



**Minutes of Board of Directors Meeting
ASBA Boardroom**

October 8-9, 2009

ATTENDANCE

Board Members

Mrs. Heather Welwood, President
Mrs. Jacquie Hansen, Vice President
Mr. Dave Colburn, Edmonton Public (alternate)
Mrs. Debbie Engel, Edmonton Catholic (alternate)
Ms. Karen Kryczka, Calgary Public
Mr. Serafino Scarpino, Calgary Catholic
Mrs. Dianne Lavoie, Zone 1
Mrs. Lynda Akers, Zone 2/3
Mr. Clayton Jespersen, Zone 2/3
Ms. Jackie Swainson, Zone 4
Ms. Anne-Marie Boucher, Zone 5
Ms. Kerry Milder Zone 6
Ms. Mary Anne Penner, ACSTA (alternate)
Mr. Roy Goulet, FCSFA
Mr. Don Fleming, PSBAA

Staff/Consultants

Mr. David Anderson, Executive Director (Thursday)
Ms. Donna Engel, Director, Corporate Services
Ms. Suzanne Lundrigan, Director, Communications
Mr. Scott McCormack, Manager, Special Initiatives
Ms. Heather Tkachuk, Research and Policy Analyst
Ms. Bobbie Garner, Administrative Assistant
Ms. Marian Johnson, Administrative Assistant

Note: Any enclosure, report or other document to which a motion relates in whole or in part becomes an integral and official part of these minutes.

CALL TO ORDER

President Welwood called the meeting to order at 7:05 p.m. and introduced Mr. Dave Colburn and Ms. Mary Anne Penner. She also advised that this would be Don Fleming's last meeting as the PSBAA observer and thanked him for his work on the Board.

NATIONAL ANTHEM

Music was provided for the national anthem as well as video clips of Canadian scenes.

A. PROCEDURAL ITEMS

A.1 Agenda

(a) Additions/Changes

There were no additions or changes to the revised agenda. However, the order was adjusted to allow for those items requiring input from D. Anderson to be discussed on Thursday evening, as he was attending the Deputy Minister's "School Act Consultation" meeting on Friday.

(b) Approval

MOTION #1
C. Jespersen

That the revised agenda be approved.

CARRIED

A.2 Approval of Minutes – September 10-11, 2009

(a) Errors/Omissions

No errors or omissions were reported.

(b) Approval

MOTION #2
S. Scarpino

That the minutes of the September 10-11, 2009 ASBA Board of Directors meeting be approved as circulated.

CARRIED

(c) Business Arising

There was no business arising from the September 10-11, 2009 minutes.

A.3 In-Camera Session

MOTION #3
J. Swainson

That the meeting move *in-camera*.

CARRIED

MOTION #4
D. Lavoie

That the meeting move out of *camera*.

CARRIED

B. ADVOCACY

B.1 ASBA Advocacy Priority Reports

No reports were available.

(a) Advocacy Highlights

H. Tkachuk provided a draft report to the Board and stated that it would be updated for inclusion in the Policies Bulletin to be sent to all boards at the end of October in preparation for the Fall General Meeting.

Several suggestions on topics to include in the Advocacy Highlights report were made:

- Add "Setting the Direction"
- Add that a consultant would compile the High School Completion advocacy report
- Move "Bill 44" up in the order

- Include the expert adviser and the two administrative representatives in the list of members of the “Transportation” task force
- Reflect that the School Act Review sessions had occurred
- Include that the streamlining of the ASBA Governance Handbook was undertaken to facilitate advocacy
- Add “Education Summit” and that it involved the community

It was also suggested that “Advocacy Highlights” be included with the next value statement information provided to school boards.

MOTION #5
S. Scarpino

That, for the 2009 Fall General Meeting, the ASBA Board of Directors suspend the requirement to provide an annual accounting of progress and indication of status of directives for action, as established in Board of Directors’ policy GP 12. Therefore, no Directives for Action Progress Report, or associated omnibus motion, would be presented to the membership at the 2009 FGM. Rather, a summary of advocacy highlights would be provided, which would also be included with the next “Value Statement” sent to school boards.

