

MINUTE BOOK

7. Student Demographic Forecast – External Consultant

Information was provided regarding a student demographics forecast for the City of Edmonton and Edmonton Public Schools.

8. Support for Teachers – Addressing Mental Health Needs of Students (Response to Request for Information #157)

The report was provided in response to a request for information.

J. Other Committee, Board Representative and Trustee Reports

Trustee Chubb reported that he attended his first pipe ceremony with Elder Jerry Wood and his wife Gisele at Prince Charles School. He shared that this particular pipe ceremony attended by Grades 5 and 6 students, staff and community members commemorates the end of the school year, asks for prayers for a safe summer for all the students and their families and blessings for the Grade 6 students as they get ready to move to junior high. For the Grade 5 students, the ceremony prepares them for their role as leaders at Prince Charles next year.

Trustee Chubb thanked Principal Toews and her staff in organizing and hosting this scared celebration.

Trustee Chubb shared that Trustee Martin and himself attended the Shaw Conference Centre's pARTnership Gallery Celebration on June 13, 2016. Also in attendance with the 200 plus students, siblings, parents and grandparents were Catholic School Board Chair Bergstra along with Edmonton Catholic Trustees Acheson and Grell. All were inspired by Aaron Paquette's key note address directed to the student artists to keep creating.

He advised that pARTnership is a joint effort with Edmonton Public Schools, Edmonton Catholic Schools and the Shaw Conference Centre to public display student art. The juried artwork will be on display for a year where approximately 250,000 people will view the display. The collection will be part of The Works Art & Design Festival this year.

Trustee Ip reported that he brought greetings at the Edmonton Chinese Bilingual Education Association Annual Awards Ceremony along with Trustee Stirling. He also had the honour of attending the Lillian Osborne School launch of *Bridging of Two Worlds* - a book written by the English as Second Learning students at Lillian Osborne School in partnership with the Edmonton Public Library. Trustee Ip thanked the parent council members who attended the final Ward H Network Schools Council gathering of the year.

Trustee Janz reported that he brought greetings from the Board of Trustees to the Student Senate Organizational meeting on Friday, June 10, 2016. He shared that students gathered to

MINUTE BOOK

get to know incoming Student Senators & District staff that will support them. They will learn about the purpose, origin & role of the Student Senate in the District and how it will operate within the broader governance structure of Edmonton Public Schools. There were 31 of 34 students, representing District high schools. Next steps for the Student Senate include a fall election for three Student Trustees, Chair and Vice-Chair. The Student Senate will have meetings throughout the year and will provide reports to the Board of Trustees three times per year.

Trustee Janz stated that he's looking forward to working with the Student Senate to engage students from across District schools, which will provide student voice to the Board of Trustees and District Administration on specific initiatives and supporting student governance in the District.

Trustee Janz attended the Tamarack Deepening Community event in Edmonton held June 7-9, 2016 and is looking forward to deepening the District's relationships with community partners that helps strong schools build strong communities.

Trustee Janz also attended the Teachers' Employer Bargaining Association (TEBA) teacher bargaining event in Red Deer on June 5, 2016, and the Alberta School Board Association (ASBA) Spring General Meeting on June 6, 2016.

Trustee Janz gave a special thanks to all staff that planned such a beautiful Reconciliation Day on June 3, 2016. He also thanked everyone who supported the District's 176 staff, students, and families that marched in the Pride Parade on June 4, 2016.

Trustee Johnner provided an update on the following Edmonton Public Schools Foundation events:

- Fort Edmonton Blatchford Hangar Gala. The program, food, silent auction and local band "Jakked" were all well received. She thanked the Riverbend School for raising awareness and funds for the Foundation.
- As part of the District's Engaged and Effective Governance Legacy Course, the Edmonton Public Schools Foundation has fortunately been adopted by students from Queen Elizabeth and M.E. LaZerte schools.
- The May 27, 2016 Jim Cuddy Benefit Concert hosted by Riverbend School's Student Leadership Team was a huge success. The Tipaskan Kinders made their debut and a Fort McMurray couple was the highest bidder on the Martin Kerr home performance evening.
- On June 3, 2016 at William Hawrelak Park the Maanaw Seva Association hosted the 2016 Walk for Children's Future to support a few District schools and the Edmonton Public Schools Foundation.

