



**Aurora School Ltd.**  
**Board of Directors – Public Board Meeting**  
**April 18, 2016**

RATIFIED

**16-04-18-01 Call to Order and Roll Call**

Meeting called to order at 6:04 p.m. by Dr. Shamir Mukhi, Board Chair

**Present:** Dale Bischoff, Rehana Devji, Rebecca Harrison, Marla Leganchuk, Holly Maccagno, Susan Mallory, Shamir Mukhi, Steven Penney, Qumber Rizvi

**Guests:** Peter Dang, Ian Gray, Lorrie Makepeace, Janet Rockwood

**Parent Guests:** See list at the end of the minutes.

The Chair reminded guests that all agenda item requests must be received by the Board Chair prior to the day of the Board Meeting.

**16-04-18-02 Agenda**

Motion to accept the April 18, 2016 agenda as amended, made by: Qumber Rizvi  
Seconded, **Carried.**

Added to the Agenda

- Parent Petition

**16-04-18-03 Board Meeting Minutes**

Motion to accept the March 7, 2016 Board Meeting minutes as amended, made by: Rebecca Harrison  
Seconded, **Carried.**

Motion to accept the March 21, 2016 Special Board Meeting minutes as amended, made by: Qumber Rizvi  
Seconded, **Carried.**

**16-04-18-04 Guest Reports**

- **Elementary Principal's Report**

Ian Gray, Elementary Principal presented the Report from Administration to the Board for information and discussion. Highlights include:

- School Fees  
Fee reduction planned for 2016-17. How the credit would be applied was discussed.
- Student Registration
  - Wait List. The Board asked if the large number of pre-registrations was an accurate reflection of wait list numbers. It was noted that our Wait list software is still in the development stage, along with online payment software. This software will streamline wait list management and provide a more accurate list of pre-registrations. The online fee payment system will also reduce time spent on tracking fees and provide a convenient way for parents to pay fees.
  - Retention Letters. The objective of retention letters was discussed by school administration and the Board.
- Teacher Supervision & Evaluation
- Annual Parent Survey
- Learning & Technology Policy Framework
- Learning Commons  
Ian Gray gave a presentation on Learning Commons – Visioning. Key points were: Learning Commons will be the center for students with access for everyone, flexible and learner-centered, have purpose and intention, and provide virtual space as well physical space.

- **Middle School Principal's Report**



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Janet Rockwood, Middle School Principal presented the Report from Administration to the Board for information and discussion. Highlights include:

- Staffing
- Teacher Growth, Supervision, and Evaluation
- PowerSchool
- Fees
- Professional Development
- Europe Trip
- School Events
- Sports League

Tests. It was noted that marks are coming home but only some of the tests. Parents are having a hard time helping their children when they can't see the mistakes on tests. Administration is working towards a solution. It was noted that elementary parents are invited to come to the classroom to view tests as opposed to sending tests home for signing.

**160-04-18-05 Parent Petition**

A parent petition signed by parents wanting to keep the Elementary Principal, Ian Gray, in his current role, was presented to the Board of Directors. A parent representative then read a letter accompanying the petition to the Board.

**16-04-18-05 Financial Report**

- **Financial Update**

The Secretary Treasurer presented the March 2016 financial statement to the Board for information and review.

- It was noted that our lease with the Edmonton Public School Board (EPSB) expires in August 2016. Our MLA will be invited to the TAAPCs meeting to discuss the difficulties encountered in getting title to Sherbrooke School.
- The Board was also advised that the government will be requiring monthly fiscal reporting from schools in a year's time, and now require quarterly reporting.
- Aurora School has also been selected for a Transportation Audit which will take place shortly.
- Our janitorial contract is up for renewal this year. We will be tendering for a maintenance contract not just janitorial requirements. The Director of Finance will assist the Secretary Treasurer with call for proposals.

**16-04-18-06 Superintendent's Report**

- **Board Strategic Planning Process**

The planning process is outlined in the minutes from February 2 and the March 21 Board meetings. A new committee needs to be struck that would invite the membership to discuss the Articles of Association and the Charter document with a view to bringing documents into alignment with current Alberta Education policies. These meetings need to begin in spring 2016. How members are selected to sit on the committee need to be determined. It might not be realistic to meet the exceptions of Alberta Education (probable year long process) inside the same process of quick changes requested by the School Council to delete their operating procedures from the Articles of Association (Aurora bylaws). Dr. Bischoff requested the committee be started ASAP as there are a number of important issues to address in order to be compliant with Alberta Education.

