



**MINUTES
March 16 – 17, 2024**

Present: Brandi Rai, President
Greta Gerstner, Director
Richard Haggarty, Director
Ken Glazebrook, Director
Edward Tse, Director (8:10 a.m. 03.16.24; 8:06 a.m. 03.17.24)

Shelley Odishaw, Vice President
Krista Li, Director
Chelsea Ezeagwuna, Director (8:06 a.m. 03.16.24)
Kerry Bodell, Director

Regrets/Leave:

Guests: Jacquie Surgenor-Gaglione, Consultant, Leadership and Life

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, March 16, 2024, and welcomed everyone. She provided the new ASCA Land Acknowledgement. Directors then participated in a team-building 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: January 20-21, 2024, and February 22, 2024

That the ASCA Board of Directors adopts the January 20-21, 2024, Board Meeting Minutes as presented.

That the ASCA Board of Directors adopts the February 22, 2024, Board Meeting Minutes as presented.

3.2 Advocacy and Resolutions Committee Report (4.1.A)

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 Fund Development Committee 2023-2024 in the Annual Advocacy in Action Update for the 2024 AGM.

3.3 Fund Development Committee Report (4.1.B)

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 2023-2024 in the Annual Advocacy in Action Update for the 2024 AGM.

3.4 Internal Finance Committee Report (4.1.D)

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 2023-2024 in the Annual Advocacy in Action Update for the 2024 AGM.

3.5 Member Engagement Committee Report (4.1.F)

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 2023-2024 in the Annual Advocacy in Action Update for the 2024 AGM.



MOTION: Directors Tse/Glazebrook

That the ASCA Board of Directors adopts the Consent Agenda as amended (4.1.A.i and 4.1.C.i).

ADOPTED UNANIMOUSLY

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 Stewardship (Association Oversight)

A. Advocacy Committee (Consent Agenda Item)

i. Potential Board Sponsored Emergent Advocacy Resolutions

President Rai provided a verbal background highlighting the importance of ASCA having advocacy or policy positions/statements related to recently announced legislative changes anticipated for the fall of 2024: Parental Rights and Preserving Choice for Students, and Political Parties in Municipal Elections and Governance. Should the Board agree with the creation of Proposed Emergent Resolutions, they would be presented to the Board in the April pre-AGM Board Meeting for approval to present to Members at the AGM. Notice to Members about the concept, not content, of possible Emergent Resolutions would precede the Board's final decision. Questions were raised about engaging with Members before creating any Proposed Emergent Resolutions, to gauge initial support for the concepts. The Board agreed in principle to have a method by which ASCA Member School Councils could provide their perspectives on the concepts, indicating their intention to attend the AGM to represent their school council.

Director Ezeagwuna was absent for a portion of this discussion, approximately 7 minutes (1:10 – 1:17 p.m.).

Director Tse did not return to the meeting after a short break following the Evaluations item (1:10 p.m.) and was not present for the conclusion of this discussion.

Action: The Advocacy and Resolutions Committee will create two (2) high-level proposed Emergent Advocacy Resolutions for Board consideration at the April pre-AGM Board meeting.

The Executive Director will prepare a brief survey for ASCA Member School Councils to provide initial perspectives on each concept for the proposed Emergent Advocacy Resolutions, along with an indication if their School Council will be represented at the AGM.

B. Fund Development Committee (Consent Agenda Item)

C. Governance Committee

i. ASCA Members' Code of Conduct and Expectations

President Rai informed the Board that the Association has no guidelines or processes in place related to the expectations for ASCA Members (School Councils, Associate, Individual Parent, or Honourary Life), accountability, and consequences if those expectations are not followed. It is strongly suggested that the Board take on this work in the upcoming year.

ii. Review of the Bylaws

Following the creation of expectations for ASCA Members, amendments to the bylaws may be required, which would need to be presented to Members at the 2025 AGM.



MOTION: Directors Gerstner/Bodell

That the ASCA Board of Directors directs the Governance Committee to consider the expectations, accountability, and consequences of ASCA Members (School Councils, Associate, Individual Parent, and Honourary Life) and develop related guidelines and processes for Board approval, further, the ASCA Board of Directors directs the Governance Committee to review the ASCA Bylaws related to this section and recommend amendments to reflect the same.