MINUTE BOOK

Trustee Johner advised that Sun Life Financial is hosting an Edmonton Multicultural 2016 Talent Show and that the proceeds will be donated to the Edmonton Public Schools Foundation. This event will showcase Edmonton's diverse local talent. Contest registration is from June 1 to August 7, 2016, with an event scheduled for September 17, 2016.

Trustee Johner was honoured to attend the District's Truth and Reconciliation Ceremony at the Centre for Education. She commended the student from Queen Elizabeth high school who created the amazing artwork which is now featured in the District's First Nations Métis and Inuit poster that has been distributed to all 203 schools. She expressed her appreciation for the ongoing commitment to reconciliation.

Trustee Stirling shared that along with Trustee Chubb, she was honoured to attend the Joy of Ramadan event at Rahma Mosque. She explained that the dinner celebrated interfaith and intercultural sharing and community building and offered an opportunity to learn more about Ramadan, a contemplative time of fasting and peace for our Muslim friends.

Trustee Stirling reported that on June 4, 2016, the Edmonton's Pride Parade was a wonderful opportunity to celebrate our sexual and gender minority students, staff, and families and the strong allies who are involved in Gay-Straight Alliances.

Trustee Stirling advised that on June 5, 2016, she was invited to share information about the District's Punjabi second language, Cogito, and other program options with women from Edmonton's Punjabi community and to discuss how families can become more involved in their schools. Following the Edmonton Chinese Bilingual Education Association Awards on June 5, 2016, Trustee Stirling was pleased to represent the Board of Trustees at the sponsorship dinner.

Trustee Stirling shared that she was proud to bring greetings at the District's Honouring Celebration for First Nations, Metis, and Inuit graduates. She was especially honoured to join in the pipe ceremony, participate in the round dance and to welcome Grand Chief Tony Alexis to the event.

K. **Trustee and Board Requests for Information** - None

L. **Notices of Motion** - None

M. **Next Board Meeting Date:** Tuesday, June 21, 2016 at 2:00 p.m.

N. **Adjournment** (5:50 p.m.)

The Board Chair adjourned the meeting.

MINUTE BOOK

Michael Janz, Board Chair

Dr. Sandra Stoddard, Executive Director
Governance and Strategic Support
Services/Corporate Secretary

DATE: June 14, 2016

TO: Board of Trustees

FROM: Trustee Michelle Draper, Caucus Committee Chair

SUBJECT: Report #8 of the Caucus Committee (From the Meeting Held June 14, 2016)

ORIGINATOR: Dr. Sandra Stoddard, Executive Director Governance, Strategic Services and Support for Schools

REFERENCE: [Trustees' Handbook](#) – Caucus Committee - Section 5.4
[Trustees' Handbook](#) – Section 6 – Board Committees
[School Act](#) - Section 61

ISSUE

The Board approved the following recommendations at the March 3, 2015, Board meeting: That a resolution be approved directing that Section 5.4 of the Trustees' Handbook be revised to give the Caucus Committee final decision-making power on certain types of matters, and yet constrain that power so it is used only when absolutely necessary.

The following recommendations were approved at the June 14, 2016, Caucus Committee meeting:

Use of Revenue from Sale of Surplus School Site

1. *That the \$390,000 received from the City of Edmonton for the sale of the Canon Ridge surplus school site be approved to be expended on the McKay Avenue School building roof repair project.*

BACKGROUND – Recommendation 1

Edmonton Public Schools has embarked upon an extensive roof rehabilitation process to ensure that the historic McKay Avenue School building can continue to be enjoyed by future generations. Due to unforeseen damage, the project requires \$1.34 million in additional funding. The \$390,000 Capital Reserve funds received from the sale of Canon Ridge surplus site on April 7, 2016, could be applied to the historic McKay Avenue School building roof project.

