



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

**June 14, 2007**

### **ATTENDANCE**

#### **Board Members**

Mrs. Maureen Kubinec, President  
Mrs. Heather Welwood, Vice-President  
Mrs. Bev Esslinger, Edmonton Public  
Ms. Debbie Cavaliere, Edmonton Catholic  
Ms. Carol Bazinet, Calgary Public  
Mrs. Marge Belcourt, Calgary Catholic  
Ms. Wendy Olson-Lepchuk, Zone 1  
Mr. Gerry Steinke, Zone 23  
Ms. Jackie Swainson, Zone 4  
Mr. Doug Gardner, Zone 5  
Ms. Kerry Milder, Zone 6  
Mrs. Jacquie Hansen, ACSTA  
Mr. Martin Blanchet, FCSFA

#### **Guests**

Mrs. Lois Burke-Gaffney, former Calgary Catholic Director  
Ms. Karen Holloway, former Zone 4 Director  
Mrs. Patricia Aitchison, former Zone 6 Director

#### **Staff/Consultants**

Mr. David Anderson, Executive Director  
Ms. Donna Engel, Director, Corporate Services  
Ms. Suzanne Lundrigan, Director, Communications  
Dr. Leroy Sloan, ASBA Consultant  
Ms. Heather Tkachuk, 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 Kubinec called the meeting to order at 5:35 p.m.

#### **NATIONAL ANTHEM**

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

#### **INSTALLATION OF NEW DIRECTORS**

President Kubinec officially installed the following new Directors:

Mrs. Marge Belcourt	Calgary Catholic
Mrs. Bev Esslinger	Edmonton Public
Mrs. Jackie Swainson	Zone 4
Mrs. Kerry Milder	Zone 6

**A. RECOMMENDED ACTION ITEMS**

**A.1 Agenda**

**(a) Additions/Changes**

**Additions:**

- A.7(c) Internal – Infrastructure Working Groups**
- A.7(d) Internal – High School Completion Committee**
- A.7(e) Internal – Policy Development Advisory Committee**

**(b) Approval**

**MOTION #1**  
M. Belcourt

That the agenda, as amended, be approved.

**CARRIED**

**A.2 Approval of Minutes – May 10-11, 2007**

Minutes of the May 10-11, 2007 Board of Directors meeting were not available for approval.

**A.3 ASBA Board Self-Evaluation Process (May 2006 – June 2007)**

D. Anderson advised that the Board Self-Evaluation committee had revised the process approved at the May 2007 Board meeting. The revisions were:

1. *Role of the Board Questionnaire* to include the entire GP section of the Board of Directors Policy Handbook to determine compliance
2. Delete *Interpersonal Working Relationships, and Representation and Communication Questionnaires and Accomplishments Regrets, Opportunities, Threats*
3. Change title of “*Executive Director/Board Relations*” to “*Board/Executive Director Linkages*” and amend the questions.

In order to meet the half-day time constraint of the self-evaluation at the Board Leadership Session in August, Directors were asked to complete the questionnaire on-line so that results could be collated in advance.

**MOTION #2**  
C. Bazinet

That the ASBA Board of Directors approve the revised Board self-evaluation process document and attachments package for the evaluation period May 2006 – June 2007; and

That the Board self-evaluation package be completed by the out-going Board members via an online form by July 15, 2007.

**CARRIED**

**A.4 Executive Director Evaluation Process**

H. Welwood, Chair of the Executive Director Evaluation Committee, commented that the current evaluation process was an on-going evaluation as per BSR-2 (Evaluating the Performance of the Executive Director).

Dr. L. Sloan, ASBA consultant, provided background on the evaluation processes used in the past and added that the current model was designed to “convict” the

Executive Director of excellence. The "evidence" required for this came in the form of Quality Indicators which were provided to the Board via internal reports, external reports, and by direct board observations. Board members were encouraged to identify any missing quality indicators.

**MOTION #3**  
D. Gardner

That the ASBA Board of Directors agree to finish the current executive director evaluation process and use Dr. David Carter as facilitator at the August meeting.

**CARRIED**

As per his employment contract, D. Anderson indicated his concurrence with the process.

H. Welwood reminded the Board that the process used to determine the Executive Director's compensation called for the establishment of a committee consisting of the Executive Committee and a Board member.

