



## Minutes of Board of Directors Meeting ASBA Boardroom

September 11-12, 2008

### ATTENDANCE

#### Board Members

Mrs. Heather Welwood, President  
Mrs. Jacquie Hansen, Vice President  
Ms. Bev Esslinger, Edmonton Public  
Mrs. Marilyn Bergstra, Edmonton Catholic  
Ms. Carol Bazinet, Calgary Public  
Mr. Serafino Scarpino, Calgary Catholic  
Mrs. Dianne Lavoie, Zone 1 Alternate  
Mrs. Lynda Akers, Zone 2/3  
Mr. Clayton Jespersen, Zone 2/3  
Ms. Jackie Swainson, Zone 4  
Mr. Doug Gardner, Zone 5 (Thursday)  
Ms. Anne-Marie Boucher, Zone 5 Alternate (Friday)  
Ms. Kerry Milder, Zone 6  
Mrs. Alice Brick, ACSTA  
Mr. Fred Kreiner, FCSFA (Friday)  
Mr. Don Fleming, PSBAA

#### Guests

Dr. John Rymer, Alberta Education (A.3)  
Mr. John Steffensen, Western Management (A.4c)  
Dr. Warren Phillips, Consultant (A.8)

#### Staff/Consultants

Mr. David Anderson, Executive Director  
Mr. Scott McCormack, Manager, Special Initiatives  
Mr. Terry Gunderson, Consultant (A.6)  
Ms. Heather Tkachuk, Policy and Research Analyst (A.6)  
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 7:10 p.m.

#### NATIONAL ANTHEM

Jacquie Hansen led the Board in the singing of O'Canada.

**A. RECOMMENDED ACTION ITEMS**

**A.1 Agenda**

**(a) Additions/Changes**

**Order:**

**A.5/A.11** The "Role of the Board and Board Members" would become agenda item A.5(a) and would be discussed prior to "ASBA Executive Director Evaluation Process and Criteria", which would become agenda item A.5(b).

**(b) Approval**

**MOTION #1**  
C. Jespersen

That the agenda, as amended, be approved.

**CARRIED**

**A.2 Approval of Minutes – August 23, 2008**

**(a) Errors/Omissions**

No errors or omissions were noted.

**(b) Approval**

**MOTION #2**  
S. Scarpino

That the minutes of the August 23, 2008 ASBA Board of Directors meeting be approved.

**CARRIED**

**NOTE:** Following the approval of the minutes, an error was noticed on page 3, B.2 – Committee Update Reports: (a) Taxation: D. Anderson had met with the Minister's Assistant.

**MOTION #3**  
J. Swainson

That the August 23, 2008 minutes be accepted with the above correction.

**CARRIED**

**(c) Business Arising**

There was no business arising from the August 23, 2008 meeting.

**A.3 Provincial Achievement Tests and Diploma Exam Results – Presentation by Dr. John Rymer**

**MOTION #4**  
M. Bergstra

That the meeting move *in-camera*.

**CARRIED**

**MOTION #5**  
J. Swainson

That the meeting move out of *camera*.

**CARRIED**

The Board requested that at a future meeting Dr. Rymer give a presentation on the discrepancy of school vs. diploma awarded marks.

**MOTION #6**  
D. Gardner

That the meeting recess until Friday, September 12, 2008 at 9:00 a.m.

**CARRIED**

The meeting recessed at 9:20 p.m. and reconvened at 9:00 a.m. on Friday, September 12, 2008.

**A.4 In Camera Session**

Anne-Marie Boucher joined the meeting as the Zone 5 alternate, as D. Gardner was unable to attend the meeting on Friday.

**MOTION #7**

C. Jespersen

That the meeting move *in-camera*.

**CARRIED**

**MOTION #8**

B. Esslinger

That the meeting move out of *camera*.

