

BOARD COMMITTEE
Board of Directors Meeting
Minutes
SCHOOL GOVERNANCE

Date: March 17, 2025
Time: 7:00 PM
Location: AACS Primary and Online
Attending: Zahida Hirani-Saran (Chair)
Constance Amenaghawon
Ajoke Oimage(Online)
Kerry-Ann Sitcheron (7:03 Arrival)
Ian Gray
Adedayo Ojeleye
Jennifer Singh
Khryssa Genery
(Recording Secretary)

Absent: Fauziat Raji (Vice Chair)

Guests: None

Items

- 1. Land Acknowledgement (Zahida Hirani-Saran, Board Chair)**
The land acknowledgement was read by the Board of Directors Chair.
- 2. Call to Order (Zahida Hirani-Saran, Board Chair)**
Meeting called to order by the Board of Directors Chair at 7:01 PM, and was held in person at AACS Primary and virtually for the public.
 - a. Approval of the March 17, 2025 Meeting of the Board of Directors Agenda (Motion)**
The Agenda for March 17, 2025 was approved by the Board of Directors as presented.

Motion: Motion to accept the March 17, 2025 Agenda of the Board of Directors motioned by Adedayo Ojeleye
Seconded: Constance Amenaghawon
Vote Decision: Unanimous minus Kerry-Ann Sitcheron
 - b. Approval of the Minutes of February 20, 2025 (Motion)**
The Meeting Minutes for February 20, 2025 were approved by the board as presented.

Motion: Motion to accept the February 20, 2025 Minutes of the Board of Directors meeting moved by Constance Amenaghawon
Seconded: Ajoke Oimage
Vote Decision: Unanimous minus Kerry-Ann Sitcheron
- 3. Director of Finance Update (Constance Amenaghawon, Finance Chair)**
The finance report was presented by Constance Amenaghawon the Finance Chair at 7:03PM.
 - a. February Financials**
 - i. Revenue**
Total revenue for February was \$1,377,183, bringing the year-to-date total to \$8,079,429, which accounts for 53% of the total annual budget of \$15,128,741. Alberta Education provided \$1,179,481 for the month, contributing to a year-to-date total of \$6,926,877, which is 53% of the budget. Alberta Infrastructure revenue for February was \$48,940, bringing the total to \$275,721, representing 54% of the budgeted \$506,906. Other Alberta school authorities contributed \$12,994, reaching a year-to-date total of \$77,967, which is 52% of the projected \$150,000.

Additional revenue sources included fees collected amounting to \$103,911 for February, bringing the total to \$594,937, representing 56% of the budgeted \$1,061,600. Other sales generated \$75, with a year-to-date total of \$1,465. Investment income for the month was \$17,000, bringing the total to \$138,593, representing 87% of the annual projection. Gifts and donations amounted to \$2,649 for the year, with notable contributions from Hilary Chan and Ten Peaks Innovation. Rental of facilities generated \$10,772, with a year-to-date total of \$20,772, close to the annual budgeted amount of \$21,000. Fundraising revenue for February was \$4,010, bringing the total to \$40,448, which is 81% of the annual target of \$50,000.

ii. Expenses by object

Total expenses for February were reported at \$1,392,396. Certificated salaries and wages were \$516,214, with a year-to-date total of \$3,078,583, representing 47% of the budgeted \$6,538,508. Certificated benefits amounted to \$138,910 for the month and \$724,269 year-to-date, reaching 40% of the annual budget of \$1,791,131. Non-certificated salaries and wages totaled \$86,099 for February, contributing to a year-to-date total of \$513,721, which is 54% of the budgeted \$951,759. Non-certificated benefits for the month were \$25,009, bringing the total to \$129,491, which is 45% of the annual projection of \$288,751.

Services, contracts, and supplies expenses for February were \$493,825, bringing the total to \$2,797,171, which represents 58% of the annual budget of \$4,834,775. Amortization expenses for the month were \$131,394, with a total of \$790,341, representing 51% of the budgeted \$1,543,672. Other finance charges amounted to \$945 for February, with a year-to-date total of \$15,652, representing 35% of the annual budget of \$45,000.

