



**MINUTES
March 14-15, 2020**

Present: Allison Purcell-Pike, President
Shelley Odishaw, Director
Lisa Arlint, Director
Sarah Rollingson, Director
Brandi Rai, Vice President
Rick Sakundiak, Director
Jacquie Surgenor, Director
Hollie Tarasewich, Director

Staff: Wendy Keiver, Executive Director
Kathy MacRae, Executive Assistant/Bookkeeper
(March 15 only)

1. CALL TO ORDER AND WELCOME

President Purcell-Pike called the meeting to order at 10:05 a.m. and welcomed everyone. She provided a Treaty and Territory Acknowledgement.

2. REVIEW OF THE AGENDA

Add:

- 4.1.B.ii Auditor Approval 2019-2020
- 4.1.D.iii SCETF Q5 Update
- 4.1.J.vi 2020-2021 Board Work Plan

MOTION: *Directors Tarasewich/Surgenor*

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

CARRIED

2.1 The Board Meeting Protocols and Team Agreement were supplied for information.

3. PREVIOUS BOARD MINUTES & TRACKING

3.1 February 27, 2020 Virtual Board of Directors Meeting Minutes

MOTION: *Directors Sakundiak/Rollingson*

That the ASCA Board of Directors approves the February 27, 2020 Minutes, as presented.

CARRIED

3.2 March 8, 2020 Virtual Board of Directors Meeting Minutes

MOTION: *Directors Odishaw/Arlint*

That the ASCA Board of Directors approves the March 8, 2020 Minutes, as presented.

CARRIED

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 **Stewardship (Association Oversight)**

A. **Governance Committee**

As presented.

MOTION: *Directors Rai/Rollingson*

That the ASCA Board of Directors directs the Governance Committee of 2020-2021 to review all sections of the ASCA Governance Policy Manual, while reviewing GP-11 and GP-12, looking specifically for policies, clauses and statements related to risk management responsibilities and authority, and present a report to the Board regarding such prior to December 1, 2020 so that the Board may provide further direction.

CARRIED



Action: The ASCA Board of Directors directs the Governance Committee of 2020-2021 to review all sections of the ASCA Governance Policy Manual, while reviewing GP-11 and GP-12, looking specifically for policies, clauses and statements related to risk management responsibilities and authority, and present a report to the Board regarding such prior to December 1, 2020 so that the Board may provide further direction.

- B. **Internal Finance Committee**
 - i. Internal Audit

MOTION: Directors Surgenor/Sakundiak

That the ASCA Board of Directors accepts the Internal Finance Committee report, as presented. **CARRIED**

MOTION: Directors Surgenor/Odishaw

That the ASCA Board of Directors approves the appointment of Metrix Group LLP as the Association's independent auditors for the 2019-2020 fiscal year. **CARRIED**

- C. **Legacy Committee**

No report at this time.

- D. **Member Engagement Committee**

- i. Resolutions Project

Forty-seven school councils, to date, have participated in the pre-sorting, giving us an initial idea of how the resolutions will appear. School councils will be notified, by the office, of ways they could be in touch with one another in order to make decisions about how they could still participate in the pre-sort.

Action: That staff communicate alternative methods for school councils to engage their school communities to discuss the resolutions and nominations.

- ii. Spring Member Engagement Opportunity

President Purcell-Pike and Vice President Rai did a series of five short clips, which are featured on our website, to present information with respect to the Conference and AGM.
- iii. SCETF Project

Currently collaborating with the ATA on Q5. Continue work on the preparation of the questions and collaboration with the ATA and review at the April 2, 2020 board meeting. Communicate to SCETF with respect to the delay in Q5.

Action: That staff continue to collaborate with the ATA and continue working on Q5.

Action: That the staff communicate to the SCETF members with respect to the delay in Q5

- iv. APP Project

Nothing to report at this time.
- v. Member Needs Assessment Project (deferred to 2020/2021 Board)

Nothing to report at this time.



- vi. Connection Tree Project
As presented. This project is going very well, with quite a number of ASCA Member School Councils initiating new ways of engagement with ASCA.

E. Recognition Awards Committee

The Board reviewed the report and recommendations:

MOTION: Directors Surgenor/Rai

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 Excellence in Learning Partnerships.

CARRIED

MOTION: Directors Surgenor/Arlint

That the ASCA Board of Directors direct the Executive Director to amend the nomination form for School Council Parent of Distinction to include the nominees role on the school council and to clarify the guidelines to include that the parent must be nominated no more than one year after their last child has left the school.

CARRIED

Action: *The Executive Director to amend the nomination form for School Council Parent of Distinction to include the nominees role on the school council and to clarify the guidelines to include that the parent must be nominated no more than one year after their last child has left the school.*

MOTION: Directors Surgenor/Rollingson

That the ASCA Board of Directors accepts the selection for the Friend of ASCA Award.

CARRIED

F. Education Issues and E-Scan

Budget/New Funding Formula – Overall, boards should be okay in the coming year with the new process if they are able to use their reserves, however, some are getting short on reserves, and Board's must now request permission to use them.

PUF (Program Unit Funding) – There are some concerns that these funds won't be adequate or allocated appropriately.

MOTION: Directors Arlint/Odishaw

That the ASCA Board of Directors directs the Resolutions Committee to prepare three draft emergent resolutions related to the new funding formula specific to PUF, complex needs and RCSD.

