



**MINUTES
November 14-15, 2020**

Present: Brandi Rai, President
Hollie Tarasewich, Director
Sheila Hobday, Director
Krista Scott, Director
Shelley Odishaw, Vice President
Jacquie Surgenor Gaglione, Director
Rich Haggerty, Director
Sarah Rollingson, Director

Regrets: Lisa Arlint, Director
Rick Sakundiak, Director

Staff: Wendy Keiver, Executive Director

1. CALL TO ORDER AND WELCOME

President Rai called the meeting to order at 8:12 a.m. on Saturday November 14, 2020 and welcomed everyone. She provided a Treaty and Territory Acknowledgement, and recognized Director Rich Haggerty for his service in the Canadian Military.

2. REVIEW OF THE AGENDA

President Rai requested support for moving Agenda Item 4.J.iv to the first item for discussion.

MOTION: *Directors Tarasewich/Rollingson
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 October 27, 2020 Minutes

MOTION: *Vice President Odishaw/Director Tarasewich
That the ASCA Board of Directors approves the October 27, 2020 Board Meeting Minutes, as presented.*

CARRIED UNANIMOUSLY

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 **Stewardship (Association Oversight)**

A. Advocacy Committee
Report & Recommendation

MOTION: *Directors Scott/Haggerty
That the ASCA Board of Directors accepts the Advocacy Committee Report and the recommendation that no changes are necessary to AP18-3C, 7-6, 2-3, 19-03 or 19-1 as a result of the passing of P20-04A, B, or C at the October 17, 2020 RGM, as presented.*

CARRIED UNANIMOUSLY



B. Governance Committee
Report & Recommendations

MOTION: Vice President Odishaw/Director Rollingson

That the ASCA Board of Directors accepts the Governance Committee recommendation that the term "Parent" is sufficient in the current bylaws, as presented.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Scott

That the ASCA Board of Directors approves the Governance Committee recommendation that all references to the School Act within the Bylaws change to the Education Act, as presented.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Haggerty

That the ASCA Board of Directors approves the Governance Committee recommendation that the GP-8 Standing Committee List change, as amended.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Rollingson

That the ASCA Board of Directors approves the Governance Committee recommendation that GP-11A be removed from GP-11 and placed in GP-12, Role of the Executive Director, as presented.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Haggerty

That the ASCA Board of Directors approves the Governance Committee recommendation of the new statement for GP-11B, as presented.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Scott

That the ASCA Board of Directors accept and adopt 12E-16 under the Role of the Executive Director, E: Fiscal Management, as presented.

CARRIED UNANIMOUSLY

C. Internal Finance Committee
Report and Recommendation

MOTION: Directors Surgenor Gaglione/Haggerty

That the ASCA Board of Directors accepts the Internal Finance Committee Report for information.

CARRIED UNANIMOUSLY

D. Legacy Committee
No Report

- i. No Report

E. Member Engagement Committee
Report & Recommendation

MOTION: Directors Surgenor Gaglione/Hobday

That the ASCA Board of Directors accepts the Member Engagement Committee Report for information.

CARRIED UNANIMOUSLY

F. Recognition Awards Committee
No Report



President Rai led the Board through a review of the Terms of Reference for each Board Committee to ensure alignment of responsibilities with new priorities identified by the Board. A more in-depth examination will occur at the January 2021 Board meeting.

G. Education Issues and E-Scan

The Board did not discuss any Education Issues during this meeting.

H. Financial Report

Note: Item 4.1.K.iii was presented prior to the Board addressing these items

- i. Income Statement Actual vs Budget with Forecast
- ii. Balance Sheet at September 30, 2020

MOTION: Directors Tarasewich/Haggerty

That the ASCA Board of Directors move to accept the Financial Report as presented.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Tarasewich

That the ASCA Board of Directors re-designates all reserves except the Liability Reserve as Operating Reserves and directs the Executive Director to utilize the Operating Reserves by cashing in the GIC's as needed to continue ASCA reduced operations expenses.

MOTION: Vice President Odishaw/Director Tarasewich

That the ASCA Board of Directors amend the previous motion by splitting it into the following two parts:

That the ASCA Board of Directors re-designates all reserves as Operating Reserves.

AND

That the ASCA Board of Directors directs the Executive Director to transfer \$100,000.00 from the Operating Reserves into the Operating Account.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Tarasewich

That the ASCA Board of Directors re-designates all reserves as Operating Reserves.

CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Tarasewich

That the ASCA Board of Directors directs the Executive Director to transfer \$100,000.00 from the Operating Reserves into the Operating Account.

CARRIED UNANIMOUSLY

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

The link to the online Board Progress Report was provided for review and comment by the Board.

