

**Annual General Meeting (AGM)
Aurora School Ltd.
RATIFIED
October 29, 2003**

Issue #	Issue	Discussion/Action
03-10-29-01	Call to Order	Meeting called to order 8:10 pm
03-10-29-02	Acceptance of Agenda	Motion to accept the 2003 AGM agenda made by: Klaus Zerulla Seconded by: Penny Hiebert Carried.
03-10-29-03	Ratify Minutes of 2002 AGM Minutes – October 29, 2002	Motion to accept the 2002 Annual General Meeting minutes as presented made by: Penny Hiebert Seconded by: Donna Bereznicki Carried.
03-10-29-04	Introductory Welcome – Debra King	<ul style="list-style-type: none"> • The AGM follows the Roberts Rules of Order. • Members must address the Chair or person with the floor before speaking. • Members are parents/guardian of students who currently attend Aurora School. • Proxy votes are allowed, but the form must be completed by the absent member prior to AGM. • Debra King welcomed attending guests: David Whelan, G.P. Coskey Professional Corporation; Liza Hicks, Aurora Student’s Council. <p>Debra King outlined the function of the Board of Directors:</p> <ul style="list-style-type: none"> • Except for what is in Bylaws or other statutes like <i>The School Act</i> or the Aurora Charter documents, Board governs by policy with respect to organization decisions, activities, practices, budgets and goals. • Policies are mission related. They embody the Boards and the schools vision and principles. • The Board establishes the boundaries of acceptability. • The Board delegates authority and evaluates performance of that authority. The Board has delegated the principal, Mr. John Sproule, authority to run the day-to-day operations of Aurora School and he is accountable to the Board for the operation of the school. • The Board consists of four directors, one chair and two ex-officio members, the principal and superintendent of schools. • The Board has three main functions which are 1) The Board are moral and legal trustees for the ownership (which are Aurora School Parents), 2) The Board establishes governing policies which include: fiduciary

		<p>responsibilities (i.e. to fulfill our charter mandate), legal responsibilities, guarding against undue risk of fiscal responsibilities, determining program priorities, directing organizational activities, and final arbiter in appeals, 3) To ensure the people the Board have delegated authority to are doing their jobs, i.e. principal and superintendent.</p> <ul style="list-style-type: none"> • Debra King congratulated Steve Simmons on a job well done last year as interim principal. • Aurora has excellent relations with Alberta Learning, Caritas Health Group, and the community. • Facilities – We have two years left on the lease. We are in negotiations to extend the lease for another five years. Bruce George, Facilities Committee member, will further elaborate on facilities. • The Board is working with Alberta Infrastructure to procure a new facility. • The High School Committee concluded that a high school is needed but that Aurora School must proceed slowly and cautiously in moving towards a high school. • Debra King thanked all volunteers in helping make what Aurora School is today. • The 2002 Board of Director members were: <ul style="list-style-type: none"> ○ Debra King, Chair ○ Bruce George, Director ○ Tim Werbiski, Director of Finance ○ Rene Mella, Director ○ Nazir Mulji, Director ○ Steve Simmons, Ex-officio member ○ Ross Johnston, Ex-officio member • Debra King noted that Rene Mella is leaving the Board after one term and thanked him for his contributions to Aurora School. • Debra thanked Ross Johnston and John Sproule for all their help over the years. • Debra King noted that she will be stepping down as she has served two consecutive 3-year terms.
03-10-29-05	Board of Directors – Election	<p>2003 Board of Directors election:</p> <p>Director positions – Bruce George (acclaimed) Tim Werbiski (acclaimed) Debra King (acclaimed)</p> <p>Chair position – Klaus Zerulla (acclaimed)</p> <p>Debra king introduced the Aurora Board of Directors for 2003:</p>

		Klaus Zerulla (Chair), Bruce George (Director), Tim Werbiski (Director), Debra King (Director), and Nazir Mulji (Director).
03-10-29-06	Financial Report – Year-End 2003 – Dave Whalen	<p>David Whalen, G.P. Coskey Professional Corporation, presented the highlights of the 2002 Audited Financial Statement.</p> <ul style="list-style-type: none"> • David Whalen thanked Aurora parents and the board and administration for being able to serve as auditor for Aurora School. • Audit Report – The financial statements are the responsibility of the school’s administration with the Auditors reporting their opinion, and again this year it is an unqualified opinion. • The auditors meet with board and school administration as part of the audit process. Any changes are approved at the Board level. Changes were minimal with follow up from 2002-03. There were no new recommendations and all prior year recommendations have been addressed. • David Whalen reviewed the 2003 financial statements noting the following: <ul style="list-style-type: none"> ○ restricted assets are assets ear-marked for certain purposes. ○ Aurora School has sufficient currency to meet all obligations. ○ Key areas are the statement of Revenue/Expenses. ○ Aurora School is operating a surplus again this year. <p>Director of Finance’s Report (Tim Werbiski).</p> <ul style="list-style-type: none"> • Tim works as an electronics technician with a local television broadcaster. • Family's seventh year at Aurora and have one child in grade four. • Tim declared that neither he, nor his employer, have any connection to The Bank of Nova Scotia or G.P. Coskey Professional Corporation, the School auditors. • He thanked past Board Directors of Finance Ron Hiebert and Klaus Zerulla for setting the foundation for our school finances. • He also thanked the school administration on running the day-to-day operations. He noted they are very good at curbing expenditures. Tim thanked Holly Maccagno, our business manager who looks after the school’s accounts on doing an excellent job. • Tim noted that Aurora School receives funding from

