



Minutes of Board of Directors Meeting ASBA Board Room

December 8, 2006

ATTENDANCE

Board Members

Ms. Maureen Kubinec, President
Ms. Heather Welwood, Vice-President
Mr. Gerry Gibeault, Edmonton Public
Ms. Debbie Cavaliere, Edmonton Catholic
Ms. Carol Bazinet, Calgary Board of Education
Mrs. Lois Burke-Gaffney, Calgary Catholic
Mrs. Wendy Olson-Lepchuk, Zone 1
Mr. Gerry Steinke, Zone 23
Ms. Karen Holloway, Zone 4
Mr. Doug Gardner, Zone 5
Mrs. Patricia Aitchison, Zone 6
Mr. Ted Paszek, ACSTA
Mrs. Judy Muir, PSBAA
Mr. Martin Blanchet, FCSFA

Guests

Mr. Don Beeken, Key Consulting Group Inc. – ASBA Governance Review (A.3)
Mr. Arnold Follinglo, KPMG (A.4)
Mr. Thomas Erasmus, Aboriginal Education (A.7)
Mr. Steve Cymbol (B.3)

Staff/Consultants

Mr. David Anderson, Executive Director
Mrs. Donna Engel, Manager, Corporate Services
Mrs. Heather Rogers, Manager, Financial & Admin Services (A.4)
Ms. Suzanne Lundrigan, Manager, Communications (A.9)
Dr. Leroy Sloan, Consultant (A.6, A.8)
Mrs. Teresa Ergezinger, 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 Kubinec called the meeting to order at 9:00 a.m.

NATIONAL ANTHEM

K. Holloway led in the singing of O' Canada.

A. RECOMMENDED ACTION ITEMS

A.1 Agenda

(a) Additions/Changes

L. Burke-Gaffney requested that "Correspondence re GST" be added under Discussion Items.

- (b) **Approval**
- MOTION #1**
G. Gibeault
- That, with the addition of the correspondence re GST, the agenda be approved as presented.
- CARRIED**
- A.2 Approval of Minutes – October 12-13, 2006**
- (a) **Errors/Omissions** **October 12-13, 2006**
- A.4 Accountability Reports Schedule** (second last paragraph, last line): Change the word “reporting” to “monitoring”.
- A.7 ASBA Directives for Action:** P. Aitchison recommended that the third paragraph be reworded.
- (b) **Approval**
- MOTION #2**
C. Bazinet
- That the minutes of the October 12-13, 2006 ASBA Board of Directors meeting be approved as amended.
- CARRIED**
- (c) **Business Arising**
- There was no business arising.
- A.3 In-Camera Session**
- The observers were excused from the *in-camera* session.
- MOTION #3**
D. Cavaliere
- That the meeting move *in-camera*.
- CARRIED**
- MOTION #4**
P. Aitchison
- That the meeting move out of *camera*.
- CARRIED**
- A.4 Audited Financial Statements (2005-2006)**
- Mr. Arnold Follinglo of KPMG presented the audited financial statements and the audit findings report for the year ending August 31, 2006. He described the audit as “clean” and provided details regarding the activities in the various funds presented in the financial statements.
- Staff left the meeting to permit the Board of Directors to meet with the Auditor.
- The Board reviewed the audited financial statements and agreed to a change in wording on page 11 from “Accrued benefit obligation” to “Pension benefit obligation” for future statements.
- MOTION #5**
P. Aitchison
- That, with the revisions noted above, the ASBA Board of Directors accept the audited financial statements for the year ending August 31, 2006.
- CARRIED**
- A.5 Appointment of External Auditor for the 2006-07 Fiscal Year**
- This item was deferred to the Board's January 2007 meeting.

A.6 ASBA Strategic Plan First Quarter Report (2006-2009) Dr. Leroy Sloan presented the ASBA Strategic Plan First Quarter Report for the period 2006-2009.

