



**MINUTES
June 22-23, 2024**

Present: Kerry Bodell, President
Greta Gerstner, Director
Edward Tse, Director (12:45 06.22)
Meagan Parisian, Director

Ken Glazebrook, Vice President
Richard Haggarty, Director
Stephanie Bugbee, Director
Brandi Rai, Past President

Regrets/Leave: Chelsea Ezeagwuna, Director (Leave)
Ismeria Bruce, Director (Regrets)

Staff: Wendy Keiver, Executive Director

1. CALL TO ORDER AND WELCOME

President Bodell called the meeting to order at 8:01 a.m. on Saturday, June 22, 2024, and welcomed everyone. She provided a Land Acknowledgement and Directors then participated in a Team Building activity.

2. BOARD MEETING PROTOCOLS/TEAM AGREEMENT/CULTURE CONTAINER

The ASCA Board Meeting Protocols, the ASCA Team Agreement and the ASCA Culture Container were supplied for information and review.

3. REVIEW OF THE CONSENT AGENDA

3.1 Previous Board Minutes & Action/Motion Tracking: May 22, 2024

That the ASCA Board of Directors adopts the May 22, 2024, Board Meeting Minutes as presented.

MOTION: *Directors Gerstner/Haggarty*

That the ASCA Board of Directors adopts the Consent Agenda as presented.

ADOPTED UNANIMOUSLY

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 Stewardship (Association Oversight)

A. External Committee

MOTION: *Vice President Glazebrook/Director Tse*

That the ASCA Board of Directors adopts the External Committee Terms of Reference as presented.

ADOPTED UNANIMOUSLY

MOTION: *Vice President Glazebrook /Director Haggarty*

That the ASCA Board of Directors adopts the External Committee Terms of Reference as presented.

ADOPTED UNANIMOUSLY

MOTION: *Vice President Glazebrook/Director Parisian*

That the ASCA Board of Directors adopts the ASCA Social Media Presence, Management, and ASCA Brand Stewardship position parameters and/or criteria as presented.

ADOPTED UNANIMOUSLY



MOTION: Vice President Glazebrook/Director Parisian

That the ASCA Board of Directors directs the Internal Committee to review the draft parameters and/or criteria for the position of ASCA Social Media Presence, Management and ASCA Brand Stewardship and create an appropriate Governance Policy in the Governance Policy Manual reflecting this new responsibility of the Board.

ADOPTED UNANIMOUSLY

MOTION: Vice President Glazebrook/Director Tse

That the ASCA Board of Directors directs the Internal Committee to create an addition to Governance Policy 3, Role of the Director, to address that it is the responsibility of each Director of the Board to promote the ASCA Brand and actively participate in Advocacy and Fund Development efforts.

ADOPTED UNANIMOUSLY

MOTION: Vice President Glazebrook/Director Haggarty

That the ASCA Board of Directors directs the Internal Committee to initiate a process by which results of Advocacy Policies no longer housed within the ASCA Policy Manual are documented.

ADOPTED UNANIMOUSLY

B. Fund Development Committee

MOTION: Vice President Glazebrook/Director Parisian

That the ASCA Board of Directors adopts the Fund Development Committee Terms of Reference as amended.

ADOPTED UNANIMOUSLY

MOTION: Vice President Glazebrook/Director Haggarty

That the ASCA Board of Directors adopts the Fund Development Committee report for information.

ADOPTED UNANIMOUSLY

Director Gerstner left the meeting during this discussion at 1:40 p.m. 06.23.24 prior to the following recommendations being made.

MOTION: Directors Parisian/Tse

That the ASCA Board of Directors reviews the Five-Year Planning Document developed and provided by the Fund Development Committee and provides feedback to the Fund Development Committee by September 10th for conversation at our September Board Meeting.

ADOPTED UNANIMOUSLY

MOTION: Directors Parisian/Haggarty

That the ASCA Board of Directors directs the Fund Development Committee to explore the feasibility of an Annual Keystone Event, an Annual Hallmark Event, and an Annual Partner Education Symposium.

