



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

NOVEMBER 19-20, 2016

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

There were no additions/deletions to the agenda.

3.0 APPROVAL OF THE AGENDA

MOTION: Laura/Hollie

That the ASCA Board of Directors approve the presented agenda.

CARRIED

4.0 APPROVAL OF BOARD MINUTES

4.1 September 24-25, 2016 Board Meeting Minutes and October 4, 2016 Board Teleconference Meeting Minutes.

MOTION: Lorna/Dena

That the ASCA Board of Directors approve the September 24-25, 2016 Board Meeting Minutes, as presented.

CARRIED

MOTION: Laura/Dena

That the ASCA Board of Directors approve the October 4, 2016 Teleconference Meeting Minutes, as presented.

CARRIED

5.0 **EDUCATION ISSUES & E-SCANS**

On Friday, November 18, 2016, Allison had a call with the Minister; the items following were discussed in that call.

Curriculum Redesign – Approximately 23,000 responses across the province were received on the survey. The Minister thanks ASCA for getting the word out to parents.

Education Act – Minister advised that further consultation will occur but that the ED Act will be proclaimed next fall.

School Council Regulations – advised the Minister that ASCA staff had provided clarity around the school council regulation and that we have not heard whether or not our feedback will be incorporated.

Southern Alberta Professional Development Consortium (SAPDC) – Focus groups will be done later this year. Would like ASCA to be part of the focus groups. Two ERLC webinars will be hosted by us. An Alberta Education presentation is to be created and used throughout the province.

Student Learning Assessments (SLA) Pilots – The Minister asked if we had heard from parents with respect to the SLA's. Parents want more information and would like an opportunity to provide feedback. The Minister will ensure that parents are able to provide feedback in the future. Approximately 60% of grade 3 students are writing the SLA's.

Grade 6 Provincial Achievement Tests (PAT's) – Allison pointed out to the Minister that this year's Grade 6 students have never written a PAT and parents are looking for some guidance on how best to support teachers/students.

School Fees – Due to provincial budget constraints, the School Fee initiative will likely be deferred to the 2018-2019 provincial budget.

Nutrition Program – The Minister has commended the boards involved with the nutrition program for their innovation. The ministry plans will be to inject more funds into the program in both the 2017-18 and 2018-19 school years so that all school boards can participate.

Vaccination – ASCA has been approached by the Health Minister's office to partner and support them in a Bill they are putting forward. We don't have policy on this. We supported discussions within school councils across the province. School Boards are stepping up in support of processes for schools.

Trinity Christian School – The Minister advised Allison that displaced children will be invited to go into their neighboring school boards and school boards will be compensated for the students.

MOTION: Brad/Dawn

That the ASCA Board of Directors move to send the Minister a letter making him aware of what parent's concerns/opinions are of the curriculum survey (Part A vs Part B).

CARRIED

MOTION: Laura/Dena

That the ASCA Board of Directors move to have the Executive Director supply the board with key messages on any/all emergent or press related education issues.

CARRIED

6.0 **GOVERNANCE**

6.1 **Update on Previous Business**

a) *Results Statements 2016-2019*

The board reviewed the draft Results Plan.

MOTION: Laura/Judy

That the ASCA Board of Directors move to approve the Results Plan, as amended.

CARRIED

6.1 b) *Board Meeting Protocols (follow-up from October 4 Meeting)*

There was discussion around whether Becky Kallal should attend a board meeting in order to review governance and director roles. It was decided by the board that Becky would be invited to attend the board meeting (at the conference), to review practices and procedures at the Annual General Meeting (AGM).

MOTION: Hollie/Lorna

That the ASCA Board of Directors invite Becky Kallal to the board meeting on April 28, 2017 to review practices and flow at the Annual General Meeting. CARRIED

6.2 **Business**

a) *Rural Education Symposium (March 5-7, 2017)*

Allison spoke to the upcoming Rural Education Symposium and asked the board who would be interested in attending the next Symposium. The following are interested in attending:

Allison
Dawn
Laura
Tyla
Judy
Alana

Allison noted that the executive would let everyone know who will be attending the Rural Education Symposium.

b) *Update on Conference*

Jacquie H. presented an update on the conference 2017 that Jolaine had prepared.

c) *Review Progress Toward Board's Self-Evaluation Growth Goals*

The board reviewed its progress on growth goals and agreed their work is in-line with their goals.

Further, Allison pointed out the good work of directors around goal number #4: *Extend the Reach of the ASCA message* and the usefulness of the new communications toolkit.