**MOTION #4**  
W. Olson-Lepchuk

That Jackie Swainson be appointed to the Executive Director Compensation Committee.

**CARRIED**

**A.5 ASBA Strategic Plan Third Quarter Report (2006-2009)**

L. Sloan reviewed the progress made on the 2006-2009 strategic plan as outlined in the briefing note.

**MOTION #5**  
J. Swainson

That the ASBA Board of Directors receive the ASBA Strategic Plan 2006/09 Third Quarter Report for information.

**CARRIED**

**A.6 Fall General Meeting Policies and Directors for Action**

D. Cavalier advised that the Policy Development Advisory Committee had reviewed the proposed issues submitted by Zones for consideration at the 2007 Fall General Meeting. She pointed out that one proposal (Outreach Base Funding) would be withdrawn by the sponsoring board and two others regarding diploma exams might be withdrawn.

**MOTION #6**  
D. Cavaliere

That the ASBA Board of Directors receive the Zone submissions of proposed issues for the ASBA 2007 Fall General Meeting as attached, subject to possible changes, for circulation to zones and boards.

**CARRIED**

**A.7 Committee Appointments**

**(a) External – CASS Self Governance Proposal**

D. Anderson reported that CASS had requested ASBA to appoint representatives to sit on a committee to discuss the issue of superintendent discipline. A concern was noted that by doing so would give the impression that ASBA supported CASS' proposal to self govern.

- MOTION #7**  
G. Steinke
- That the Executive Director and an ASBA Board member be appointed to liaise with CASS to resolve concerns expressed by the ASBA Board of Directors relating to the CASS discipline concept.
- CARRIED**
- K. Milder volunteered to take on this role.
- (b) **Internal – ASBA Committee on Drug Awareness**
- L. Burke-Gaffney commented on the excellent work done by the committee, but noted that it was dependent upon schools boards, the enthusiasm of volunteers who ran the programs, and AADAC funding.
- She suggested that Alberta Health and Wellness was the more appropriate body to oversee the programs offered.
- It was noted that D. Anderson would bring a financial review of this committee for discussion by the Board at their November 2007 meeting.
- MOTION #8**  
H. Welwood
- That the ASBA Board of Directors appoint an interim Board member representative on the ASBA Committee on Drug Awareness from now until the fall election.
- CARRIED**
- MOTION #9**  
H. Welwood
- That the ASBA Board of Directors appoint Marge Belcourt as the ASBA Board member representative on the ASBA Committee on Drug Awareness until the October 2007 election.
- CARRIED**
- (c) **Internal – ASBA Transportation and Infrastructure Advocacy Working Groups**
- D. Anderson advised that G. Steinke and L. Burke-Gaffney currently served on the Transportation working group. With the departure of L. Burke-Gaffney from the Board, a replacement was necessary.
- He further advised that currently only the President and a staff member served on the Infrastructure working group.
- MOTION #10**  
H. Welwood
- That Bev Esslinger be appointed to serve on the Transportation Working Group.
- CARRIED**
- MOTION #11**  
H. Welwood
- That Bev Esslinger and Doug Gardner be appointed to serve on the Infrastructure Working Group.
- CARRIED**
- (d) **High School Completion Committee**
- D. Anderson advised that, with the departure of Karen Holloway from the Board, a replacement was necessary.
- MOTION #12**  
H. Welwood
- That Jackie Swainson serve on the High School Completion Committee.
- CARRIED**

**(e) Policy Development Advisory Committee**

**MOTION #13**  
H. Welwood

That Karen Holloway be allowed to sit on the ASBA Policy Development Advisory Committee until the November Fall General meeting to facilitate the completion of the governance review.

**CARRIED**

**A.8 Directors' Requests for Information**

**Outreach Program Audits:** K. Milder enquired if any boards had their outreach program audited as a board in Zone 6 had. D. Anderson responded that such an audit was not automatically done but he would provide a report on this to the Board.