Motion to establish a new committee called the Strategic Planning Committee that will invite stakeholders, parents, students, the Superintendent, school based administration, and teachers to enter into consultation that examines the values of the school and consider revisions in current language of the Aurora Charter document and Articles of Association. A review of these documents will assist the school to respond the Minister's challenge in the Charter School extension letter. Moved made by: Steven Penney  
Seconded, **Carried.**



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The Board members named to the Strategic Planning Committee are: Rehana Devji, Shamir Mukhi and Steven Penney (alternate). The Superintendent will attend these meeting and provide supporting documents for the first meeting. The first step of the Board members on the new committee would be to arrange for a meeting with Lynne Paradis (May 5) to see if she would facilitate the stakeholder consultation process. It was noted that a “membership meeting” would be required to ratify changes to the Articles of Association for School Council by the November 2016 AGM at the very latest.

It was suggested that the examination of the Articles of Association and Aurora Charter document could be addressed in staff meetings on PD days over the next year, and bring input brought back to the committee. Ideas for including teachers were discussed. Parent representation, along with school council, will be valuable and necessary. It was stressed that it is important for parents to have an opportunity to be heard.

**16-04-18-07 Board Committee Reports**

- **Communication/20<sup>th</sup> Anniversary Celebrations**

No report from Communication Committee. 20<sup>th</sup> Anniversary Celebrations Committee Report - Rehana Devji. Since we cannot do the school opening in June, a date is needed for the school opening and 20<sup>th</sup> anniversary celebration early in the new school year. It was suggested that the celebrations should be planned on a school day so all students would be available for the school celebration. Rehana Devji will meet with the Superintendent on Friday, April 22 to discuss possible 20<sup>th</sup> celebration date(s).

<b>ACTION ITEM (16-04-18-07(a))</b>	
<i>Rehana Devji to contact the Superintendent on Friday, April 22 to discuss a date for the 20th Anniversary Celebrations</i>	<i>Rehana Devji, Committee Chair</i>

- **Transportation Committee**

The Superintendent met with Amit Anand to discuss EZenroute student tracker software costs for next year. The negotiated costs are estimated at \$12,000 for the 2016/17 school year. This cost is less than half the costs that were initially discussed at the parent meeting. Bus fees for the 2016/17 school year were recommended to be raised to \$650 (first student in family), \$600 (2<sup>nd</sup> student in family) and \$550 (3<sup>rd</sup> student), subsequent family riders would be free. Kindergarten bus fees were recommended to be reduced to \$450. It is recommended that the EZenroute software be installed in all Aurora busses. Concerns were discussed by the Board regarding mandatory costs. The Transportation Coordinator also identified that another bus may need be added for 2016-17 as some buses are nearing capacity. Tabled to the next Board meeting.

<b>ACTION ITEM (16-04-18-07(b))</b>	
<i>AGENDA ITEM. Mandatory EZenroute GPS bus service implementation tabled to next Board Meeting</i>	<i>Dale Bischoff, Superintendent</i>

- **Policy Committee (January 18)**

Policy packages 1 and 2 were presented to the Board for approval.

Motion to approve Policy Package 1 (BP 4000, 4010, 4020, 4050) for second reading, made by: Steven Penney  
Seconded, **Carried.**



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Motion to approve Policy Package 2 (BP 2090, 2092.2, 2120, 4030, 5010, 5020, 5250, 8080, and 9000) for third and final reading, made by: Steven Penney  
Seconded, **Carried**.

- **Growth Committee**

The following areas were discussed at meeting: Phase 2 (Elementary side) and parking.

- i. Parking Lot. After a call for proposals from engineering firms, Aurora has entered in contract with Arrow Engineering. We will need community support as well as support from the City of Edmonton. Our engineering consultant indicated that the only practical parking lot options are on the west side of school. A parking lot design will be made available at a Growth Committee meeting and recommendations will be presented to the Board May 16. Engineering costs are estimated to be \$60,000 and the construction costs for a parking lot could be up to \$200,000. Tabled to next meeting.

<b>ACTION ITEM (16-04-18-07(d))</b>	
<i>AGENDA ITEM. Recommended parking lot design(s) to be presented at the next Board meeting.</i>	<i>Dale Bischoff, Superintendent</i>

- ii. Phase 2 Addition. The Secretary Treasurer and Superintendent are negotiating a consulting contract with Henry Howard, architect, to complete plans for Phase 2 (Elementary entrance, washrooms and offices, and staff room) and to provide plans for renovation of the Shumka space. This would include items that were removed from the original plans (Phase 1 and Phase 2) due to overall cost concerns (an elevator, school office space, Shumka renovation repairs to gym floor and studio 2). The Superintendent and Secretary Treasurer will be meeting with the architect to discuss costs and plans to reintegrate these items formerly removed.