While the District has diligently maintained the building within our current funding model, a critical need to replace the roof's cedar shingles was identified and initiated. The interior and exterior of the building sustained significant water damage as a result of the aging shingles. In order to fund the project, the District was proactive in raising \$100,000 in private funds and participating in a grant-matching effort with the City of Edmonton and the Province of Alberta. In total, \$1 million was raised to complete the replacement of the shingles.

While challenges are anticipated with any project involving a historical building, the extent of new work required at the historic McKay Avenue School was not foreseeable. Structural issues were uncovered due to rotting rafters and support beams in the six dormers, as well as unforeseen associated hazardous materials abatement, were discovered once the original shingles were removed. A new project scope was developed to completely restore the entire roof structure. This new scope has created estimated cost over runs of approximately \$1.34 million, bringing the total funding required to \$2.34 million. It has become apparent that the District's ability to ensure the building's structural integrity and continue with safe daily operations will need to be reviewed should the complete roof restoration not proceed.

With the recent revenue received from the City of Edmonton's First Place Program for the sale of the Canon Ridge site, it is recommended that the revenue received be directed to the restoration of the historic McKay Avenue School building roof project.

RELATED FACTS

- An additional \$1.34 million is required over and above the original \$1 million secured to repair the building's roof.
- Additional costs were identified once repairs began, due to unforeseen structural issues associated with the six dormers and timber supports, additional hazmat remediation, and associated architectural and engineering costs.
- On behalf of the District, the Board Chair has sent letters requesting additional funding support to:
 - Minister Ricardo Miranda, Alberta Culture and Tourism
 - Minister Mélanie Joly, Canadian Heritage
 - Mayor Don Iveson, City of Edmonton
- An additional \$125,000 has been secured through the provincial Community Facility Enhancement Program (CFEP).
- An additional \$225,000 of Municipal Historic Resource rehabilitation grant funding has been requested from the City of Edmonton.
- An application will be submitted for up to \$500,000 through the Canada 150 Community Infrastructure Program - Phase II.
- Lot 34 of the McKay Avenue School site has been declared surplus and a potential sale could provide additional funds for the project.

Banking Resolution to August 31, 2021

2. *That subject to the satisfactory completion of a banking agreement, the appointment of the Bank of Nova Scotia as principal banker for Edmonton Public School District No. 7 for a five year term commencing September 1, 2016, be approved.*

BACKGROUND – Recommendation 2

Edmonton Public School Board, as per Board Policy CO.BP – Fiscal Oversight and Accountability, is required to request proposals for the appointment of the District's principal banker at intervals not exceeding five years. The current term ends August 31, 2016.

An extension was granted to the Bank of Nova Scotia as the District's principal banker for the 2015-2016 school year due to the District's process of re-engineering its business processes and financial systems (E-Biz).

Format of District Recognition Program for 2016

3. *That the Trustees choose one of the three options to be implemented in the fall of 2016.*

The following option was voted upon:

Single Evening Event:

An evening District Recognition event will be reinstated for the 2016 school year. The event will include all recipients and guests, principals and district unit managers of nominees, and nominators. The program will be similar to past years, but shorter. Recipients will be acknowledged on stage by Trustees with a brief sentence about their nomination will be shared while they are presented their certificate. A detailed account of why they were nominated would be in the program. Presentations would be held in Eva O. Howard Theatre at Victoria School, followed by a reception in the Atrium at the Centre for Education.

BACKGROUND – Recommendation 3

In 2015, due to budget considerations and as an opportunity to review the existing program, the Administration, in consultation with the Board, opted to place a moratorium on hosting an evening event for the 2016 District Recognition program. For 2015, Communications collected and screened nominations, created certificates for all recipients and profiled all recipients and teams online. Staff, students, parents and community members nominated for service, merit and team were presented with their District certificate within their school or office location at an event or moment chosen by the principal or department administrator (e.g., school awards night, staff meeting)

During the 2015-2016 school year, Communications surveyed all principals and district unit administrators about program awareness, participation, value and format. Staff from Communications and Governance and Strategic Support Services met two times with a Trustee sub-committee to consider feedback and discuss options for how to shape the program for the 2016-2017 school year.

