



**MINUTES
August 24, 2022**

Present: Brandi Rai, President
Rich Haggarty, Director
Andi Romito, Director
Melissa Smith, Director
Krista Li, Director
Shelley Odishaw, Vice President (7:00 p.m.)
Kerry Bodell, Director
Greta Gerstner, Director
Jacqui Vanderfluit, Director

Regrets/Leave:

Staff: Wendy Keiver, Executive Director
Guests: Stephen Webber, Auditor, Metrix LLP

1. CALL TO ORDER AND WELCOME

President Rai called the meeting to order at 6:33 p.m. on August 24, 2022, welcoming everyone. She provided a Treaty and Territory Acknowledgement. Directors then participated in team building activity.

2. REVIEW OF THE AGENDA

MOTION: *Directors Gerstner / Romito*
That the ASCA Board of Directors adopts the agenda as presented.

ADOPTED

2.1 Board Meeting Protocols and Team Agreement were supplied for information and review. President Rai reiterated the importance of living the values of the Culture and Relationship Container.

3. PREVIOUS BOARD MINUTES

3.1 June 11-12, 2022, Minutes

MOTION: *Directors Bodell / Gerstner*
That the ASCA Board of Directors adopts the June 11-12, 2022, Board Meeting Minutes, as presented.

ADOPTED UNANIMOUSLY

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 Stewardship (Association Oversight)

A. Advocacy Committee
No Report

B. Fund Development Committee

MOTION: *Directors Gerstner / Romito*
That the ASCA Board of Directors adopts the Fund Development Committee report for information.

ADOPTED UNANIMOUSLY

MOTION: *Directors Romito / Bodell*
That the ASCA Board of Directors approves a budget of up to \$1000.00 for the Fund Development Committee.

ADOPTED UNANIMOUSLY



C. Governance Committee

No Report

D. Internal Finance Committee

No Report

E. Legacy Committee

No Report

F. Member Engagement Committee

No Report

G. Nominations Committee

No Report

H. Recognition Awards Committee

No Report

I. Education Issues and E-Scan

1) UCP Leadership Candidates

President Rai spoke to the Board about hosting an online candidates' forum for parents, school council members, and their communities. Director Vanderfluit explained the ballot timeline and some of the potential psychology involved in having candidates choose to attend and advised that this event should occur as soon as possible. The Board agreed on Monday, September 19th, from 7:00 – 9:00 p.m. for the forum. Registration will be required – submission of questions during registration will be encouraged. Questions received will be reviewed by ASCA Executive and grouped into themes, with a number chosen to forward to candidates before the forum. Candidates will be notified that the ASCA President will engage in follow-up questions to some responses, dependent on the responses received. Registration will close on September 16th; any questions received after September 12th will not be included for the candidates. Promotion of this event will start the week of September 1st, along with invitation letters sent to each candidate.

2) Stand for Education Campaign (revised)

The Campaign is being revised, looking both at the current environment and the next few months as a political opportunity – new provincial leadership, 2023 election – with tone and messaging being changed moderately, with more of a focus on building relationships and working together. The main concerns will highlight funding, class size and composition, and curriculum. The ATA would like to continue to have ASCA partnership on this project.

MOTION: Directors Gerstner / Li

That the ASCA Board of Directors agrees to continue partnering with the ATA revised Stand Up for Education Campaign.

ADOPTED

3) October 22 Rally

A family-friendly education awareness event is being organized to take place in Edmonton; President Rai has been asked to speak.



J. Financial Report

- i. Income Statement at July 31, 2022, forecast and revised budget

MOTION: Directors Gerstner / Bodell

That the ASCA Board of Directors adopts the July 31, 2022 Income Statement with 2022-2023 Budget and Year End Forecast for information **ADOPTED**

- ii. Balance Sheet at July 31, 2022 with August 2022 accruals

MOTION: Directors Bodell / Li

That the ASCA Board of Directors adopts the July 31, 2022 Balance Sheet for information.

ADOPTED UNANIMOUSLY

- iii. Audit Findings and Audited 2022 Financial Statement (6:45 p.m.)
Metrix LLP auditor, Stephen Webber, presented the draft 2022 Audited Financial Statements and Audit Findings letter to the Board and answered questions.

