



**MINUTES
September 28-29, 2019**

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

Regrets: Amy Bowie, Director

Staff: Wendy Keiver, Executive Director
Kathy MacRae, Executive Assistant/Bookkeeper

Guests: Stephen Webber, Auditor

1. CALL TO ORDER AND WELCOME

President Pike called the meeting to order at 8:27 a.m. and welcomed everyone. She provided a Treaty and Territory Acknowledgement.

2. REVIEW OF THE AGENDA

MOTION: Directors Rai/Arlint

That the ASCA Board of Directors approves the additions to the agenda.

CARRIED

- Add: 4.1.D.iii Connection Tree, timed 10:30-12:00
- 4.1.J VP Destinations – 3 minutes
- 4.1.J.ii Board PD – Remove
- 4.2.C Stakeholder Engagement – 30 minutes
- 4.2.C.i Ever Active Schools – 20 minutes
- 4.2.C.ii ASCA Reps opportunities

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 are supplied for information.

3. PREVIOUS BOARD MINUTES & TRACKING

3.1 September 4, 2019 Board of Directors Meeting Minutes

MOTION: Directors Tweedle/Surgenor

That the ASCA Board of Directors approves the September 4, 2019 Minutes, as presented.

CARRIED

The Motions/Actions Summary link is provided on the agenda.

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 **Stewardship (Association Oversight)**

- A. **Governance Committee**
Nothing to report at this time.



B. Internal Finance Committee

- i. The committee recommended a new procedure to follow for Invoice Approval.

MOTION: Directors Tweedle/Surgenor

That the ASCA Board of Directors accepts the Invoice Approval Procedures, as presented. CARRIED

- ii. Reducing Director Expenses

The Board would like to consider ways to reduce Board expenses.

MOTION: Directors Tweedle/Surgenor

That the ASCA Board of Directors directs the Internal Finance Committee to investigate ways that Board Expenses can possibly be reduced, as part of our commitment to being fiscally responsible, and provide a report to the Board at the November in person Board Meeting. CARRIED

C. Legacy Committee

The Legacy Committee would like to send the person who did the banner a thank you card and gift card. She did a great job and charged us very little.

MOTION: Directors Odishaw/Rollingson

That the ASCA Board of Directors sends a thank you card and \$100 gift card, from the Board's Committees Budget, to Kelsey Chic in recognition of her work on the ASCA 90 Anniversary banner.

CARRIED

Action: *President Pike is to provide a thank you card and \$100 gift card to Kelsey Chic.*

D. Member Engagement Committee

- i. The Fall Member Engagement Opportunity will be part of the November 2019 Board Meeting. MLA's, Superintendents are to be invited. Board Chairs will be invited and asked to further the invitation to trustees.

Action: *The Executive Director ensures that school councils receive an invitation six weeks in advance of the Fall Member Engagement Opportunity.*

Action: *The Executive Director relays the message of 'grouping' school councils to participate, while having personal devices for polling, in all correspondence going out with respect to the Fall Member Engagement Opportunity.*

Action: *The Executive Director looks into the webinar cost for 1,000 people vs 500 people for the Fall Member Engagement Opportunity.*

Action: *The Executive Director ensures banners and the display booth are set up for the Fall Member Engagement Opportunity.*

President Pike will set up a google document to determine a date for virtual Zoom training in October.



There was consensus amongst the Board to set a draft agenda, as presented, for the virtual Fall Member Engagement Opportunity in November.

MOTION: Directors Surgenor/Odishaw

That the ASCA Board of Directors allows for one (1) attending ASCA Member School Council of the virtual Fall Member Engagement Opportunity to win one (1) complimentary registration to the 2020 Conference/AGM (hotel, travel, meals not included). **CARRIED**

MOTION: Directors Surgenor/Sakundiak

That the ASCA Board of Directors directs the Advocacy and Governance Committee to suggest revisions to the Bylaws, which would allow virtual attendance and electronic participation in all meetings. **CARRIED**

Action: *The Executive Director determines if questions can be a field in the registration process, if not, encourage pre-submission to parents email inbox.*

- ii. Conference App

MOTION: Directors Odishaw/Tarasewich

That the ASCA Board of Directors directs the Executive Director to arrange to use the most appropriate utilization of the EventMobi APP for the 2020 ASCA Conference and that the APP be ready for basic testing at the January 2020 ASCA Board Meeting. **CARRIED**

Action: *The Executive Director is to ask if a drop down for Division/School can be part of the conference registration.*

- iii. Connection Tree – The Board was led through an exercise by Vice President Rai and Director Tweedle to discover various ways to connect and re-connect with school council parents. Ensure that school councils know that: their voice in Education does matter; they know their potential and influence; they are informed of the various types of support ASCA has to increase the knowledge of their school council.

E. Recognition Awards Committee

The Recognition Awards Committee has discussed criteria for Honorary Life Membership Award: Years of Service, Director of Distinction Award (new) and will bring recommendations to October virtual or November in person meeting.

F. Education Issues and E-Scan

Current Curriculum – the information received was to indicate that the current curriculum was on the new website.

Seclusion, Time-Out and Physical Restraint Standards

The meeting was September 13 – if more consultation is needed, another will be scheduled. In attendance were the partners, four metros, Inclusive Education, Autism Alberta. Great discussion.