**CARRIED**

**A.4(a) ASBA Executive Director Evaluation Report (Sep 2007 - Aug 2008)**

**MOTION #9**

C. Bazinet

That the ASBA Board of Directors approve the Executive Director Evaluation Report for the period September 1, 2007 – August 31, 2008 as an accurate reflection of the Executive Director's performance for the period, and, further, the Board authorizes the President to make any required technical edits and to sign the report on the Board's behalf. As per the current contract, the Executive Director's contract will be extended for one year for the period of 2011-2012.

**CARRIED**

**MOTION #10**

L. Akers

That the meeting move *in-camera*.

**CARRIED**

**MOTION #11**

L. Akers

That the meeting move out of *camera*.

**CARRIED**

**A.5/A.11**

**(a) Role of the Board and Board Members (formerly A.11)**

**MOTION #12**

S. Scarpino

That the recommendation to arrange for a "think tank" discussion on the role and responsibilities of the board and individual board members at the January strategic planning retreat be approved.

**CARRIED**

**(b) ASBA Executive Director Evaluation Process and Criteria (Sep 08 – Aug 09)**

As a result of Motion # 12 regarding the review of the ASBA Governance Handbook, the Board agreed to strike the third paragraph of the Background section of the briefing note.

**MOTION #13**

J. Swainson

That discussion regarding changes to the process and criteria for the 2008-09 Executive Director evaluation be deferred to the October 2008 Board of Directors meeting to occur concurrent with review of the revised Executive Director's role description.

**CARRIED**

**A.6 ASBA Strategic Plan Year  
End Report (2007-2010)**

T. Gunderson presented an update on the progress made of the 2007-2010 ASBA Strategic Plan year-end report of August 31, 2008.

As there had been no action on Strategy C1.2 – *Facilitate board discussion of the research results to increase board understanding of the topic* – the Board requested a presentation by Steve Cymbol on his “Choice” report at their October meeting.

In addition, the Board suggested it would be helpful to include an Executive Summary of the 2008-2011 plan with future strategic plan update reports.

**MOTION# 14**

D. Lavoie

That the ASBA Board of Directors receive the 2007-2008 year-end report of the 2007-2010 Strategic Plan.

**CARRIED**

**A.7 ASBA Board of Directors’  
Annual Work Plan (Sep 08 –  
Aug 09)**

D. Anderson explained that, depending on the outcome of discussions regarding his role description, the work plan, as presented, would most likely change.

**MOTION #15**

J. Swainson

That the ASBA Board of Directors approve the Board Annual Work Plan for the period September 2008 – August 2009, with the understanding that changes to the ASBA Governance Handbook and the ASBA Policy Process may necessitate changes to the work plan.

**CARRIED**

It was confirmed that Accountability Reports would continue until such time as the Executive Director evaluation process and criteria were changed.

**A.8 Building Classroom  
Assessment Capacity –  
Approval of Vision  
Statement**

D. Anderson introduced Dr. Warren Phillips, the ASBA representative on the Building Assessment Capacity Advisory Committee. Dr. Phillips provided a review of the committee’s work and stressed that the committee considered classroom assessment, not provincial assessment.

Board members made the following suggestions for the section on the responsibilities and key indicators:

- Key indicators should be more specific to classroom assessment
- Someone must take responsibility for the parents, and the bullet under “Parents will” should also be included under responsibilities of School Authorities
- Recognition of the limited value of provincial assessment should be shared by all groups

- Recognize the role of assessment as a tool
- Clarify “authentic” assessment
- Include statement on long term economic sustainability of community to Key Indicators

**MOTION #16**  
K. Milder

That the ASBA Board of Directors endorse the revised Vision statement of the Building Classroom Assessment Capacity Committee.

**CARRIED**

**MOTION #17**  
M. Bergstra

That the ASBA Board of Directors request that their feedback on the *Necessary Conditions and Outcomes for Students, Parents, Teachers, School Administrators, School Authorities and Alberta Education and Key Indicators of Success* be considered by the Building Classroom Assessment Capacity Committee.