ADOPTED UNANIMOUSLY

MOTION: Vice President Glazebrook/Director Parisian

That the ASCA Board of Directors directs the Fund Development Committee to develop a reoccurring revenue model for Corporate and Individual Sponsorship with an update of the progress and findings to be brought to the November 2024 Board meeting to include:

- a) Reporting on the findings from a Survey of friendly Educational Partners and Current Sponsors as to how they would determine value versus investment to help create an attractive Sponsorship Model.*
- b) Design and Develop a Multitier Sponsorship Package, including what each level includes and the potential messaging around them.*

ADOPTED UNANIMOUSLY



MOTION: Vice President Glazebrook/Director Tse

That the ASCA Board of Directors directs the Fund Development Committee to explore a strategy around ASCA Membership and the potential of different levels of access to gain more of the available ASCE Grant Funding and report those findings back to the Board at the November 2024 Board meeting.

ADOPTED UNANIMOUSLY

MOTION: Vice President Glazebrook/Director Tse

That the ASCA Board of Directors directs the Fund Development Committee to explore ways in which ASCA can attract more school councils to become ASCA Members and if there is a way to make this enticing for either the individual Boards or School Councils leveraging the ASCE Grants and report those findings back to the Board at the November 2024 Board meeting.

ADOPTED UNANIMOUSLY

MOTION: Vice President Glazebrook/Director Tse

That the ASCA Board of Directors commits its support in the activities and initiatives of the Fund Development Committee and the individual Directors will advise the Fund Development Committee on what areas of this plan that they would like to assist with to ensure a balanced workload between all Directors.

ADOPTED UNANIMOUSLY

C. Internal Committee

MOTION: Directors Parisian/Bugbee

That the ASCA Board of Directors adopts the Internal Committee Terms of Reference as presented.

ADOPTED UNANIMOUSLY

MOTION: Directors Parisian/Haggarty

That the ASCA Board of Directors adopts the Internal Committee report for information.

ADOPTED UNANIMOUSLY

D. Education Issues and E-Scan

June 4, 2024, ASCA Exec Meeting with Minister of Education:

President Bodell provided highlights of the discussions Executive had with the Minister on June 4, 2024, related to recently adopted Advocacy Policies of the Association: Equity in playground funding, Indoor Air Quality Concerns, new Curriculum Resources for French Immersion Teachers, and not having political parties in School Board Trustee Elections. She also noted a subsequent meeting with the Minister has been requested to discuss the Advocacy Policies related to preserving choice for parents and youth.

Indoor Air Quality concerns:

Letters regarding these concerns from parents and citizens in Alberta have been shared with the Association. ASCA's Advocacy Policy has been referenced in most of them.

Bill 20:

President Bodell reported that in addition to hearing from the Education Minister that the intention of Bill 20 is to omit any reference or relation to elections for School Board Trustees, ASCA has received an email response from Minister McIvor (Municipal Affairs) to the letter we sent, iterating also that election for School Board Trustees will not be influenced by party politics. The ASCA administration is working on a means of informing our Members of this, and other advocacy actions undertaken on their behalf, and any responses received.



Weighted Moving Average Funding and School Board deficits:

President Bodell relayed the concerns expressed related to many School Boards facing funding shortages, and struggling with large deficits in their budgets, noting that the consensus is that the Weighted Moving Average (WMA) Funding model is not efficient.

Roundtable: Items identified by Directors:

Restriction of mobile devices in classrooms has been noted as being concerning in some schools and divisions, a funding for adequate technology for learning is not equitable or available to all. Some feel it is a dangerous policy as it appears to be removing or distancing the government from liability should negative situations occur because of students having access to the devices or some sites/information. Anxiety and other concerns are still prevalent in schools where similar policies have been in effect for some time. A school conducted focus groups with students in some of its grades related to mobile device use. Adults were surprised to see students articulate significantly more 'cons' for having mobile devices in classrooms/schools than 'pros'. Often a cause of student anxiety is the frequency of calls/texts they receive from their parents.

Air quality in classrooms remains a major concern for many parents, students, and teachers. General high-level anxiety going into next year appears to be present, potentially related to lack of funding. Teachers are very concerned about what they are being asked to do, so much more, with so much less. Also, lots of misinformation adds to teachers' angst.