ADOPTED

D. Internal Finance Committee (Consent Agenda Item)

E. Legacy Committee

No Report

F. Member Engagement Committee (Consent Agenda Item)

G. Nominations Committee

No Report

H. Recognition Awards Committee

MOTION: Directors: Bodell/Gerstner

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

ADOPTED UNANIMOUSLY

MOTION: Directors: Bodell/Li

That the ASCA Board of Directors adopts the Recognition and Awards Committee recommendations for the ASCA School Council Parent of Distinction, the ASCA Division School Council Engagement, the ASCA School Council Award of Merit, and the ASCA Excellence in Learning Partnerships Awards Award recipients.

ADOPTED UNANIMOUSLY

Director Ezeagwuna was placed in the Waiting Room (2:12 p.m. 03.16.24) before the Friend of ASCA Award discussion concluded. The Board determined Director Ezeagwuna would not be permitted to rejoin the Board Meeting. Vice President Odishaw communicated this information directly to Director Ezeagwuna via email. Executive Director Keiver removed Director Ezeagwuna from the Waiting Room and Board Meeting (2:55 p.m.).

MOTION: Directors: Bodell/Gerstner

That the ASCA Board of Directors selects Candidate B to receive the 2024 Friend of ASCA Award.

ADOPTED UNANIMOUSLY

MOTION: Directors: Bodell/Li

That the ASCA Board of Directors approves the inclusion of the Year End Summary for the Recognition Awards Committee 2023-2024 in the Annual Advocacy in Action Update for the 2024 AGM.

ADOPTED UNANIMOUSLY

I. Education Issues and E-Scan

2024 Provincial Budget:

Many stakeholders report that the budget seems to be more 'status quo' than the significant injection of funds portrayed. Enrolment growth and escalating expenses have a huge impact. It's



been confirmed that the ASCE Grant is still in the Funding Manual, yet criteria and details will be revealed when the Funding Manual is made public.

Parental Rights Legislation / Parental Choice:

Discussed during Governance Committee item.

Party Politics in Municipal Elections:

Discussed during Governance Committee item.

Roundtable: Items identified by Directors:

They are seeing evidence of the theme of dysfunctional school councils and fractured relationships in schools. Many parents and teachers are very concerned about Discussions in school communities about possibly having to follow provincial legislation regarding student pronouns. Rural school and division representatives have availed themselves of opportunities to express concerns about educational directions being initiated and supported by the current government. They are confident there will be detrimental impacts on students, families, and rural communities.

Draft K-6 Social Studies Curriculum:

Publicly available on 03.14.24, an overview of the K-12 Social Studies curriculum and a “Have Your Say” survey open to the public.

J. Financial Report

- i. Income Statement at February 29, 2024, forecast and revised budget

MOTION: Directors Li/Glazebrook

That the ASCA Board of Directors adopts the February 29, 2024, Income Statement with revised 2023-2024 Budget and Year End Forecast for information.

ADOPTED UNANIMOUSLY

- ii. Balance Sheet at February 29, 2024

MOTION: Directors Bodell/Haggarty

That the ASCA Board of Directors adopts the February 29, 2024, Balance Sheet for information.

ADOPTED UNANIMOUSLY

- iii. 2024-2025 Budget

MOTION: Directors Bodell/Gerstner

That the ASCA Board of Directors approves Scenario 2 as presented as the Alberta School Councils' Association 2024-2025 budget.

ADOPTED

Director Haggarty left the meeting after this motion (1:02 p.m. 03.17.24)

Action: The Executive Director is to prepare a high-level Budget document for sharing on-screen, not inclusion in the AGM package, at the AGM. The Executive Director must also prepare a high-level current realities document, which the Board will first approve at the April Board Meeting.



MOTION: *Directors Glazebrook/Bodell*

That the ASCA Board of Directors directs the Executive Director to ensure time is scheduled on the September 2024 Board Meeting Agenda to revisit conference planning.

ADOPTED UNANIMOUSLY

MOTION: *Directors Gerstner/Bodell*

That the ASCA Board of Directors approves increases in ASCA Membership Fees to \$125 per School Council, \$200 per Associate Member, and \$100 for Individual Parent Member.

ADOPTED

Director Li left the meeting after this motion (1:15 p.m. 03.17.24)

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

No report was provided for this meeting due to a processing error encountered by the Executive Director.

