



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

**February 14-15, 2008**

### **ATTENDANCE**

#### **Board Members**

Mrs. Heather Welwood, President  
Mrs. Jacquie Hansen, Vice President  
Ms. Bev Esslinger, Edmonton Public  
Mrs. Marilyn Bergstra, Edmonton Catholic  
Ms. Karen Kryczka, Calgary Public (alternate)  
Mr. Serafino Scarpino, Calgary Catholic  
Mr. John Lehnert, Zone 1  
Mrs. Lynda Akers, Zone 2/3  
Mr. Clayton Jespersen, Zone 2/3  
Ms. Jackie Swainson, Zone 4  
Mr. Doug Gardner, Zone 5  
Ms. Kerry Milder, Zone 6  
Mrs. Alice Brick, ACSTA  
Mrs. Judy Muir, PSBAA  
Mr. Martin Blanchet, FCSFA

#### **Guests**

Mr. Ken MacRae (Agenda Item A.3)

#### **Staff/Consultants**

Mr. David Anderson, Executive Director  
Ms. Donna Engel, Director, Corporate Services (Thursday)  
Ms. Suzanne Lundrigan, Director, Communications  
Ms. Heather Tkachuk, ASBA Staff Officer (A.5, 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 7:03 p.m..

#### **NATIONAL ANTHEM**

Clayton Jespersen led the Board in the singing of O'Canada.

#### **UNVEILING OF WALL HANGING**

Three wall hangings were unveiled depicting 100 years of ASBA Presidents, based on Dr. Roy Wilson's "A Century of Trustee Leadership" history book. Board members were each given an autographed copy of the book.

**INSTALLATION CEREMONY**

Mrs. Alice Brick was officially installed as the ACSTA Observer on the ASBA Board of Directors.

**A. RECOMMENDED ACTION ITEMS**

**A.1 Agenda**

**(a) Additions/Changes**

**Additions:**

**B.3 Teacher Practice Review - Transfer of Responsibility**

**C.9(i) Reports – High School Completion Task Force – Terms of Reference**

**(b) Approval**

**MOTION #1**  
K. Milder

That the agenda, as amended, be approved.

**CARRIED**

**A.2 Approval of Minutes – January 12, 2008**

**(a) Errors/Omissions**

C. Jespersen confirmed that he was not on the Executive Director's Evaluation Committee, as indicated in "Highlights" of the January meeting.

**(b) Approval**

**MOTION #2**  
L. Akers

That the minutes of the January 12, 2008 ASBA Board of Directors meeting be approved as distributed.

**CARRIED**

**(c) Business Arising**

There was no business arising.

**A.3 ASBA Satisfaction Survey Presentation**

Mr. Ken MacRae provided the Board with highlights of the 2007 ASBA Member Survey Report which saw a 100% response rate. In general, the majority of school boards utilized ASBA services and were very pleased with ASBA's service. It was also noted that the governance review, the property tax and provincial bargaining issues greatly impacted the survey.

Directors commented on the following:

- Service oriented questions should be addressed by the superintendent; all other questions would be best answered by the board chair;
- Previous years' percentage ratings would be valuable to include for comparison purposes.
- Areas showing a significant decline should be summarized and addressed (such as issues of communication, transparency, and consultation)

The final report would be provided to all boards.

**A.4 In-Camera Session**

**MOTION #3**  
S. Scarpino

That the meeting move *in-camera*, with staff present.  
**CARRIED**

The observers left the meeting.

**MOTION #4**  
K. Milder

That the meeting move out of *camera*.  
**CARRIED**

The observers rejoined the meeting.

**A.5 Governance Process  
Policies - Approval**

D. Anderson advised that ASBA staff had recommended that the Board of Directors' Policy Handbook be reviewed in its entirety and given a complete overhaul.

**MOTION #5**  
L. Akers

That the ASBA Board of Directors approve the revised GP and BSR sections, as presented, for inclusion in the ASBA Board of Directors' Policy Handbook; and, further, that the Board authorizes the Executive Director to make any required technical edits for flow and consistency.  
**CARRIED**

**MOTION #6**  
K. Milder

That the ASBA Board of Directors direct the Executive Director to begin a policy review for all board governance policies (BSR, GP, EL).  
**CARRIED**

It was agreed that the ASBA Policy Development Advisory Committee would oversee the review.