<b>ACTION ITEM (16-04-18-07(d))</b>	
<i>Negotiate a consulting contract for the architect.</i>	<i>Holly Maccagno, and Dale Bischoff</i>

- **Technology Committee**

March meeting was cancelled and will be rescheduled. The committee is reviewing options for SmartBoards for new classroom spaces and Learning Commons. The committee favors getting the best technology possible on our limited budget. As a result the committee is looking purchasing mid-range cost SmartBoards. Aurora will also be building a two station office in the Learning Commons for use by the Director of Technology and one other staff member.

**16-08-18-08**

**Board Chair Items**

**a) HR, Admin Designations**

Motion to go in-camera, made by: Rebecca Harrison  
Seconded, **Carried**.

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

Motion to direct the Superintendent to conduct a Principal search for the vacant Aurora Elementary Principalship, made by: Rebecca Harrison  
Seconded by Rehana Devji, **Carried - Unanimously (6-0)**



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**b) TAAPCS Communication Strategy**

Provincial TAAPS document was presented for review and Board information.

**c) Board Invitation to MLA Sarah Hoffman**

Board invitation. The Board directed the Superintendent to send an invitation to MLA Sarah Hoffman to attending the TAAPCS breakfast on May 6.

<b>ACTION ITEM (16-04-18-08(c))</b>	
<i>Invitation to Sarah Hoffman, MLA to attend TAAPCS breakfast meeting in Edmonton (May 6)</i>	<i>Dale Bischoff, Superintendent</i>

**16-04-18-08**

**Calendar Dates to Remember**

May 5 .....TAAPCS Meeting (Edmonton) - Directors Meeting (3:00-4:00pm)  
 May 5 .....TAAPCS - Strategic Planning with Dr. Lynne Paradis (4:00 – 5:00pm).

<b>ACTION ITEM (16-04-18-08(c))</b>	
<i>Board members are invited to attend the May 5 (4:00 – 5:00pm) Strategic Planning Meeting with Dr. Lynne Paradis at the Radisson Hotel (4520-76 Avenue, Edmonton). Members indicating acceptance include: Shamir Mukhi, Steven Penney, Qumber Rizvi, and Rehana Devji.</i>	<i>Dale Bischoff, Superintendent</i>

**16-04-18-09**

**Next Board Meeting**

May 16 ..... Board Meeting (6:00pm)

**Upcoming Board Meetings**

June 20 ..... Board Meeting  
 September 19 ..... Board Meeting  
 October 17 ..... Board Meeting  
 November 21 ..... Board Meeting  
 November 24 ..... AGM\* (7pm) \*Tentative

**16-04-18-11**

**Adjournment**

Motion to adjourn the April 18, 2016 Board Meeting at 10:37pm, made by: [Rebecca Harrison](#)

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



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LIST OF PARENT GUESTS AT THE APRIL 18, 2016 PUBLIC BOARD MEETING:

Guests	April 18
Francine Gregory	[Signature]
MIROSLAV Dimitroff	[Signature]
Shahin Derji	[Signature]
Oleh Vork	[Signature]
YOHANNES GEBRU	[Signature]
Marc Racine	[Signature]
Paolo Mayo	[Signature]
Rita Wong	[Signature]
Robert Kossick	[Signature]
Priyantha Hewawasom	[Signature]
Henry Agha	[Signature]
Nazmine Chatter	[Signature]
Shyelana Gosnewandara	[Signature]
Mona Eng-Le	[Signature]
Nish Nazari	[Signature]
Yaz Nazari	[Signature]
Frank Stanton	[Signature]
MARK KACHMAR	[Signature]
Mandy Pen	[Signature]
Lois Shekhar	[Signature]
Teana Motaran	[Signature]
Amal Hussein	[Signature]
Wendy Lee	[Signature]
Shazia Jibr	[Signature]
Israel Assefa	[Signature]
Helawie B. Melaku	[Signature]
Idil Jaamac	[Signature]
Abdirahman, Dua	[Signature]
Praya Chellapany	[Signature]



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LIST OF PARENT GUESTS AT THE APRIL 18, 2016 PUBLIC BOARD MEETING (continued):

April 18<sup>th</sup> 2016

Sougl Demireh

Dhanashree Avikan  
Parag Avikan

Chris Nick