Brandi - noted that the Board Tool Kit that Jolaine prepared has been very helpful in her reaching out to school councils other than her own.

Jacquie S. - was happy to reach out, she had met with a lot of people on school council.

Lorna – Celeste and Jacquie came to present a workshop (School Council Purpose).

Alana – Reached out to parents around the Curriculum Redesign Survey (approximately 40 people).

d) *Process and Tool for Evaluations of Board and Executive Director*

The board discussed options around facilitation of both evaluations. There was board consensus that we should research Terry Gunderson's cost from last year, and secure a proposal from Hope Learning for the Board Self-Evaluation and the Executive Director Evaluation.

MOTION: Dawn/Brandi

That the ASCA Board of Directors direct the executive director to explore the processes and costs of facilitators *Terry Gunderson* and *Hope Learning* for the 2017 Executive Director Evaluation. Information to be brought back to the January 2017 board meeting. CARRIED

MOTION: Dawn/Hollie

That the ASCA Board of Directors direct the executive director to explore the processes and costs of facilitators *Terry Gunderson* and *Hope Learning* for the Board Self-Evaluation for the March 2017 Boards Self-Evaluation. Information to be brought back to the January 2017 board meeting. CARRIED

e) *Governance Policy Review*

As per the recommendation by the Governance Bylaw Committee, the board reviewed Governance Policies 2.0.1, 2.0.2, and 2.0.3. Staff will make recommended housekeeping changes.

The ASCA Board Meeting Ground Rules from 2009 were reviewed. Staff will make changes based on the Oath, Code of Ethics and Code of Conduct that facilitators use in the ASCA workshop materials. The new Ground Rules document will be brought back for board review and approval in January.

f) *Board Succession*

Allison suggested that board members, whose term will be up in April, begin to consider whether or not they would like to run again.

6.3 **Financial Reports**

a) *Financial Statements*

The financial statements were reviewed by the board. A new line item for Jacquie's (and staff) travel will be added. An addendum, with notes, will be included in future to enhance financial reporting.

MOTION: Brad/Jacquie S.

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

b) *Budget Adjustments*

MOTION: Hollie/Dena

That the ASCA Board of Directors approve the transfer of \$8,000.00 from Staff Salaries to the Casual Employees line item, and the transfer of \$10,000.00 from the Service Contract – Fee for Service to the Webinar line to better delineate where client service costs are allocated. CARRIED

6.4 **Board Reporting and Sharing**

- a) ***President Report*** – In addition to her presented report, she mentioned that at the Palliser Review Report presentation, she spoke to some of the parents who emphasized the help from ASCA was instrumental in get them to where they are. They now realize the power of the parental voice. The report is available online on the Palliser School Division website. Allison has been invited to attend the Comprehensive School Health meeting (in the south), which some of our partners are involved.
- b) ***Vice President*** – In addition to Dawn's presented report, she added that the Private Bill has been tabled until November 28, and that changes to the bill had been changed due to the consultation.
- c) ***Executive Director Report*** – Along with her presented report, Jacquie H. reviewed information around the grant discussions. We have been moved to a different department and have been asked to write a proposal that aligns with the business plan of the department. All grants are being reviewed. There is a new process for grants: an application must now be filled out. They are looking for value and impact. We are creating a new template around target and performance, which will result in more systems approach to engagement. The final district, Canadian Rockies Public Schools, emailed to say they had sent the cheque for membership. Webinars – Bonnie Stelmach, University of Alberta, has invited Wendy to present to the Education Studies class. There was an error in the reporting of Associate Memberships. The report should show zero Associate Memberships.

- d) **Director Reports and Sharing**
Alana – As presented.
Brandi – As presented. In addition, Brandi added that she reached out to Trustees and has been talking with principals, along with representing ASCA at school council meetings.
Brad – As presented. Brad questioned why the agenda had been changed and asked for clarification as to why the change had been done.
Executive Director to explore and follow up.
Dena – As presented.
Jacquie S. – As presented.
Lorna – As presented. In addition, Lorna mentioned that she talked to school councils with respect to the webinars. She also hosted a survey night around the Curriculum Redesign Survey. She has noted that parents are wondering why elementary students require calculators. On December 5, 2016, the District is having their 1st Annual Awards Night...Lorna's school council will be receiving an award.
Tyla – As presented.
Hollie – As presented, in addition, Hollie added that her confidence in speaking in public forums has been increasing.
Judy – Judy attended a COSC, there are approximately 200 First Nation children, of which there is no funding for. Judy did a presentation at this meeting. The Superintendent mentioned that there are more and more children from reserves attending public schools.
Laura – As presented.

