



Alberta School Councils' Association

Regular Board Meeting
1200, 9925 – 109 Street
Edmonton, Alberta
Teleconference

MINUTES

Present: Allison Pike, President
Dawn Miller, Vice President
Brad Vonkeman, Past President
Dena Friars, Director
Jacquie Surgenor, Director
Brandi Rai, Director

Lorna Spargo, Director
Tyla Savard, Director
Alana Sala, Director
Hollie Tarasewich, Director
Laura Andreas, Director
Judy Ducharme, Director

Staff: Jacquie Hansen, Executive Director
Tracy Kaley, Senior Policy Advisor

Kathy MacRae, Executive Ass't/Bookkeeper
Wendy Keiver, Director, Client Services

JANUARY 14-15, 2017

1.0 CALL TO ORDER AND WELCOME

Allison called the meeting to order at 9:00 a.m. and welcomed everyone.

We acknowledge that we are on Treaty 6 territory, a traditional meeting grounds, gathering place, and travelling route to the Cree, Saulteaux, Blackfoot, Métis, Dene and Nakota Sioux. We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

2.0 ADDITIONS/DELETIONS TO THE AGENDA

Additions to the agenda:

- 7.1 c) v) Volunteer Opportunities for the AGM
- 7.3 c) Recommendation for IT expenditure

3.0 APPROVAL OF THE AGENDA

MOTION: Brad/Jacquie S.

That the ASCA Board of Directors approve the amended agenda.

CARRIED

4.0 APPROVAL OF BOARD MINUTES

- 4.1 November 19-20, 2016 Board Meeting Minutes.

MOTION: Laura/Tyla

That the ASCA Board of Directors approve the November 19-20, 2016 Board Meeting Minutes, as presented.

CARRIED

5.0 **EDUCATION ISSUES & E-SCANS**

Provincial Achievement Tests (PAT's) – Allison pointed out that the Ministry is going to have a window of time for kids to complete the PAT's, which should increase student participation. School authorities must report on participation rates.

Carbon Tax – Allison attended the ASBA Fall General Meeting; the Minister told the school boards they didn't have to worry about going into a deficit with respect to the carbon tax. School authorities have since been told that there may be some form of financial assistance or rebate in the future.

Professional Standards – ASCA has written a letter of support to the Minister regarding the importance of moving the professional standards into Ministerial Orders. The standards remain in draft form at this time.

Alberta Health and Alberta Education – Allison updated the board on sharing of information between Health and Education. Specifically, the proposed amendments to the *Public Health Act* received royal assent in December which means student enrolment and contact information can be shared between departments. More details to come.

6.0 **EXECUTIVE DIRECTOR REPORT**

Jacque added the addition of a website proposal and provided a briefing note for the board's consideration. The board requested information on the historical trends of followers on both ASCA Twitter feed and ASCA Facebook page.

7.0 **GOVERNANCE**

7.1 **Update on Previous Business**

a) *Rural Education Symposium*

Allison will be attending along with Judy. Jacque will also be attending; the symposium cost is covered for her because she sits on the planning committee.

b) *Update on Conference*

Jolaine was unable to present as planned. Jacque provided a high level briefing to the board on the program. Kathy handed out a sheet for accommodation requests at the conference.

c) *Update on AGM*

i) **Parliamentarian** – After reviewing the recommendation, the board agreed with the amended recommendation.

MOTION: Dawn/Lorna

That the ASCA Board of Directors have determined that the responsibilities of a Parliamentarian are to:

- Be fully prepared with respect to an understanding of the business to be transacted at the AGM.
- Meet with the ASCA Board of Directors for a brief period of time ahead of the AGM to specifically meet with the President, the AGM Chair and the Resolutions Chair to discuss any questions they may have about parliamentary process at the AGM. (A time will be set up for this meeting on Blackboard to review processes.)
- Open the ASCA AGM with a short informative description of how the meeting will work so the Board and all attending delegates and participants have the benefit of hearing the same information at the same time.
- Ensure smooth conduct of business at the AGM, through the provision of information as necessary about the bylaws of the ASCA as they impact annual general meeting protocol, and in the absence of bylaws about the simplified motions and protocols connected with Robert's Rules of Order and the issues resolution or election process.

CARRIED

ii) **Proposed revisions to existing bylaws** – The board reviewed and amended the recommendation.

