



Special Board Meeting  
Skype Call

## MINUTES

<b>Present</b>	<b>Allison Pike</b> , President <b>Dawn Miller</b> , Vice President <b>Brandi Rai</b> , Director <b>Rick Sakundiak</b> , Director <b>Lisa Arlint</b> , Director (after 10:00 pm)	<b>Jacquie Surgenor</b> , Director <b>Shelley Odishaw</b> , Director <b>Alana Sala</b> , Director <b>Hollie Tarasewich</b> , Director <b>Lorna Spargo</b> , Director
<b>Regrets</b>	<b>Judy Ducharme</b> , Director	<b>Laura Andreas</b> , Director
<b>Staff</b>	<b>Wendy Keiver</b> , Acting Executive Director	<b>Kathy MacRae</b> , Executive Ass't/Bookkeeper

NOVEMBER 29, 2017

### 1.0 **CALL TO ORDER AND WELCOME**

The President called the meeting to order at 8:39 p.m.; she welcomed and thanked everyone in attendance for making time for the meeting. Quorum was verified.

### 2.0 **INVESTMENT MOTION**

The Acting Executive Director noted the withdrawal of this GIC would only be for a short period (less than a month) and would result in a loss of approximately \$25.

**MOTION:** Brandi/Jacquie

That the ASCA Board of Directors move that one GIC Investment in the amount of \$48,000 be cashed for use until such time as the cheque from Alberta Education has been received, at which time, the GIC will be replaced.

CARRIED

### 3.0 **PROVINCIAL OFFICE UPDATE**

The decision has been made to work with consultant Mark Holmgren and his team to carry out the Organization Structure Review. The scope of work will include working with the Board to define attributes and requirements for the Executive Director, an examination of the staffing structure and compensation review. Mark will be in touch with each of the Board and staff members to gather information over the next few weeks and will be bringing the first part of the report to the January 2018 Board meeting. He will also help to facilitate the discussions the Board will have when they are ready to choose a new ED. The approximate-timeline for the ad to run is January 30 to February 20. It is hoped this will enable a short list of candidates to be interviewed on Friday, March 23.

Transition/training for the new Executive Direct will be discussed at the January Board Meeting.

### 4.0 **ORIENTATION (Ongoing): Governance Review**

Board members agreed that more precise information regarding behaviour and conduct related to Social Media Usage, public appearances, written correspondence and presenting the Corporate Voice is needed as the current documents used are not clear and do not give enough direction. Board members are unsure of Association expectations and boundaries.

**MOTION:** Dawn/Lorna

That the ASCA Board of Directors direct the Governance Committee to review internal policy and materials related to Social Media Usage, Code of Conduct, directors as election candidates, etc., and bring recommendations for revisions to the January Board meeting. CARRIED

The board members asked that key messages come out faster and be related to policy. If there is no need for key messages, 'words of wisdom' around issues would be appreciated.

**5. CORE ESSENTIALS TASK FORCE: Discussion related to sharing it with Alberta Education (Wendy Boje)**

**MOTION:** Jacquie/Dawn

That the ASCA Board of Directors direct the Acting Executive Director to forward a digital copy of the Core Essentials Task Force Report 2005 to Assistant Deputy Minister (Education), Wendy Boje, accompanied by a preamble letter indicating that the report be used only by Wendy and her team, and due consideration be given to the Task Force composition and education environment of the time. CARRIED

**6. CONSORTIA: What value is ASCA representation providing to the Association?**

Consortia Boards provide professional development for all adults that have an impact on student learning, including parents who are members of school councils. There is evidence that Consortia Boards value ASCA participation and perspectives. There is consensus amongst Board members that ASCA representation on Consortia Boards is providing great value to the Association.

**7.0 ADJOURNMENT**

The meeting was adjourned at 10:51 p.m.

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President  
Allison Pike

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Acting Executive Director  
Wendy Keiver