CARRIED

B.2 Policy Development Advisory Committee (PDAC)

(a) Approval of Proposed Policies for 2009 FGM

J. Hansen reported that on October 1 the PDAC had met to review FGM policy proposals which had been reviewed by Legal Services. Due to a legal situation affecting the proposal regarding a maximum age limit for school bus drivers, it may be necessary for the package to be approved in principle, with the final content decision being made by PDAC.

MOTION #6
K. Milder

That the proposed policy positions be approved in principle for placement before the membership at the 2009 ASBA Fall General Meeting, and that responsibility for approval of the final contents of the package be delegated to the PDAC, considering the response provided by the remaining board.

CARRIED

J. Hansen added that the second phase of the governance handbook review to determine a new process to reaffirm, amend, delete policies would be starting soon, as would the review of the Board of Directors policies.

C. RESEARCH

C.1 TIES Report It was noted that a TIES report should be available at the Board's December meeting.

D. PARTNERSHIPS

E. SERVICES TO BOARDS

E.1 ASBA Awards

(a) Friends of Education The Board agreed that none of the applications met the award criteria of being provincial in character. However, as one could be expanded to meet the criteria, the nominating board would be contacted to see if it was willing to do so.

The Board of Directors agreed to consider, at a future meeting, making the criteria more flexible. They also agreed that in future only the winner would be published in the Fall General Meeting brochure. Boards and Zones would be encouraged to recognize their local "Friends of Education".

(b) Honourary Life No nominations were received for this award.

F. BOARD POLICIES

F.1 Review of External Committees

(a) External Committee Representation D. Anderson advised that ASBA practice was to appoint representatives to external committees when asked. The approach was based on two factors:

1. Committees were an important vehicle for advancing ASBA policy positions and objectives; and
2. Committee appointments represented an important vehicle for involvement of the broader trustee community in the work of the ASBA.

Board members were asked to identify, from the "Active and Inactive" list of committees, any committees that had completed their work and/or disbanded. Current representatives would be canvassed to see if they felt ASBA should continue to be represented on their committee. Based on this information, an updated list would be prepared.

(b) Review of External Committee Representation D. Anderson referred the Board to the ASBA "Protocol for External Committee Representatives" which was adopted in 2001. He reviewed the various types of committees and the type of representative usually appointed to each:

Type A: Appointment is by the Board and usually a Director is selected.

Type B: Appointment is by the Board and usually a trustee is selected.

Type C: Appointment is by the Executive Director and usually a staff member or consultant is selected.

Type D: Appointment is by the Executive Director and usually a trustee is selected.

In addition, the protocol outlined the roles and responsibilities of representatives and provided guidance as to their reporting obligations to ASBA.

That the ASBA Board of Directors reaffirm the "Protocol for External Committee Representatives" as the foundation document which will guide appointment of ASBA representatives to external committees.

CARRIED

MOTION #7
J. Swainson

F.2 Review of Internal Committees

The Board reviewed and updated the current list of internal committee assignments that the ASBA Executive would consider the following week. A new list would be provided to the Board for their consideration at the December meeting.

G. BOARD MEMBER REPORTING RESPONSIBILITIES

G.1 President's Report

Please refer to the written report.

(a) CSBA Update

In addition to the materials provided, H. Welwood advised that the CSBA Board, at their September 28-29 meeting, affirmed that the key purposes of the association were to:

1. share information with members,
2. convene and organize an annual national congress, and
3. advocate on agreed specific issues at the national level.

In addition, CSBA would employ someone, who would be located in the QESBA office in Montreal, to support the President, Board, and CSBA members.

Currently, ASBA agreed to be responsible for creating a revised financial plan for CSBA fees and support. D. Anderson added that ASBA was reviewing the relevance and value of its CSBA membership.

G.2 Vice-President's Report

Please refer to the written report.

G.3 Executive Director's Report

In addition to his written report, D. Anderson provided the following information:

Expense Claim Guidelines: Attached to his report was a list of guidelines for completing an ASBA expense claim. It was pointed out that:

- only three meals per day were permitted
- meals and refreshments could not be claimed if ASBA had provided them
- if weather conditions posed a safety concern, an extra night's stay at a hotel was permissible and encouraged

Directors were asked to inform their alternates of these guidelines.

School Act Discussions: A copy of the agenda, introductory comments, and ASBA discussion paper were provided to the Board as well as the Deputy Minister's discussion paper/guide for legislative review. Due to severe time constraints for submissions, there would not be time for the Board to approve the final document, but would receive a copy.

