



**MINUTES
March 22-23, 2025**

Present: Ken Glazebrook, President
Edward Tse, Director
Meagan Parisian, Director
Greta Gerstner, Director
Stephanie Bugbee, Director
Brandi Rai, Past President (March 22 only)

Regrets/Leave: Chelsea Ezeagwuna, Director

Staff: Wendy Keiver, Executive Director

Guest: Jacquie Surgenor-Gaglione, Consultant, Leadership and Life

1. CALL TO ORDER AND WELCOME

President Glazebrook called the meeting to order at 8:03 a.m. on Saturday, March 22, 2025, and welcomed everyone. He 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

Director Tse/Bugbee asked the Board for permission to add a discussion related to the Board Sponsored Proposed Advocacy and Administrative Resolutions during the External Committee Report Agenda Item (4.1.A).

3.1 Previous Board Minutes & Action/Motion Tracking:

- A. January 18-19, 2025, Board Meeting
- B. February 3, 2025, Special Board Meeting

3.2 Internal Committee Report (4.1.C)

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

That the ASCA Board of Directors approves the inclusion of the Year End Summary for Internal Committee 2024-2025 in the Annual Advocacy in Action Update for the 2025 AGM.

MOTION: Directors Parisian/Bugbee

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

ADOPTED UNANIMOUSLY

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 Stewardship (Association Oversight)

A. External Committee

MOTION: Directors Parisian/Bugbee

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

ADOPTED UNANIMOUSLY

MOTION: Directors Parisian/Gerstner

That the ASCA Board of Directors accepts the recommendations of the External Committee to recognize 2025 ASCA Awards of Recognition provincial award nominees as presented.

ADOPTED UNANIMOUSLY



MOTION: Directors Tse/Bugbee

That the ASCA Board of Directors adopts the recommendations of the External Committee to amend Board Sponsored Proposed Advocacy Resolution P25-05 by adding to the end of Resolution 2: **Before this instruction is delivered, parents must be informed of the topics covered and provided with an opt-out option for their child.**

ADOPTED UNANIMOUSLY

MOTION: Directors Tse/Bugbee

That the ASCA Board of Directors adopts the recommendations of the External Committee to amend Board Sponsored Proposed Administrative Resolution A25-01 by removing "religion or" from the proposed addition to paragraph 2.

ADOPTED UNANIMOUSLY

Action: The External Committee is to provide its Year End Summary for inclusion in the Annual Advocacy in Action Update for the 2025 AGM.

B. Fund Development Committee

MOTION: Directors Tse/Parisian

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

ADOPTED UNANIMOUSLY

MOTION: Directors Tse/Parisian

That the ASCA Board of Directors adopts the [ASCA Access Pass Procedure](#) and [ASCA Access Pass Communications](#) to start in July 2025.

ADOPTED UNANIMOUSLY

MOTION: Directors Tse/Parisian

That the ASCA Board of Directors adopts the [ASCA Access Pass Sponsorship Procedure](#) and [ASCA Access Pass Sponsorship Communications](#) to start in July 2025.

ADOPTED UNANIMOUSLY

MOTION: Directors Tse/Parisian

That the ASCA Board of Directors directs the Fund Development Committee to announce the [ASCA Access Pass Communications](#) at the 2025 ASCA Spring Symposium.

ADOPTED UNANIMOUSLY

Action: The Fund Development Committee is to provide its Year End Summary for inclusion in the Annual Advocacy in Action Update for the 2025 AGM.

C. Internal Committee (Consent Agenda Item)

D. Education Issues and E-Scan

Meetings with Minister and/or Education Ministry Update:

The President spoke briefly to the letters he had recently sent to the Minister and the request to meet, and the responses received from the Minister. The information is posted on the ASCA website: <https://www.albertaschoolcouncils.ca/about/the-parent-voice/advocacy-updates>

Honouring Indigenous Spirit Student Awards:

President Glazebrook spoke to the meaningful and impactful experience of participating on the selection committee for these prestigious awards, given by ASBA.

Pre-Budget NDP Meeting:

ASCA was invited to participate in the pre-budget 2025 meeting hosted by the NDP Caucus. President Glazebrook represented ASCA and found it validating to hear others' perspectives aligning with ASCA Members' positions related to education being underfunded.