MOTION: Tyla/Laura

That the ASCA Board of Directors recommend to membership at the 2017 AGM a Special Bylaw Resolution that allows the ASCA to utilize electronic banking practices, where applicable. CARRIED

- iii) Proposed revisions to existing policies – Advocacy Policy Updates.

MOTION: Brad/Lorna

That the ASCA Board of Directors move to bring forward an omnibus motion to the membership for the purpose of reaffirming existing advocacy policy. CARRIED

MOTION: Hollie/Brad

That the ASCA Board of Directors move to bring forward an omnibus motion to the membership for the purpose of reaffirming existing advocacy policy. CARRIED

The second recommendation on the briefing note will be addressed in 7.1 c) v).

- iv) Proposed Board Engagement Strategy with Membership at AGM – The board discussed various ways to engage the membership at the AGM.

MOTION: Dawn/Hollie

That the ASCA Board of Directors engage with the AGM membership in a discussion about the impending Education Act and the accompanying school council regulation. Any feedback will be relayed to the Minister. CARRIED

- v) Volunteer Opportunities for Members at the AGM
- | | |
|-------------------------|---------------------------|
| AGM Chair | Allison Pike |
| Nominations Manager | Laura Andreas |
| Financials | Jacquie Surgenor |
| Policy Reaffirm/Rescind | Dena Friars |
| Bylaw | Tyla Savard |
| Engagement | Brandi Rai |
| Resolutions | Dawn Miller/Brad Vonkeman |
| O Canada lead | Brad Vonkeman |

Board Membership have also agreed to help with the Winner's Circle. A protocol conversation will be held at the April 28, 2017 board meeting. Brad will sing O Canada. Lorna will lead the Awards and Judy will introduce keynote.

- d) *Board Self-Evaluation and Executive Director Evaluation*
The board discussed whether to hire Terry Gunderson or Hope Learning to facilitate both the board self-evaluation and the executive director evaluation.

MOTION: Brad/Lorna

That the ASCA Board of Directors retain the services of Terry Gunderson to facilitate the Board Self-Evaluation in March 2017. CARRIED

MOTION: Jacquie S/Tyla

That the ASCA Board of Directors retain the services of Terry Gunderson to facilitate the Executive Director Evaluation in March 2017. CARRIED

- e) *School Council Engagement Task Force (SCETF)*
The board discussed a number of possible questions for the SCETF and decided upon the final two questions. The first question to go out to the SCETF at the beginning of February will be around the Truth and Reconciliation and First Nations, Metis, and Inuit. The second will encompass Curriculum Redesign.
- f) *Ground Rules for Board Meetings*
The board discussed and accepted the new format of the ground rules. A copy will be put in the Governance Policy Manual.

MOTION: Lorna/Laura

That the ASCA Board of Directors adopt the revision (January 2017) of the ASCA Board Meeting Ground Rules. A copy of the update will be put into the Governance Policy Manual.

CARRIED

7.2 Business

- a) *Governance Policy Review*
This agenda item was reviewed within agenda item g b).
- b) *Review Progress Toward Board's Self-Evaluation Growth Goals*
As presented. In addition, it was asked to have the New to You Initiative included in Goal 4, *Extend the Reach of ASCA Message*.
- c) *Board Succession Planning*
Lorna Not running
Brad Not running
Judy Intending to run
Tyla Not running, transitioning to run for City Council
Dena No decision as yet

Timed Item: As part of Board development, Paul Lamoureux and Kim Brokhoff from Alberta Education presented the next steps of the Curriculum Renewal initiative and provided a digital presentation on the IT platform that teachers will use as a companion to the curriculum. Paul and Kim received feedback from the Board regarding the fall survey and the consortia sessions. The presentation was well received and went 1.5 hours over the allotted time.

7.3 Financial Reports

- a) *Financial Statements*
The financial statements were reviewed by the board. A new addendum was added with notes to help enhance financial reporting to the board.

MOTION: Brad/Lorna

That the ASCA Board of Directors move to accept the financial statements, as presented.

CARRIED

- b) *Review and Endorse ASCA 2017-18 Budget*

MOTION: Dawn/Dena

That the ASCA Board of Directors approve, in principle, the 2017-2018 budget to be presented to the membership at the 2017 AGM.

