



**MINUTES
January 21-22, 2023**

Present: Brandi Rai, President
Kerry Bodell, Director
Melissa Smith, Director
Shelley Odishaw, Vice President
Andi McDonald (formerly Romito), Director
Greta Gerstner, Director

Regrets/Leave: Krista Li, Director; Jacqui Vanderfluit, Director

Staff: Wendy Keiver, Executive Director

1. CALL TO ORDER AND WELCOME

President Rai called the meeting to order at 8:03 a.m. on Saturday, January 21, 2023, 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: November 19-20, 2022

That the ASCA Board of Directors adopts the November 19-20, 2022, Board Meeting Minutes as presented.

MOTION: Directors Gerstner/Smith

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

ADOPTED UNANIMOUSLY

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 Stewardship (Association Oversight)

A. Advocacy and Resolutions Committee

MOTION: Directors Gerstner/Bodell

That the ASCA Board of Directors adopts the Advocacy and Resolutions Committee report for information.

ADOPTED UNANIMOUSLY

MOTION: Directors Gerstner/Bodell

*That the ASCA Board of Directors presents Advocacy Policy 21-02 to ASCA Member School Councils at the 2023 Annual General Meeting to be **revised**.*

ADOPTED UNANIMOUSLY

MOTION: Directors Gerstner/Smith

That the ASCA Board of Directors presents Required Consultation Opportunities for Proposed Changes to Legislation, Regulations, or Established Programs or Practices to ASCA Member School Councils at the 2023 Annual General Meeting as a Board Sponsored Proposed Advocacy Resolution.

ADOPTED UNANIMOUSLY



MOTION: *Directors Gerstner/Bodell*

That the ASCA Board of Directors presents Setting and Meeting a Student to School Counsellor Ratio to Improve Mental Health to ASCA Member School Councils at the 2023 Annual General Meeting as a Board Sponsored Proposed Advocacy Resolution.

ADOPTED UNANIMOUSLY

Action: 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.

B. Fund Development Committee

No Report

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

Roundtable: Items identified by Directors:

Director Gerstner has organized a town hall Hopeful Conversation event through her school councils, taking place on January 25, 2023. Moderate registration, including trustees and opposition MLAs. Directors shared what each of their school councils are working on. Some schools / divisions are still experiencing transportation (bussing) struggles; price increases are anticipated. Conversations related to the ASCA Conference and AGM are taking place. Parents are noticing that students requiring additional supports don't always have access to those supports. Some post-secondary institutions have already provided notice of tuition fee increases next year. Some teachers are struggling with finding appropriate resources to use with the new curriculum and reaching out to local businesses and community agencies for support. Some school divisions are intensely examining the graduation rates of their Indigenous students and identifying that the diploma received may not be adequate in helping the student to pursue post-secondary education or gainful employment. The Hopeful Conversations deadline has been extended to February 17th. Several school councils and parents have provided their perspectives already. There is speculation that the Premiere might move the date of the provincial election to early spring if the conditions for doing so are suitable. Academic success for many high school students is still a struggle, as they balance education, health, and family concerns. There isn't



enough support at the high school level, and the looming diploma exams are causing stress and anxiety. Directors are also hearing how parents are struggling to be 'seen' at the same level as they were prior to Covid. There's acknowledgment that volunteer burnout is a part of that, but also school administrators and teachers are not engaging parents. There are breakdowns in communication, parents are not feeling welcome in the schools, some parents are very upset with this and are prepared to push hard to make changes. ASCA Exec have been invited to meet with the Minister (January 25) and will bring up concerns related to classroom size and composition, funding, and seeking to understand her perspective of ASCA's role in provincial level consultation, and stakeholder committees.

J. Financial Report

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

MOTION: Directors Odishaw/Gerstner

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

ADOPTED UNANIMOUSLY

- ii. Balance Sheet at December 31, 2022

MOTION: Directors McDonald/Bodell

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

ADOPTED UNANIMOUSLY

Director Smith left the meeting at this time.

- iii. Preliminary 2023- 2024 Budget

MOTION: Directors Bodell/McDonald

That the ASCA Board of Directors adopts the Preliminary Proposed 2023-2024 Budget for information.

ADOPTED UNANIMOUSLY

MOTION: Directors Odishaw/McDonald

That the ASCA Board of Directors directs the Executive Director to revise the proposed 2023-2024 budget to reflect Board discussions relating to Membership Fees, Conference/AGM Fees, and Conference/AGM expenses.