Post-Budget Stakeholder Debrief with Education Minister:

Participating by invitation only, President Glazebrook found the post-budget debrief with the Minister to be informative, in terms of how questions from education stakeholders were addressed. A common theme expressed by most stakeholders in attendance was that education remained underfunded, despite additional funds in some cases. ASCA was not invited to provide a media quote supporting the 2025 education budget.

Provincial Labour Situations:

The President noted the struggles that existed while some school divisions dealt with support workers being on strike, are starting to settle as many collective agreements are now in place, with most support workers returning to schools.

Roundtable: Items identified by Directors:

Directors spoke about the concerns they have heard in their local communities: engagement, provincial funding, labour disruptions, interrupted learning, discussion of ASCA Proposed Advocacy Resolutions, class complexity and diversity, and the value of building relationships. One analysis of provincial funding trends reveals that funding for Charter and Private schools has increased over the past few years, while public and separate school funding has decreased consistently over time.

At one Division level gathering of school councils, participants engaged in an activity in helping the Division to set its budget, through an interactive online forum. The Division had also engaged its school administrators, and teachers, in separate sessions to gather their perspectives.

The upcoming municipal election (Fall 2025) has many municipalities and organizations actively working to provide knowledge, skills, resources, and support to potential trustee candidates. There is a general concern that attracting quality trustee candidates, and then engaging voters, will be quite difficult this time around.

E. Financial Reports

- i. Income Statement at February 28, 2025, forecasts and revised budget

MOTION: Directors Bugbee/Gerstner

That the ASCA Board of Directors adopts the February 28, 2025, Income Statement with 2024-2025 Budget and Year End Forecast for information.

ADOPTED UNANIMOUSLY

- ii. Balance Sheet at February 28, 2025.

MOTION: Directors Parisian/Tse

That the ASCA Board of Directors adopts the February 28, 2025, Balance Sheet for information.

ADOPTED UNANIMOUSLY

- iii. 2025-2026 ASCA Budget Proposals

MOTION: Directors Gerstner/Bugbee

That the ASCA Board of Directors approves Scenario 2 (as presented/amended) as the Alberta School Councils' Association 2025-2026 Budget.

ADOPTED

MOTION: Directors Parisian/Gerstner

That the ASCA Board of Directors directs the Executive Director to distribute a summary version of the 2025-2026 Budget as part of the 2025 AGM materials package.

ADOPTED UNANIMOUSLY



F. Board Progress: Vision Path Destinations and Growth Goals

The Board reviewed and discussed the summary report stemming from the responses provided by Directors in the Individual Director Reports survey.

MOTION: Directors Parisian/Gerstner

That the ASCA Board of Directors adopts the Board Progress: Vision Path Destinations and Growth Goals report for information.

ADOPTED UNANIMOUSLY

Action: The President and ED are to include a demonstration using this report in the Orientation session or a Mentorship session.

G. Executive Director Report

- i. Monthly Activities: ED, Staff

MOTION: Directors Gerstner/Tse

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

ADOPTED UNANIMOUSLY

Action: Executive Director is to provide Social Media analytics in future Executive Director reports.

- ii. Symposium 2025 Update

The Executive Director gave a verbal report highlighting registration numbers, breakout speakers, sponsors and other aspects. Directors were invited to complete a survey to indicate which breakout sessions they would like to host.

- iii. AGM 2025 Update

The Executive Director provided information about the registration numbers for the AGM, and the need for diligent follow-up with Voting Delegates to submit their Credential Forms before the deadline. Candidate Nominations were also highlighted.

- iv. Covid19 ASCA Survey Reports and Summary

MOTION: Directors Parisian/Gerstner

That the ASCA Board of Directors adopts the five (5) Parents' Perspectives of Education through the Covid19 Pandemic reports as presented.

ADOPTED UNANIMOUSLY

MOTION: Directors Parisian/Tse

That the ASCA Board of Directors directs the Executive Director to publicly post/distribute the five (5) Parents' Perspectives of Education through the Covid19 Pandemic reports in an appropriate manner.

ADOPTED UNANIMOUSLY

MOTION: Directors Parisian/Bugbee

That the ASCA Board of Directors publicly acknowledges McMaster University PhD Candidate Erica Fae Thomson and MacEwan University research Coordinator Samantha Mullin for their gifts of countless hours of expertise in analyzing, compiling, and summarizing the robust data gathered in these surveys.

