



## Minutes of Board of Directors Meeting ASBA Boardroom

February 9-10, 2006

### ATTENDANCE

#### Board Members

Mrs. Maureen Emond, Vice-President  
Mr. Gerry Gibeault, Edmonton Public  
Mrs. Debbie Cavaliere, Edmonton Catholic  
Mrs. Nancy Close, Calgary Public  
Mrs. Lois Burke-Gaffney, Calgary Catholic  
Mrs. Alice Brick, Zone 1  
Mrs. Heather Welwood, Zone 23  
Mrs. Karen Holloway, Zone 4  
Mrs. Marie Logan, Zone 6 (alternate)  
Mr. Ted Paszek, ACSTA  
Mrs. Judy Muir, PSBAA  
Mr. Martin Blanchet, FCSFA (Friday)

#### Regrets:

Mrs. Maureen Kubinec, President  
Mrs. Maureen Munro, Zone 5

#### Guests:

Mr. Ken MacRae (Agenda Item A.4)  
Mrs. Joanne Van Donzel (Agenda Item A.10)  
Mr. Ron Liteplo (Agenda Item A.11)  
Mr. George Walker (Agenda Item A.11)

#### Staff/Consultants

Mr. David Anderson, Executive Director  
Ms. Donna Engel, Manager, Corporate Services  
Ms. Suzanne Lundrigan, Manager, Communications  
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

Vice-President Emond called the meeting to order at 7:00 p.m.

#### NATIONAL ANTHEM

Mrs. Marie Logan led in the singing of O'Canada.

### A. RECOMMENDED ACTION ITEMS

#### A.1 Agenda

##### (a) Additions/Changes

##### Additions/Changes:

**Installation of New Observer:** It was agreed that the installation ceremony would be held upon the arrival of the new observer, Mr. Ted Paszek.

(b) **Approval** Prior to the approval of the agenda, H. Welwood read a humorous computer story based on the famous "Who's on First" sketch.

**MOTION #1** That the agenda, as amended, be approved.  
G. Gibeault **CARRIED**

**A.2 Approval of Minutes – January 14, 2006**

(a) **Errors/Omissions** **A.7 Leadership Recognition Awards:** The Board requested that the minutes include more details of the discussion that took place in order to capture both sides of the debate. An updated version of the minutes were provided to the Board the following day and included the following paragraph:

"Board members expressed their thoughts on the two options suggested, these being that the awards be data driven or be based on an application process. Comments in favour of the application process included that it would give boards the choice to participate and provide contextual information, even though it would create extra work for boards. It was also expressed that the whole concept of an award was problematic."

(b) **Approval**  
**MOTION #2** That the minutes of the January 14, 2006 ASBA Board of Directors meeting be approved as amended.  
N. Close **CARRIED**

(c) **Business Arising** **There was no business arising.**

**A.3 In-Camera Session** An *in-camera* session was not necessary.

**A.4 ASBA Satisfaction Survey** Mr. Ken MacRae, of Priority One Human Resources, provided the Board with highlights of the 2005 ASBA Member Survey. He commented on the 100% response rate, largely due to the new telephone interview format, and the extremely rich data that was collected which would be quite useful for ASBA improving its service to boards.

It was noted that, in addition to the comment listed on page 11, question 2 regarding a concern that there were no Catholic board representatives on the small urban study, a Board member expressed the same concern that there was no Catholic representation on the Funding Framework committee. D. Anderson advised that both statements were incorrect in that there were two representatives from Catholic boards who served on the small urban study – Elk Island Catholic and Red Deer Catholic, and one Catholic representative from Calgary Catholic on the Funding Framework Committee.

It was noted that the final survey report would be provided to all boards and that the Executive Director would meet with those boards who had expressed any service concerns.

Mr. MacRae also advised the board of the partners, staff and board of directors responses collected in the Spring which would be provided as an Information Item in a later Board meeting package.

As a result of the telephone survey format, it was discovered that:

- Communication between elected and appointed board officials was sometimes lacking, so the survey notice for 2006 would be sent to both the Board Chair and the Superintendent.
- Many boards did not realize the extent that they utilized ASBA services.

