



**MINUTES
August 31, 2023**

Present: Brandi Rai, President
Greta Gerstner, Director
Richard Haggarty, Director
Edward Tse, Director
Kerry Bodell, Director
Shelley Odishaw, Vice President
Krista Li, Director
Chelsea Ezeagwuna, Director
Ken Glazebrook, Director

Regrets/Leave:

Staff: Wendy Keiver, Executive Director

Guests: Stephen Webber, Metrix LLP

1. CALL TO ORDER AND WELCOME

President Rai called the meeting to order at 6:32 p.m. on Thursday, August 31, 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: June 10-11, 2023

That the ASCA Board of Directors adopts the June 10-11, 2023, Board Meeting Minutes as presented.

3.2 Advocacy and Resolutions Committee Report (4.1.A)

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

3.3 Fund Development Committee Report (4.1.B)

- A. November 2023 Online Silent Auction
- B. June 2024 Golf Tournament

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

3.4 Internal Finance Committee Report (4.1.D)

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

3.5 Member Engagement Committee Report (4.1.F)

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

3.6 Recognition Awards Committee (4.1.H)

That the ASCA Board of Directors adopts the Recognition Awards Committee report for information.

MOTION: Directors Li/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 3.2)**
- B. Fund Development Committee (Consent Agenda Item 3.3)**
- C. Governance Committee (No Report)**
- D. Internal Finance Committee (Consent Agenda Item 3.4)**
- E. Legacy Committee (No Report)**
- F. Member Engagement Committee (Consent Agenda Item 3.5)**
- G. Nominations Committee (No Report)**
- H. Recognition Awards Committee (Consent Agenda Item 3.6)**
- I. Education Issues and E-Scan**

Education Mandate Letter

President Rai encouraged Directors to be familiar with the mandates given to the Education Minister. ASCA will work to identify ways to support those mandates, and to look for opportunities to request funding to provide that support.

ASCA Exec Meeting with Minister Nicolaides June 26, 2023

The introductory meeting ASCA Executive had with the Minister was very good. President Rai brought forward a few areas ASCA Members would appreciate some improvements being made, such as PUF, class size and composition, inclusive education, open and transparent collaboration with all stakeholders, and restoration of funding to ASCA.

2023 Curriculum Implementation: Meeting with Minister Nicolaides September 7, 2023

Minister Nicolaides has invited ASCA Executive to meet with him to discuss implementation of the new curriculum. President Rai will provide additional information related to this meeting at the September Board Meeting.

J. Financial Report

- i. Income Statement at July 31, 2023 forecast and revised budget

MOTION: Directors Li/Bodell

That the ASCA Board of Directors adopts the July 31, 2023, Income Statement as presented.

ADOPTED UNANIMOUSLY

MOTION: Director Gerstner/Vice President Odishaw

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

ADOPTED

- ii. Balance Sheet at July 31, 2023

MOTION: Directors Gerstner/Li

That the ASCA Board of Directors adopts the July 31, 2023, Balance Sheet for information.

ADOPTED UNANIMOUSLY

- iii. Final Audit Findings & Audited Financial Statement (Stephen Webber, Metrix LLP)



MOTION: *Directors Glazebrook/Gerstner*

That the ASCA Board of Directors adopts the June 30, 2023, Audited Financial Statement as presented.

ADOPTED UNANIMOUSLY

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

The Board has not utilized this tracking tool in recent months.

L. Executive Director Report

i. Monthly Activities: ED, Staff

No Report

ii. Comprehensive 2023 Conference and AGM Evaluations

MOTION: *Directors Glazebrook/Bodell*

That the ASCA Board of Directors adopts the comprehensive 2023 Conference and AGM Evaluation report as presented.

ADOPTED UNANIMOUSLY

M. Board Management

i. Mentorship/PODs

Vice President Odishaw asked Directors for suggestions regarding the upcoming POD activity in September's Board Meeting. Directors agreed a team-building activity would be valuable.

ii. In Camera

The Board did not move In Camera during this meeting.

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

C. Stakeholder Engagement

i. External Advisory Committee Reps

This item will be discussed at the September Board Meeting.

ii. School Council Engagement Opportunity – Nov 2023

MOTION: *Directors Bodell/Glazebrook*

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 18th, 2023.

ADOPTED UNANIMOUSLY

MOTION: *Director Glazebrook/Vice President Odishaw*

That the ASCA Board of Directors sets a registration fee of \$25.00 per person, or \$100 per school council or group of division administrators/trustees, to attend the virtual Engagement Opportunity.



ADOPTED UNANIMOUSLY

MOTION: Directors Gerstner/Bodell

That the ASCA Board of Directors sets a draft agenda for the virtual Engagement Opportunity in November.

ADOPTED UNANIMOUSLY

MOTION: Vice President Odishaw/Director Tse

That the ASCA Board of Directors allows for one (1) or more individual or School Council attending the virtual Engagement Opportunity to win one (1) or more door prize(s) valued at no more than \$100.00 combined, unless provided by a donor or sponsor.

ADOPTED UNANIMOUSLY

MOTION: Directors Gerstner/Glazebrook

That the ASCA Board of Directors directs the Executive Director to invite the Minister of Education to participate in and observe the Engagement Opportunity.

ADOPTED UNANIMOUSLY

D. Advocacy in Action Summary

A link was provided to the ongoing summary of opportunities the President, Vice President, and Executive have had to represent ASCA at various regional and provincial committees and events.

4.3 Unfinished Business

5. Information Items:

5.1. Future Weekend Board Meeting Dates:

September 23-24, 2023

November 18-19, 2023

January 20-21, 2024

March 16-17, 2024

5.2. Future Weekday Evening Board Meeting Dates: None

5.3. Future Pre-AGM Board Meeting: April 19th, 2024 @ 8:00 a.m.

5.4. Future General Meetings of ASCA: 2024 Annual General Meeting (AGM) April 21st, 2024

5.5. Future Post-AGM Board Meeting: April 21st, 2024, 5:00 p.m.

6. Meeting Evaluations (electronic): The Board was reminded to complete the online Board Meeting Evaluation prior to 12:00 noon, Wednesday, September 6, 2023.

7. ADJOURNMENT: The meeting was adjourned at 9:30 p.m. on Thursday, August 31, 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.