SS: sj

DATE: June 21, 2016

TO: Board of Trustees

FROM: Darrel Robertson, Superintendent of Schools

SUBJECT: 2017–18 School Year Calendar

ORIGINATOR: Dr. Sandra Stoddard, Executive Director, Governance, Strategic Services and Supports for School

RESOURCE

STAFF: Bob Morter

REFERENCE: [GCA.BP](#) – Approval of the School Year Calendar
[GCA.AR](#) – The School Year Calendar

ISSUE

Board Policy GCA.BP —Approval of the School Year Calendar requires that the Board of Trustees approve calendars for two years following the current school year.

BACKGROUND

The school year calendar is designed with a number of considerations many of which are included in Administrative Regulation GCA.AR – The School Year Calendar. This regulation includes such requirements as the fact that winter recess is two weeks long and must include December 24 and January 2. Other considerations include the draft Diploma Exam dates, Provincial Achievement Test dates, Advanced Placement and International Baccalaureate exam dates. Finally, the calendar is designed to balance the length of first and second semesters, and considers the collective agreement with the local of the Alberta Teachers' Association.

RELATED FACTS

Key points of the draft 2017-18 School Year Calendar include:

- a start date for students of September 5, following the Labour Day long weekend
- a fall break of five days including three board approved non-instructional days
- two days in lieu for reporting
- five Professional Development days
- balanced first and second semesters

RECOMMENDATION

That the attached 2017–18 District Calendar be approved.

OPTIONS

Based on the information provided in this report, the following options are considered most appropriate:

1. Approve the attached 2017–18 school year calendar.
2. Approve the attached 2017–18 school year calendar with modifications.

CONSIDERATIONS and ANALYSIS

The attached calendar was developed in alignment with a number of District board policies and administrative regulations, most notably GCA.BP and GCA.AR. In addition, the calendar is aligned with the current Letter of Understanding: “Pilot Project on Revised School Year Calendar” between the District and the local of the Alberta Teachers’ Association. As such, the calendar is designed around an annual figure for teachers’ instructional duties of approximately 890 hours, but no more 896.2 hours annually, versus a maximum weekly maximum for instructional minutes. Should a ratified collective bargaining agreement with the Alberta Teachers’ Association not support all of the details articulated in the current Letter of Understanding, revisions may be required at a later date.

The proposed calendar maintains the 183 instructional days present in the 2015-16 and 2016-17 school year calendars. Building the calendar around the same number of days results in a greater consistency of school hours of operation from year to year, allowing schools for the most part to retain existing timetables for students and staff. This in turn assists parents with creating consistency of drop off and pick up times. Additionally, efficiency is created in Student Transportation with routing and timing of buses.

NEXT STEPS

Upon approval of the 2017-18 school year calendar, details will be communicated to all key stakeholders, including publication of the calendar on the District website and creation of a N2KN item.

ATTACHMENTS and APPENDICES

ATTACHMENT I Draft 2017-18 School Year Calendar

BM:

2017-18 District Calendar

epsb.ca

AUGUST • 2017

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SEPTEMBER • 2017

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OCTOBER • 2017

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NOVEMBER • 2017

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DECEMBER • 2017

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JANUARY • 2018

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FEBRUARY • 2018

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MARCH • 2018

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APRIL • 2018

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MAY • 2018

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JUNE • 2018

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JULY • 2018









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APPROVED HOLIDAYS

Labour Day	September 4
Thanksgiving	October 9
Winter Break	December 25 – January 5
Christmas Day	December 25
Boxing Day	December 26
New Year's Day	January 1
Family Day	February 19
Teachers' Convention	March 1 & 2
Spring Break	March 26 – 30
Good Friday	March 30
Easter Monday	April 2
Victoria Day	May 21

