



**MINUTES
January 22-23, 2022**

Present: Brandi Rai, President
Rich Haggarty, Director (Jan 22 partial)
Sheila Hobday, Director
Krista Scott, Director
Kerry Bodell, Director
Shelley Odishaw, Vice President
Jacquie Surgenor, Director
Greta Gerstner, Director
Krista Li, Director
Melissa Smith, Director

Regrets/Leave: Andi Romito, Director
Rich Haggarty, Director
Hollie Tarasewich, Director

Staff: Wendy Keiver, Executive Director

1. CALL TO ORDER AND WELCOME

President Rai called the meeting to order at 8:00 am on Saturday January 22, 2022, and welcomed everyone. She provided a Treaty and Territory Acknowledgement. Directors then participated in an ice-breaker activity.

2. REVIEW OF THE AGENDA

President Rai informed the Board that some of the business items will not be discussed in a linear fashion and reminded Directors of the two recently added items.

MOTION: *Directors Smith/Gerstner
That the ASCA Board of Directors approves the agenda, as amended.*

CARRIED UNANIMOUSLY

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

3. PREVIOUS BOARD MINUTES

3.1 November 27-28, 2021, Minutes

MOTION: *Directors Scott/Bodell
That the ASCA Board of Directors approves the November 27-28, 2021, Board Meeting Minutes, as presented.*

CARRIED UNANIMOUSLY

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 Stewardship (Association Oversight)

A. Advocacy Committee

i. Proposed Advocacy Resolution Process

MOTION: *Vice President Odishaw/Director Surgenor
That the ASCA Board of Directors accepts the Proposed Advocacy Resolution Process as discussed.*

CARRIED UNANIMOUSLY

MOTION: *Vice President Odishaw/Director Scott
That the ASCA Board of Directors recommends that GP-10.A.1.c. be amended to read: Where the substance of a proposed Advocacy Policy, if passed by the Members, would alter the intention of, or contradict, an existing*



Advocacy Policy, resolution of the contradiction, such as an amendment to or deletion of the existing contradictory policy, must be included as a request statement within the proposed Advocacy Policy.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Scott

That the ASCA Board of Directors recommends the Governance Committee determine the appropriate placement of a process to consider member suggested changes to the Foundational documents of the Association, within the Governance Policy Manual.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Smith

That the ASCA Board of Directors recommends that the Proposed Advocacy Resolution Submission form be added to the Governance Policy Manual as GP10 - App10A - Proposed Advocacy Resolution Submission Form for ASCA AGM.

CARRIED UNANIMOUSLY

Action: The Executive Director is to incorporate the Proposed Advocacy Resolution Submission form as Appendix 10A (App10A) in the Governance Policy Manual prior to the 2022 AGM.

ii. Expiring Advocacy Policies

MOTION: Vice President Odishaw/Director Bodell

That the ASCA Board of Directors present Advocacy Policy 12-2 to ASCA Member School Councils at the 2022 Annual General Meeting for reaffirmation as presented.

CARRIED UNANIMOUSLY

iii. Board Sponsored Advocacy Resolutions

MOTION: Directors Surgenor/Li

That the ASCA Board of Directors agrees to refrain from presenting a Board Sponsored Advocacy Resolution to Member School Councils at the 2022 AGM, due to the significant funding shortage resulting in a reduction of staff and Director capacity.

CARRIED UNANIMOUSLY

Action: The Executive Director is to incorporate the messaging to Members re: Proposed Advocacy Resolutions that the Board will not present a Board Sponsored Advocacy Resolution for Member School Councils' consideration at the 2022 AGM due to the significant funding shortage resulting in a reduction of staff and Director capacity.

iv. Member School Council Proposed Advocacy Resolutions

The Board reviewed the Member School Council Proposed Advocacy Resolutions received by the extended deadline and directed the Advocacy and Resolutions Committee to work with the sponsors to prepare those the Committee determines to be appropriate to be presented at the 2022 AGM.

Director Haggarty left the meeting at this point to attend to a family matter.

B. Governance Committee

i. Whistleblower Policy

MOTION: Vice President Odishaw/Director Gerstner

That the ASCA Board of Directors accepts the attached Whistleblower Policy as presented to be added to the Governance Policy Manual as GP 13.

CARRIED UNANIMOUSLY



ii. *Partisan Definitions*

MOTION: Vice President Odishaw/Director Gerstner

That the ASCA Board of Directors approves the amendments to GP4 - Director Code of Conduct (preamble) as amended.

CARRIED

MOTION: Vice President Odishaw/Director Bodell

That the ASCA Board of Directors approves the amendments to GP3 - App3C - Social Media Policy Contract as amended.