ADOPTED UNANIMOUSLY

- iv. CRA Charity Return

The Executive Director provided verbal confirmation that the CRA Charity Return for fiscal year-end June 30, 2022, had been confirmed as received by the Canada Revenue Agency. A copy of the confirmation had been emailed to ASCA's Auditor, Bookkeeper, and Internal Finance Committee.

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



MOTION: *Directors Odishaw/McDonald*

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

ADOPTED UNANIMOUSLY

ii. FRA Insurance Program Update

The Executive Director provided a verbal update as to the status of this initiative. A written proposal will be provided to the Board at the February Meeting.

iii. Conference 2023 Update

The Executive Director provided a verbal report related to the progress made thus far on actions and tasks related to the 2023 Conference. The in-person event will be held at the Delta Marriot South Edmonton; Dr. Debbie Pushor has confirmed as our keynote speaker; Branded promotional materials will be public-facing within a week.

iv. Charity of Choice

MOTION: *Directors McDonald/Bodell*

That the ASCA Board of Directors approve \$500.00 be donated to Food Banks Alberta as its Charity of Choice in lieu of breakout sessions speakers/presenters for the 2023 Conference receiving payments or gifts. In addition, the Board will encourage conference delegates to bring non-perishable items or menstrual products to match the Board's donation.

ADOPTED UNANIMOUSLY

v. AGM 2023 Update

The Executive Director provided a verbal update on the progress made on plans and tasks to conduct the 2023 Annual General Meeting, including the complexities of hosting a hybrid version.

vi. AGM Rehearsal Date

The Board discussed the logistics of preparing for the AGM and finding a date close to the AGM to work together. Directors were asked to send any 'unavailable dates' to Vice President Odishaw and the Executive Director.

Action: 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.

M. Board Management

i. Mentorship/PODs

Vice President Odishaw led a brief teambuilding activity, focused on getting to know each other better.

ii. In Camera

MOTION: *Directors Gerstner/Bodell*

That the ASCA Board of Directors moves in camera to discuss concerns related to Board Governance and culture.

ADOPTED UNANIMOUSLY



MOTION: *Directors Bodell/Gerstner*
That the ASCA Board of Directors moves out of camera.

ADOPTED UNANIMOUSLY

MOTION (from in Camera): *Directors Odishaw/Bodell*
That the ASCA Board of Directors directs the President to undertake the actions discussed to call a Special Meeting of the Board on Saturday, March 18, 2023, at 1:00 p.m. to consider the removal of an ASCA Director.

ADOPTED UNANIMOUSLY

iii. Auditor Approval

MOTION: *Directors Odishaw/Bodell*
That the ASCA Board of Directors approves the appointment of Metrix Group LLP as the Association's independent auditors for the 2023-2024 fiscal year.

ADOPTED UNANIMOUSLY

iv. Declaration of Intent (Succession Planning)

President Rai invited each Director to declare their intention to stand for election or not at the 2023 AGM. Director Gerstner indicated she had already submitted her Nominations paperwork to stand for election. Other Directors in attendance had not yet decided, citing personal and employment complexities.

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

MOTION: *Directors Bodell/McDonald*
That the ASCA Board of Directors adopts the School Councils Engagement Task Force October 2022 (Q1) report for information, and approves it being posted on the What We Heard page of ASCA's webpage.

ADOPTED UNANIMOUSLY

C. Stakeholder Engagement

i. November 19, 2022, Engagement Event: Polls

MOTION: *Directors Bodell/Odishaw*
That the ASCA Board of Directors analyzes and utilizes the results of the 2022 ASCA School Council Engagement Opportunity polls to provide direction to its Committees and the Executive Director for ongoing work of the Association.

ADOPTED UNANIMOUSLY

ii. November 19, 2022, Vision for Education Padlets

MOTION: *Directors Odishaw/McDonald*



That the ASCA Board of Directors analyzes and utilizes the results of the November 2022 Vision for Education breakout discussions to provide direction to its Committees and the Executive Director for ongoing work of the Association.

ADOPTED UNANIMOUSLY

D. Advocacy in Action Summary

A link was provided to the Board on the agenda.

4.3 Unfinished Business

5. INFORMATION ITEMS:

5.1 Future **Weekend** Meeting Dates: *March 18-19, 2023*

5.2 Future **Weekday Evening** Meeting Dates: *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: Directors were reminded to complete the online Board Meeting Evaluation before 12:00 noon Wednesday, January 25th, 2023.

7. ADJOURNMENT: The meeting was adjourned at 5:00 p.m. on Saturday, January 21, 2023.

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.