First Operational Day-PD	August 31
First Operational Day (No Students)	September 1
First Day of Classes	September 5
Last Day of Classes	June 28
Last Operational Day	June 29

LEGEND

	PUBLIC HOLIDAY
	PD DAY (NO STUDENTS)
	FIRST/LAST DAY OF CLASSES
	OPERATIONAL DAY (NO STUDENTS)
	TEACHERS' CONVENTION
	TEACHERS' DAY IN LIEU (NO TEACHERS OR STUDENTS)
	BOARD APPROVED NON-INSTRUCTIONAL DAY (NO TEACHERS OR STUDENTS)
	WINTER/SPRING BREAK



EDMONTON PUBLIC SCHOOLS

DATE: June 21, 2016

TO: Board of Trustees

FROM: Darrel Robertson, Superintendent of Schools

SUBJECT: Borrowing Resolution

ORIGINATOR: Dr. Lorne Parker, Executive Director, Infrastructure

RESOURCE STAFF: John Griswold, Madonna Proulx

REFERENCE: [School Act](#)

ISSUE

A borrowing resolution provides the necessary authorization to the Bank of Nova Scotia to operate the Board of Trustees of Edmonton School District No. 7 (the Board) accounts.

BACKGROUND

The Bank of Nova Scotia has been appointed as our principal banker to August 31, 2021 and requires the District to submit a borrowing resolution. The resolution is to be reviewed and approved to ensure the Board is informed of the banking processes and lending agreements that are in place.

The current borrowing rate for the District from the Bank of Nova Scotia is prime less 0.5 per cent (2.20 per cent).

Borrowing is required when there is not enough cash on hand to cover District payments. This would typically occur in the month of July based on payment of three teacher payrolls (June, July and August) of approximately \$100 million. In the past it was not uncommon for the District to borrow within the first 15 days of July to manage cash flow requirements until the monthly funding payment is received from Alberta Education on July 15. The last time the District went into an overdraft, was five years ago. Although we do not foresee the District accessing its overdraft for the summer of 2016, approval is still requested as a precautionary measure.

RELATED FACTS

In order to satisfy requirements of the *School Act* and the needs of the Bank of Nova Scotia, Edmonton Public Schools must provide a borrowing resolution that is approved by the Board.

Under Sections 183 (1) and 60 (2)(k) of the *School Act*, authorization is given to the Board to borrow to meet the current operation expenditure and capital expenditure requirements.

RECOMMENDATION

That the borrowing resolution, with respect to the Edmonton Public School District No. 7 with the Bank of Nova Scotia be approved to August 31, 2021.

CONSIDERATIONS and ANALYSIS

The recommendation is extending the borrowing resolution date to the end of the five year term. Administration will request approval through a formal Board recommendation if changes are made to the borrowing resolution.

NEXT STEPS

Edmonton Public Schools will submit the signed borrowing resolution to the Bank of Nova Scotia (Attachment I).

ATTACHMENTS and APPENDICES

ATTACHMENT I Borrowing Resolution

MP:ja

BORROWING RESOLUTION

WHEREAS The Board of Trustees of Edmonton School District No. 7 (the "Board") considers it necessary to borrow certain sums of money from time to time to meet current operating expenditures;

NOW THEREFORE, be it resolved that:

1. The Board do borrow from any bank ("the Banks") incorporated pursuant to the provisions of the Bank Act and the Province of Alberta Treasury Branches ("the Treasury Branches"), sums of money from time to time as required to meet current expenditures of the Board, provided that the total principal amount owed to the Banks and the Treasury Branches at any one time shall not exceed the sum of FORTY TWO MILLION CANADIAN DOLLARS PLUS TWO HUNDRED THOUSAND US DOLLARS.