NDP Caucus Budget Town Halls 2019

The Board members that attended the Town Hall Meetings in their area felt that the meetings were informative.

School Division Names

The boards can use their regular branding except for legal documents. ASBA has indicated that if all boards, public and separate, agree, the Minister may consider steps to put 'Public' legally back into their name.

ATA Parent Engagement

President Pike has connected with ATA President Jason Schilling on several occasions to discuss how ASCA and the ATA can work together to promote parent engagement and common messaging. The Disconnection Challenge in February, as well as looking for alignment of ASCA Advocacy Policies to ATA positions, are two ways being explored.

Action: The Executive Director to contact Phil McRae to find out details of the Disconnection Challenge; how can ASCA be involved?

G. *Audited Financial Report*

Stephen Webber, auditor, of Metrix Group, reported to the Board of Directors on the 2018-19 audited financial statements, and responded to a number of questions from the Board.

MOTION: Directors Tweedle/Tarasewich

That the ASCA Board of Directors accepts the Audited Financial Statements for the year 2018-19, as amended.

CARRIED

H. *Board Self-Evaluation Goals Responsibilities & Progress*

As presented.

MOTION: Directors Tweedle/Rollingson

*That the ASCA Board of Directors approves the responsibilities and actions specified in the **Board Self-Evaluation Goals Responsibilities 2019-20** chart as presented.*

CARRIED

I. *Executive Director Report*

The Executive Director provided a verbal update on membership numbers. The membership numbers had come up since the Executive Director report had been submitted – District Wide Sponsors is now up to 54 Districts with 1253 school councils. Partial School Districts is still at one, with 19 school councils, for a total of 1272 school councils.

- i. Conditional Grant Application – The grant application is now at the Ministerial Review Committee level. They asked for, and have been provided with, a final report from our last grant.
- ii. AGM Attendance Statistics BN – The Board was impressed to see the breakout of attendees at the AGM and would like a similar report every year.



MOTION: Directors Odishaw/Arlint

That the ASCA Board of Directors directs the Executive Director to submit a report of similar nature to the 2019 report, for each AGM going forward. **CARRIED**

J. **Board Management: Vision Path Destinations - Progress**

As presented.

- i. Mentorship/PODs – Vice President Rai spoke of the seventeen minute clip that she asked the Board to watch by Brené Brown, and invited POD Leads/Directors to share their perspectives. Directors agreed reading the book by Brené Brown would be beneficial.

Action: *Vice President Rai finds out which Directors would like a hard copy of Brené Brown’s book, and which Directors would like an audio book.*

- ii. Board PD: Services – this item was cancelled.
- iii. Virtual Meeting Dates – a google document was setup; Directors were asked to respond as soon as possible.
- iv. Contingency Plans – Association and Board

MOTION: Directors Odishaw/Surgenor

That the ASCA Board of Directors go in camera. **CARRIED**

MOTION: Directors Sakundiak/Arlint

That the ASCA Board of Directors go out of camera. **CARRIED**

The Executive Director will continue with the implementation of the Operation Contingency Plan, as previously presented.

MOTION: Directors Surgenor/Rollingson

That the ASCA Board of Directors establishes an Association Contingency Committee to prepare for necessary actions, in the event of an unsuccessful grant. Directors Surgenor, Tarasewich, Sakundiak and Tweedle will be on this committee. **CARRIED**

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 Numbers/SCs**

Thirty one school councils have currently signed up to participate. Q1: 2 SCETF responses; 31 to the ‘general’ survey.

- i. Next Questions -

MOTION: Directors Rollingson/Arlint

That the ASCA Board of Directors uses the topic of Youth Vaping as the next SCETF question. **CARRIED**



C. Stakeholder Engagement

i. Ever Active Schools –

Action: *The Executive Director encourages Ever Active to work with a school council interested in sponsoring a resolution about recess.*

- ii. ASCA Reps Opportunities – WE Day has invited ASCA to send representatives to attend. The Provincial Indigenous Education and Reconciliation Gathering has invited 15 people from ASCA to attend. CASS Executive Director has sent an invitation for the: CASS Fall Conference, November 8, 2019 in Calgary; First Nations, Métis and Inuit Education Gathering, April 20 (evening) – 22, 2020 in Edmonton; and CASS/Alberta Education Annual Learning Conference, April 22 (evening) – 24, 2020 in Edmonton.

D. Advocacy in Action Summary

- ii. Value Campaign Timelines and Actions – As presented. Reminder to inform the Executive Director (email) when you have spoken with MLA's, Superintendents, etc.

5. CORRESPONDENCE

None.

6. INFORMATION ITEMS:

- 6.1 Future Virtual Meeting Dates: To be decided after google document has been completed by all Directors.
- 6.2 Next In Person Meeting – Saturday/Sunday, November 23/24, 2019, Radisson Hotel, South Edmonton. Hotel rooms have been reserved at the Radisson Hotel.
*Note: Sunday lunch will **not** be provided.

7. MEETING EVALUATIONS:

Handed out.

8. ADJOURNMENT: The meeting is adjourned at 11:12 a.m., Sunday, September 29, 2019.

President
Allison Pike

Executive Director
Wendy Keiver