



**MINUTES
November 19-20, 2022**

Present: Brandi Rai, President
Rich Haggarty, Director
Krista Li, Director
Melissa Smith, Director
Shelley Odishaw, Vice President
Kerry Bodell, Director
Greta Gerstner, Director

Regrets/Leave: Jacqui Vanderfluit, Director
Andi Romito, Director

Staff: Wendy Keiver, Executive Director

1. CALL TO ORDER AND WELCOME

President Rai called the meeting to order at 8:00 a.m. on Saturday, November 19, 2022, and welcomed everyone. She provided a Treaty and Territory Acknowledgement. Directors then participated in an ice-breaker 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

3.1 Previous Board Minutes & Action/Motion Tracking: September 24-25, 2022

That the ASCA Board of Directors adopts the October 18, 2022 Board Meeting Minutes as presented.

3.2 Advocacy/Resolutions Committee Report and Recommendations (4.1.A)

That the ASCA Board of Directors presents Advocacy Policy 13-3 to ASCA Member School Councils at the 2023 Annual General Meeting to be re-affirmed.

That the ASCA Board of Directors directs the Executive Director to distribute the second set of questions as discussed to the School Council Engagement Task Force Members in Q1 2023.

That the ASCA Board of Directors directs the Executive Director to utilize the updated Proposed Advocacy Resolution Submission Form for ASCA AGM 2023.

That the ASCA Board of Directors presents a Board Sponsored Advocacy Resolution requesting amendments to Alberta's Education Act recognizing the rights of victims of bullying and violence, to ASCA Member School Councils at the 2023 AGM.

3.3 Fund Development Committee Report and Recommendations (4.1.B)

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

3.4 Governance Committee Report and Recommendations (4.1.C)

That the ASCA Board of Directors adopts the addition of bullet 2.C.2.i Utilize processes to enable Member School Councils to suggest improvements to the bylaws and foundational documents, in its Governance Policy Manual, as presented.

That the ASCA Board of Directors adopts the recommendation to bring forth by Special Resolution for ASCA Members' consideration at the 2023 Annual General Meeting, amendments to bylaws 3.19, 3.24, 3.42 and 4.2, as presented.



That the ASCA Board of Directors directs the Executive Director to update the Governance Policy Manual accordingly, and to prepare a Special Resolution for ASCA Members' consideration at the 2023 Annual General Meeting.

3.5 Internal Finance Committee Report and Recommendations (4.1.D)

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

3.6 Nominations Committee Report and Recommendations (4.1.G)

That the ASCA Board of Directors adopts the Nomination Package documents as amended for use leading up to the 2023 AGM.

3.7 Executive Director Monthly Activities Report (4.1.L.i)

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

MOTION: *Directors Haggarty/Li*

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

ADOPTED UNANIMOUSLY

ACTION: 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.

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 Stewardship (Association Oversight)

A. Advocacy Committee (Consent Agenda Item)

B. Fund Development Committee (Consent Agenda Item)

C. Governance Committee (Consent Agenda Item)

D. Internal Finance Committee (Consent Agenda Item)

E. Legacy Committee

No Report

F. Member Engagement Committee

No Report

G. Nominations Committee (Consent Agenda Item)

H. Recognition Awards Committee

No Report

I. Education Issues and E-Scan

Roundtable: Items identified by Directors:

Directors shared observations of local educational experiences. Most reported concerns with physical health, and high student/staff absences. Finding appropriate spaces for Charter programs is a challenge. Some Directors reported intentionally working to increase diverse representation on their school councils. Community conversations and media articles focusing on the physical health challenges occurring in school communities. Some parents are reporting concerns with the tension perceived in some school environments, the lack of communication they are experiencing with teachers and administrators, the ongoing divisiveness in their school communities. In many cases and spaces, students, staff, and families are still struggling.



J. Financial Report

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

MOTION: Directors Gerstner/Li

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

- a. Staff and Contractor Compensation

The Executive Director informed the Board that the 2023-2024 budget will include reasonable increases for some staff and contractor compensation in recognition of the increased responsibilities being undertaken in the wake of having reduced manual resources.

