



**MINUTES  
January 20-21, 2024**

**Present:** Brandi Rai, President  
Greta Gerstner, Director  
Richard Haggarty, Director  
Ken Glazebrook, Director  
Chelsea Ezeagwuna, Director (1:00 p.m. – 4:00 p.m. Jan. 20.24)

Shelley Odishaw, Vice President  
Krista Li, Director  
Edward Tse, Director (8:14 a.m. Jan. 20.24)  
Kerry Bodell, Director

**Regrets/Leave:**

**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, January 20, 2024, 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 18-19, 2023**

*That the ASCA Board of Directors adopts the November 18-19, 2023, Board Meeting Minutes as presented.*

**3.2 Fund Development Committee Report (4.1.B) – Removed from Consent Agenda**

**3.3 Internal Finance Committee Report (4.1.D)**

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

**3.4 Member Engagement Committee Report (4.1.F)**

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

**3.5 Recognition Awards Committee Report (4.1.H)**

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

**MOTION:** Directors Bodell/Li

*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 (Moved to Sunday, January 21)**

**4.1.A.i Expiring ASCA Advocacy Policies**

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

*That the ASCA Board of Directors endorses the Advocacy and Resolutions Committee's recommendations regarding:*

*\*the archiving of existing ASCA Advocacy Policies #94-6, 99-20, 03-3, 04-13, 05-3, 06-4, 14-1, 19-06;*

*\*the reaffirming of existing ASCA Advocacy Policies #94-8, 02-15, 03-9, 04-15, 14-3; and*

*\*the amending of existing ASCA Advocacy Policies #94-2, 99-27, 02-13, 02-12, 02-4, 03-7, 08-6*

*for ASCA Member School Council consideration at the 2024 Annual General Meeting.*

**ADOPTED UNANIMOUSLY**



4.1.A.ii Board Sponsored Proposed Advocacy Resolutions

Vice President Odishaw explained the delay in presenting this report, providing the Board with a summary of what has been accomplished to date, and the anticipated date for completion (January 31, 2024). The Board Sponsored Proposed Advocacy Resolutions will be circulated electronically for the Director's consideration with detailed instructions for response.

**MOTION:** Vice President Odishaw/Li

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

ADOPTED UNANIMOUSLY

**B. Fund Development Committee (Removed from Consent Agenda)**

**MOTION:** Directors Gerstner/Glazebrook

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

ADOPTED UNANIMOUSLY

**C. Governance Committee (Verbal Report)**

**MOTION:** Vice President Odishaw/Li

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

ADOPTED UNANIMOUSLY

**D. Internal Finance Committee (Consent Agenda Item)**

**E. Legacy Committee**

No Report

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

**G. Nominations Committee**

**MOTION:** Directors: Li/Gerstner

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

ADOPTED UNANIMOUSLY

**MOTION:** Directors: Bodell/Tse

That the ASCA Board of Directors approves the 2024 Candidate Information Package as amended and directs the Executive Director to make any technical edits prior to posting publicly on or before January 26<sup>th</sup>, 2024.

ADOPTED UNANIMOUSLY

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

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

**Roundtable: Items identified by Directors:**

Some school divisions noticed the change technological glitch for students taking PAT exams, as what had occurred for some students writing Diploma Exams (different questions in the paper version than in the online version). There are concerns about some of the messaging surrounding the importance/purpose of PAT exams.

There is also recognition that students, teachers, and families are 'year-end' tired already. Parents in some school divisions have been expressing concerns about the current Weighted Moving Average funding model, as it causes inequities for Divisions experiencing extreme enrolment growth.

The recent very cold period has caused structural issues and damages in some portable classrooms in some school divisions.

One school division recently had to reverse a Board decision related to school hours because of



a large opposition by parents who could not adjust their working schedules to accommodate changes in school start times.

The Alberta Education Assurance Survey Results are being shared with some school councils, identifying areas where improvements need to be made. Many of the student responses to some questions are raising concerns about students' mental health, as well as school culture. Efforts are being made by some school councils to contribute to areas requiring improvement. Adherence to governance policies and structures is still challenging for some school councils and fundraising associations. There is sincere appreciation for the additional efforts that parents contribute to ensuring students have beneficial educational experiences.

President Rai summarized concerns many education stakeholders are expressing related to Diploma Exams and provided a brief update on the status of the draft K-6 Social Studies curriculum.

