

**MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
HELD AT THE CGS BOARD OFFICE
7239C FLINT ROAD SE
CALGARY, ALBERTA
WEDNESDAY, OCTOBER 17, 2018**

Absent: Brad Takenaka Geordie MacPherson	Chair	Natalya Nicholson
	Director	Margo Purcell
	Director	Caroline Claussen
	Director	Stanley Wong
	Director	Christine Jackson
	Director	Gary Care
Administration:	Superintendent	Dianne McBeth
	Secretary/Treasurer	Wendy Juergens
	Guests	Carmen Jeam Elizabeth Werner

1. **Call to order:** Natalya Nicholson called the meeting to order at 6:10 pm. She welcomed guests and noted that Elizabeth Werner is Co-Chair of the School Council. She attended in order to be introduced as she was unable to attend the September Regular Meeting.

2. **Approval of the Agenda**
Motion: 2018-10-17-01: That the Board approves the agenda as amended.
Moved: Gary Care **Carried**

3. **Approval of Minutes**
3.1. Approval of the Minutes of the September 19, 2018 Regular Meeting
Motion: 2018-10-17-02: That the Board approves the Minutes of the September 19, 2018 Regular Meeting of the Board of Directors as amended.
Moved: Christine Jackson **Carried**
3.2 Review of Minutes of Special Meeting – In Camera

4. **Reports and Correspondence**
 - 4.1. **Chair:** Natalya expressed thanks to Dr. Christianson for his support of the music program at Bel Aire and announced the appointment of Ms. Elaine Quilichini as the replacement. Ms. Quilichini was the founder of the Calgary Girls' Choir. Natalya also noted the resignation of Brad Takenaka effective October 1, 2018 as he is moving overseas.
 - 4.2. **Correspondence:** Natalya Nicholson reviewed the correspondence file.
 - 4.3. **TAAPCS:** Christine Jackson noted the TAAPCS Fall General Meeting October 26 and 27 in Leduc and **encouraged Directors to attend.**
 - 4.4. **Committees – Report on Meetings**
 - 4.4.1. **Policy and Governance** - Chair Margo Purcell reported on the October 3 meeting.
 - 4.4.2. **Compensation** - Chair Gary Care reported on the meeting of October 10 and the review of the certificated and non-certificated (classified) staff grids.
 - 4.4.3. **Audit** – Chair Stanley Wong reported on the October 10 meeting to review the draft financials which also represents the fourth quarter report for the 2017-18 fiscal year.

4.4.4. Marketing – Chair Caroline Claussen reported on the meeting of October 3 to prepare the agenda for the Committee of the Whole called to plan a branding/marketing strategy to support enrolment.

4.5. Superintendent: The Superintendent’s report was included in the agenda package. Additionally, Dianne met with the newly appointed Field Services Representatives from AB Education, Randy Billey and Lorianne Tenove, October 16. Along with Principal Oliver Fisher, Dianne also met with Megan Murphy, Executive Director of the National Coalition of Girls’ School. Dianne attended the School Council meeting on October 11 to respond to questions regarding the landscaping project and to unpack the Board’s motion pertaining to plans for an upcoming celebration of girls and women. Dianne responded to the Board Chair’s questions about the transportation services meeting. Despite meeting with local staff, issues persist. Executive level staff from First Student will be meeting with Wendy and Dianne (at her request) as the issues appear to be systemic and beyond the ability of local staff to solve.

5. Monitoring Reports

5.1. Draft Year End Financials (2017/18) were presented and reviewed by the Board.

Motion: 2018-10-17-03: That the Board accepts the Draft Year End Financials (2017/18) as information.

Moved: Stanley Wong

Carried

5.2. Accountability Pillar Results were presented and reviewed by the Board.

Motion: 2018-10-17-04: That the Board accepts the Accountability Pillar Results as information.

Moved: Margo Purcell

Carried

6. New Business – Action Items

6.1. Marketing and Branding Strategy

Committee Chair, Caroline Claussen spoke to the planned agenda for the upcoming Committee of the Whole Meeting called to discuss a branding and marketing strategy to support enrolment (increase and stability of enrolment). The meeting date: Wednesday, October 24 6:00 – 8:00pm. Gary Care asked about the role of the signature *Go Girls* curriculum in branding. As requested, the *Go Girls* curriculum will be posted to the Board’s shared folder.

Motion: 2018-10-17-05: That the Board receives the oral report from Ms. Claussen, Committee Chair for Branding and Marketing and approves the Agenda for the Committee of the Whole meeting on October 24, 2018.

Moved: Caroline Claussen

Carried

6.2. Administrative Procedures (Amendments)

Motion: 2018-10-17-06: That the Board receives as information (revised and renamed from Drugs and Alcohol) AP163 Impairment, Possession & Use and (new appendix) AP507 Responsible Use Agreement as information.

Moved: Christine Jackson

Carried

6.3. Cyclical Policy Review

Margo Purcell, Chair of the Board’s Governance and Policy Committee presented Policy 3 Role of the Director and led discussion.

Motion: 2018-10-17-07: That Policy 3 Role of the Director remain in force with no changes at this time.

Moved: Margo Purcell

Carried

6.4. Cyclical Policy Review

Motion: 2018-10-17-08: That Policy 4 Director Code of Conduct be discussed *in camera*.

Moved: Margo Purcell

Carried

7. "In Camera"

Motion: 2018-10-17-09: To go "In Camera" at 8:05 pm.

Moved: Stanley Wong

Carried

Motion : 2018-10-17-10: To leave "In Camera" at 10:41 pm.

Moved: Christine Jackson

Carried

8. Motions arising from "In Camera"

Motion : 2018-10-17-11: The Board approves the Certificated Compensation document effective 2018-19 as presented.

Moved: Gary Care

Carried

Motion : 2018-10-17-12: The Board approves the Non-Certificated Compensation document, including new grids, effective 2018-19 as presented.

Moved: Gary Care

Carried

Motion : 2018-10-17-13: The Board approves the individual employment contract as discussed.

Moved: Gary Care

Carried

Motion : 2018-10-17-14: The Board approves the revisions to Policy 4 Director Code of Conduct.

Moved: Gary Care

Carried

9. Adjournment at 10:44 pm.