



**MINUTES
March 9-10, 2019**

Present: Allison Pike, President
Shelley Odishaw, Director
Jacquie Surgenor, Director
Hollie Tarasewich, Director
John Tomkinson, Director, (March 9 only)

Brandi Rai, Vice President
Jaelene Tweedle, Director
Rick Sakundiak, Director
Lorna Spargo, Director, (March 9 only)

Regrets: Judy Ducharme, Director
Lisa Arlint, Director

Staff: Wendy Keiver, Executive Director
Kathy MacRae, Executive Assistant/Bookkeeper

****Meeting: Time Specific Items:**

1. **Item 4.1.K.i Saturday, Mar 9, 2019 – Terry Gunderson –ED Evaluation, 8:30 a.m.**
2. **Item 4.1.K.ii Saturday, Mar 9, 2019 – Terry Gunderson – Board Self-Evaluation 1:00 p.m.**
3. **Item 4.1.K.iii Saturday, Mar 9, 2019 – Board – Code of Conduct Complaint 3:45 p.m.**
4. **Item 4.1.K.iv Sunday, Mar 10, 2019 – Board – AGM Rehearsal 2:00 p.m.**

1. **CALL TO ORDER AND WELCOME**

Allison called the meeting to order at 8:30 am and welcomed everyone. She Provided a Treaty Land and Territory Acknowledgement. Allison introduced and welcomed Terry Gunderson.

2. **REVIEW OF THE AGENDA**

Add 4.1.J – Update on Legal
Add 4.1.K.vi – Resignations added March 10, 8:30 a.m.

MOTION: Brandi/Lorna

That the ASCA Board of Directors approve the agenda, as amended.

CARRIED

- a. The Board Meeting Protocols were supplied for information and review.

MOTION: Lorna/Jaelene

That the ASCA Board of Directors go In Camera for Items 4.1.J – Legal, 4.1.K.i&ii – Evaluations and 4.1.K.iii - Code of Conduct.

CARRIED

MOTION: Jacquie/Jaelene

That the ASCA Board of Directors go out of Camera.

CARRIED

Meeting recessed at 6:08 p.m., Saturday, March 9, 2019.

Reconvened at 8:30 a.m. Sunday, March 10, 2019.

3. **PREVIOUS BOARD MINUTES**

- 3.1 Approval of the February 28, 2019 Minutes



MOTION: *Jaelene/Shelley*

That the ASCA Board of Directors approve the February 28, 2019 minutes, as presented. CARRIED

3.2 Motions/Actions Summary

The Motions/Actions Summary link was provided for information and review.

4. **BUSINESS: STEWARDSHIP AND REPRESENTATION**

4.1 **Stewardship (Association Oversight)**

A. **Advocacy and Governance Committee**

The Advocacy and Governance Committee, in reviewing the motion and action list, for the past 1 ½ years, found one unanswered recommendation.

MOTION: *Hollie/Jacquie*

That the ASCA Board of Directors accept that the original recommendation of the creation of a policy around the reporting of year-end audited financial statements with input from the Internal Financial Audit Committee, dating back to January 27/28, 2018 be deemed irrelevant as new policy has fulfilled the original intent. CARRIED

MOTION: *Hollie/Jaelene*

That the ASCA Board of Directors accepts the new policy statement GP-7-M.3 – the new Signature Protocol Policy, as presented. CARRIED

MOTION: *Shelley/Rick*

That the ASCA Board of Directors accepts the new policy statement GP-7 L.2, Recording of Verbal Communications, as presented. CARRIED

MOTION: *Shelley/Hollie*

That the ASCA Board of Directors accept new policy GP 4.C, Cognitive Impairment Policy, as presented. CARRIED

B. **Board Resolutions Committee**

Nothing to report at this time.

C. **Community Engagement Committee**

As presented.

MOTION: *Shelley/Jacquie*

That the ASCA Board of Directors direct the Community Engagement Committee to create a plan to reach 25 new school councils each year, until such a point as the number of reachable new School Councils is zero. CARRIED

MOTION: *Shelley/Rick*

That the ASCA Board of Directors direct the Community Engagement Committee to create a plan to maintain contact with school councils that have utilized ASCA services within the past two years. CARRIED



D. **Internal Finance Committee**
Nothing to report at this time.

E. **Legacy Committee**
As presented.

MOTION: Brandi/Rick

That the ASCA Board of Directors approve an increase of \$1,500 to the Legacy budget, bringing the total budget to \$4,000. CARRIED

F. **Recognition Awards Committee**
As presented.

MOTION: Jaelene/Jacquie

That the ASCA Board of Directors accepts the Recognition Awards Committee's selection of award winners, for School Council Parent of Distinction, School Council Award of Merit and District School Council Engagement. CARRIED