**A.5 Selection of ASBA  
Advocacy Issues**

As a result of the Board's decision at their Strategic Planning Session to identify two advocacy priorities for the 2006-2007 term, the board considered a proposed two-step selection process. The first step involved the criteria to be used while the second step involved the actual selection.

Board members were assured that attention would still be placed on all strategic priorities, but that the two selected would receive special focus.

A concern was raised that the opportunity to advocate and lobby the government on financial issues might be lost with the legislature reconvening on February 22. However, it was noted that these priorities were for the 2006-2007 term and that the appropriate government budget cycle would not begin until the fall.

The suggested two-step process was:

**STEP 1**

At the February meeting, the ASBA Board of Directors adopt criteria for advocacy priorities:

1. Is this priority "doable"?
2. Is this issue within the ASBA's purview?
3. Is it the most important issue before the association?
4. Is this issue timely?

**STEP 2**

At the March meeting the ASBA Board of Directors chooses two advocacy issues.

**MOTION #3**  
N. Close

That the ASBA Board of Directors accept the criteria and follow the time lines as presented.

**CARRIED**

Board members were asked to submit two possible items that met the criteria for advocacy issues to Suzanne Lundrigan by February 24, 2006 for consideration by the Board at their March meeting.

**A.6 ASBA Board of Directors  
Self Evaluation**

In accordance with Board Policy GP-13.10 (Operating Principles of the Board), the Board was required to complete a self-evaluation for the period July 2004 – April 30, 2006. The proposed process and timelines suggested that a board member be named to serve in the capacity of lead role for the evaluation and that the board approve the proposed process and timeline, as outlined in the briefing note.

**MOTION #4**

N. Close

That Debbie Cavaliere be assigned the lead role for a Board self-evaluation for the period July 2004 – April 30, 2006; and

That the Board approve the process and timelines as set out relative to this evaluation.

**CARRIED**

It was agreed that the self-evaluation take into consideration the newly developed Board Charter.

**A.7 ASBA Strategic Plan Implementation Process – First Quarter Report (2005-08)**

**MOTION #5**

K. Holloway

That the ASBA Board of Directors accept the 2005-2008 Strategic Plan first quarter report.

**CARRIED**

**A.8 ASBA Support of ACOL #76  
– Principal Quality Standard**

Board members were provided with the draft “Principal Quality Practice Standard” report which was a follow-up report from the Alberta Commission on Learning report. Mr. Sig Schmold served as the ASBA representative on the advisory committee that developed the draft to identify knowledge, skills and attributes for principals.

It was Alberta Education’s intention to distribute the draft report and questionnaire to principals, superintendents, board chairs and other stakeholders for their review and comment as well as hold regional focus groups, possibly in March, although the dates had not been finalized. Feedback would be consolidated and brought back to the stakeholders for further comment.

The Board agreed that the draft report and questionnaire should be discussed by school boards at the Zone level.

**MOTION #6**

H. Welwood

That the ASBA Board of Directors support the draft Principal Quality Practicing Standard for use in the consultative process.

**CARRIED**

**A.9 Status of Zone 23 Request  
for Additional Director**

D. Anderson summarized the events to date regarding Zone 23 being allowed two directors at the Board of Directors' table as recommended in the 2005 ASBA Organizational Review. He suggested that, since a broad organizational review could not be completed in time to present any necessary bylaw amendments at the 2006 Spring General Meeting, the Board informally accommodate the Zone's request by adopting an interim measure allowing two Zone 23 directors, but only one vote.

Later in the meeting, board members suggested minor revisions to D. Anderson's proposal, and expressed the following concerns:

- If the representative was selected at large, what would happen if the organizational review recommended something different?
- If Zone 23 was allowed two voting representatives at large, each board in the Zone would have two votes at the Board of Directors' table while boards in the other Zones would only have one vote.
- Approving an interim solution might exacerbate the problem.
- Approving this now enables the Board of Directors to bypass ASBA bylaws until such time as the general membership ratifies the change.
- Need to keep in mind that Zones 2 and 3 chose to combine.

