



**MINUTES  
March 18, 2023**

**Present:** Brandi Rai, President  
Kerry Bodell, Director  
Andi McDonald, Director  
Melissa Smith, Director - 9:00 a.m.

Shelley Odishaw, Vice President  
Krista Li, Director – 10:15 a.m.  
Greta Gerstner, Director

**Regrets/Leave:**

**Guests:** Jacque Surgenor Gaglione, owner, Leadership and Life

**Staff:** Wendy Keiver, Executive Director

**1. CALL TO ORDER AND WELCOME**

President Rai called the meeting to order at 8:07 a.m. on Saturday, March 18, 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: February 16<sup>th</sup>, 2023**

*That the ASCA Board of Directors adopts the February 16<sup>th</sup>, 2023, Board Meeting Minutes as presented.*

**3.2 Advocacy and Resolutions Committee Report**

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

*That the ASCA Board of Directors approves the inclusion of the Year End Summary for the Advocacy/Resolutions Committee 2022-2023 in the Annual Advocacy in Action Update for the 2023 AGM.*

**3.3 Fund Development Committee Report**

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

*That the ASCA Board of Directors approves the inclusion of the Year End Summary for the Fund Development Committee 2022-2023 in the Annual Advocacy in Action Update for the 2023 AGM.*

**3.4 Governance Committee Report**

*That the ASCA Board of Directors adopts the Governance Committee report for information.*

*That the ASCA Board of Directors approves the inclusion of the Year End Summary for the Governance Committee 2022-2023 in the Annual Advocacy in Action Update for the 2023 AGM.*

**3.5 Internal Finance Committee Report**

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

*That the ASCA Board of Directors approves the inclusion of the Year End Summary for the Internal Finance Committee 2022-2023 in the Annual Advocacy in Action Update for the 2023 AGM.*



### **3.6 Legacy Committee Report**

*That the ASCA Board of Directors adopts the Legacy Committee report for information.*

*That the ASCA Board of Directors approves the inclusion of the Year End Summary for the Legacy Committee 2022-2023 in the Annual Advocacy in Action Update for the 2023 AGM.*

### **3.7 Member Engagement Committee Report**

*That the ASCA Board of Directors adopts the Member Engagement Committee report for information.*

*That the ASCA Board of Directors approves the inclusion of the Year End Summary for the Member Engagement Committee 2022-2023 in the Annual Advocacy in Action Update for the 2023 AGM.*

### **3.8 Nominations Committee Report – Removed from Consent Agenda**

### **3.9 Recognition Awards Committee Report**

*That the ASCA Board of Directors adopts the Recognition and Awards Committee Report for information.*

*That the ASCA Board of Directors approves the inclusion of the Year End Summary for the Recognition Awards Committee 2022-2023 in the Annual Advocacy in Action Update for the 2023 AGM.*

**MOTION:** Vice President Odishaw/Director Bodell

*That the ASCA Board of Directors adopts the Consent Agenda as amended.*

**ADOPTED UNANIMOUSLY**

## **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 (Consent Agenda Item)**

**F. Member Engagement Committee (Consent Agenda Item)**

**G. Nominations Committee**

Director Gerstner engaged the Board in a brief conversation related to the Nominations received to date.

**Action:** The Executive Director is directed to request all social media URLs identified in Candidate Questionnaires from all declared Candidates.

**MOTION:** Directors: Gerstner/Bodell

*That the ASCA Board of Directors adopts the Nominations Committee report for information.*

**ADOPTED UNANIMOUSLY**



**MOTION:** Directors Gerstner/McDonald

That the ASCA Board of Directors approves the inclusion of the Year End Summary for the Nominations Committee 2022-2023 in the Annual Advocacy in Action Update for the 2023 AGM.

ADOPTED UNANIMOUSLY

**H. Recognition Awards Committee (Consent Agenda Item)**

**I. Education Issues and E-Scan**

**2023 Provincial Budget:**

President and ED invited along with those from stakeholder and partner organizations to the Budget 2023 briefing, which was an interactive presentation and discussion conducted by the Deputy Minister. Partners/stakeholders appreciated the format, especially the ability to ask questions seeking to understand new or revised funding.

**2023-2024 Funding Manual:**

Available online, this document provides details of specific funding envelopes and grants.

<https://open.alberta.ca/dataset/8f3b4972-4c47-4009-a090-5b470e68d633/resource/c8a1946e-f466-4e0f-91ae-6078068ecef/download/edc-funding-manual-2023-2024-school-year.pdf> Of

note to ASCA, and not covered by media releases and stories, the ASCA grant may now be applied towards conference registration fees.

**September 2023 Curriculum Implementation:**

President and ED invited along with those from stakeholder and partner organizations to the Curriculum update briefing, which was an interactive presentation and discussion conducted by the Deputy Minister. Concerns that the system itself is saying that the system isn't ready, and does not have the capacity to take on new implementation this fall. GoA is hearing otherwise and feels comfortable moving forward in the measured way it is planning.

**Roundtable: Items identified by Directors:**

Attendance at school open houses has visibly increased, providing opportunities for directors to encourage engagement with school councils.

The high school building uncertainty for a Charter school in Calgary appears to be resolved.

PATs schedules (very year-end) are challenging for some parents/schools/divisions.

In some school divisions, designated schools are not within reasonable or logical geographic areas, and bussing remains a challenge.

