



## 2022-23 Action List (April 2022 – March 2023)

| Meeting Date     | Action   | Managed By                     | Completed Action By |
|------------------|--|--------------------------------|---------------------|
| April 22, 2022   | The ASCA Board of Directors will discuss how the Association will publicly respond to tragic situations involving Alberta's student and establish guidelines, processes, and/or policies.  | President/Executive Director   | June 30, 2022       |
| April 22, 2022   | The Board will review its work plan at the May 2022 Board Meeting and ensure a monthly review of the financial statements is continued.  | President/Executive Director   | Ongoing             |
| April 22, 2022   | The Executive Director is authorized to share the revised Current Reality document at the 2022 ASCA AGM.   | Executive Director             | April 24, 2022      |
| April 22, 2022   | The ASCA Board of Directors will craft a letter recognizing the EDs efforts and dedication over this past year to be included in her employment file.  | President                      | May 31, 2022        |
| May 16, 2022     |  |                                |                     |
| June 11-12, 2022 | The Fund Development Committee is to develop its Terms of Reference to circulate to the Board of Directors and Executive Director on or before June 18 <sup>th</sup> , for Board approval via email on or before June 25 <sup>th</sup> . | The Fund Development Committee | June 18, 2022       |
| June 11-12, 2022 | The Executive Director is to finalize all Committee Terms of Reference and post when ready.  | Executive Director             | June 25, 2022       |
| August 24, 2022  | The Executive Director is to make the appropriate preparations and arrangements for ASCA to host a virtual UCP Leadership Candidates Forum on September 19, 2022 from 7:00 – 9:00 p.m.   | Executive Director             | September 2, 2022   |
| August 24, 2022  | The Executive Director is to order a condolences fruit basket for the family of the ASCA staff member who recently passed away.  | Executive Director             | September 13, 2022  |
| August 24, 2022  | The Executive Director is to release and promote the Education and the Impact of Covid-19 Survey software generated results pdf to the public.   | Executive Director             | September 2, 2022   |

A **motion** is a formal step to introduce a matter for consideration by a group.  
 An **action** is a task that must be completed, often coming out of a motion.



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| August 24, 2022       | The Executive Director is to continue analyzing the Education and the Impact of Covid-19 Survey qualitative data responses and present a detailed report at the September 2022 Board Meeting.  | Executive Director                 | September 15, 2022 |
| September 24-25, 2022 | The Executive Director is to make the required changes and technical edits in the 2022-2025 Vision Path before posting it on the Director's page and publicly.   | Executive Director                 | October 1, 2022    |
| September 24-25, 2022 | That the ASCA Board of Directors directs the Governance Committee to amend the Governance Policy Manual, GP-5 Role of the President, Section A to include the adopted Governance Policy regarding the use of Consent Agenda for future Board Meetings.       | Executive Director                 | October 1, 2022    |
| September 24-25, 2022 | That the ASCA Board of Directors directs the Executive Director to undertake activities and deploy Association resources to provide a virtual Engagement Opportunity for all School Councils on the afternoon of Saturday, November 19 <sup>th</sup> , 2022. | Executive Director                 | October 31, 2022   |
| October 18, 2022      | That the ASCA Board of Directors adopts the revised GP-13 Whistleblower Policy   | Executive Director                 | November 1, 2022   |
| November 19-20, 2022  | The Advocacy and Resolutions Committee will schedule a Committee Meeting to invite Director feedback on the Board Sponsored Advocacy Resolution relating to the rights of victims of bullying.   | Advocacy and Resolutions Committee | December 1, 2022   |
| November 19-20, 2022  | The Executive Director is to ask Lloyd Sadd Insurance Brokers for a more detailed proposal for the proposed Fundraising Association Insurance Program.   | Executive Director                 | December 1, 2022   |
| November 19-20, 2022  | The Executive Director is to retain the services of Leadership and Life to facilitate the Board Self-Evaluation and the Executive Director Performance and Compensation Review.  | Executive Director                 | December 1, 2022   |

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| January 21-22, 2023 | The President and Executive Director are to research if mental health certified personnel also require a current Teaching Certificate to work within public, separate, and francophone schools. | Executive Director | February 16, 2023 |
| January 21-22, 2023 | The Executive Director is to ensure time in the March 2023 Board Meeting to share 'what to expect' for the Conference/AGM weekend with Directors inexperienced with the event.                  | Executive Director | March 2023        |
|                     |   |                    |                   |
| February 16, 2023   | The Executive Director will bring a final proposed 2023-2024 Budget to the Board for approval at the March 18-19 Board Meeting.   | Executive Director | March 2023        |
|                     |   |                    |                   |