

Aurora Academic Charter School
Board of Directors Meeting Minutes of April 15, 2020 (Virtual)
RATIFIED

Board Chair: Arlene Huhn

Recording Secretary: Susan Mallory

Attendees: Felix Amenaghawon, Dale Bischoff, Keira Hanrahan, Zahida Hirani-Saran, Arlene Huhn, Robert Kossick, Holly Maccagno, Susan Mallory, Shazin Mohamed-Standing, Paul Wozny

Regrets: Nokuthula Sithole

Guests: Peter Dang, Ian Gray, Jacquie Harman, Mary Healy, Marla Leganchuk

1. Call to Order

The meeting of the Board of Directors was called to order at 6:38pm, and was held online in compliance with COVID-19 Pandemic social distancing regulations.

a. Approval of the Agenda

Motion to accept the April 15, 2020 agenda as amended, made by: Shazin Mohamed-Standing

Seconded by: Felix Amenaghawon

Unanimous **Carried.**

Additions to Agenda: Human Resources, Recruitment and Selection (in-camera)

No actionable items.

b. Approval of Board Minutes

Motion to accept the March 18, 2020 Board Meeting Minutes as presented, made by:

Keira Hanrahan

Seconded by: Shazin Mohamed-Standing

Unanimous **Carried.**

2. Secretary Treasurer Update

I. Updated Financials (Holly Maccagno/Shazin Mohamed-Standing)

The Secretary Treasurer presented the financials to the Board for information and answered questions.

- Grant reductions will appear on April 2020 financials.
- Transportation funding cut and Aurora is working on a fair payment to our contracted bus company.
- Working on determining credits and/or refunds to parents.
- Custodial staff reduced for the next three months.
- Molok garbage system now operational; scheduled garbage pickup reduced.
- Student Learning Supports (SLS) application signed and returned – replaced PUFF funding framework.

II. Budget Changes

- Discussion on budget reduction and possible impact on Aurora School.
- Aurora School's finances are in a very good position

- Aurora does not want to carry an excessive surplus and is looking at ways to reduce the surplus through the purchase of wish list requests from both schools.
 - Wish list requests include such items as furniture, classroom furniture, textbooks, gym floor resurfacing, science equipment, art room equipment, and technology requests.

3. Superintendent/Deputy Superintendent Reports (Dale Bischoff, Paul Wozny)

I. Elementary Entrance Construction Update (Holly Maccagno, Paul Wozny)

- Project progressing as planned.
- Social distancing for Trades may delay project.
- No changes to Gant chart from last month. Will continue to provide monthly work progress charts.

II. Aurora School Three Year Capital Plan (Paul Wozny)

Presented the draft Aurora School Three Year Capital Plan to the Board for input/discussion and approval prior to submission to Alberta Infrastructure. Is a first-stage document which does not commit Aurora School and can be revised. Submission date is April 2020. To support this document, supports will be required to be developed. The Board is in favour of submitting this document to Alberta Infrastructure and thanked Dr. Wozny for his hard work in preparing this document.

Action Item: The Board would like Paul Wozny to prepare a two-page document explaining STEM to share with the Board. Board members invited to put their suggestions in this document.

III. COVID-19 Update (Paul Wozny)

The Board was updated on how Aurora School is responding to the pandemic. The administrators were thanked for all their work in preparing for multiple scenarios, instruction, access to and continued learning, and providing hope and support to our students and parents. Aurora was preparing well in advance of March government COVID-19 emergency measures thus our ability to respond quickly was excellent and timely.

IV. Update on Engineering Quote (Air Conditioning)

- Have begun process to obtain engineering quotes for air-conditioning installation feasibility.
- Met with Randy Darr and have identified four engineering firms, with three firms responding and attending the facility walkthrough.
- Engineering firms selected to submit engineering reports/strategies/cost for the work (phased in) to Aurora School by April 20, 2020.
- Proposals will be evaluated the week of April 20, 2020.
- If some work can begin this year, a special board meeting will be called.
 - Consider holding special board meeting onsite to allow for facility walkthrough for board members.
- The Board will be debriefed at the May 20, 2020 board meeting.
- Discussed merits of the project in light of current budget restraints.

Felix Amenaghawon excused himself from the meeting at 7:30pm.

4. Board Committee Reports

I. Policy Committee (Keira Hanrahan, Chair)

- **BP2060 Role and Supervision of School-Based Administration**

Motion to accept BP2060 Role and Supervision of School-Based Administration for second reading as presented, made by: Keira Hanrahan

Seconded by: Shazin Mohamed-Standing

Unanimous **Carried.**

- **BP3160 Conducting Research Studies**

This is a new policy outlining process/ethics for conducting research and an alignment with Aurora School and Alberta Education. This policy will grow and improve as we move forward with our research and is a developing framework.

- Discussion on ethics review committee for Aurora research projects.
- Establish an ethics review committee for Aurora School.
 - The Ethics Committee based through the University of Alberta could look at proposals as to whether they are a good fit.
 - Policy will layout levels for an Ethics Review Committee.
 - Develop an AR on research review levels of approval.
 - Consider including stakeholders as part of the Ethics Review Committee.

Motion to accept BP3160 for first reading as presented, made by: Keira Hanrahan

Seconded by: Shazin Mohamed-Standing

Unanimous **Carried.**

- **BP6101 Student Medical Needs**

Motion to accept BP6101 Student Medical Needs for second reading as presented, made by: Keira Hanrahan

Seconded by: Zahida Hirani-Saran

Unanimous **Carried.**

- **BP6102 - Anaphylaxis & Life-Threatening Allergies**

Motion to accept BP6102 Anaphylaxis and Life-Threatening Allergies for first reading, made by: Keira Hanrahan

Seconded by: Zahida Hirani-Saran

Unanimous **Carried.**

5. Board of Directors (Arlene Huhn)

a. Future International Travel

Discussion around future international travel, including 2021 Europe Trip. Will revisit in September 2020 – tabled to September 16, 2020 board meeting.

b. TAAPCS Spring General Meeting (Virtual)

Discussed TAAPCS Spring General Meeting on May 2, 2020. Arlene Huhn will share comments raised with Ron Koper.

c. Student Mental and Physical Health Supports

The Board was updated on Aurora School student/parent mental and physical health supports.

- Continued support and assistance for students and parents by Aurora School Counselor, Linda Boschman.

- Administration will meet further to discuss how they can reach out to help families, i.e. food security, student safety, and maintaining a social connection with the school.

d. Growth Opportunities

Discussed timing for moving forward with some of our growth plans.

e. Vision, Mission, Philosophy Charter Review

Discussed the need to set a time to review foundational policies. The Deputy Superintendent will send out a Doodle Poll to determine best time for next Vision meeting.

Action Item: The Board asked Paul Wozny to send out a Doodle Poll to select best day/time for Vision meeting.

6. Calendar Reminders

- May 2.....TAAPCS Spring General Meeting
- May 6.....Policy Committee Meeting (virtual)
- May 15.....Staff PD Day
- May 18.....Victoria Day (no school)
- May 20.....Board Meeting

7. In-Camera Discussion

Motion to go in-camera made by: Zahida Hirani-Saran
 Seconded by: Keira Hanrahan
 Unanimous **Carried.**

Motion to go out-of-camera made by: Kiera Hanrahan
 Seconded by: Shazin Mohamed-Standing
 Unanimous **Carried.**

8. Adjournment

Motion to adjourn the April 15, 2020 Board Meeting at 9:51pm, made by: Robert Kossick