Attendance and engagement at school council meetings have started to dwindle, which is frustrating for those parents who are still trying to invest energy and resources into their school councils/communities.

School councils in one division are being told not to permit comments/questions in school council meetings, principals are taking over the creation of agendas, parent/trustee forums have changed to webinars, no parent input into issues, and no ability for parent interaction. Parents are disengaging at the local level and are looking for reasonable means of counteracting this. Partner organizations and event attendees are gaining familiarity and comfort with ASCA representation and participation.



**J. Financial Report**

- i. Income Statement at February 28, 2023, forecast and revised budget

**MOTION:** *Directors Gerstner/Smith*

*That the ASCA Board of Directors adopts February 28, 2023 Income Statement with 2022-2023 Budget and Year End Forecast for information* **ADOPTED UNANIMOUSLY**

- ii. Balance Sheet at February 28, 2023.

**MOTION:** *Directors Smith/Bodell*

*That the ASCA Board of Directors adopts the February 28, 2023, Balance Sheet for information.*

**ADOPTED UNANIMOUSLY**

- iii. ASCA 2023-2024 Budget

Director Smith left the meeting (2:38 p.m.) due to technical issues and was not present for the motion below.

**MOTION:** *Directors Gerstner/Bodell*

*That the ASCA Board of Directors adopts the ASCA 2023-2024 Budget as presented.*

**ADOPTED UNANIMOUSLY**

Director Smith rejoined the meeting at 2:40 p.m.

**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

The Board engaged in a discussion related to the usefulness of the Twitter platform for ASCA, and if there are any risks associated with ASCA maintaining its presence on Twitter. The Board has asked that this be explored further at the June 2023 ASCA Board Meeting.

**Action:** 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.

**MOTION:** *Directors Bodell/McDonald*

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

**ADOPTED UNANIMOUSLY**

**M. Board Management**

- i. Mentorship/PODs

Vice President Odishaw shared a draft of the new format for the Directors' reports and asked Directors to take some time to test it. Directors we asked to provide feedback to Vice President Odishaw before the April Board Meeting. Initial feedback was very positive. Given this, vice President Odishaw and the Executive Director will undertake moving the format into the Teams survey mechanism – Forms – to maintain ASCA ownership of the survey and collected data.

- ii. In Camera

The Board did not move in camera during this meeting.



- iii. Proposed 2023-2024 Board Work Plan  
Directors reviewed the Draft 2023-2024 Work Plan and discussed proposed revisions, and the implications of accountability and humanity on incoming Board Members.

**MOTION:** *Directors Gerstner/Smith*

*That the ASCA Board of Directors adopts the ASCA 2023-2024 Board of Directors Work Plan as presented.*

**ADOPTED UNANIMOUSLY**

- iv. Board Self-Evaluation and Executive Director Evaluation Reports  
Consultant Jacquie Surgenor Gaglione presented the evaluation reports to the Board, along with a brief overview of why evaluations are integral to the success of any organization. Directors reviewed each report thoroughly and engaged in comprehensive discussions related to each.

Director Bodell left the meeting (10:30 a.m.) and was not present for the motion below.

**MOTION:** *Directors Gerstner/McDonald*

*That the ASCA Board of Directors approves the Executive Director Evaluation report as developed during the Executive Director Evaluation session on March 18, 2023, as an accurate accounting of the Executive Director's performance for the period April 2022 to March 2023, and further, that the Board authorizes the Consultant and Executive Director to make any required technical edits and to provide the final report to the President for her signature.*

**ADOPTED UNANIMOUSLY**

Director Bodell returned to the meeting at 11:45 a.m.

Director McDonald left the meeting (1:00 p.m.) and was not present for the motions below.

**MOTION:** *Directors Gerstner/Li*

*That the Board of Directors approves the Board Self-Evaluation report as developed during the Board Self-Evaluation session of March 18, 2023, and that the Consultant and Executive Director be authorized to make any technical edits prior to being signed by the President and then circulated to the Board.*

**ADOPTED UNANIMOUSLY**

**MOTION:** *Directors Gerstner/Smith*

*That the Board of Directors authorizes the Executive Director to share the Board Self-Evaluation final report, including the Board's 2023-2024 Growth Goals, with staff.*

**ADOPTED UNANIMOUSLY**

- v. AGM Director Roles  
The President reviewed the results of the AGM roles survey and assigned the following roles/responsibilities:  
Greeters: Bodell/Smith  
MC: Smith/Gerstner  
Territory Acknowledgement: Odishaw Financial Reporters: Bodell/Gerstner  
Resolutions Facilitators: Gerstner/Odishaw  
Nominations Facilitators: Li/Smith



**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**

The second School Council Engagement Task Force Survey was recently distributed and will close in late April.

**C. Stakeholder Engagement**

- i. Walk Alongside International – ASCA Representation

**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:** *To Be Decided*

5.2 Future **Weekday Evening Meeting Dates:** *To Be Decided*

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.**

5.6 Future **Board Orientation and Professional Development:** **May 6-7, 2023**

**6. MEETING EVALUATIONS:** Due before 12:00 noon Wednesday, March 22<sup>nd</sup>, 2023.

**7. ADJOURNMENT:** The meeting was adjourned at 4:35 p.m. on Saturday, March 18, 2023.

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President  
Brandi Rai

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Executive Director  
Wendy Keiver

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