L. Executive Director Report

- i. Monthly Activities: ED, Staff

MOTION: *Directors Glazebrook/Bodell*

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

ADOPTED UNANIMOUSLY

- ii. Conference Update

The ED provided a verbal update, highlighting aspects of the Conference planning and registration.

M. Board Management

- i. Mentorship/PODs

Vice President Odishaw led the Board in a team-building activity when it reconvened at 8:00 a.m. on Sunday, March 17, 2024.

- ii. In-Camera

The Board did not move in camera during this meeting.

- iii. 2024-2025 Board Work Plan

Directors reviewed two Drafts of the 2024-2025 Work Plan and discussed proposed revisions, and the implications of accountability and humanity on incoming Board Members.

MOTION: *Directors Bodell/Gerstner*

That the ASCA Board of Directors adopts the ASCA 2024-2025 Board of Directors Work Plan Draft #2 as presented.

ADOPTED UNANIMOUSLY

- iv. Board and ED Evaluations (Timed Item)

The Consultant led the Board through the findings stemming from the evaluation surveys for the Executive Director and Board. Directors participated in the discussions by adding newly identified/considered thoughts or removing points that were not deemed relevant.



Director Ezeagwuna left the meeting for approximately 35 minutes during the conclusion of the ED evaluation, returning during the Board Evaluation discussion shortly after it started. Vice President Odishaw also left the meeting for approximately 10 minutes during the Board Self Evaluation.

At the conclusion of the discussion, the Consultant agreed to provide a final draft version of each Evaluation report to the Executive Director for the Board to consider and approve later during the meeting.

The conclusion of the item was then moved to Agenda Item 4.1.3 Unfinished Business.

- v. **AGM Director Roles**
The President reviewed the results of the AGM roles survey and assigned the following roles/responsibilities to Directors:
Greeters: Tse/Glazebrook/Bodell
MC: Li
National Anthem: Ezeagwuna
Land Acknowledgement: Tse
Financial Reporters: Bodell/Gerstner
Resolutions Facilitator: Odishaw
Nominations Facilitator: Haggarty
Parliamentary Assistant: Glazebrook

4.2 Representation (Provincial Level Participation)

A. Director's Reports

A link was provided to the compiled reports submitted by Individual Directors.

B. School Council Engagement Task Force: Q1 Results

MOTION: *Directors Bodell/Gerstner*

That the ASCA Board of Directors adopts the School Council Engagement Task Force Question 1 Results Report for information.

ADOPTED UNANIMOUSLY

C. Stakeholder Engagement

- i. **Walk Alongside Alberta update.**
The Executive Director provided a brief verbal summary of Walk Alongside activities and discussions that have taken place since the last Board Meeting.

D. Advocacy in Action Summary

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

4.3 Unfinished Business

4.3.1 Executive Director Evaluation – Final Report



MOTION: Directors Bodell/Gerstner

That the ASCA Board of Directors approves the Executive Director Evaluation report as developed during the Executive Director Evaluation session on March 16, 2024, as an accurate accounting of the Executive Director's performance for the period April 2023 to March 2024, 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

4.3.2 Board Self-Evaluation – Final Report

MOTION: Directors Vice President Odishaw/Tse

That the Board of Directors approves the Board Self-Evaluation report as developed during the Board Self-Evaluation session of March 16, 2024, and that the Consultant and Executive Director be authorized to make any technical edits before being signed by the President and then circulated to the Board.

ADOPTED UNANIMOUSLY

MOTION: Directors Gerstner/Tse

That the Board of Directors authorizes the Executive Director to share the Board Self-Evaluation final report, including the Board's 2024-2025 Growth Goals, with staff.

ADOPTED UNANIMOUSLY

5. Information Items:

5.1. Future Weekend Board Meeting Dates: None

5.2. Future Weekday Evening Board Meeting Dates: Thursday, April 11, 2024 @ 6:30 p.m. – 8:30 p.m.

5.3. Future Pre-AGM Board Meeting: April 26th, 2024 @ 8:00 a.m.

5.4. Future General Meetings of ASCA: 2024 Annual General Meeting (AGM) April 28th, 2024

5.5. Future Post-AGM Board Meeting: April 28th, 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, March 20, 2024.

7. ADJOURNMENT: The meeting was adjourned at 1:30 p.m. on Sunday, March 17, 2024.

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.