2. Any two of the following Officers:

Superintendent of Schools
Assistant Superintendent
Treasurer
Director, Revenue Accounting

(the "Officers")

Be and are hereby authorized for and on behalf of the Board:

- (a) to apply to the Banks and the Treasury Branches for the aforesaid loan to the Board and to negotiate rates of interest; and
- (b) to obtain advance of monies from the Banks and the Treasury Branches by way of overdraft on the Board's account or pursuant to promissory notes, loan agreements or other evidence of indebtedness from the Banks and the Treasury Branches, as maybe permitted or required by the Banks and the Treasury Branches; and
- (c) to execute on behalf of the Board such bills, promissory notes or similar or other forms of obligation as the Banks and the Treasury Branches may require as evidence of and security for all sums borrower hereunder,

and each document executed as aforesaid shall be valid and binding upon the Board according to its tenor and the Banks and the Treasury Branches shall never be bound to inquire whether such officers are observing the limitations on their authority as set forth in this resolution.

3. All sums borrower pursuant to paragraph 1 hereof or so much thereof as from time to time remains unpaid shall bear interest at rates per annum as mutually agreed between the Board and the Banks and the Treasury Branches from time to time.

4. As security for repayment of money borrowed pursuant to paragraph 1 hereof, the Board hereby charges to and in favor of the Banks and the Treasury Branches all the revenues of whatever nature and kind by such security documentation as the Banks and

the Treasury Branches may require in respect to the foregoing charge. The said charge shall be collateral to the obligation of the Board to repay with agreed interest on all sums borrowed from the Banks and the Treasury Branches. The Banks and the Treasury Branches shall not be bound to recover any such requisitions or other monies before being entitled to repayment from the Board.

5. The Banks and the Treasury Branches shall be furnished with a certified copy of this resolution and a list of the Officers together with specimens of their signatures, and this resolution and the said list shall be binding on the Board until notice to the contrary or of any changes therein shall be given to the Manager of the Banks and the Treasury Branches.

CERTIFICATE

By signing below, our officers certify for the Board that:

- *there are no provisions in our incorporating documents or by-laws which impair in any way the powers of our trustees or officers to borrow money or grant security.*
- *Our trustees have full power to pass this Resolution and to bind the Board in all respects*
- *The above resolution was properly passed by the Board of Trustees in compliance with all applicable legislation and continues in effect.*

WE HEREBY CERTIFY that the foregoing resolution was duly passed by the Board of Trustees of the Board at a duly and regularly constituted meeting thereof held on the ____ day of _____, of 2016 at which a quorum was present and that the said resolution is in full force and effect.

WITNESS our hands and the seal of the Board this ____ day of _____, 2016.

BOARD CHAIR

BOARD SECRETARY

DATE: June 21, 2016

TO: Board of Trustees

FROM: Darrel Robertson, Superintendent of Schools

SUBJECT: Delegation of Authority – 2016 Summer Recess

ORIGINATOR: Dr. Sandra Stoddard, Executive Director Governance, Strategic Services and Support for Schools

REFERENCE: [School Act](#) Sections 61, 65(2), 65(3), 67(1)

ISSUE

Each year, at the conclusion of the last scheduled public board meeting prior to the summer recess, the Board delegates authority to the Superintendent of Schools to make decisions on behalf of the Board during the summer recess.

BACKGROUND

The first recommendation provides for the calling of special board meetings during the summer recess in the event that special meetings are necessary for Trustees to address critical matters.

The second recommendation is intended to cover other matters which normally would come to the Board but which the Board is authorized to delegate under Section 61 of the *School Act*.

RELATED FACTS

The delegation of authority is effective June 21, 2016 following the last official meeting of the Board.

RECOMMENDATION

1. That, in accordance with Sections 67(1), 65(2) and 65(3) of the School Act, any special board meetings during the 2016 summer recess be at the call of the Board Chair or, in his absence, the Board Vice-Chair.
2. That, in accordance with Section 61(1) of the School Act, effective June 21, 2016, delegation of authority to the Superintendent of Schools to make decisions during the 2016 summer recess on behalf of the Board be approved.
3. That a report of all such decisions be brought to the first public board meeting in the fall of 2016.

CONSIDERATIONS & ANALYSIS

Should a special board meeting be required, the Superintendent of Schools will contact the Board Chair or, in his absence, the Board Vice-Chair.

SS:sj