**A.6 Accountability Report – Service Program Manager**

**MOTION #7**  
C. Jespersen

That the meeting move *in camera*, with staff present.  
**CARRIED**

The observers left the meeting.

**MOTION #8**  
K. Milder

That the meeting move out of *camera*.  
**CARRIED**

The observers rejoined the meeting.

**MOTION #9**  
J. Swainson

That, based on the Board of Directors' review of the information provided, the board determines that the Executive Director has met the quality indicators as outlined in the Service Program Manager Accountability Report.  
**CARRIED**

**MOTION #10**  
S. Scarpino

That the Board of Directors request the Executive Director to include this accountability report in the ASBA Executive Director Evaluation Evidence Binder for the period September 1, 2007 – August 31, 2008.  
**CARRIED**

**MOTION #11**  
C. Jespersen

That the Board of Directors commend the Executive Director for his leadership in the areas of:

- 1) ensuring accessibility and timeliness of services;
- 2) satisfaction of boards with services provided as noted in the satisfaction survey;
- 3) relevance and success of the New Trustees/Board Chairs Workshop; and
- 4) promptly responding to the Auditor General's report recommendation regarding fiscal accountability for trustees.

**CARRIED**

D. Anderson thanked the Board of Directors for their commendations and, in turn, acknowledged ASBA staff for their excellent attitude and dedication in carrying out this work.

**MOTION #12**  
H. Welwood

That the Board of Directors commend and thank the ASBA staff for the services they provide.

**CARRIED**  
*(Unanimously)*

**A.7 ASBIE Board – Term Expiry in Election Year**

Board members discussed the motion the ASBIE Board passed regarding term expiry dates for ASBIE board members in an election year. Concern was expressed that clarification was necessary, in the ASBIE motion, that trustees who were not re-elected or who did not seek re-election were no longer trustees and should not be referred to as such.

**MOTION #13**  
J. Hansen

That the ASBA Board of Directors support ASBIE's request regarding term appointment expiry dates in an election year, that those individuals shall remain as representatives until December 31.

**CARRIED**

**A.8 Insurance Board Appointments**

**(a) ASBIE Board of Directors**

It was recommended that Caren Mueller, Rod Soholt, and Dexter Durfey be appointed to the ASBIE Board of Directors.

With the approval of these appointments, the ASBIE Board would be comprised of the following members:

	<u>Term Expiry Date</u>
Jerry Muelaner (Chair)	August 31, 2009
Caren Mueller	December 31, 2010
Rod Soholt	December 31, 2010
Jean Champagne	August 31, 2011
Joe Henderson	August 31, 2011
Dexter Durfey	December 31, 2011

**(b) ASEBP Board of Trustees**

It was recommended that Lance Miller be appointed to the ASEBP Board of Trustees effective January 1, 2009 for a term to expire December 31, 2011.

The current ASBA representation on the ASEBP Board of Trustees was:

	<u>Term Expiry Date</u>
Gerry Gibeault (Chair)	December 31, 2010
Bill Schulte	December 31, 2008
Jerry Muelaner	December 31, 2008
Karen Holloway	December 31, 2010
Carol Bazinet	December 31, 2010

**(c) SiPP Board**

It was recommended that Marge Belcourt and Tyler Demers be appointed to the SiPP Board.

With the approval of these appointments, the SiPP Board would be comprised of the following members:

	<u>Term Expiry Date</u>
Jim Gibbons (Chair)	December 31, 2010
Marge Belcourt	December 31, 2011
Tyler Demers	December 31, 2012

**MOTION #14**

J. Swainson

That the ASBA Board of Directors approve the appointments of the ASBIE, ASEBP and SiPP board representatives and corresponding term expiry dates as recommended.

**CARRIED**

**A.9 External Committee Appointments**

**(a) COATS Certification Appeal Committee – Nominations**

**MOTION #15**

M. Bergstra

That the ASBA Board of Directors nominate Clayton Jespersen as the ASBA representative and Lynda Akers as the ASBA alternate representative on the COATS Certification Appeal Committee.

**CARRIED**

**A.10 ASBA Response – Curriculum Framework**

D. Anderson informed the Board that the University of Alberta's Faculty of Education had requested ASBA input to their proposed curriculum framework for the undergraduate teacher education program. As the timeline for response was quite limited, consultant Keith Wagner was asked to draft a response.