CARRIED

Action: *The Resolutions Committee to prepare three draft emergent resolutions related to the new funding formula specific to PUF, complex needs and RCSD.*

Four Partners Update – The new budget and the new funding formula, and PUF funding were discussed.

Consortia - assurance of receiving remaining funding has been received in writing. There is discussion around a new 'structure', which would be led by CASS.

Student Transportation Task Force – The office received a request from the Minister's office to submit three names of which one would be chosen, to represent ASCA on the



Task Force. Director Surgenor has been chosen as ASCA's representative. The Task Force will run from April through August 2020, making recommendations to the Minister by the end of August.

ATA Political Engagement Seminar – President Purcell-Pike and Vice President Rai attended this function. President Purcell-Pike along with Jason Schilling and Jonathon Tightmeyer of the ATA were on the panel. Parents and Teachers were lined up to ask questions. Francophone school councils are wanting to be members of our Association. The majority of people in attendance were parents on school councils.

COVID-19 Response – The provincial situation is changing daily; sometimes hourly. When provided the opportunity, ASCA will reinforce the importance of common, consistent, clear messaging being integral to ensuring parents know what is happening, and why.

Action: *The Executive Director to provide information to parents on the supports available for parents if they can't work; and supports available to ensure continuity in education.*

G. Financial Report

- i. 2020-2021 Draft Budget - The budget was reviewed by the Board.

MOTION: *Directors Surgenor/Sakundiak*

That the ASCA Board of Directors accept and approve the budget, as presented.

CARRIED

Action: *Staff to prepare a cost comparison between the board meetings being held at the Radisson vs meeting in the office.*

H. Board Self-Evaluation Goals Responsibilities & Progress

- i. The link to the online compilation is provided on the agenda.

I. Executive Director Report

- i. Activity Report – As presented.
- ii. Conference Update – Individuals requesting their conference registration be cancelled as a result of COVID-19 will be reimbursed, possibly in full if Stripe agrees. Whether or not the Conference is cancelled, the AGM may go ahead, a decision will be made closer to the date. CASS has taken the lead among the four partners on obtaining and sharing new information, which has assisted staff in staying informed about COVID-19 with respect to making decisions about the Conference and AGM.

J. Board Management: Vision Path Destinations - Progress

Action: *The Executive Director to revamp Board Progress Report to better reflect individual-Director activities supporting Vision Path Destinations as well as Board Self-Evaluation Goals between meetings for 2020-2021.*

- i. AGM Rehearsal – Deferred to April 24, 2020 pre-conference board meeting.
- ii. Mentorship/PODS – Deferred to April 2, 2020 virtual meeting.
- iii. ED Evaluation: ED Comments – Tabled to Sunday, March 15, 2020 at 9:00 a.m.



iv. Board Self-Evaluation –

MOTION: Directors Surgenor/Arlint

That the ASCA Board of Directors move in camera at 10:14 a.m. for the Board Self-Evaluation. CARRIED

Recess 10:49 to 1:05 for the Town Hall call with the Minister of Education and Alberta’s Chief Medical Officer, followed by lunch.

MOTION: Directors Surgenor/Rollingson

That the ASCA Board of Directors move out of camera at 4:32 p.m. CARRIED

MOTION: Directors Surgenor/Tarasewich

That the ASCA Board of Directors accepts the DRAFT Board Self-Evaluation report, anticipating a final version will be ready for approval at the April 2, 2020 virtual Board Meeting. CARRIED

v. Board Work Plan 2020-2021 – The Board reviewed the work plan and asked for some revisions.

Action: *The Executive Director to update the current work plan and bring back to the April 2, 2020 Virtual Board Meeting for approval.*

4.2 Representation (Provincial Level Participation)

A. Director’s Reports

The link to the online compilation of individual Director’s reports is provided on the agenda.

B. School Council Engagement Task Force Results

Nothing to report at this time.

C. Stakeholder Engagement:

- i. University of Alberta School of Public Health – The Board discussed the request from the University.

MOTION: Directors Rollingson/Arlint

That the ASCA Board of Directors directs the Executive Director to contact the author of the U of A School of Public Health email advocating for free menstrual products in all Edmonton Public Schools to politely decline the invitation to provide input and support for this project. CARRIED

Action: *The Executive Director to contact the author of the U of A School of Public Health email advocating for free menstrual products in all Edmonton Public Schools to politely decline the invitation to provide input and support for this project.*

- ii. Consortia - assurance of receiving remaining funding has been received in writing. There is discussion around a new ‘structure’, which would be led by CASS.



MOTION: *Directors Surgenor/Rai*

That the ASCA Board of Directors confirms their belief in the representational model of ARPDC and ASCA's participation in all related aspects.

CARRIED

Action: *The Executive Director to convey the Board of Directors desires to ARPDC and CASS.*

D. **Advocacy in Action Summary**

The link to the online compilation is provided on the agenda.

5. **CORRESPONDENCE**

None.

6. **INFORMATION ITEMS:**

- 6.1 Future Virtual Meeting Dates: Thursday, April 2, 2020 from 8:00 p.m. – 9:30 p.m.
Next In-Person Meeting – Prior to the AGM – Date/time To Be Determined

7. **MEETING EVALUATIONS:**

No evaluations were handed out.

8. **ADJOURNMENT:** The meeting is adjourned at 1:30 p.m.

President
Allison Purcell-Pike

Executive Director
Wendy Keiver