**MOTION #7**  
G. Gibeault

That the ASBA Board of Directors request that, at the same time as they are electing a Board of Directors member pursuant to ASBA Bylaw 4(5), Zone 23 be asked to elect, outside of the provisions of the association's bylaws, a Zone representative to the Board of Directors as follows:

- The Zone representative will be invited to be a full participant in all aspects of the Board of Directors business, including *in-camera* sessions
- The Zone representative will not have a vote, but will be free to express their views on any issue being considered by the Board of Directors before a vote is called.
- The Zone representative will begin their service following the June 2006 Spring General Meeting, and will serve until bylaw amendments resulting from a broad organizational review of the ASBA are brought forward to the membership but in no event longer than the Fall General Meeting of 2007.

- At the Zone's discretion, the Zone representative may or may not be the Zone's alternate director.

**CARRIED**

D. Anderson advised that the second Zone 23 Director would receive the standard per diem and expense reimbursement.

This decision would be communicated first to the Zone 23 Chair, and then to Board Chairs via e-mail.

#### **A.10 ASBALE Presentation**

D. Anderson provided background information prior to the presentation by Mrs. Joanne Van Donzel, President of the Alberta School Boards Association for Language Education (ASBALE), formerly the Alberta School Boards Association for Bilingual Education (ASBABLE). He reminded the Board of the protocol between ASBA and ASBALE which included an annual ASBALE presentation to the ASBA Board. As second language lead, Maureen Munro serves as the liaison between the two separate organizations.

Mrs. Van Donzel provided copies of several documents pertinent to ASBALE and a draft "Directive for Action" for consideration by ASBA to support and partner with ASBALE in promoting provincial second language implementation.

She stated the philosophy of ASBALE was to help others and network with those who have needs. The association was looking for assistance from bigger boards to promote second languages in schools, and from ASBA to provide professional development sessions on second language programs at ASBA general meetings.

The main purpose of the presentation was to seek advice from the ASBA Board of Directors on how ASBALE should bring forward their proposed Directive for Action to the ASBA Spring General Meeting and to receive feedback on its content. This directive was meant to be an addition to ASBA's current belief statement 8.P.03 regarding second language education.

After lengthy discussion on the correct process to bring their directive for action forward for membership approval, the Board recommended that ASBALE seek the support of a school board to present it for consideration by a Zone that, in turn, might submit it to ASBA's Policy Committee for consideration at the 2006 Fall General Meeting. This process was recommended as the Directive for Action did not appear to meet the criteria as an "emergent" resolution for the 2006 Spring General Meeting,

Several Board members requested clarification regarding ASBALE's proposed directive for action:

1. What is ASBALE's definition of "partner with"?

*Ans.* Together, both associations would carry out the five points listed in the directive.

2. What is ASBALE bringing to the table that ASBA hasn't already?

*Ans.* ASBALE is pushing the envelop in implementation, method of instruction, etc.

3. How is this directive different from ASBA's?

*Ans.* ASBA has a belief statement; ASBALE is promoting a directive for action.

4. Why isn't ASBALE doing this on its own as an independent organization?

*Ans.* ASBALE is doing this, but sees the need for ASBA to do more than just have a belief statement.

5. How can an association advocate without its own policy? Why must ASBALE's policies go through ASBA?

*Ans.* ASBALE does have its own policies, but would like to find common policies with ASBA so both associations can advocate together.

Other comments included:

- Implementation isn't the problem – sustaining it is. We should lobby for sustainability.
- The first sentence of the directive should be deleted.

#### A.11 LAPP Presentation

Mr. Ron Liteplo, LAPP CEO, and Mr. George Walker, ASBA representative on the LAPP Board of Trustees, provided an overview of the plan, including governance issues, the class action lawsuit, funding status, investment performance and contribution rates.