As ASBA had very few policies addressing the issue of pre-service teacher education, the Board was asked to provide direction as to whether the response should be based solely on existing ASBA policies or the draft response, that included insights gathered through participation on curriculum committees, should be submitted to the U of A..

The following suggestions were made:

1. that the Field Experience Component section include mention of recruiting and retaining teachers.
2. that the Field Experience Component and the Social Foundations sections include a section on the importance of school boards

3. that the Teaching Diverse Learners section include the need for teaching in French before graduation.

**MOTION #16**  
**S. Scarpino**

That the draft response, incorporating the above suggestions, be endorsed by the ASBA Board of Directors and forwarded to the University of Alberta's Faculty of Education.

**CARRIED**

**A.11 Directors' Requests for Information**

**Status of Taxation Agreement:** D. Anderson updated the board by advising that the taxation agreement with AUMA was "in limbo" since the municipalities received grants equivalent to the education property tax. He added that a meeting between ASBA and AUMA would be arranged.

**Private School Funding:** Boards were encouraged to raise this issue with their election candidates.

**Closing the Gaps Symposium:** Board members were advised that this symposium was limited to 200 participants, with priority going to school boards, FNMI trustees, and CSBA provincial associations.

**Diploma Exams:** L. Akers sought information on whether school boards or ASBA could bring forward a resolution to address the issue of students having to write diploma exams during extremely inclement weather as happened in January across Alberta.

D. Anderson referred the Board to policy 8.D.05 – Flexibility in Scheduling of Diploma Exams.

H. Welwood added that Alberta Education should make schools and school boards aware of their options when it was too cold for students to attend school on exam days.

**Metro Caucus Meeting:** S. Scarpino requested that a Metro Caucus meeting be scheduled during the 2008 Spring General Meeting.

**Status of Funding Framework Review:** D. Anderson advised that the funding framework review, which focussed on distribution issues, not adequacy, was currently in abeyance.

J. Lehnert asked that a future meeting agenda include a discussion on the adequacy of various components of funding to answer the question, "Do school boards receive sufficient funding or are they spending it wrong?", and whether ASBA should take the lead to have Alberta Education review this.

**School Maintenance Funding Backlog:** It was suggested that, after the election, ASBA request the government to direct its attention to this issue.

**15-Passenger Vans:** D. Anderson advised that the President would be requesting the Minister to discuss government assistance with funding for school boards as they transition from using 15-passenger vans due to safety problems. In addition, H. Welwood commented that she would also discuss with the Minister the issue of driving regulations pertaining to the number of hours a person was allowed to work and drive students.

**A.12 Agenda Items – Future Board Meetings**

The following items were identified:

- ASBA 100<sup>th</sup> Anniversary Celebration Costing
- Subsidizing Service Costs
- Leadership Roles for Board Alternates
- Board Leadership Session, 2008
- Adequacy of Funding (Discussion)
- Building Classroom Assessment Capacity (March)

**B. DISCUSSION ITEMS**

**B.1 Trends, Innovations and Educational Scenarios**

D. Gardner advised that the Minister had agreed to assign John Burger (Learning System Quality Manager, System Improvement Group) and Dianna Millard (Acting Executive Director, School Improvement) to assist him in reporting on “Trends”.

He also informed the Board that a second initiative on Special Education innovations had begun.

**B.2 Building Classroom Assessment Capacity Committee**

As Dr. Warren Phillips, the ASBA representative on this committee, was unable to attend the meeting, this item was deferred to the March meeting.

**Student Assessment Study:** D. Anderson informed the Board that a student assessment study was also underway that was being conducted by a research team representing the Universities of Alberta, Calgary and Lethbridge. As part of their research, focus groups were being formed to review assessment tools. Board members were asked to contact D. Anderson if they were interested in participating in the focus groups.

**B.3 Teacher Practice Review - Transfer of Responsibility**

D. Anderson informed the board that the Minister, without consulting ASBA, had recently approved the transfer of responsibility for addressing complaints of teacher incompetency to the Alberta Teachers' Association effective September 1, 2009.

