



## 2022-23 Action List (April 2022 – March 2023)

Meeting Date	Action	Managed By	Completed Action By
April 22, 2022	The ASCA Board of Directors will discuss how the Association will publicly respond to tragic situations involving Alberta's student and establish guidelines, processes, and/or policies.	President/Executive Director	June 30, 2022
April 22, 2022	The Board will review its work plan at the May 2022 Board Meeting and ensure a monthly review of the financial statements is continued.	President/Executive Director	Ongoing
April 22, 2022	The Executive Director is authorized to share the revised Current Reality document at the 2022 ASCA AGM.	Executive Director	April 24, 2022
April 22, 2022	The ASCA Board of Directors will craft a letter recognizing the EDs efforts and dedication over this past year to be included in her employment file.	President	May 31, 2022
May 16, 2022			
June 11-12, 2022	The Fund Development Committee is to develop its Terms of Reference to circulate to the Board of Directors and Executive Director on or before June 18 <sup>th</sup> , for Board approval via email on or before June 25 <sup>th</sup> .	The Fund Development Committee	June 18, 2022
June 11-12, 2022	The Executive Director is to finalize all Committee Terms of Reference and post when ready.	Executive Director	June 25, 2022
August 24, 2022	The Executive Director is to make the appropriate preparations and arrangements for ASCA to host a virtual UCP Leadership Candidates Forum on September 19, 2022 from 7:00 – 9:00 p.m.	Executive Director	September 2, 2022
August 24, 2022	The Executive Director is to order a condolences fruit basket for the family of the ASCA staff member who recently passed away.	Executive Director	September 13, 2022
August 24, 2022	The Executive Director is to release and promote the Education and the Impact of Covid-19 Survey software generated results pdf to the public.	Executive Director	September 2, 2022

A **motion** is a formal step to introduce a matter for consideration by a group.  
 An **action** is a task that must be completed, often coming out of a motion.



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August 24, 2022	The Executive Director is 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.	Executive Director	September 15, 2022
September 24-25, 2022	The Executive Director is to make the required changes and technical edits in the 2022-2025 Vision Path before posting it on the Director's page and publicly.	Executive Director	October 1, 2022
September 24-25, 2022	That the ASCA Board of Directors directs the Governance Committee to amend the Governance Policy Manual, GP-5 Role of the President, Section A to include the adopted Governance Policy regarding the use of Consent Agenda for future Board Meetings.	Executive Director	October 1, 2022
September 24-25, 2022	That the ASCA Board of Directors directs the Executive Director to undertake activities and deploy Association resources to provide a virtual Engagement Opportunity for all School Councils on the afternoon of Saturday, November 19 <sup>th</sup> , 2022.	Executive Director	October 31, 2022
October 18, 2022	That the ASCA Board of Directors adopts the revised GP-13 Whistleblower Policy	Executive Director	November 1, 2022
November 19-20, 2022	The Advocacy and Resolutions Committee will schedule a Committee Meeting to invite Director feedback on the Board Sponsored Advocacy Resolution relating to the rights of victims of bullying.	Advocacy and Resolutions Committee	December 1, 2022
November 19-20, 2022	The Executive Director is to ask Lloyd Sadd Insurance Brokers for a more detailed proposal for the proposed Fundraising Association Insurance Program.	Executive Director	December 1, 2022
November 19-20, 2022	The Executive Director is to retain the services of Leadership and Life to facilitate the Board Self-Evaluation and the Executive Director Performance and Compensation Review.	Executive Director	December 1, 2022



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January 21-22, 2023	The President and Executive Director are to research if mental health certified personnel also require a current Teaching Certificate to work within public, separate, and francophone schools.	Executive Director	February 16, 2023
January 21-22, 2023	The Executive Director is to ensure time in the March 2023 Board Meeting to share 'what to expect' for the Conference/AGM weekend with Directors inexperienced with the event.	Executive Director	March 2023
February 16, 2023	The Executive Director will bring a final proposed 2023-2024 Budget to the Board for approval at the March 18-19 Board Meeting.	Executive Director	March 2023
March 18, 2023	The Executive Director is directed to request all social media URLs identified in Candidate Questionnaires from all declared Candidates.	Executive Director	April 15, 2023
March 18, 2023	The Executive Director is to prepare for an in-depth discussion related to ASCA's social media platforms, specifically Twitter, at the June 2023 ASCA Board Meeting.	Executive Director	June 30, 2023