Of particular concern to the Board was what caused the unfunded liability to grow and contribution rates to increase over the past few years. As detailed in his handout, Mr. Liteplo provided the following explanations:

1. **Smoothing** - A new "smoothing" method of valuing assets was adopted in 2004 to even out short-term fluctuations in market values of pension assets so that contribution rates would be more stable. The new method had a positive effect on assets of \$436 million in 2004.

2. **Liability Increase** – As of December 31, 2004, LAPP assets increased by \$1.13 billion, but nominal liabilities increased by \$1.30 billion. The increase in assets was due to good investment returns (10.45%) and the change in smoothing method, but the increase in liabilities more than offset the asset increase.

3. **Demographic Assumptions** – Estimates for future experience deviated from actual experience. The increased January 1, 2005 rates partially aligned these assumptions with the results of a recent experience study,

4. **Discount Rate** – the discount rate, the interest rate used to discount the cost of future liabilities to a present value (what you need to invest today to pay off future debts) has been falling as long term interest rates decline. As the discount rate falls, liabilities increase.

The net result was that the actuarial deficit increased by \$117 million and the premium rate increase effective January 1, 2006 was required to cover that deficit increase. Mr. Liteplo indicated that the increase in contribution rates represented 0.55% of covered salary.

Following the presentation, Board members commented that the presenters had made the issues easy to understand.

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

**Re: Zone 23 Member Report:** H. Welwood enquired as to whether any studies had been done on the number, use and cost of private after-school tutoring.

**Re: Education Property Tax:** K. Holloway requested an update on the status of dropping this tax, and added that she had heard that Saskatchewan had information on the results of taking education off of property taxes. D. Anderson advised that ASBA had completed a study three or four years ago that should be updated, however, the major issue was accountability.

**Re: Zone 6 Request:** M. Logan passed along the Zone's request that the March 9<sup>th</sup> Provincial Labour Meeting also include discussion of other outstanding issues from the ACOL report.

**Re: President's February 1<sup>st</sup> Letter to the Editor:** M. Logan advised that two Zone 6 boards would be contacting ASBA regarding their concerns of the statistics included in the letter.

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

The following items were identified:

- Renewed Funding Framework – Comparisons
- Plant Operations and Maintenance Issues – Discussion with Minister of Infrastructure
- ASBA Governance Review Proposal
- Review of Meeting Start and End Times (May)
- Update on GLA Initiative by Dr. J. Dueck
- Discussion of ASBA relationships with ACSTA, PSBAA, ASBALE, FCSFA, etc.
- Teacher Compensation Issues

**A.14 Alcohol and Drug Awareness Committee**

D. Anderson made a correction to the agenda, which incorrectly listed this committee as an external committee when, in fact, it was a formal ASBA committee.

In accordance with its new structure, as approved by the Board at its December 2005 meeting, a board liaison representative was required, who, after a transition period, would become Chair of the committee.

**MOTION #8**  
H. Welwood

That the ASBA Board of Directors appoint Lois Burke-Gaffney as the Board Liaison representative on the Alcohol and Drug Awareness Committee, and that Karen Holloway be the alternate.

**CARRIED**

**B. DISCUSSION ITEMS**

**B.1 Board Meeting Start and End Times**

The Board discussed the importance of accomplishing the work of the association and of returning home at a reasonable hour, realizing that at times circumstances necessitated a member leaving a meeting prior to its adjournment.

**MOTION #9**  
A. Brick

That the Thursday evening session start at 7:00 p.m., but that the recess of the meeting not be before 9:30 or 10:00 p.m.; and

That the Friday session start time remain as 9:00 a.m.; and

That, to facilitate a meeting adjournment time of 4:30 p.m., Board members book their Friday return flights no earlier than 6:00 p.m..

**CARRIED**

Board members agreed to review these times at their May meeting.

- B.2 Attendance at CSBA Congress 2006** Board members wishing to attend CSBA Congress 2006 being held in Montreal May 25-27, 2006 as per policies GP-4(10) and GP-8(5) were asked to complete the registration form and return it to M. Johnson by February 24.