CARRIED

iii. *Bylaws Article 4*

MOTION: Vice President Odishaw/Director Bodell

That the ASCA Board of Directors directs the Executive Director to create a document that will easily and accurately track proposed amendments to ASCA bylaws for future reference.

CARRIED UNANIMOUSLY

Action: The Executive Director is to create the document to track proposed amendments to ASCA bylaws and provide it to the Governance Committee.

C. Internal Finance Committee

i. Auditor Approval

MOTION: Directors: Hobday/Gerstner

That the ASCA Board of Directors approves the appointment of Metrix Group LLP as the Association's independent auditors for the 2022-2023 fiscal year.

CARRIED UNANIMOUSLY

D. Legacy Committee

No report

E. Member Engagement Committee

No report

F. Nominations Committee

No report

G. Recognition Awards Committee

No report

H. Education Issues and E-Scan

Items identified by Directors:

Roundtable:

Each Director shared what they have observed, experienced, or heard related to school start up in January and other educational realities:

Concerns: Distribution of masks, calendar planning re: instructional hours addressing the learning losses of students; the need for an increase in PD days in light of the new curriculum implementation in September; the burden falling to school divisions / expectations stacked on instructional and other staff (masks and rapid testing kits distribution, the administrative burden



of managing the ASCE Grant, the assessments needed to obtain the funding to address the learning losses in grade 1 – 3 students); additional burden on volunteer parents in determining how to utilize the ASCE Grant along with the administrative approval process for usage in some school divisions; appalling that the additional health care expectations for schools and school divisions is having to be done without additional resources – especially in the wake of high absentee rates of staff; no capacity for some students learning from home (temporarily due to illness) to have a connection with a teacher (due to staff shortages) – teachers are not interchangeable “cogs” – who is in front of the class matters; will the learning loss grant be extended to reflect the shortage of adults in the building to provide the additional learning supports as well as the assessments taking place on Grade 1 students; parents on school councils have so many questions about how to use the ASCE Grant and division administrations aren't being helpful; teachers haven't been given appropriate PPE, not just slightly less effective; apparent lack of concern for the health and safety of teachers; masks provided by the province for students are not receiving medical grade masks; parents are really tired of having to step in and fill gaps left by division administration, trustees, and the province; covid positive staff still working in schools and not utilizing protective gear – other teachers being ignored for expressing concerns; some school communities don't have funds to access ASCA services that used to be free; some hybrid learning options are working well; in some schools vaping is still a concern and divisions aren't being helpful; support for students with learning losses, neurodiverse learners, English language learners; classrooms without adults due to staff illness and shortage of subs; masks received don't fit (too small for Div 2 students); considerations of virtual options for use of the ASCE Grant not getting a good uptake – if they wait for an in person opportunity, will they lose the money; online tutoring platform putting unrealistic expectations on families; the exhaustion level of school staff; ill-fitting masks; lack of the promised rapid tests; online tutoring is putting more burden on parents – the funds should have gone into the system; the children most at risk of struggling are most likely the ones least likely to have support to access those tools; marginalized students and families feeling less safe in their school communities (LGBTQ due to unfamiliar staff; Asian due to origin of Covid; those unable to access vaccinations or appropriate masks, etc.)

Positives: School councils are finding creative ways of recognizing the efforts of staff such as an online form then easily dropped into an email template from the school council, noticing many staff not typically recognized are receiving positive comments and compliments from parents (and staff); always cc'd to admin and division; reframing 'lost learning' to 'interrupted learning'; school division has an outstanding policy and practice of allowing students to rewrite any number of exams (provided the student can demonstrate they've done work to obtain the necessary knowledge) – not a deficit based system – strength or opportunity based; flexibility for high school students needing additional support to be successful (high school redesign timetabling concepts) is making huge differences for students.

I. Financial Report

- i. Income Statement at 12.31.21, Forecast and revised budget

MOTION: *Directors Hobday/Smith*

That the ASCA Board of Directors accepts the December 31, 2021, Income Statement with Year End Forecast related to a virtual conference and AGM as presented.

CARRIED UNANIMOUSLY



- ii. Balance Sheet at 12.31.21 with January 2022 accruals

MOTION: Directors Hobday/Li

That the ASCA Board of Directors accepts the December 31, 2021, Balance Sheet for information.

CARRIED UNANIMOUSLY

- iii. Preliminary 2022-2023 budget

MOTION: Directors Surgenor/Gerstner

That the ASCA Board of Directors accepts the Preliminary 2022 - 2023 Budget for information and directs the Executive Director to make amendments as discussed by the Board.

CARRIED UNANIMOUSLY

Action: The Executive Director, in collaboration with the Internal Finance Committee, is to incorporate the changes agreed upon by the Board for the 2022-2023 Budget for the February Board Meeting.

J. Board Progress: Vision Path Destinations and Growth Goals Progress

A link to the full report was provided to the Board on the agenda accompanied by a one-page summary in the package.