Total year-to-date expenses amount to \$8,049,229, representing 50% of the total annual budget of \$15,993,596

iii. Discussion

iv. A discussion followed regarding the financial changes from January to February. It was noted that expenses remained aligned with the budget, with additional costs arising from classroom setup and increased insurance expenses for new facilities. The surplus for the year stands at \$30,200; however, the projected annual deficit remains at \$864,855.

v. Efforts continue to optimize financial management, including reducing finance charges through the utilization of credit card rewards and renegotiating merchant fees. The board discussed ongoing strategies to monitor and control expenditures while ensuring essential operations and educational services remain unaffected

4. Superintendent's Report (Ian Gray Superintendent)

The report was presented at 7:09 Ian gray the superintendent

a. Research and Grants

A review of the research and grants report for February was provided. Updates included a summary of ongoing projects, events, and opportunities for funding. The secondary school applied for a Wildlife Grant to support the development of outdoor gardens and wellness areas. The school is currently awaiting a response regarding approval.

A major milestone was the launch of the R.A.I.S.E. Journal (Research and Innovation in School Education). This scholarly journal, developed in collaboration with teachers, university researchers, and Fusion Charter Academy, is the first of its kind in Canada. It highlights educational research and innovation from public charter schools.

b. Leading Learning

i. Principals Report

1. Sherbrooke Campus (Primary)

Sherbrooke Campus continued its efforts in fostering student engagement through a variety of activities and academic initiatives. Bear Den was held on February 26 in recognition of Pink Shirt Day, focusing on kindness through a paper pink shirt activity. The school actively participated in STEM learning with students competing in the Math League competition and preparing for additional contests later in the year. The annual Pi Day event was observed, with students competing to recite digits of Pi, with the record being 140 digits. The science fair had significant participation, with primary students securing over two dozen awards. Four student teachers from the University of Alberta began their teaching practicum, which will continue until April 29. A primary open house was held in conjunction with Skyrattler's open house, allowing families to explore the learning environments.

2. Alberta Avenue (Secondary)

Alberta Avenue Campus focused on strengthening school spirit through extracurricular and academic achievements. The senior high basketball team placed third in the league. The junior high girls' team won silver at the city level, while the junior high boys secured gold. A co-ed badminton team was introduced, earning impressive early results. The school saw success at the Edmonton Regional Science Fair, with students winning medals across multiple categories, including two grade nine projects that outperformed high school submissions. The junior high debate team secured silver in both beginner and advanced categories, with three teams qualifying for the Calgary Regionals.

The Leadership Club partnered with the Edmonton Lions Club to collect used glasses for donation. Nineteen students are currently enrolled in dual-credit university courses, with fifteen achieving honors-level grades. Across all grades, sixty-five percent of students are on the honor roll. Discussions continued on allowing students to complete half of their first-year university courses by the time they graduate from grade twelve.

a. Challenges and Policy Discussions

Extended student absences were identified as an ongoing challenge. The board discussed requiring parents to submit letters outlining how students will catch up on coursework either online or upon their return. There were also discussions about the role of Google Classroom in supporting students who are away for extended periods.

ii. Student Learning Services (SLS)

The SLS Grant is set to end this year, and financial responsibility will shift to Aurora starting in September. The primary school reported twenty-six active student cases, with three new students added for occupational therapy services. Psychological support continued, with eight students on the psychologist's caseload and five new referrals in February. Speech and language services saw three new referrals.

At the secondary level, two students were receiving occupational therapy, while three students were in after-hours counseling with one new referral. A contracted learning coach was hired to provide services for secondary students until June 20, 2025. Various meetings were held throughout February to discuss safety plans, emotional regulation support, and counseling access.

c. School Operations

i. Transportation

The bus company has made adjustments that have improved service for Aurora. No changes to transportation are planned for the remainder of the school year.

ii. Facilities

1. Sherbrooke

Sherbrooke Campus completed electrical upgrades, including emergency lighting, door locks, and washroom improvements.

2. Alberta Avenue

Alberta Avenue Campus scheduled second-floor painting for Spring Break.

3. Skyrattler

Skyrattler Campus has completed abatement, and construction is currently underway. Tours of the site are now available upon request.

4. School Name Designation

a. Motion: A motion was presented to designate Skyrattler's official school name as "Aurora Academic Charter School - Skyrattler."

b. Seconded: The motion was seconded by Constance

c. Vote Decision: The vote passed with five votes in favor.

d. Discussions:

Discussions followed regarding school grade designations. The chair clarified that while grades are not intended to change annually, adjustments may be necessary to accommodate future growth. The board emphasized that families and children remain the primary focus. Clarification was provided that the board, not the government, determines grade designations for junior high and senior high levels.

iii. Enrollment

Enrollment is increasing, with at least one additional Grade 8 class planned for next year. One hundred percent of Grade 12 students have been accepted into university. Skyrattler has experienced some enrollment challenges, but projections remain strong.

iv. Organizational Assessment

The organizational assessment process has seen a high volume of applications and meetings as part of the Request for Proposal (RFP) process. Key evaluation criteria include experience and qualifications, methodology and approach, cost-effectiveness and value for money, stakeholder engagement and communication, and the quality of final deliverables and reporting.