MOTION: Jaelene/Brandi

That the ASCA Board of Directors recognizes the choice of the Board for the 2019 Friend of ASCA Award. CARRIED

MOTION: Jaelene/Jacquie

That the ASCA Board of Directors recognize the outgoing directors, Judy Ducharme and Lorna Spargo, for the service they have provided, by the President, at the 2019 Conference Banquet. CARRIED

MOTION: Jacquie/Hollie

That the ASCA Board of Directors direct the Recognition Awards Committee to revise the criteria and process for the Honorary Life Member Award and bring back recommendations by November 2019. CARRIED

G. **Education Issues and E-Scan**

- The Minister of Education has stated that schools will have an extension for MELT to July 31, 2019. The Minister is working with the school boards on this.
- Rural Education Symposium – Minister's Panel – 17 questions were allowed, approximately one third were related to MELT.
- Elections – Allison sent a written letter to Jason Kenney of the UCP Party to introduce him to the association and invited him to meet.

MOTION: Jacquie/Rick

That the ASCA Board of Directors directs the President to extend invitations to all political parties, leaders and or Education Minister/critics. CARRIED

- An announcement was made that Alberta Education will be reimbursing school districts from this year for those that have over 45 credits.



- Allison has been invited to the opening ceremonies at the Legislature.

H. **Financial Report**

An Interim Financial report and the 2019-20 Budget were presented.

MOTION: *Jacquie/Jaelene*

That the ASCA Board of Directors approve the transfer of \$75,000 from GIC's, in the event the funds are required to cover association business expenses. **CARRIED**

MOTION: *Jaelene/Jacquie*

That the ASCA Board of Directors approve the budget, as presented. **CARRIED**

I. **Board Progress: Self-Evaluation Goals**

As presented.

J. **Executive Director Report**

As presented. In addition, Allison and Shelley attended the Rural Education Symposium, and Wendy attended as an ASCA representative and also did a presentation. They all fielded a lot of questions from Trustees with respect to our new resolution process, and about booking workshops. Brandi saw David Irwin speak and found him to be a fascinating speaker.

K. **Board Management**

- i. ED Evaluation – Final Report – March 9 a.m.

MOTION: *Brandi/Jacquie*

That the Board of Directors approve the Executive Director Evaluation report as developed during the evaluation workshop of March 9, 2019 as an accurate accounting of the Executive Director's performance for the period March 25, 2018 to March 9, 2019, and further, that the Board authorizes the President to make any required technical edits and to sign the report on the Board's behalf. **CARRIED**

- ii. Board Self-Evaluation – Final Report – March 9 p.m.

MOTION: *Jaelene/Shelley*

That the Board of Directors approve the Board self-evaluation report as developed during the Board self-evaluation workshop of March 9, 2019 and that the Executive Director be authorized to make any technical edits and to circulate it to staff. **CARRIED**

- iii. Code of Conduct Complaint – March 9 p.m.

In camera as previously noted.

- iv. Team Building Follow-Up: Allison/Brandi

Allison and Brandi took the board through a follow-up to the team building exercise held in January.



- v. AGM Rehearsal/Conference Update
Wendy gave a brief update with respect to the conference. Each board member rehearsed their speaking notes.

- vi. Resignations

MOTION: *Jacquie/Jaelene*
That the ASCA Board of Directors accepts the resignation of Director Lorna Spargo. **CARRIED**

MOTION: *Jacquie/Shelley*
As a result of hearing information and participating in a discussion related to the Code of Conduct Complaint, the Board of Directors accepts the resignation of Director John Tomkinson. **CARRIED**

4.2 Representation (Provincial Level Participation)

- A. **Director's Reports**
As presented.
- B. **School Council Engagement Task Force Results/Outcomes**
No report at this time.
- C. **Stakeholder Engagement**
No report at this time.
- D. **External Advisory Committee Updates**
As presented.

4.3 Unfinished Business

MOTION: *Allison/Jaelene*
That the ASCA Board of Directors approve the reimbursement of expenses related to POD activities and materials, up to \$250 per year. **CARRIED**

- 5. **CORRESPONDENCE**
All correspondence for the board was available on the back table in the boardroom.
- 6. **INFORMATION ITEMS: Next Virtual Meeting Date:** March 28, 2019 at 7:00 p.m.
- 7. **MEETING EVALUATIONS:** Handed out.
- 8. **ADJOURNMENT:** Target: 4:00 p.m. Sunday, March 10, 2019
The meeting was adjourned at 2:50 p.m.

President
Allison Pike

Executive Director
Wendy Keiver