

Friday, January 16, 2015 – 8:30 am to 11:00 am
EPSB Centre for Education, One Kingsway Ave

Attending: Lorne Parker, Edmonton Public Schools (Chair)
 Roland Labbe, Edmonton Public Schools
 Boris Radyo, Edmonton Catholic Schools
 Jennifer Thompson, Edmonton Catholic Schools, FMC/LMC Liaison
 Heather McRae, City of Edmonton
 Henri Lemire, Conseil scolaire Centre-Nord
 Craena Coyne, Joint Use Coordinator

Guests: N/A

Regrets: Peter Ohm, City of Edmonton

ITEM	DISCUSSION	OUTCOME	FOLLOW-UP
1. Welcome and Call to Order		Lorne Parker called the meeting to order and welcomed everyone	
2. Agenda Review		Agenda accepted as presented	
3. Review of Previous Minutes	Draft minutes of Steering Committee meeting held on December 5, 2014 reviewed	Minutes approved as presented.	
4.1 ELEVATE - update	Heather provided a verbal update on the activities of the Elevate Steering Committee and the Working Committee.	Received as information.	Item to remain on agenda as a standing item
4.2 New Schools - update	Lorne advised that their board (EPSB) is preparing to move forward on the new sites. Boris advised that their board (ECSD) is also moving forward on the new school sites.	Received as information	
4.3 School Consolidations - update	Jennifer advised that the demolition of St Brendan is planned for February. Lorne advised the replacement school in Rundle is projected to open in January 2017. With respect to the future use of the other schools their board is working with partners and having discussions with the Francophone board. Lorne also advised that EPSB is looking at the Highlands cluster and are meeting with parent councils, principals and community leaders. These discussions are in the early stages.	Received as information	
4.4 Appraisal Principles – update	Roland advised that the working group has met twice recently and is moving forward in the development of appraisal principles. The working group will meet again in February	Update received as information	Working group to prepare draft appraisal principles
4.5 Charter Schools - update	Roland provided a verbal update on the progress of the working group.	Update received as information.	Working group to continue work and

ITEM	DISCUSSION	OUTCOME	FOLLOW-UP
	The working group is reviewing the wording of the draft sales agreement which may be used to form the basis of the letter of understanding. The working group will meet again in February to move the matter forward.		update SC regularly
5.1 Amending Agreement Changes – Follow-up – Legal Counsel Review	The amending agreement and Schedule D was forwarded to legal counsels for each board for review in the middle of December. Boards advise that review is in progress and requests that matter be tabled to next meeting.	It was agreed that if any issues arise in the legal review, boards are to send an email to Steering Committee so that the issue can be explored before the next meeting. Item tabled to next meeting	Craena to follow-up as needed
5.2 Amending Agreement Changes – Discussion – Community League / Recreation Facilities	Brief discussion held on issue of community league licence areas being on school sites with joint titles. Boards will speak with legal counsel about the matter and determine if the liability clause would cover community leagues.	Item tabled to next meeting	LMC to be updated
6.1 SC Action Plan – ongoing review	Craena presented the SC action plan for review. Actions completed for this year have been noted and upcoming actions were highlighted.	Action plan is being implemented as planned	Craena to update plan prior to next meeting.
6.2 Information Meeting with Councillors/Trustees	Craena provided a verbal update on planning for information meeting on Feb 6, 2015. Lorne presented a draft agenda for review. General discussion held and agenda was amended. The presentation is being prepared and a draft will be shared with Steering Committee for review.	Received as information.	Craena to follow-up with Lorne in preparing presentation.
6.3 Meeting with Calgary Joint Use	The next proposed date for a meeting with Calgary is at 1:00 pm on Wednesday May 13 on the way to the Steering Committee strategic planning session. This date is to be confirmed by Calgary at their next meeting.	Craena to work with Calgary to make arrangements for meeting. .	Craena to follow-up
6.4 Facilities Agreement Review Process	Craena provided a draft timeline and framework for review of the Facilities Agreement. Steering Committee suggests that this review will not be as in depth as the previous review. Jennifer advised that FMC has formed a task team to make recommendations for the review.	Agreed that process can be reviewed at the Steering Committee strategic planning session in May	Craena to follow-up
6.5 Summer Access - Preparation	Craena provided a verbal update on preparations for summer access. She	Update received as information	Craena to follow-up

ITEM	DISCUSSION	OUTCOME	FOLLOW-UP
	is meeting with the Out of School Time Secretariat and developing a list of schools to request for summer. She has also been meeting with REACH regarding ongoing support for the coordinator position.		
7.1 New Business – Use of Reserve Land for Private Entities	Heather advised that some community leagues have been entering into agreements with private entities in community league buildings against City bylaws?. The city is working through this issue and Heather will keep the Steering Committee updated.	Received as information	
7.2 Partner Recognition Guidelines – Draft	Craena presented a draft partner recognition guideline for review. This guideline is to ensure consistent application of recognition for JUA Steering Committee and subcommittee members	It is suggested that draft be revised to indicate that it applies to JUA Steering Committee and subcommittee members. Approved as revised	Craena to update and forward to Lyall Brenneis as information
8. LMC Update	Jennifer provided a verbal update on LMC activities. She indicated that LMC will be drafting a briefing note with recommendations regarding Naturescapes for the March meeting	Update received as information.	
9. FMC Update	Jennifer provided a verbal update on FMC activities. The last FMC meeting was held at the new rec facility in The Meadows and many FMC members toured the facility prior to the meeting. Cancellations are continuing to be an issue and each partner is working internally to improve the issue.	Update received as information.	
10.1 JUA Annual Report - draft	Craena presented the first draft of the annual report for review	Craena will email to SC for review electronically.	Craena to follow-up
10.2 JUA Budget Reconciliation for 2014	Craena presented the budget reconciliation amounts for 2014 as information.	Accepted as presented	
10.3 SC Strategic Planning Session - Preparation	Craena advised that planning has commenced for the strategic planning retreat at Buffalo Mountain Lodge.	It was requested that the draft agenda for the planning session be reviewed at the next meeting.	Craena to follow-up
11.1 Vision/Mission check	Vision / Mission check reviewed		
11.2 Information Sharing	CSCN – Henri advised that a Calgary judge has ruled against the objections of citizens to build a Francophone school in their Calgary neighbourhood.	Received as information	

ITEM	DISCUSSION	OUTCOME	FOLLOW-UP
	City – Heather advised that Sustainable Development has received funding for review of UPMP. ECSD – Jennifer advised that she will be speaking at APPI in February EPSB – Roland advised that they are in discussions with the City and Boys and Girls Club/Big Brothers Big Sisters (BCGBIGS) on the tripartite agreement at Britannia School. They are also in discussions with the Alberta School for the Deaf. He will keep the Steering Committee updated on the progress of those discussions.		
12. Agenda Building	Agenda items for next meeting reviewed.	Agenda items will be brought forward as noted and as indicated in the action plan. A request for agenda items will be circulated to committee members prior to the next meeting.	Craena to follow-up
13 Next meeting date: Friday, March 20, 2015 – 8:30 to 11:00 am at EPSB Centre for Education			