Funding Cuts: D. Anderson advised that the Board would soon receive a copy of a report that ASBA had commissioned Dr. Russ Wiebe to draft on the effects of funding cuts (believed to be \$344 million or 6.7% of school board budgets collectively). Boards had been asked to provide ASBA with information on the financial impact of cuts to their board.

Joint Media Campaign: S. Lundrigan provided details on the "Stop the Cuts" campaign jointly sponsored by the ATA, ASCA, and ASBA to highlight the enormity of the problem and advised that the ATA was funding it in its entirety. It would be launched on October 14th with a media conference of the Presidents of the three associations. School boards would be receiving messages in advance so they could carry them forward to their communities and MLAs.

FGM Plans: S. Lundrigan advised that, instead of information/professional development sessions, there would be three sets of panels and group discussions at the Fall General meeting. The three panels would consist of students, former ATA Presidents, and former Ministers of Education discussing what they thought school boards should be doing.

Alberta Transportation Request: D. Anderson distributed Alberta Transportation's proposal to initiate changes to the *Use of the Highway and Rules of the Road Regulation* regarding speed zone hours in school and playground areas. Their request was that ASBA distribute this information, not to consider it. The Board did not object to this request.

G.4 Member Reports

Edmonton Public (B. Esslinger): D. Colburn added to the written report, by advising that Edmonton Public had undertaken an independent transportation review that other Boards might be interested in.

Edmonton Catholic (D. Engel): D. Engel reported that a Community Engagement session was held October 1 to discuss funding cuts. H. Welwood requested that school boards inform her of the outcomes of any community engagement meetings they were holding, especially those outcomes that they did not expect.

Calgary Public (K. Kryczka): Please refer to the written report.

Calgary Catholic (S. Scarpino): In addition to his written report, S. Scarpino highlighted the Board's 125th anniversary plans and distributed pins marking the event.

Zone 1 (D. Lavoie): Please refer to the written report.

Zone 2/3 (L. Akers/C. Jespersen): Please refer to the written report. L. Akers also requested copies of Zone agendas to see how they were shifting their meetings to focus on provincial matters and their structure.

Zone 4 (J. Swainson): Please refer to the written report.

Zone 5 (A-M. Boucher): Please refer to the written report.

Zone 6 (K. Milder): Please refer to the written report.

ACSTA (S. Bannard): Please refer to the written report.

FCSFA (R. Goulet): In a verbal report, R. Goulet advised that the two southern Francophone boards were still considering amalgamation. A "Faith" convention was planned for November 5-7 for all Alberta school children, and the Federation's AGM was scheduled for November 22.

PSBAA (D. Fleming): Please refer to the report and submission to the Minister regarding *School Act* legislation which were distributed at the meeting.

H. OTHER

H.1 Directors' Requests for Information

Coaches and Board Liability: S. Scarpino commented that the information provided offered a good explanation of the issue and should be made available to school boards.

H.2 Agenda Items – Future Board Meetings

The following items were identified:

- Presentation on “Balanced School Year” (research by Zone 1)
- Board Annual Workplan (Feb 2010)
- Criteria for Friends of Education Award

I. DISCUSSION ITEMS

I.1 Charter School Membership

S. McCormack reviewed with the board membership restrictions as outlined in Bylaw 6.1-6.2 of the *ASBA Act* as well as ASBA Bylaw 1.1(c, d) which described the two types of memberships allowed, and ASBA Bylaw 2.2(a, b, c, d) which listed membership entitlements.

Before further debating Charter School membership in the ASBA, the board was asked to decide if it was prepared to make bylaw changes to accommodate this type of membership.

In response, the Directors commented that they needed more information on Charter Schools, such as the number of charter schools, a synopsis of their governing body, their accountability, their connection to their local school board, who initiated the request for membership, advantages/disadvantages to ASBA if membership was allowed, etc.

J. INFORMATION ITEMS

K. MEETING EVALUATION

Directors were encouraged to complete and return their October meeting evaluation form.

L. ADJOURNMENT

MOTION #8
S. Scarpino

That the meeting adjourn.

CARRIED

The meeting adjourned at 12:10 p.m.

Following the meeting, S. McCormack provided details on the format and the roles and responsibilities of Directors for the School Act Discussions meetings occurring in each Zone.

President

Executive Director

DRAFT