		<p>Alberta Learning based on the number of students enrolled at Aurora School.</p> <ul style="list-style-type: none"> • He noted that school operations and maintenance support for the building comes from Alberta Infrastructure and is based on square footage to cover the cost of utilities. • As well he pointed out that Aurora receives some income from resource and transportation fees. The Donner Foundation subsidizes materials for Canadian studies and biological sciences. • Tim noted the Board decided this year to maximize the interest in our account by investing some of our reserves in short term GIC's. • Tim noted that we have a good relationship with Caritas Health Group, which contributes to our financial position. • Tim made the following points with respect to our financial position: <ul style="list-style-type: none"> ○ Expenditures made this year were upgrades to the computer lab and the construction of second portable. ○ Staff salaries increased which keeps us competitive. Bonuses are issued in November. ○ Aurora's Charter restricts us from running a deficit. Reserves are set aside to cover any situation, i.e. facilities, which might come up. ○ Aurora has started a building allocation fund in order to cover any costs associated with looking at new facilities. <p>Motion to accept the 2003 Financial Statements as presented made by: Klaus Zerulla Seconded by: Bruce George Carried.</p> <p>Motion to retain G.P. Coskey Professional Corporation as the school auditors for 2003-2004 made by: Klaus Zerulla Seconded by: Rene Mella Carried.</p> <p>Question from the floor: Q. Will the government cut Aurora School off if we continue to run a surplus? A. We receive monies each year to run the Aurora building. The Board does not know if the government would cut off funding, but it is not likely. We do not do anything different from any other schools. When the government gave money to schools running in the red, Aurora received monies as well, even though we did</p>
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		not have debt.
03-10-29-07	Facilities Update – Bruce George	<p>Bruce George presented the following information with respect to facilities:</p> <ul style="list-style-type: none"> • Aurora has had a kindergarten to grade 12 charter but due to limited space we have been unable to expand to 12, even with waiting list. The Board has been working with AB infrastructure, Edmonton Public School Board (EPSB) and Edmonton Catholic School Board to find a facility. • With respect to the possibility of getting the Stratford Campus: While EPSB was in the process of closing this school, a leak occurred regarding our attentions. They called emergency meeting and created new program for Stratford and did not close it, resulting in Aurora not being able to obtain the school. • The Board is pursuing a variety of alternatives. Possibilities such as modifications of other buildings, and the possibility of a new building. We have started a new fund to assist with obtaining a facility. • The Edmonton Catholic School Board has closed schools but they are too far away from our parent base. We have been working with Edmonton Catholic in the event of a school in our student area. • Edmonton Public School Board has 40 empty sites; however, they will not do anything with empty sites. • Schools must have 80% efficiency to get new school funding from Alberta Learning. New areas are not likely to get new schools, especially from EPSB and to a certain extent Edmonton Catholic. • The High school Committee have given us a step-by-step procedure towards having a kindergarten to grade 12 school but we need facilities such as finding a second site or getting larger school. • We have to build up our base of Kindergarten to grade six. • We are involved in a lengthy planning process in working towards obtaining a used school or build a facility. <p>Question from the floor:</p> <p>Q. Are we any closer than day one to getting a second school?</p> <p>A. Yes, we are making process but limited to information able to provide at this time due to various factors. Process takes time and as we move along, information will be passed along.</p> <ul style="list-style-type: none"> • If building a school, there are land issues, costs of