ADOPTED UNANIMOUSLY

- v. Shelley Wiart Partnership

MOTION: Directors Gerstner/Parisian

*That the ASCA Board of Directors supports the Association being named as a Partner Organization for Shelley Wiart's **Creative Pathways to Reconciliation Education: Action-Oriented Research with School Councils** research project and directs the Executive Director to undertake the required activities and actions.*

ADOPTED UNANIMOUSLY



H. Board Management

- i. Mentorship/PODs related to the 2025 AGM
Board Members discussed the processes used and support available for the upcoming AGM.
- ii. In Camera
The Board did not move In Camera during this Board Meeting.
- iii. Proposed 2025-2026 Board Work Plan

MOTION: *Directors Gerstner/Parisian*

That the ASCA Board of Directors adopts the ASCA 2025-2026 Board of Directors Work Plan as amended.

ADOPTED UNANIMOUSLY

- iv. Executive Director and Board Evaluations (Timed Item)
The Consultant led the Board through the findings stemming from the evaluation surveys for the Executive Director and Board. Directors participated in the discussions by adding newly identified/considered thoughts, or removing points that were not deemed as relevant.

At the conclusion of the discussion, the Consultant agreed to provide a final draft version of each Evaluation report to the Executive Director, for the Board to consider and approve later during the meeting.

The conclusion of the item was then moved to Agenda Item 4.1.3 Unfinished Business.
- v. AGM Director Roles
The President reviewed the results of the AGM roles survey and assigned the following roles/responsibilities to Directors:
Timer: Parisian
Emcee: Bugbee
National Anthem: Tse
Land Acknowledgement: Tse
Financial Reporters: Gerstner/Tse
Resolutions Facilitator: Parisian
Nominations Facilitator: Bugbee/Gerstner
AGM Chair Understudy: Tse
- vi. May Board Orientation (Date/Time)
The Board Orientation Session will take place virtually on May 10, 2025, 8:00 a.m. – 5:00 p.m.

4.2 Representation (Provincial Level Participation)

A. Director's Reports

A link was provided to the compiled Individual Director's Reports that had been submitted. Directors were encouraged to review each report and invited to ask questions of each submitter if desired.

B. School Council Engagement Task Force: Results

No Report

C. Stakeholder Engagement

No Report

D. Advocacy in Action Summary



A link was provided to the ongoing summary of opportunities the President, Directors, and Executive have had to represent ASCA at various regional and provincial committees and events.

4.3 Unfinished Business

4.3.1 Executive Director Evaluation – Final Report

MOTION: Directors Gerstner/Bugbee

That the ASCA Board of Directors approves the Executive Director Evaluation report as developed during the Executive Director Evaluation session on March 22, 2025, as an accurate accounting of the Executive Director's performance for the period April 2024 to March 2025, and further, that the Board authorizes the Consultant and Executive Director to make any required technical edits and to provide the final report to the President for his signature.

ADOPTED UNANIMOUSLY

4.3.2 Board Self-Evaluation – Final Report

MOTION: Directors Parisian/Bugbee

That the ASCA Board of Directors approves the Board Self-Evaluation report as developed during the Board Self-Evaluation session of March 22-23, 2025, and that the Consultant and Executive Director be authorized to make any technical edits prior to being signed by the President and then circulated to the Board.

ADOPTED UNANIMOUSLY

5. Information Items:

5.1. Future **Weekend Board Meeting Dates: None**

5.2. Future **Weekday Evening Board Meeting Dates: Wednesday, April 23rd, 2025, 6:30 p.m.**

5.3. Future **Pre-AGM Board Meeting: Friday, April 25th, 2025, 9:30 a.m.**

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

5.5. Future **Post-AGM Board Meeting: Sunday, April 27th, 2025, 5:00 p.m.**

6. **Meeting Evaluations (electronic):** The Board was reminded to complete the online Board Meeting Evaluation prior to 12:00 noon, Wednesday, March 26th, 2025 @ 12:00 noon.

7. **ADJOURNMENT:** The meeting was adjourned at 12:05 p.m. on Sunday, March 23, 2025.

President
Ken Glazebrook

Executive Director
Wendy Keiver

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