J. Executive Director Report

- i. Monthly Activities: ED, Staff



MOTION: Directors Surgenor Gaglione/Haggerty
That the ASCA Board of Directors accepts the Monthly Activities report for information.
CARRIED UNANIMOUSLY

ii. Committees Terms of Reference History

MOTION: Directors Rollingson/Tarasewich
That the ASCA Board of Directors accepts the Committees Terms of Reference History, as presented.
CARRIED UNANIMOUSLY

iii. Conference Planning Update

MOTION: Directors Surgenor Gaglione/Tarasewich
That the ASCA Board of Directors accepts the Conference Planning Update for information.
CARRIED UNANIMOUSLY

iv. Grant Update

MOTION: Vice President Odishaw/Director Surgenor Gaglione
That the ASCA Board of Directors moves in camera at 8:20 a.m.
CARRIED UNANIMOUSLY

MOTION: Directors Surgenor Gaglione/Rollingson
That the ASCA Board of Directors moves out of camera at 10:50 a.m.
CARRIED UNANIMOUSLY

MOTION: Directors Tarasewich/Rollingson
That the ASCA Board of Directors accepts the Conditional Grant update as presented.
CARRIED UNANIMOUSLY

Action: The Executive Director is to schedule and prepare for a Special Board Meeting on Saturday, December 12th, 2020 @ 8:30 a.m.

MOTION: Directors Tarasewich/Surgenor Gaglione
That the ASCA Board of Directors moves in camera at 12:50 p.m.
CARRIED UNANIMOUSLY

MOTION: Directors Tarasewich/Rollingson
That the ASCA Board of Directors moves out of camera at 2:05 p.m.
CARRIED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Surgenor Gaglione
That the ASCA Board of Directors approves the concepts of the Messaging Plan as discussed.
CARRIED UNANIMOUSLY

K. Board Management

- i. *Mentorship/PODs:*
Director Surgenor Gaglione led the Board through comprehensive exercises to help them understand and effectively utilize their individual DISC profiles, and the team DISC summary.
- ii. In Camera: Staff Christmas/Holiday Recognition



MOTION: Directors Tarasewich/Surgenor Gaglione
That the ASCA Board of Directors moves in camera.

CARRIED UNANIMOUSLY

MOTION: Directors Tarasewich/Rollingson
That the ASCA Board of Directors moves out of camera.

CARRIED UNANIMOUSLY

MOTION: Directors Haggerty/Rollingson
That the ASCA Board of Directors agrees to recognize staff and instructors at Christmas.

CARRIED UNANIMOUSLY

- iii. Understanding Financial Fiduciary Responsibilities
Director Hobday provided high level financial statement understanding professional development, utilizing the materials provided through the Board Development Program, *Understanding Financial Statements*, developed in partnership by the Alberta Government and MacEwan University.

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 for review and comment.

B. School Council Engagement Task Force: Q1 Results

Question #1 results & summary were given to the Board for information and will now be posted on the website.

C. Stakeholder Engagement

- i. Assurance Model: Operationalizing School Councils
President Rai provided an overview and update on the work the Association will be doing in this area.
- ii. Parent Pandemic Pulse Survey
The survey concluded on November 6th, 2020 generating some interesting data from over 21,000 respondents. Comparative reports were provided to the board for review and comment. The Board has been advised to seek the assistance of a psychometrician prior to publishing any significant findings.
- iii. Consortia Changes; opportunities for parent PD
Vice President Odishaw invited Directors to provide insights related to potential topics Consortia could offer to parents through their professional development platforms.

D. Advocacy in Action Summary

A link to the report was provided to the Board on the agenda for review and comment.

4.3 Unfinished Business



5. **CORRESPONDENCE**
None at this time.

6. **INFORMATION ITEMS:**
 - 6.1 Future **Virtual** Meeting Dates:
 - ❖ **December 12, 2020 – Special Board Meeting;** Saturday - 8:30 a.m. to 4:00 p.m.
 - ❖ **January 16-17, 2021;** Saturday – 8:00 a.m. to 5:00 p.m.; Sunday – 8:00 am. to 1:00 p.m.
 - ❖ **March 13-14, 2021;** Saturday – 8:00 a.m. to 5:00 p.m.; Sunday – 8:00 am. to 1:00 p.m.

 - 6.2 Future **General Meetings** of ASCA: **April 25, 2021 Annual General Meeting**

7. **MEETING EVALUATIONS:** Directors were reminded to complete the electronic Board Meeting Evaluation before Wednesday, November 18 @ 12:00 noon.

8. **ADJOURNMENT:** The meeting was adjourned at 1:45 p.m. on Sunday November 15, 2020.

Brandi Rai

President
Brandi Rai

Wendy Keiver

Executive Director
Wendy Keiver