**C. INFORMATION ITEMS**

- C.1 President's Report** **(a) CSBA Update:** In the President's absence, D. Anderson reported that a CSBA Board meeting would be held in Ottawa February 12-13, 2006. He also highlighted the CSBA "InfoPicks" reports included in the meeting package.

- C.2 Vice-President's Report** In addition to her written report, M. Emond informed the Board of the origami crane project undertaken by the Peace River School Division in support of their secretary-treasurer.

- C.3 Executive Director's Report** In addition to his written report, D. Anderson advised that M. Kubinec and he would be attending a meeting with the AUMA on March 14 to discuss the property tax issue.

**Pension Plan Lawsuit:** After declaring his conflict of interest regarding the lawsuit filed by the Society for Pension Reform, D. Anderson provided the following information:

- Lawsuit claims a reduction of benefits
- Target of lawsuit appears to be the provincial government
- Every ASBA staff member is in conflict, as are participating employees of school boards
- Due to conflict, ASBA lawyers cannot represent school boards and so ASBIE and Sharek & Co. are defending them
- The Deputy Minister has not yet responded to ASBA's request that the government take on the burden of responsibility on behalf of school boards
- Costs will be enormous

D. Anderson was asked to provide this information to all boards either verbally or in writing.

**NSBA Leadership Conference:** D. Anderson reported on his attendance at the NSBA Leadership Conference held February 1-5 in Washington, DC. He elaborated on a school board review service that NSBA offered to school boards.

**Service Level Requirements Letter:** Attached to the report was a copy of a letter and survey sent to Superintendents to assist Labour Relations in anticipating collective bargaining service needs.

**March 9<sup>th</sup> Provincial Teacher Bargaining Meeting:** D. Anderson stated that the purpose of this meeting was to advance ASBA policy positions on a centralized provincial bargaining model, not to reconsider it. It was suggested that each board send a maximum of three people, preferably their Chair, labour relations representative and/or a senior official. Expenses and per diem would be paid to those ASBA Directors who were able to attend.

#### C.4 Member Reports

**Edmonton Public** (G. Gibeault): In addition to his written report, G. Gibeault advised that their Superintendent search was near completion.

He also informed the board that a task force had been struck to study ways to improve achievement results of aboriginal students. A copy of a news article referencing the Kelowna Accord in BC was distributed. The aim of the Accord was to improve educational standards for on-reserve schools.

The Board congratulated Edmonton Public on being featured in McLean's magazine.

**Edmonton Catholic** (D. Cavaliere): A verbal report provided the following information:

- The deficit was sizeable, but the board had a plan to recover the funds and to address their policies
- Met with the Capital Regional Conservative Caucus and other levels of government
- Board will meet with the Liberal caucus
- "Insights into Government" publisher made in-depth questions regarding the property tax issue

In light of the deficit problems, D. Cavaliere suggested that ASBA hold an orientation session for trustees on understanding financial statements. H. Welwood also suggested that ASBA provide a bank of auditors so that responses to Requests for Proposals were more likely received, as well as provide an in-service on SiPP.

D. Anderson informed the board that Dr. Russ Wiebe had been asked to investigate the use of a standardized form to track targeted budgeting areas.

**Calgary Public** (N. Close): Please refer to the written report. N. Close corrected the statement that CBE was the only K-12 organization in the province to acquire the Certificate of Recognition from Occupational Health and Safety, after discovering that Calgary Catholic had also received a certificate.

**Calgary Catholic** (L. Burke-Gaffney): Please refer to the written report.

**Zone 1** (A. Brick): Please refer to the report distributed at the meeting. D. Anderson added that some points included in the Zone's bylaw review were outside the Zone's legal capacity and that Zone bylaws had to be consistent with ASBA bylaws.

**Zone 23** (H. Welwood): In addition to her written report, H. Welwood advised that she had attended a recent ATA Accountability Symposium.

**Zone 4** (K. Holloway): Zone concerns regarding the GLA (Grade Level of Achievement) Initiative were highlighted from the written report. D. Anderson advised that he would be meeting again with the Deputy Minister to discuss the initiative and would ask the Deputy and Dr. Jim Dueck and his senior staff to provide an update to the board and answer questions.