D. Anderson provided the following background information on the issue of teacher practice reviews:

- The Alberta Commission on Learning accepted ASBA's call for the demise of Boards of Reference; however the government rejected this largely due to ATA's disagreement with it.
- ASBA was involved in the development of the COATS' Teacher Competency proposal to craft a new fair and cost-effective process. Unfortunately, those discussions were abandoned during Hon. Gene Zwozdesky's term as Minister of Education.

D. Anderson sought the Board's advice and direction on the issue of ASBA, once again, not being consulted by the government on an issue that would affect school boards. In response, the Board advised that a meeting should be arranged between D. Anderson and Deputy Minister Henke to discuss the issue and to possibly determine if such a concession to the ATA was related to the settlement of the teachers' unfunded pension liability problem.

**MOTION #17**  
K. Kryczka

That the meeting recess to allow D. Anderson to contact the Deputy Minister to set up a meeting to discuss the issue of ASBA not being consulted.

**CARRIED**

Following his unsuccessful attempt to contact the Deputy Minister, D. Anderson confirmed with the Board that they wanted ASBA to aggressively address at the political level the government's lack of consultations. Board members were urged to encourage their school boards to raise this issue with their MLAs.

*A. Brick left the meeting at 2:25 p.m.*

**C. INFORMATION ITEMS**

**C.1 President's Report**

In addition to her written report, H. Welwood advised that the June 12, 2008 Board meeting to present policies for the Fall General Meeting to the Board may become a conference call meeting.

She also informed the Board that the issue of video conferencing for Zone meetings was being reviewed by the ASBA Legal department.

She also highlighted the upcoming Health Symposium being held March 19-20, 2008.

**(a) CSBA Update**

Please refer to the two written Update reports.

**C.2 Vice-President's Report**

Please refer to the written report.

**C.3 Executive Director's Report**

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

**CASS Building Leadership Capacity Committee:**

ASBA had been invited to name a representative to serve on this committee that would be chaired by Mr. Rick Morrow. Information Item C.9(h) outlined in detail the goals of this group.

**Labour Relations:** In response to a request to provide a post mortem of the bargaining process related to the government's solution to the teachers' unfunded pension liability, D. Anderson advised that ASBA would engage an independent consultant to provide an analysis and research financial implications of the agreement.

J. Hansen complimented H. Welwood on her handling of the liability/bargaining situation, and commended all ASBA labour relations staff on the work they did in connection with this.

**Acting Executive Director:** D. Anderson advised that Debra Tumbach, senior ASBA lawyer, would be the Acting Executive Director during his vacation February 16 – March 4, 2008.

**C.4 Member Reports**

**Edmonton Public** (*B. Esslinger*): In addition to her written report, B. Esslinger advised that the board was undertaking a provincial election candidacy survey.

**Edmonton Catholic** (*M. Bergstra*): Please refer to the written reports.

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

**Calgary Catholic** (*S. Scarpino*): Please refer to the written report.

**Zone 1** (*J. Lehnert*): Please refer to the written report.

**Zone 2/3** (*L. Akers & C. Jespersen*): Please refer to the written report.

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

**Zone 5** (*D. Gardner*): Please refer to the report that was handed out.

**Zone 6** (*K. Milder*): No report was available as the February 13<sup>th</sup> Zone meeting had been cancelled.

**ACSTA** (*A. Brick*): Please refer to the written report and Annual Report.

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

**FCSFA** (*M. Blanchet*): Please refer to the written report.

**C.9 Reports**

The following reports were highlighted:

**C.9(c) TEAC** (University of Lethbridge): D. Anderson advised that ASBA would pursue the recommendation that school boards continue to strive to have a presence in the education program at some point in the first year courses.

**C.9(i) High School Completion Task Force:** J. Hansen provided a report on the task force's meeting of February 14<sup>th</sup>, including its proposed terms of reference, the role of task force members, and its membership. She advised that a plan would be drafted for approval by the Board of Directors to identify how boards could improve high school completion rates and assist others boards in doing the same.

**MOTION #18**  
S. Scarpino

That the ASBA Board of Directors adopt the proposed High School Completion Task Force's terms of reference.

**CARRIED**

**D. MEETING EVALUATION**

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

**E. ADJOURNMENT**

**MOTION #19**  
D. Gardner

That the meeting adjourn.

**CARRIED**

The meeting adjourned at 2.50 p.m.

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President

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Executive Director