- ii. Balance Sheet at October 31, 2022

MOTION: Directors Gerstner/Li

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

ADOPTED UNANIMOUSLY

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

No report. The Board has not utilized this tracking tool in recent months.

L. Executive Director Report

- i. Monthly Activities: ED, Staff (**Consent Agenda Item**)

- ii. ED Growth Goals/Areas of Focus

The Board reviewed the Growth Goals established for the Executive Director resulting from the 2022 Performance Review. The Executive Director's progress on those goals was gratefully acknowledged.

- iii. Conference Planning Update

The Board discussed the risks and benefits of hosting an in-person conference in April 2023. There was consensus to move forward with a smaller scale in-person cost-recovery conference, keeping expenses reasonable for registrants.

- iv. Staff Actions Supporting Vision Path Destinations

The Executive Director provided a verbal update on the work ASCA staff and contractors undertakes in support of the Board's Vision Path Destinations.

- v. Lloyd Sadd Proposal: Insurance Program for FRAs

MOTION: Directors Gerstner/Li

That the ASCA Board of Directors explores the option of endorsing a Fundraising Association (FRA) Insurance Program created and managed by Lloyd Sadd Insurance Brokers and directs the Executive Director to obtain a proposal with more details.

ADOPTED UNANIMOUSLY

ACTION: The Executive Director is to ask Lloyd Sadd Insurance Brokers for a more detailed proposal for the proposed Fundraising Association Insurance Program.



vi. External Fund Development Update

MOTION: Directors Haggarty/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

M. Board Management

i. Mentorship/PODs

ii. In Camera

The Board did not move in camera during this Board meeting.

iii. Board Self-Evaluation

MOTION: Directors Smith/Li

That the ASCA Board of Directors directs the Executive Director to retain the services of Leadership and Life to facilitate the Board Self-Evaluation.

ADOPTED UNANIMOUSLY

iv. Executive Director Performance and Compensation Review

MOTION: Directors Haggarty/Bodell

That the ASCA Board of Directors directs the Executive Director to retain the services of Leadership and Life to facilitate the Executive Director Performance and Compensation Review.

ADOPTED UNANIMOUSLY

ACTION: 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.

v. Staff/Contractor Christmas Recognition

MOTION: Directors Gerstner/Haggarty

That the ASCA Board of Directors provides a reasonable holiday recognition to ASCA staff and contractors.

ADOPTED UNANIMOUSLY

4.2 Representation (Provincial Level Participation)

A. Director's Reports

No report. Directors have not utilized this reporting tool in recent months.

B. School Council Engagement Task Force: Results

No report. The survey currently running closes in December.

C. Stakeholder Engagement

i. ASCA School Council Engagement Opportunity: 1:00 p.m. – 4:00 p.m. Saturday, November 19, 2022.

The Board hosted its annual virtual School Council Engagement Event welcoming over 50 participants, engaging in discussions focused on issues in K-12 education issues in Alberta.



- ii. Engagement Event Polling Questions
The Board was provided a copy of the polling questions to be used during the virtual School Council Engagement Event. Responses to the polls will be provided to the Board in the January 2023 Board Meeting.
- iii. ASCA School Council Engagement Opportunity Debrief
Directors provided their perspectives of the Engagement Event, specifying highlights as well as areas for growth and improvement. All felt that the Vision for Education breakout discussions were well done.

D. Advocacy in Action Summary

A link to this report was provided to the Board on the agenda.

4.3 Unfinished Business

5. INFORMATION ITEMS:

5.1 Future Weekend Meeting Dates:

January 21-22, 2023;
March 18-19, 2023

5.2 Future Weekday Evening Meeting Dates:

There will be no Regular Board Meeting in December
Thursday, February 16th, 2023

5.3 Future Pre-AGM 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.

5.6 Director Haggarty informed the Board of his need to tender his resignation from the Board of Directors for personal reasons.

6. MEETING EVALUATIONS: A link to the electronic meeting evaluation was provided to the Board on the agenda and in the chat window during the meeting.

7. ADJOURNMENT: The meeting was adjourned at 5:10 p.m. on Saturday, November 19th, 2022.

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.