Ongoing discussions are being held to ensure that selected proposals align with Aurora's long-term objectives while maintaining fiscal responsibility and transparency. Ian Gray will provide additional logistical details regarding the RFP process as it progresses.

Break 10 Min

The Board chair released the meeting for a brief 10 minute break starting at 7:51 PM and ending at 8:01 PM

5. Policy Committee (Kerry-Ann Sitcheron)

The March 17, 2025 Policy Committee report was presented by Kerry-Ann Sitcheron at 8:03PM.

a. 1000 BP: Vision Statement (1st Reading)

i. Motion: Motion to accept 100 BP: Vision Statement for first reading was moved by Kerry-Ann Sitcheron the Policy Committee Chair.

ii. Seconded: Adedayo Ojeleye

iii. Motion Outcome: Motion was expunged due to discussions and recommendations to rewrite 1000 BP: Vision Statement, 1010 BP: Mission Statement, and 1020 BP: Philosophy and Values as one policy.

iv. Discussion:

Discussion followed regarding the vision, mission, and philosophy, which were last reviewed in 2018 and need to be updated at the AGM. It was noted that these policies are not required. The committee debated whether to repeal the policy document since it remains in the charter or merge the policies into one. Concerns were raised about missing goals and values. It was recommended that the matter be taken back to the Policy Committee for consolidation into a single policy.

b. 1010 BP: Mission Statement (1st Reading)

Refer to 100BPNotes

c. 1020 BP: Philosophy and Values (1st Reading)

Refer to 100BP Notes

d. 2040 BP: Code of Conduct for Members (2nd Reading)

i. Motioned: Motion to accept 2040 BP: Code of Conduct for Members for its 2nd reading was moved by Kerry-Ann Sitcheron the Policy Committee Chair.

ii. Seconded: Adedayo Ojeleye

iii. Discussions

A review of the previous meeting indicated that further clarification was needed on descriptive messaging. The committee reaffirmed that members are expected to engage in courteous and respectful communication with administrators, staff, and other members. This includes maintaining professionalism in verbal, written, and digital interactions.

The board expressed approval of the policy. A discussion followed on the distinction between the role of the board and that of parents. Further clarification was sought regarding the inclusion of staff, as they are governed under the Education Act.

iv. Vote Decision: unanimous the 2nd reading of 2040 BP: Code of Conduct for Members passed.

e. 2060 BP: Roll and Supervision of School-Based Administration (2nd Reading)

i. Motion: Kerry-Ann Sitcheron the Policy Committee Chair motioned the second reading of 2060 BP: Roll and Supervision of School-Based Administration.

ii. Seconded: Adedayo Ojeleye

iii. Discussions:

Changes from the previous meeting were reviewed, confirming that by September 30 of each year, Principals will provide an overview of the key duties of each member of the administration team. It was noted that roles and responsibilities may be adjusted throughout the year as necessary, with timely communication to staff

iv. Vote Decision: The vote was unanimous themotion for the policy 2060 BP: Roll and Supervision of School-Based Administration was approved.

f. 6101 BP: Student Medical Needs (2nd Reading)

i. Motion: Kerry-Ann Sitcheron moved to accept the second reading of 6101 BP: Student Medical Needs.

ii. Seconded: Jennifer Singh

iii. Motion Outcome: The committee all agreed to table the motion for further research on legislation.and policy rewrite.

iv. Discussions

The committee debated whether to redact the policy or rewrite it. The Superintendent noted that most schools no longer have this policy, possibly due to the Life-Threatening Allergy Act. Concerns were raised that maintaining the policy might pose risks.

g. 6180 BP: Sexual Orientation and Gender Identity

i. Status: Tabled for research and development.

6. Board of Directors

The board of directors report was presented by the the board of directors chair at 8:18PM

a. Charter Documents Revision

Discussion on the Aurora Academic Charter School Charter 2022 took place. Questions were raised regarding changes to academic high school language, with a plan to address revisions later in the year. Minister Signed Letter 2022 was reviewed. Suggested revisions to the Aurora Academic Charter School Charter Document were discussed.

7. Upcoming Meeting

The next meeting is scheduled for Thursday, April 17, 2025, at 7:00 PM The meeting will be held in person and virtually for public access.

8. Adjournment

Motion to adjourn: Kerry-Ann Sitcheron. The meeting was adjourned at 8:23PM