Use of school owned technology for students' use in writing PATs: some devices are failing, resulting in shortened times being available for some students to complete the exams.

Assistance and solutions requested from Alberta Education went unheeded.

Conflicts in funding policies for school sites that are on shared land, or have shared 'ownership', are resulting in extreme delays in construction, missed opportunities for funding, and very frustrated citizens.

Deficits in budgets are being covered by reserve funds, which had been set aside for other anticipated expense increases, causing concerns over how those will be funded.

Pride week in some schools was a little less relaxed this year, with students and staff feeling the need to be more cautious about activities and conversations. Some school divisions who were previously very unengaged in Pride, this year saw greater support and uptake – a call to good governance. Some parents are seeking an adult-level QSA type of support to assist parents in supporting their children. These do exist in multiple schools, some as a sub-committee of school councils, others 'stand-alone'.

Aging technology is becoming a concern in some school communities, and while replacements might be purchased, the ongoing and increasing expenses related to software, maintenance, etc. are becoming more of a barrier.

The concept of having School Resource Officers in schools has reappeared in one school division, with the authority for implementation or not being given to the Superintendent (rather than kept at the Board level).

A pattern seems to be emerging across the province where school councils are having extreme difficulties in executing their legislated roles, with agendas being co-opted by principals, and appropriately focused discussions being shut down. Conversely, it has also been observed that some school communities are struggling with parents who are wanting to work 'outside' of the legislated parameters of a school council.

E. Financial Reports

- i. Income Statement at May 31, 2024, forecast and revised budget



MOTION: Directors Parisian/Gerstner

That the ASCA Board of Directors adopts the May 31, 2024, Income Statement for information.

ADOPTED UNANIMOUSLY

- ii. Balance Sheet at May 31, 2024

MOTION: Directors Parisian/Haggarty

That the ASCA Board of Directors adopts the May 31, 2024, Balance Sheet for information.

ADOPTED UNANIMOUSLY

- iii. Revised 2024-2025 ASCA Budget

Director Haggarty left the meeting during this discussion before any decisions had been made.

Director Tse joined the meeting during this discussion before any decisions had been made.

MOTION: Directors Gerstner/Bugbee

That the ASCA Board of Directors amends the Proposed Revised Budget by reducing the Fundraising Initiatives revenue to \$15,000.00.

ADOPTED

MOTION: Directors Parisian/Glazebrook

That the ASCA Board of Directors amends the Proposed Revised Budget by adding \$9514.00 to Miscellaneous Revenue.

ADOPTED

MOTION: Directors Parisian/Tse

That the ASCA Board of Directors adopts the Revised Budget as amended as the Alberta School Councils' Association 2024-2025 Budget.

ADOPTED

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

No Report

G. Executive Director Report

- i. Monthly Activities: ED, Staff

MOTION: Directors Gerstner/Haggarty

That the ASCA Board of Directors adopts the Executive Director Activities Report for information.

ADOPTED UNANIMOUSLY

- ii. 2024 Conference and Annual General Meeting Evaluations

MOTION: Directors Parisian/Bugbee

That the ASCA Board of Directors adopts the 2024 Conference and AGM Evaluations reports as presented.

ADOPTED UNANIMOUSLY

MOTION: Directors Bugbee/Gerstner

That the ASCA Board of Directors directs the External Committee to contact respondents requesting such, to provide a report to the Board summarizing each contact for the September 2024 Board meeting, and that the Executive Director provide the names and contact information of those respondents to the External Committee.

ADOPTED UNANIMOUSLY



H. Board Management

i. Mentorship/PODs

President Bodell will schedule a series of informal virtual mentorship meetings to provide opportunities for Directors to get to know each other, and inquire about specific aspects of the Association, or their roles. Directors are invited to participate as available.

ii. In Camera

The Board did not move in camera during this meeting.

iii. Governance of a Provincial Organization (Professional Development)

Becky Kallal provided an in-depth explanation of Board governance, fiduciary responsibilities, and Director roles and responsibilities. Directors actively participated, asking questions, sharing possible scenarios, and engaging in discussions related to the information presented.

iv. Vision Path Review/Revision

MOTION: Directors Parisian/Bugbee

That the ASCA Board of Directors adopts the Vision Path Priorities Survey Results report for information.