MOTION #6
P. Aitchison

That ASBA administration put in place a system of tracking usage of the BLC Awareness Program on the ASBA website.

CARRIED

P. Aitchison requested that a list of ongoing projects for which the Board of Directors was responsible, be made available at the Strategic Planning Meeting in January 2007. D. Anderson stated that the ASBA would provide a template on key messages and reporting.

MOTION #7
D. Cavaliere

That the ASBA Board of Directors defer Recommendation #2 to the Strategic Planning Meeting in January 2007.

CARRIED

MOTION #8
H. Welwood

That the ASBA Board of Directors receive the ASBA Strategic Plan 2006-2009 First Quarter Report for information.

CARRIED

A.7 Alberta Aboriginal Education Council

Mr. Thomas Erasmus, member of the Alberta's Commission on Learning, reported on a proposal for the establishment of an Alberta Aboriginal Education Council to bring about dramatic and effective change in the delivery of educational programs and services for Aboriginal learners across Alberta.

D. Anderson reported that the Association had agreed to take the lead on the Aboriginal front to CSBA as they would be holding a symposium in the Fall 2007 to share success stories across the country.

President Kubinec thanked Mr. Erasmus for his presentation and assured him that the ASBA Board of Directors would review the proposal and give consideration to publicly supporting their efforts.

A.8 Accountability Reports

(a) Strategic Planner

L. Sloan and D. Anderson provided an overview on the Accountability Report – Strategic Planner.

MOTION #9
G. Gibeault

That the ASBA Board of Directors accept the recommendations:

(1) Based on the review of the three quarterly reports and the year-end report of progress relative to the implementation of the 2005-2008 Strategic Plan, that the Executive Director has met the quality indicators relative to Strategic Planner, and

(2) Request the Executive Director to include the accountability report for Strategic Planner (September 1, 2006 – November 30, 2006) in the ASBA Executive Director Evaluation Evidence Binder for the period September 1, 2006 – August 30, 2007.

CARRIED

(b) Association Administrator

L. Sloan and D. Anderson provided an overview on the Accountability Report – Association Administrator.

K. Holloway suggested a revision to Recommendation #1 in the Board agenda package as follows:

Based on the Board of Directors' review of the ASBA audited financial report, the quarterly budget to actual reports and the accountability report for Association Administrator (September 1, 2006 – November 30, 2006), the Board determines that the Executive Director has met the quality indicators as outlined in the Accountability Report – Association Administrator.

MOTION #10

W. Olson-Lepchuk

That, with the revisions as noted above, the ASBA Board of Directors accept Recommendation #1 and Recommendation #2 which read:

That the Board of Directors request the Executive Director to include accountability report for Association Administrator in the ASBA Executive Director Evaluation Evidence Binder for the period September 1, 2006 – August 2007.

CARRIED

K. Holloway suggested that Recommendation #3 should be added as follows:

That, in light of the change of practice in reporting staff salary costs as a charge against revenue from general meetings and trustee development programs in the ASBA financial statements, the Executive Director monitor the percentage of staff salaries charged to these functions over the course of the next year, and report back to the board. Upon receipt of this report, the Board will examine BSR-3 and determine if any changes are required.

MOTION #11

L. Burke-Gaffney

That the ASBA Board of Directors accept Recommendation #3 as per the wording above and distributed to the Board of Directors.

CARRIED

A.9 Agreement re Property Tax

S. Lundrigan provided a handout entitled "Draft Agreement between AUMA and ASBA regarding an approach to Provincial Property Tax". D. Anderson reported that this was a two-party agreement between the AUMA and the ASBA because AAMD&C had withdrawn.

It was suggested that revisions to the wording on the front cover be made as follows:

"This draft has been reviewed by the Association's Task Force. The Task Force is recommending this draft be presented for approval to the ASBA and AUMA Boards of Directors for approval. After approval by the Boards the agreement will be placed on the convention agendas of both Associations for approval."