MOTION: Directors Gerstner/Surgenor

That the ASCA Board of Directors accepts the Board Self-Evaluation Progress Report for information.

CARRIED UNANIMOUSLY

K. Executive Director Report

- i. Monthly Activities: ED, Staff

MOTION: Directors Gerstner/Li

That the ASCA Board of Directors accepts the Monthly Activities report for information.

CARRIED UNANIMOUSLY

- ii. 2022 Conference and AGM Update

MOTION: Directors Li/Smith

That the ASCA Board of Directors 2022 Conference and AGM update for information.

CARRIED UNANIMOUSLY

MOTION: Directors Hobday/Li

That the ASCA Board of Directors directs the Executive Director to make plans for a virtual only conference and AGM.

CARRIED UNANIMOUSLY

Action: The Executive Director is to ensure that the virtual conference provides opportunities for: Connection/Relationships; Professional Development; Relevance for delegates and ASCA.

- iii. Charity of Choice

MOTION: Directors Smith/Bodell

That the ASCA Board of Directors approves \$250.00 be donated to the Safe Haven Foundation of Canada, designated to support efforts in Alberta, as its Charity of Choice in lieu of breakout sessions speakers/presenters for the 2022 Conference receiving payments or gifts.

CARRIED UNANIMOUSLY



- iv. Board PD: Overview of ASCA Services

MOTION: *Directors Hobday/Bodell*

That the ASCA Board of Directors accepts the Overview of ASCA Services report for information.

CARRIED UNANIMOUSLY

L. Board Management

- i. Mentorship/PODs
Director Surgenor facilitated a team building exercise, utilizing breakout rooms, and previously completed Director DISC profiles.
- ii. In Camera
The Board did not move into cameral during the Board Meeting.
- iii. Board Succession Planning / Director Declarations
Directors voluntarily indicated their current intentions related to standing for re-election at the 2022 AGM or leaving the Board. Directors Surgenor and Tarasewich have completed their three 2-year terms and cannot run again. Directors Scott and Hobday do not intend to stand for re-election.
- iv. AGM Roles / Rehearsals

MOTION: *Directors Bodell/Gerstner*

That the ASCA Board of Directors accepts the AGM Roles report for information only and prepares a process to select Directors for the needed positions during or before the March 26-27, 2022, Board Meeting.

CARRIED UNANIMOUSLY

- v. Director's Reports (Ad Hoc) Committee Report and Recommendations

MOTION: *Directors Gerstner/Surgenor*

That the ASCA Board of Directors accepts this report for information and will use the Google form ahead of the meeting to provide feedback and guidance to the committee on next steps.

CARRIED UNANIMOUSLY

Action: The Director's Reports (Ad Hoc) Committee is to provide a report to inform the February Board Meeting discussion related to what the Board will do with the information obtained in the Director's reports.

Action: The Executive Director is to ensure time on the February Board Meeting to discuss what the Board will do with the information obtained in the Director's reports.

- vi. Board and ED Evaluations Process

MOTION: *Directors Li/Gerstner*

That the ASCA Board of Directors will use internal resources to create Board and ED evaluations processes for this year.

CARRIED UNANIMOUSLY

4.2 Representation (Provincial Level Participation)

A. Director's Reports



The link to the online compilation of individual Director's reports was provided on the agenda.

B. School Council Engagement Task Force: Q2 Results

MOTION: Directors Scott/Surgenor

That the ASCA Board of Directors accepts the results from the second survey of the School Council Engagement Task Force for information and directs the Executive Director to post them on the appropriate page of the ASCA website. CARRIED UNANIMOUSLY

Action: The Executive Director is to post the School Council Engagement Task Force Q2 results to the ASCA Website.

C. Stakeholder Engagement

No report

D. Advocacy in Action Summary

A link to the full report was provided to the Board on the agenda.

4.3 Unfinished Business

5. INFORMATION ITEMS:

5.1 Future **Weekend** Meeting Dates: **March 26-27, 2022**

5.2 Future **Weekday Evening** Meeting Dates: *To Be Decided*

5.3 Future **Pre-Conference** Board Meeting: **April 22, 2022, time TBD**

5.4 Future **General Meetings** of ASCA: **2022 Annual General Meeting (AGM) April 24, 2022**

7. MEETING EVALUATIONS: Directors were reminded to complete the electronic Board Meeting Evaluation before 12:00 noon Wednesday, January 26, 2022.

8. ADJOURNMENT: The meeting was adjourned at 1:06 p.m. on Sunday, January 23, 2022.

President
Brandi Rai

Executive Director
Wendy Keiver

The ASCA Board of Directors makes decisions to ensure the Alberta School Councils' Association is: Relevant; Sustainable; Autonomous; and Innovative.