7.0 **IN CAMERA**

MOTION: Jacquie S./Tyla That the ASCA Board of Directors move to go in-camera.	CARRIED
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MOTION: Laura/Lorna That the ASCA Board of Directors move to come out of in-camera.	CARRIED
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8.0 **ADVOCACY**

- a) Consortium Reports
 - i) Edmonton Regional Learning Consortium (ERLC) – As presented.
 - ii) Central Alberta Regional Consortium (CARC) – This meeting was moved to the end of November – they did not have quorum.
 - iii) Southern Alberta Regional Consortium (SAPDC) – Allison verbally reported that the ATA mentioned there are no substitute teachers around the province, the districts are having to be very creative. CASS – Learning & Technology Framework, Boot Camp.
 - iv) Calgary Regional Consortium (CRC) – No report submitted.
- b) Building an Inclusive Education System – As presented.
- c) CASS First Nation Metis, Inuit Symposium – As presented.
- d) Edmonton Public Schools First Nations, Metis, Inuit Advisory – As presented.
- e) Welcoming Respectful Safe and Caring Schools – Jacquie H. said that a Tool Kit will be coming out of this committee. All partners are at the table. The website is not working well as yet. LGBTQ, FNMI, Diverse, Inclusive. A lot of research documents will be made available at sessions at our conference, around this tool kit.
- f) ASBA Committee on School Health
- g) Rural Education Symposium

9.0 **INTERNAL BOARD COMMITTEE REPORTS**

- a) Internal Financial Audit Standing Committee – As presented. In addition, it was discussed and agreed that each association MasterCard receipt should have a note describing what and who the receipt is for. If no receipt is available, justification for the missing receipt is required to be written on the association MasterCard statement.

MOTION: Laura/Tyla

That the ASCA Board of Directors move to recommend that each association MasterCard receipt have a note describing what and who the receipt is for. If no receipt is available, justification for the missing receipt is required to be written on the association MasterCard statement CARRIED

- b) Governance Bylaw Review – As presented. This committee will meet the Friday prior to the January board meeting.
- c) Community Engagement Committee – A recommendation came forward to the board to create an orientation handbook to be given to the new directors in the first board meeting at the conclusion of the AGM.

MOTION: Brad/Lorna

That the ASCA Board of Directors move to administer the Oath of Office at the conclusion of the Annual General Meeting.

MOTION: Brad

That the ASCA Board of Directors move to table the previous motion. CARRIED

MOTION: Judy/Dawn

That the ASCA Board of Directors move to schedule and hold a regular board meeting following the conclusion of the Annual General Meeting. CARRIED

The tabled motion is back on the table.

MOTION: Brad/Lorna

Tabled motion: That the ASCA Board of Directors move to administer the Oath of Office at the conclusion of the Annual General Meeting.

MOTION: Brad

That the ASCA Board of Directors move to withdraw the tabled motion. CARRIED by
Unanimous Consent

- d) Awards Committee – As presented. In addition, Lorna mentioned that a template for how nominations are submitted to the office would be very effective. Once finalized, the instructors could hand them out at their workshops in order to get them more wide spread. Lorna asked that everyone start thinking about the Friend of ASCA Award and asked for feedback. She asked for input on making a short video about the awards and having it come up prior to webinars.

10. **CORRESPONDENCE**

10.1 Incoming

- a) From Minister Eggen – Bridge to Teacher Certification Program: Celebrating Teachers – As presented.
- b) From Minister Eggen – Provincial Assessment Results Now Posted – As presented.
- c) From Minister Eggen – Online Curriculum Survey – As presented.
- d) From Minister Eggen – Trinity Christian School Association – As presented.
- e) From Minister Eggen – Use of Copyright-Protected Materials in the Classroom – As presented.

- f) From Minister Eggen – Public Health Amendments Act – As presented.
- 10.2 Outgoing
 - a) Partners Letter to Minister Eggen – As presented.

The board discussed starting meetings (protocol) with what Treaty Lands we are on. They would like some background information for a better understanding.

MOTION: Lorna/Laura

The organization of ASCA acknowledge Treaty Lands at all ASCA events and meetings and encourage directors to do the same where opportunities exist.

CARRIED

11. **INFORMATION ITEMS**

- a) Truth and Reconciliation Commission of Canada: Calls to Action. As presented.

12. **ADJOURNMENT**

Allison wished everyone a Merry Christmas and safe travels home.

MOTION: Laura/Lorna

That the ASCA Board of Directors move to adjourn.

President
Allison Pike

Executive Director
Jacquie Hansen