Director Haggerty informed the Board that his new employment prohibits him from participating in discussions and decisions related to ASCA finances. Therefore, he will recuse himself from those discussions and decisions from today forward.

MOTION: Directors Gerstner / Bodell

That the ASCA Board of Directors adopts the June 30, 2022 Audited Financial Statement as presented.

ADOPTED

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

The Board has not started work on this item. A link was provided to the Board on the agenda for previous Boards' reports.

L. Executive Director Report

- i. Monthly Activities: ED, Staff
No Report
- ii. External Fund Development Update

MOTION: Directors Gerstner / Bodell

That the ASCA Board of Directors adopts the External Fund Development report from Pounce Support Services, through the Executive Director, for information.

ADOPTED UNANIMOUSLY

- iii. Staffing Update/Condolences gift
The Executive Director spoke regarding the sudden passing of an ASCA staff member earlier in August and provided an update on how a new part-time staff member is undertaking the duties and responsibilities of the position occupied by that individual.

The Executive Director requested Board approval to purchase a condolences fruit basket to be delivered to the staff member's celebration of life on behalf of the ASCA Board, staff, and instructors.



MOTION: Directors Gerstner / Vice President Odishaw

That the ASCA Board of Directors approves the purchase of a condolences fruit basket for the family of the ASCA staff member who recently passed away.

ADOPTED UNANIMOUSLY

M. Board Management

i. Mentorship/PODs

Executive Director Keiver reminded the Board of the intention of PODs relevant to the 2022-2023 Board Work Plan.

ii. In Camera

The Board did not move in camera during this meeting.

iv. Weekend and Evening Board Meeting Dates

The ASCA Board of Directors was provided the dates for upcoming meetings based on the results of the two surveys conducted in June and the availability of the President and Executive Director. A correction was made regarding the dates for November 2022.

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. Education and the Impact of Covid-19 survey results report

MOTION: Directors Bodell / Romito

That the ASCA Board of Directors adopts the Education and the Impact of Covid-19 Survey Results Report for information.

ADOPTED UNANIMOUSLY

MOTION: Directors Gerstner / Bodell

That the ASCA Board of Directors directs the Executive Director to release and promote the Education and the Impact of Covid-19 Survey software generated results pdf to the public.

ADOPTED UNANIMOUSLY

MOTION: Directors Li / Gerstner

That the ASCA Board of Directors directs the Executive Director 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.

ADOPTED UNANIMOUSLY

MOTION: Directors Gerstner / Bodell

That the ASCA Board of Directors analyzes and utilizes the results of the Education and the Impact of Covid-19 Survey to inform ongoing advocacy on key educational issues and priorities.

ADOPTED UNANIMOUSLY



- ii. External Advisory Committee Reps - confirmation
- iii. School Council Engagement Opportunity – November consideration
This item was tabled to the September Board Meeting

D. Advocacy in Action Summary

An updated report was not provided. A link to the June 2022 report was provided to the Board on the agenda.

4.3 Unfinished Business

5. INFORMATION ITEMS:

5.1 Future **Weekend** Meeting Dates:

September 24-25, 2022;
November 19-20, 2022;
January 21-22, 2023;
March 18-19, 2023.

5.2 Future **Weekday Evening** Meeting Dates:

Tuesday, October 18, 2022;
Wednesday, December 14th, 2022 (placeholder);
Thursday, February 16th, 2023.

5.3 Future **Pre-Conference** Board Meeting: **April 21, 2023, 8:00 a.m.**

5.4 Future **General Meetings** of ASCA: **2023 Annual General Meeting (AGM) April 23, 2023**

5.5 Future **Post-AGM Board** meeting: **April 23, 2023, 5:00 p.m.**

6. MEETING EVALUATIONS: Due before 12:00 (noon) Wednesday, August 31st, 2022

7. ADJOURNMENT: The meeting adjourned at 9:36 p.m. on Wednesday, August 24th, 2022.

Brandi Rai

Wendy Keiver

President
Brandi Rai

Executive Director
Wendy Keiver

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