**J. Financial Report**

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

**MOTION:** Directors Bodell/Gerstner

*That the ASCA Board of Directors adopts the December 31, 2023, Income Statement with the revised 2023-2024 Budget and Year End Forecast for information.*

**ADOPTED UNANIMOUSLY**

- ii. Balance Sheet at December 31, 2023

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

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

**ADOPTED UNANIMOUSLY**

- iii. Preliminary 2024-2025 Budget (Verbal Report)

President Rai provided a verbal update related to the forecasts for the 2024-2025 Budget and notified the Board that a Special Board Meeting will be called for a date in later February to discuss details and options.

- iv. CRA Charity Return

This item was addressed within the Internal Finance Committee Report (Item 4.1.D)

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

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

**L. Executive Director Report**

- i. Monthly Activities: ED, Staff

**MOTION:** Directors Li/Haggarty

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

**ADOPTED UNANIMOUSLY**

- ii. Conference 2024 Update (Note date error on agenda)

ED Keiver provided a comprehensive status report related to Conference registration, breakout session status, hotel accommodations, etc. Directors are encouraged to be quick to register once the links are live and encourage those within their circles of influence to do the same.



iii. Charity of Choice

**MOTION:** Directors Gerstner/Bodell

*That the ASCA Board of Directors approves \$200.00 be donated to Food Banks Alberta as its Charity of Choice in lieu of breakout sessions speakers/presenters for the 2024 Conference receiving payments or gifts.*

**ADOPTED UNANIMOUSLY**

**Action:** The Executive Director will encourage school communities to contribute to either their local food bank or Food Banks Alberta in support of this choice.

iv. AGM 2024 Update/Roles (Note date error on agenda)

**Action:** The Executive Director will review the Director responses to the AGM survey, and work with ASCA Executive to appoint Directors into the needed positions during or before the March 16-17, 2024, Board Meeting.

v. AGM Rules of Order Review

**Action:** The Executive Director will use and post the unanimously adopted 2023 AGM Standing Rules as the Draft 2024 AGM Standing Rules.

**M. Board Management**

i. Mentorship/PODs

Vice President Odishaw invited Directors to seek information related to what to expect at the Conference and AGM.

ii. In Camera

The Board did not move into camera during this meeting.

iii. Auditor Approval

**MOTION:** Directors Li/Bodell

*That the ASCA Board of Directors approves the appointment of Metrix Group LLP as the Association's independent auditors for the 2024-2025 fiscal year.*

**ADOPTED UNANIMOUSLY**

iv. Declaration of Intent (Succession Planning)

President Rai invited Directors to indicate their intention for re-election, or election for a new position, at the 2024 AGM. Directors were encouraged to ask questions and seek additional information.

v. Creating an ASCA Land Acknowledgement

**MOTION:** Directors Glazebrook/Gerstner

*That the ASCA Board of Directors directs the Executive Director to have the new Land Acknowledgement co-created by the Board reviewed by a knowledgeable third party, and if deemed suitable, be adopted for use by the Association.*

**ADOPTED UNANIMOUSLY**

vi. Research Project Partnership Proposal

**MOTION:** Directors Gerstner/Glazebrook

*That the ASCA Board of Directors approves the Association being named as a Partner Organization for Dr. Emily Milne's Advancing Educational Equity in Alberta Classrooms, Schools, and Structures research project, and directs the Executive Director to undertake the required activities and actions as a project Team Member.*

**ADOPTED UNANIMOUSLY**



**4.2 Representation (Provincial Level Participation)**

**A. Director's Reports**

A link was provided on the agenda for Directors to review these comprehensive reports.

**B. School Council Engagement Task Force: Results**

No Report as the first SCETF survey remains open until early February.

**C. Stakeholder Engagement**

i. Walk Alongside Alberta Update

The Executive Director provided a brief verbal update.

**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**

**4.1.M.v** The Board reviewed the Land Acknowledgement created on Saturday.

**Action:** The Executive Director will ensure the newly crafted ASCA Land Acknowledgement is reviewed by a knowledgeable third party prior to use by the Association.

**5. Information Items:**

**5.1.** Future **Weekend Board Meeting Dates:**

**March 16-17, 2024**

**5.2.** Future **Weekday Evening Board Meeting Dates:**

**5.3.** Future **Pre-AGM Board Meeting: April 26<sup>th</sup>, 2024 @ 8:00 a.m.**

**5.4.** Future **General Meetings of ASCA: 2024 Annual General Meeting (AGM) April 28<sup>th</sup>, 2024**

**5.5.** Future **Post-AGM Board Meeting: April 28<sup>th</sup>, 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, January 24<sup>th</sup>, 2024.

**7. ADJOURNMENT:** The meeting was adjourned at 10:00 a.m. on Sunday, January 21<sup>st</sup>, 2024.

*Brandi Rai*

---

President  
Brandi Rai

*Wendy Keiver*

---

Executive Director  
Wendy Keiver

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