It was suggested that ASBA arrange a major GLA showcase to feature what is happening around the province.

Board members were provided with a copy of Zone 4's letter to Doug Griffiths, MLA regarding their support of ASBA's position on the new bargaining model.

**Zone 5** (M. Munro): Please refer to the written report.

**Zone 6** (M. Logan): A verbal report was given as follows:

- Zone Executive meeting was held February 8
- Bargaining workshop was being organized for either March 22 or 29
- 2 boards were providing full day Kindergarten
- 2 boards were conducting a Superintendent search
- 2 boards were concerned about statistics included in the President's Letter to the Editor dated February 1
- Westwind lost some "Small Schools by Necessity" designations
- Medicine Hat Public sent a team to Italy to investigate the Reggio Program, a inquiry based learning program
- Zone 6 requested that the March 9<sup>th</sup> provincial bargaining model meeting include some other ACOL outstanding issues

**ACSTA** (T. Paszek): Board members were provided with a copy of the ACSTA 2004-2005 Annual Report.

**PSBAA** (J. Muir): Please refer to the written report.

**FCSFA** (M. Blanchet): Reading from his report written in French, M. Blanchet advised that Mr. Gerald Bissonnette had been rehired as Superintendent of the Greater Southern Catholic Francophone board. He also announced that the association would meet March 10 to revisit their three-year plan and determine priorities.

**C.5 Lead Role Reports**

**ASBA Budget:** K. Holloway confirmed that she would present the budget at upcoming Zone meetings. N. Close advised that she would confirm her availability to present the budget at a later date.

**Pension Plans - SiPP** (H. Welwood): Please refer to the written report.

**Improvement of High School Completion Rate** (D. Cavaliere): Board members were provided with a copy of the "How to Improve Alberta's High School Completion Rates" report which summarized the top eight factors that could contribute to improving high school completion rates as identified by trustees at the Fall General meeting. The report would be sent to all Boards, the Minister and Alberta Education. Board members were encouraged to highlight the report at Zone and Board meetings.

**Policy:** M. Emond advised that a board was prepared to move a motion for reconsideration at the Spring General Meeting regarding the business meeting start time resolution approved at the 2005 Fall General Meeting.

**Metro Boards Study – Part 2:** M. Emond advised the Board that the second meeting of the task force would be held March 1. An initial draft is expected to be completed by May 15.

**Executive Director Evaluation Committee:** M. Emond reported that the committee's report and recommendations on process and timeline of the evaluation would be presented to the Board at their March meeting.

**Insurance – ASEBP:** G. Gibeault advised of upcoming changes to the Health Savings Account.

**Children's Issues** (A. Brick): A report on the January 17, 2006 "Safe and Caring Schools Committee" meeting was distributed. Point #7 requested that ASBA provide a letter stating their involvement in SACSC.

**C.8 ASBA Budget – Q1 Financial Statements**

Board members were to contact Heather Rogers if they had any questions on the budget.

**C.10 Reports**

**(e) TQSB** – K. Holloway attended the January 31 meeting of TQSB on behalf of P. Aitchison. She highlighted the points raised by ASBA representatives in the meeting report that should be monitored. D. Anderson suggested that the Board may want to discuss Teacher Compensation Issues at a later time.

**Additional Information**

**Policy Advisory Development** - D. Anderson informed the Board that Alberta Education had requested ASBA to develop a policy advisory on anaphylactic shock.

**SGM 2007** – With CSBA Congress 2007 being held in July at the Westin Hotel in Calgary, Donna Engel requested feedback from the board on whether the SGM 2007 should be kept completely separate from or in combination with Congress. This feedback was required before the March Board meeting.

**Board of Directors Leadership Retreat** – This year the retreat would be held August 17-19 at the Banff Park Lodge for Board of Directors members and observers.

**D. MEETING EVALUATION**

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

**E. ADJOURNMENT**

**MOTION #10**  
G. Gibeault

That the meeting adjourn.

**CARRIED**

The meeting adjourned at 3:55 p.m.

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President

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Executive Director