		<p>building a school (approximately \$7M), how to stage in, and how pieces are assembled are still being worked on.</p> <ul style="list-style-type: none"> • Aurora School is in lease negotiations with Caritas Health Group. Lease has been extended to 2006 and Aurora is trying to get one more lease extension for Cabrini Centre. • Hopefully in six years, we will be beginning the high school process and in 15 years have completed the entire process.
03-10-29-08	Parent Council – Election	<p>Parent Council.</p> <p>Past Parent Council: Barb Kindrachuk, Leona Sellyeh, Charlene Bradley, Elizabeth Emslie and Ron Palmer (community member). Teacher members were Melanie Kabarchuk and Jane Walker.</p> <p>It was noted that it was a very successful year. Parent Council worked hard to improve life for staff and students at Aurora. Fundraisers include spring spell-a-thon and chocolate sales. They helped with the new logo on gym wall, new sound system, digital video, printer for newspaper club, pocket charts, complete set of die cut shapes, and K'nex sets.</p> <p>John Sproule thanked all parent council members for their hard work on council.</p> <p>2003-04 Parent Council. Leona Sellyeh, Elizabeth Emslie, Ayuba Penddah, Jennifer Brownridge. Teacher members: Melanie Kabarchuk and Jane Walker. Informal members: Barb Kindrachuk and Charlene Bradley.</p> <p>John Sproule presented flowers and a gift to Debra King in appreciation of all the years she has volunteered for Aurora School. He noted that Debra has been a board member since the beginning and is the longest serving board member at Aurora School. As well, Debra is a board member of the Charter School Centre and the Charter School Association. She is a huge advocate for Charter Schools.</p> <p>Debra King thanked everyone and noted that she will still be sitting on the Board this upcoming term. Debra declared that Aurora School is one of the best in province.</p>
03-10-29-09	Message from Students'	<ul style="list-style-type: none"> • Liza Hicks introduced herself and noted that she is a grade nine student and has attended Aurora School

	<p>Council – Liza Hicks</p>	<p>since the beginning in 1996.</p> <ul style="list-style-type: none"> • She then described what Students’ Council is and does. It is an association of Junior High students who try to make school a more enjoyable place. Their goal is to create an enthusiastic school without compromising the value of our education. They meet once a week. • Liza Hicks introduced the 2003-04 Students’ Council: <ul style="list-style-type: none"> ○ Liza Hicks, President ○ Jasleen Minhas, Vice-President ○ Julia Gangji, Secretary ○ Malika Ladha, Treasurer ○ Jasleen Minhas, Fundraising Coordinator ○ Jaspreet Rai, Grad Chairman • This year’s room representatives are: <ul style="list-style-type: none"> ○ Ashley Kalher (for grade 9C) ○ Rosalina Hicks (for Grade 8V) ○ Kelcey King (for Grade 8D) ○ Alina Nanda (for Grade 7R) ○ Matthew Youngman (for Grade 7D) • Liza noted that the main fundraiser this year was selling chocolate almonds. Upcoming fundraisers are bake sales, popcorn sales, candy-grams and raffles. Also planning some activities such as the Halloween Haunted House, movie nights, Strathcona Wilderness Centre, Grade 9 hiking trip, afternoon skating trip, Urban Manor, and Operation Christmas Child. • The entire Students’ Council recently attended a Leadership Conference in Red Deer. It was a fun and informative weekend. • Students’ Council wants to bring some activities to the elementary students as well, such as helping with sports day and movie nights.
<p>03-10-29-10</p>	<p>Question Period</p>	<p>Klaus Zerulla, the Board chair for 2003-04 introduced himself before taking questions from the floor. Klaus thanked the previous Board for all their hard work and noted that he is following in the path of some very excellent people, both when he became Director of Finance and now following Debra King as chair. He noted that facilities issues, high school issues, and the charter school renewal are some issues that the Board will be working on this upcoming year.</p> <p>Question Period.</p> <p>Q. Really liked what the Board and Parent Council did with the school uniforms. The students look very good.</p> <p>A. Everyone agreed.</p>

		<p>Q. Have some discipline concerns. Have concerns over how regular students acting up are dealt with.</p> <p>A. Aurora has a formal discipline policy which is a graduated policy starting with sternness to ending with expulsion.</p> <p>Q. Have homework issues and time issues and concerns over the discrepancy between the two grade 3 classes.</p> <p>A. Please see Mr. Sproule. Procedure in place is to discuss matter with the teacher first, then the principal, superintendent and if necessary, the Minister of Learning.</p> <p>Q. Question regarding fundraising – in specific, bingos and casinos – why do we do not do these.</p> <p>A. Legal issues – Have to be a separate entity from the school. We are a bit difference from other schools in this respect. As well, many parents do not want to work these events. This type of fundraising has been revisited each year.</p> <p>Q. Fundraising. Why can't parents write a fundraising cheque – if they do not work the event, they lose their money.</p> <p>A. Parents get upset with over holding cheques over them. This is not what Aurora is all about. Not to say it can't change.</p> <p>Q. Parent with a kindergarten student. Want to see playground facilities if we get another five year lease.</p> <p>A. It is a uncertain time with lease. Hard to plan. There are liability issues associated with playgrounds on school grounds. We will take another look again this year.</p> <p>Q. Parent is willing to volunteer time to investigate this further.</p>
03-10-29-11	Adjournment	The 2003 Annual General Meeting adjourned at 10:10 p.m., on October 29, 2003.

Certified as approved by the Aurora School Board Chairperson _____
Secretary _____