

**Minutes of  
Connect Charter School Society, Board of Directors Meeting  
Jan 10, 2017 at Connect Charter School**

**Board members present:** Denise Kitagawa (C), Dave Robinson (VC), Mark Blake, Susan Boughs, Joni Carroll, Susan Gaetz, Jennifer Hittel, Ron Koper (via phone), Roman Lohin, Christy Newson, Gavin Peat, Mackenzie Regent, Michelle Rousseau, Hyacinth Schaeffer, and Linda Trinh.

**Staff present:** Susan Chomistek (Superintendent), Dr. Phil Butterfield (Principal), Scott Petronech, (Assistant Principal), Shashi Shergill (Assistant Principal) and Myra Penberthy (Secretary Treasurer).

Mr. Greg Neil, presented on being awarded the very prestigious Innovation in Geography Teaching Award from The Royal Canadian Geographic Society. The Board enjoyed hearing about the criteria for the award, of the ceremony where it was presented, and of the educational experiences that Mr. Neil offers to his students within the school, in authentic environments beyond the school, and in universities in our city. They expressed their congratulations to Mr. Neil as well as their appreciation for his exemplary and innovative teaching.

Board Chair Ms. Denise Kitagawa declared a quorum and called the meeting to order at 6:00 p.m.

Motion 38.16 by Roman Lohin,  
THAT the January 10, 2017, Board agenda be approved.  
Carried

Motion 39.16 by Susan Gaetz,  
THAT the December 6, 2016, Board of Directors meeting minutes be approved.  
Carried

Motion 40.16 by Mackenzie Regent,  
THAT the Board approves the Connect Charter School Society quarterly financial statements for the period ending November 30, 2016.  
Carried

Motion 41.16 by Denise Kitagawa,  
THAT the Board approves a temporary, full time contract, for Ms. Caitlin Price, from January 5, 2017, to June 30, 2017.  
Carried

Dr. Phil Butterfield presented the Experiential and Outdoor Education Program Proposal. The board had a discussion after the presentation and provided very valuable feedback. The Board decided that Dr. Butterfield should go forward into the next phase of information gathering, and report back on February 3/4 at the Board advance.

Leadership Team Report, Susan Chomistek, Dr. Phil Butterfield, Shashi Shergill, and Scott Petronech

- Ms. Susan Chomistek presented the Leadership Team Report in Appendix "A".

Secretary Treasurer & Audit & Finance Committee Report, Myra Penberthy

- Secretary Treasurer's Report in Appendix "B".

Governance, Denise Kitagawa

- A response to the letter from the Minister of Education, through the Facilities Planning & Utilization committee, will be drafted.
- TAAPCS meeting in January will include draft bylaws for TAAPCS.
- Feb 3rd & 4th is the Connect Charter School Board Strategic Advance.

School Council, Jennifer Hittel

- Education Results Report and 3 Year Plan was presented at the School Council meeting.
- Ms. Hittel attended a workshop with the Alberta School Councils Association.
- There will be a coordination of first aid courses for staff, parents and Board members.

Ms. Kitagawa recommended that the Board committees review and reaffirm their Committee Terms of Reference.

Meeting terminated at 7:35 pm.

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Denise Kitagawa, Board Chair

## Appendix “A”

### Connect Charter School Superintendent/Leadership Team Report

#### Board of Directors Meeting - January 10, 2017

##### 1. Exemplary Learning, Teaching, and Leadership in Connect Charter School

Two of the descriptors in our Exemplary Learning, Teaching and Leadership Frameworks are **Engagement in Learning** and **Collaboration**. With our focus on continuous improvement, we are structuring our Family Groups differently this year. After consultation with our students and our teachers, the Family Group planning committee has worked purposefully to create themes and activities to encourage a more consistent school wide approach to our work. Our first theme was around the culture of mutual respect, which culminated in a school wide showcase of activities in October. Our December professional development consisted of sharing what had been done within the Family Groups. Our most recent themes are gratitude and global citizenship. The feedback from students and staff on the new approach has been very positive.

Two further descriptors in our Exemplary Teaching, Learning and Leadership Frameworks are **Meaningful Curriculum Implementation** and **Student Wellness**. For the last two weeks of December the grades six through nine students have been participating in aquatic activities at Repsol Sports Centre. This is a part of the *Activities in Alternative Environments* portion of the physical education curriculum. In the new year, grades four and five student will participate in the *Swim to Survive* program. The purpose of the aquatics programs is to increase the comfort of students in water and to educate students to address the concerning statistic of an increased rate of incidents of drowning in Canada.

##### 2. Peace Festival

We ended 2016 at Connect with our Peace Festival. This year’s speakers’ series included presentations from the Calgary Food Bank; the Syrian Refugee Support Group; Youth Central, an organization working with youth volunteers across the city; Heaven Can Wait, which provides shelter and care to domestic animals; the Calgary Drop In Centre, and Carya Calgary, speaking on mindfulness-based practice. These presentations touched on the themes of gratitude and mindfulness and allowed students to discuss important topics such as food security, homelessness, volunteering, and ways in which they could get involved in their communities and make a difference We are so proud of our students and school community for their generosity of spirit.

##### 3. The Association of Alberta Public Charter Schools (TAAPCS)

January 20/21, 2017 - TAAPCS Regular Meeting – Red Deer

May 11/12, 2017 – TAAPCS Regular Meeting – Valhalla Charter School

Feb. 24, Apr. 17, June 9 – Executive Advisory Council – Red Deer

**Connect Charter School Society  
Board Meeting  
January 10, 2017  
Secretary Treasurer’s Report**

**Draft Financial Statements**

The financial statements for November 30, 2016 were shared with the Audit & Finance Committee via email prior to December Christmas break. The Audit and Finance committee will also be meeting on December 9<sup>th</sup> to review the financial statements and review the committee terms of reference.

**Alberta Education**

The quarterly financial statements for the Alberta Government are due on January 15, 2017. This will incorporate our financial results for the months of April/May/June 2016; July/Aug/Sept 2016; Oct/Nov/Dec 2016. Once the year end for the Alberta Government has occurred in March 31, 2017 then the financial results will be required monthly. This will be a challenge since we have holidays over the summer and we do not have resources to prepare monthly statements.

**ASBOA**

I attended the November 25, 2016 Zone 4 meeting in Lethbridge. Items on the agenda were: actual vs annual full time equivalents (FTE), SRB software system uses and adoptions, ASBOA website a refresher on what is there, Zone business and the 2018 ASBOA conference which our Zone 4 is hosting. We also had an Alberta Education update and bargaining committee update. We had very vigorous discussions and there were a record number of attendees.

I also attended the issues forum on December 1, 2016. This was an opportunity to hear Minister Eggen speak as well as his Deputy Minister, Dr. Curtis Clarke. They emphasized stable and predictable funding as well as funding for enrollment, curriculum review and development which would be a 6-year process, discussing the Education Act more in the new year, the carbon levy which will not leave schools in a deficit position, a commitment to reduce school fees in the next 2 years. Alberta Education also spoke about monthly reporting to Alberta Education on our financial results which will be in place by May 15, 2017.

Respectfully submitted,  
Myra Penberthy