**CARRIED**

**A.9 Health Symposium Follow-Up**

**MOTION #18**  
J. Swainson

That, given the extent of interest in this topic as demonstrated both by participants in the Symposium and through debate at the Spring General Meeting, the ASBA proceed with school health as a priority activity, but in a manner that minimizes the use of association resources, and accordingly, that further pursuit of this strategic priority be undertaken in partnership with the Alberta Coalition on Healthy School Communities.

**AMENDMENT - MOTION #18**  
M. Bergstra

That “*for 2008-09*” be added after the phrase “*but in a manner that minimizes the use of association resources*”.

**DEFEATED**

**VOTE ON MOTION #18**

**DEFEATED**

**MOTION #19**  
M. Bergstra

That ASBA continue to pressure the government of Alberta on the health issue and that ASBA proceed with school health as a priority activity, but in a manner that minimizes the use of association resources.

**CARRIED**

**A.10 Setting the Direction for Special Education in Alberta**

H. Welwood stressed the importance of the Board of Directors to immediately communicate Alberta Education’s project to set a new direction for special education to their Boards or Zones. The urgency was due to the extremely tight timelines imposed on this initiative for consultations to be completed in time for budget submissions in September 2009.

She added that the Stakeholder Working Group would meet every two weeks and attend the consultation sessions as observers until June 2009. Mr. Steve Cymbol had been approached to represent ASBA on the working committee due to the heavy time commitment.

The Board of Directors and school boards would be kept up-to-date as information became available.

**A.11 Role of the Board and Board Members**

Please refer to A.5(a) on page 3.

**A.12 Directors' Requests for Information**

There were no requests for information.

**A.13 Agenda Items – Future Board Meetings**

The following items were identified:

- ASBA 100<sup>th</sup> Anniversary Celebration Costing (Oct 08)
- Wrap-up of Leadership Academy (Oct 08)
- "Choice" Report by Dr. S. Cymbol (Oct 08)
- Subsidizing Service Costs (Dec 08)
- Succession Planning (Dec 08)
- Adequacy of Funding (Discussion)
- Presentation re Discrepancy of School vs. Diploma Awarded Marks by Dr. J. Rymer

**B. DISCUSSION ITEMS**

**B.1 ASBA High School Completion Task Force - Recommendations**

J. Swainson, Chair of the Task Force, summarized the four recommendations which they developed and provided to the Board at their June meeting.

These recommendations were:

1. That ASBA facilitate a survey of Alberta school boards to assist in identifying students at risk and boards' current efforts to improve high school completion rate.
2. That ASBA assist Alberta school boards in strategic planning and policy development efforts in support of improving high school completion rates.
3. That ASBA support the efforts of Alberta school boards in contributing to improving high school completion rates by showcasing their success stories.
4. That ASBA help in collating information pertaining to the efforts of Alberta's school boards in contributing to improving high school completion rates.

- MOTION #20**  
B. Esslinger
- That the ASBA Board of Directors accept the ASBA High School Completion Task Force report and recommendations.
- CARRIED**
- B.2 ASBA Attendance at Zone Meetings**
- H. Welwood advised that general practice was for two people to attend each Zone meeting, either the President and Executive Director or the Vice-President and a staff member. She stated that it allowed a first-hand connection with trustees and school boards at a cost which was not significant compared to the benefit.
- B.3 ASBA Fall General Meeting – Caucus Meetings**
- D. Anderson advised that instead of the traditional caucus meetings, there would now be pre-conference type meetings for groupings of newly elected trustees, trustees who had served for more than one term, and Board Chairs that would each discuss whether the ASBA provided them with the tools/information they needed to do their job.
- A suggestion was made to add a grouping for veteran trustees to discuss what they could do to contribute to revitalize the association. D. Anderson added that this new format would not preclude the Metro Boards arranging their own caucus meeting.
- B.4 Alberta Distributed Learning Strategy (May-Aug 2008)**
- D. Anderson informed the Board that the Distributed Learning Strategy was a major initiative of the government and recommended that ASBA continue to monitor it as it would have a major impact on school boards.
- He commented that the strategy's governance model appeared to overstep the committee's mandate and that he would speak with the Deputy Minister about it.
- B.5 Status of Partner Relationships**
- MOTION #21**  
J. Swainson
- That the meeting move *in-camera* with the observers and staff present.
- CARRIED**
- MOTION #22**  
A. Boucher
- That the meeting move out of *camera*.
- CARRIED**
- C. INFORMATION ITEMS**
- C.1 President's Report**
- Please refer to the written report.
- (a) CSBA Update**
- Please refer to the written reports.
- C.2 Vice-President's Report**
- Please refer to the written report.
- C.3 Executive Director's Report**
- D. Anderson added the following to his written report:

**Meeting with Minister:** H. Welwood and he met with the Minister on September 8 to discuss the following issues:

**Infrastructure:** ASBA requested that a joint committee on infrastructure be established.

**Minister's Dialogue with Albertans:** This education summit would explore, through a consultative process, what people thought the Alberta education system would look like in the future in an attempt to emphasize the importance of the education system to Albertans.

The Minister envisaged a re-vision of education, the role of education in society, education in the future, technology, and what the financial needs were.

D. Anderson speculated that the Minister was laying the ground work for a review of the *School Act* in 2011. He added that during the meeting the Minister's key word was "choice", which was also a "buzzword" in the department.

**Early Childhood Education:** The Executive Directors and Presidents of ASBA, ASCA, CASS and ATA had met and agreed to jointly develop an action plan regarding early childhood education, such as certificated teachers, government funding and support to parents from a child's birth and onwards.

**ASBA Education Summit on Community Engagement:** D. Anderson informed the board that the education summit sponsored by ASBA would be held March 13-14, 2009 in Edmonton. Community Services was developing the process to engage communities in education. The focus would be on how school boards and ASBA could better serve them and get communities more involved in education. A Board Chairs Email would be sent out to further explain the purpose and details of the summit.

**President's Reception:** Directors were encouraged to attend the reception honouring former presidents and/or their families being held this evening at the Westin Hotel in Edmonton.

#### C.4 Member Reports

**Edmonton Public** (*B. Esslinger*): A report was not available.

**Edmonton Catholic** (*M. Bergstra*): A report was not available.

**Calgary Public** (*C. Bazinet*): Please refer to the written report.

**Calgary Catholic** (*S. Scarpino*): A report was not available.

**Zone 1** (*J. Lehnert*): A report was not available.

**Zone 2/3** (*L. Akers & C. Jespersen*): A report was not available.

**Zone 4** (*J. Swainson*): A report was not available.

**Zone 5** (*D. Gardner*): Please refer to the report distributed at the meeting.

**Zone 6** (*K. Milder*): A report was not available.

**ACSTA** (*A. Brick*): A report was not available.

**FCSFA** (*F. Kreiner*): A report was not available.

**PSBAA** (*D. Fleming*): Please refer to the written report.

**C.5 Advocacy Task Force Reports**

Please refer to Agenda Item B.1 for the High School Completion Task Force recommendations.

**C.6 Trends Report**

D. Gardner provided an update report on a recent meeting he and S. McCormack had with Alberta Education staff. To date, Alberta Education had not had an opportunity to review the draft Charter.

**C.10 Reports**

**Policy Development Advisory Committee:** J. Hansen reported that the proposed policy issues were being drafted for the extended committee meeting scheduled for October 9<sup>th</sup>.

**C.10(e) Math Advisory Committee:** A Math 30-3 (Trades Math) diploma exam would be considered at their next meeting.

**C.10(h) Jurisdiction Technology Contacts Event – Classroom Auditory Systems:** It was noted that research into these systems was being done by the Glenrose Hospital.

**D. MEETING EVALUATION**

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

**E. ADJOURNMENT**

**MOTION #23**  
B. Esslinger

That the meeting adjourn.

**CARRIED**

The meeting adjourned at 5:30 p.m.

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President

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Executive Director