The Board of Directors asked that the Background reflect the statement on the front cover. D. Anderson advised that administration would make these changes in consultation with the AUMA. Since the meeting the wording was adjusted as follows:

"This draft is to be presented for approval by the ASBA and AUMA Board of Directors. Upon approval by both Boards, it will be subsequently placed on the convention agendas of both Associations for membership approval."

The ASBA Board of Directors also asked that the language describing the key result under Goal #4 be clarified. D. Anderson advised that administration would address this in consultation with the AUMA.

MOTION #12
D. Cavaliere

That the Board of Directors defer acceptance of the Draft Agreement re Property Tax to the February 2007 ASBA Board of Directors Meeting.

DEFEATED

A recorded vote was requested:

For: C. Bazinet	Against: M. Kubinec
L. Burke-Gaffney	H. Welwood
W. Olson-Lepchuk	G. Gibeault
D. Cavaliere	G. Steinke
D. Gardner	K. Holloway
	P. Aitchison

MOTION #13
K. Holloway

That, with the revisions as noted above, the Board of Directors accept the Draft Agreement re Property Tax.

CARRIED

A recorded vote was requested:

For: M. Kubinec	Against: C. Bazinet
H. Welwood	W. Olson-
L. Burke-Gaffney	Lepchuk
G. Gibeault	D. Gardner
G. Steinke	
K. Holloway	
D. Cavaliere	
P. Aitchison	

A.10 Insurance Board Appointments – ASEBP

MOTION #14 That the meeting move *in-camera*. **CARRIED**
H. Welwood

MOTION #15 That the meeting move out of *camera*. **CARRIED**
G. Gibeault

MOTION #16 That the ASBA Board of Directors extend Mr. Richard
D. Gardner Van Ee's term as a member and Chair of the ASEBP
Board of Trustees to June 30, 2007. **CARRIED**

A.11 External Committee Appointments

- (a) **Careers ... The Next Generation**
- (b) **Knowledge and Employability Skills Courses**
- (c) **Primary Programs (K-3) Advisory Committee**

MOTION #17 That the ASBA Board of Directors direct ASBA
D. Cavaliere administration to canvass boards for trustee interest in
serving on these committees for terms to expire
December 31, 2008. **CARRIED**

(d) Program and Assessment Advisory Committee (PAAC) Alberta Education

MOTION #18 That the ASBA Board of Directors appoint Carol
H. Welwood Bazinet to serve on the Program and Assessment
Committee for a term to expire August 31, 2008. **CARRIED**

A.12 Support of Revised Social Studies Program

MOTION #19 That the ASBA inform the Minister of the value of
W. Olson-Lepchuk implementation support to date and request that a
similar level of support be provided during the
remaining three years of implementation **CARRIED**

A.13 Directors' Requests for Information There were no items identified.

A.14 Agenda Items – Future Board Meetings The Board agreed to delete "Relationships with Other
Education Associations" from the list and added the
following to the list:

- ASBA Labour Disruption Plan and Labour Update
- Discussion of General Meeting Format
- Presentation on LAPP

B. DISCUSSION ITEMS

- 1) **Parameters of Minister's Education Leadership Recognition Award** This item was deferred.
- 2) **Board Strategic Planning Meeting** D. Anderson suggested that an extra day be added to the Strategic Planning Meeting; however, as this was not possible, additional time would be added to the meeting on Saturday.
- 3) **The Cymbol Report** Mr. Steve Cymbol provided a presentation on Educational Services to Non-Resident Students and Establishment of Alternative Programs. These reports were the result of a review of the recent CBE/Palliser decision.
- 4) **Correspondence re GST** This item was deferred.

D. MEETING EVALUATION Directors were requested to complete and return the meeting evaluation form.

E. ADJOURNMENT M. Kubinec wished everyone a Merry Christmas.

MOTION #20
(M. Kubinec)

That the meeting adjourn.

CARRIED

The meeting adjourned at 5:55 p.m.

President

Executive Director