ADOPTED UNANIMOUSLY

MOTION: Directors Bugbee/Gerstner

That the ASCA Board of Directors adopts the 2025-2028 Vision Path as presented and authorizes the Executive Director to make any technical edits necessary prior to public posting.

ADOPTED UNANIMOUSLY

MOTION: Directors Parisian/Bugbee

That the ASCA Board of Directors will focus its time, energy, and resources on the following Priorities of the 2025-2028 Vision Path: Destination 1, Priority 3; Destination 2, Priority 1; and Destination 3, Priority 4.

ADOPTED UNANIMOUSLY

a. Long Term Planning

Vice President Glazebrook provided a high-level overview of what is meant by, and expected with, long term planning – taking a strategic 5-year approach. He has drafted a document based on the discussions that have taken place within the External Committee and Fund Development Committee meetings. The Board discussed calling a Special Meeting for the purpose of crafting a Strategic Plan for ASCA, but determined the first step would be to have Directors read the Draft document. Next steps will be decided by the Executive at a later date.

v. Review/Revise Meeting Protocols, Team Building Agreement, and Culture and Relationship Container

Past President Rai led the Board through an extensive activity, focusing on the theme of “collaboration”, to prepare Directors for the thoughtful and meaningful review of the documents the Board uses to guide how it does its work.

MOTION: Vice President Glazebrook/Director Tse

That the ASCA Board of Directors revises the ASCA Board Meeting Protocols as discussed.

ADOPTED UNANIMOUSLY



MOTION: *Directors Gerstner/Haggarty*

That the ASCA Board of Directors adopts the ASCA Board Team Agreement as presented.

ADOPTED UNANIMOUSLY

MOTION: *Directors Bugbee/Parisian*

That the ASCA Board of Directors revises the ASCA Culture and Relationships Container as discussed.

ADOPTED UNANIMOUSLY

4.2 Representation (Provincial Level Participation)

A. Director's Reports

No Reports.

B. School Council Engagement Task Force: Results

No Report.

C. Stakeholder Engagement

i. ATA Annual Representative Assembly (ARA)

Past President Rai provided a brief ARA update for the Board's information. Like ASCA's process within the AGM, the event permitted ATA Members to discuss and approve the Association's budget, Administrative Policies, and Advocacy Policies.

ii. ASCA External Representation

President Bodell referenced the provincial advisory committees on which ASCA normally has had representation and encouraged Directors to consider their capacity for serving on one or more.

D. Advocacy in Action Summary

A link was provided to the ongoing summary of opportunities the President, Vice President, and Executive Director have had to represent ASCA at various regional and provincial committees and events. President Bodell encouraged Directors to review its details and make any inquiries regarding any of the meetings or events.

4.3 Unfinished Business

All items of Board business were concluded during the allotted time frames.

5. Information Items:

5.1. Future Weekend Board Meeting Dates:

- A. September 21-22, 2024, 8:00 a.m.**
- B. November 23-24, 2024, 8:00 a.m.**
- C. January 18-19, 2025, 8:00 a.m.**
- D. March 22-23, 2025, 8:00 a.m.**

5.2. Future Weekday Evening Board Meeting Dates: August 28, 2024 @ 6:30 p.m.

5.3. Future Pre-AGM Board Meeting: April 2025

5.4. Future General Meetings of ASCA: 2024 Annual General Meeting (AGM) April 27th, 2025



5.5. Future Post-AGM Board Meeting: April 2025

- 6. Meeting Evaluations (electronic):** The Board was reminded to complete the online Board Meeting Evaluation prior to 12:00 noon, Wednesday, June 26th, 2024 @ 12:00 noon.
- 7. ADJOURNMENT:** The meeting was adjourned at 2:10 p.m. on Sunday, June 23, 2024.

President
Kerry Bodell

Executive Director
Wendy Keiver

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