CARRIED

- c) *Recommendation for IT expenditure (Handout – Website)*
The board reviewed the briefing note provided.

MOTION: Jacquie S/Lorna

That the ASCA Board of Directors approve an expenditure of \$20,000 out of Computer Technology Replacement Reserve in order to build a new website that will be ready by the end of May 2017. CARRIED

7.4 **Board Reporting and Sharing**

- a) **President Report** – In addition to her presented report, Allison mentioned that she will be meeting with the Minister of Education on February 1. There has been a lot of discussion with trustees in a couple of the southern districts; they are approving payment for parents to attend the ASCA conference.
- b) **Vice President** – As presented.
- c) **Past President Report** – Along with his presented report, Brad mentioned that he also participated in the January 10 Awards Committee conference call. He also mentioned he participated in a Town Hall conference call with his local MLA. The MLA noted that according to at least one poll, the priorities of Albertans are the Economy, Health and then Education.
- d) **Director Reports and Sharing**
 - Alana** – As presented. In addition, Alana added that she had attended the Awards Committee conference call on January 10.
 - Brandi** – As presented. In addition, Brandi attended a school council meeting in Parkland School Division. She spoke of the upcoming ASCA Conference/AGM.
 - Dena** – As presented.
 - Hollie** – As presented.
 - Jacquie S.** – As presented.
 - Lorna** – As presented. In addition, Lorna mentioned that she chaired the Awards Committee conference call on January 10.

8.0 **ADVOCACY**

8.1 **External Advisory Committee Updates**

- a) **Consortium Reports**
 - i) Edmonton Regional Learning Consortium (ERLC) – No report.
 - ii) Central Alberta Regional Consortium (CARC) – No report.
 - iii) Southern Alberta Regional Consortium (SAPDC) – No report.
 - iv) Calgary Regional Consortium (CRC) – No report.
- b) **ASBA First Nations Metis Inuit Task Force** – As presented.
- c) **Building an Inclusive Education System** – As presented.
- d) **Welcoming Safer Caring School Communities** – As presented.

9.0 **INTERNAL BOARD COMMITTEE REPORTS**

- a) Internal Financial Audit Standing Committee – Recommendation to create a tracking sheet for any missing receipts.
- b) Governance Bylaw Review – The board reviewed the recommendations put forward from the committee, consensus was to move forward with the recommendations.

MOTION: Tyla/Laura

That the ASCA Board of Directors move to accept the recommended changes from the Governance and Bylaw Committee to sections 2.0.4, 2.0.5, and 2.0.6. CARRIED

The board also requested that the committee review the next sections prior to the March meeting, in order to bring handouts for the board.

- c) Community Engagement Committee – The board reviewed recommendations and provided input to the orientation handbook. It was suggested that being paperless is still important and that beyond a few hard copy documents (i.e., Expense Forms, Board Reporting, Parking (Hotel

and Office, and Hotel Accommodations), a table of contents with links to the website would be appreciated.

- d) Awards Committee – The committee reviewed criteria for the Friends of ASCA Award with the board. The committee will add that the award can be given to either an individual or to an organization. The Life Member Award criteria was also reviewed.

MOTION: Lorna/Alana

That the ASCA Board of Directors accept the recommendation for all changes from the Awards Committee, to the Friends of ASCA Award and the Life Member.

CARRIED

It was decided that the District Leadership Award would be looked at again by the committee and brought back to the March 2017 meeting.

10. **CORRESPONDENCE**

10.1 Incoming

- a) From Minister Eggen – Great Kids Award – As presented.
- b) From Minister Eggen – Holiday Greetings – As presented.
- c) From Minister Eggen – New Math Supports - As presented.
- d) From Minister Eggen – Public Health Act Amendments - As presented.

10.2 Outgoing

- a) Grant Letter & Annual Results Report to Gene Williams – As presented.
- b) Feedback to the Ministry on Curriculum Redesign Initiative – As presented.
- c) Feedback to the Ministry on Professional Standards - Verbal

11. **INFORMATION ITEMS**

- a) Stakeholder Engagement Strategy, Curriculum Redesign. As presented.

12. **ADJOURNMENT**

Allison wished everyone safe travels home.

MOTION: Jacquie S/Dawn

That the ASCA Board of Directors move to adjourn.

President
Allison Pike

Executive Director
Jacquie Hansen