**A.9 Agenda Items – Future Board Meetings**

The following items were identified:

- Plant Operations and Maintenance Issues – Discussion with Minister of Education
- Approval of ASBA Advocacy Plan (2006-2009) - (Revised)
- ASBA Labour Disruption Plan and Labour Update (Sept)
- Discussion on how the cost of doing business impacts ASBA's budget
- NSBA Review Recommendations (Sept or Nov)
- Board Charter Follow-up (Leadership Session)
- Support of CASS Self-Governance Proposal (Sept)
- Report on Outreach Program Audits

**B. DISCUSSION ITEMS**

**B.1 Review and Streamline ASBA Policies and Directives for Action**

H. Welwood reiterated the Policy Development and Advisory Committee's desire to review and streamline all ASBA policies and directives for action to complement the current review of those related to facilities/infrastructure and to facilitate successful advocacy.

**MOTION #14**  
C. Bazinet

That the ASBA Board of Directors review and propose, for consideration at the 2007 FGM, a consolidation of existing ASBA policies and directives for action. This consolidation would include the Metro School Board Study recommendations, Small Urban Board Study recommendations, and Rural School Study recommendations not included in the review of facilities/infrastructure policies and directives for action as directed in 6.D.10; and

That, in order to facilitate this work, responsibility for this review be delegated to the PDAC with the understanding that the PDAC report be provided to the Board of Directors for their review and decision prior to consideration by the membership at the 2007 Fall General Meeting.

**CARRIED**

**C. INFORMATION ITEMS**

**C.1 President's Report**

M. Kubinec added the following to her written report:

- A Board Chairs Email would be sent out requesting school boards to write to the Minister of Education regarding what their reserves were used for, the value of their reserves, etc.
- She was disappointed that the Board did not support the Executive Director when he was accused of "running the board of directors" at the June 5 Governance Review meeting. She felt this reflected that the Board was not doing its job and would like the Board to develop strategies to deal with these perceptions at the Leadership session.

**(a) CSBA Update**

There was nothing new to report.

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

In addition to her written report, H. Welwood advised that the Community Spirit Workbook was now available on the internet and encouraged boards to complete the questionnaire on new government funding for non-profits.

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

In addition to his written report, D. Anderson updated the board on the following:

**Choice Issue:** ACSTA and PSBAA had been requested to appoint a lawyer to review Judith Anderson's report on the Choice issue to see if her solution was workable in law. If so, boards would be polled to determine if there was a will to implement her recommendations.

**Funding Framework Review:** He would be meeting with the Deputy Minister regarding the Minister's idea to establish a broad review of funding issues.

**Reporting of PAT Results:** There was no objection to sending the letter to Dr. Jim Dueck regarding Alberta Education's proposal to require reporting of PAT results to parents in June, beginning in 2008.

**"Silly Rules" Committee:** There had been a good response from Superintendents and Secretary-Treasurers on the establishment of this committee.

**MELRA:** There was no objection that ASBA take on the responsibility of coordinating the MERLA Awards.

**CSBA Congress:** D. Anderson thanked Donna Engel for her hard work in organizing the Congress.

**Special Board Meeting:** D. Anderson advised that the June 25<sup>th</sup> special Board meeting would begin at 9:00 a.m. New Directors were encouraged to attend even though the departing members would carry the day.

#### C.4 Member Reports

**Edmonton Public** (*B. Esslinger*): Please refer to the written report.

**Edmonton Catholic** (*D. Cavaliere*): No report was available.

**Calgary Public** (*C. Bazinet*): C. Bazinet reported that her Board was happy with the recent announcement of funding for new schools.

**Calgary Catholic** (*M. Belcourt*): Please refer to the written report.

**Zone 1** (*W. Olson-Lepchuk*): Please refer to the distributed report.

**Zone 23** (*G. Steinke*): Please refer to the written report.

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

**Zone 5** (*D. Gardner*): Please refer to the written report. Regarding the Prairie Land concern, D. Anderson advised that the Deputy Minister had assured him that the Minister had not shirked his responsibility by not attending the public accounts meeting.

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

**ACSTA** (*J. Hansen*): Please refer to the distributed report.

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

**FCSFA** (*M. Blanchet*): No report was available.

#### C.7 Reports

The following reports were highlighted:

**C.7(h) PAAC Report:** Two recommendations were included in the report arising from issues related to reporting PAT results to parents in June and developing a strategy for distributed learning resources.

Regarding the reporting of PAT results in June, D. Anderson advised the letter attached to his report to the Board outlining ASBA's concerns would be sent. He enquired as to the Board's thoughts on developing a policy on such reporting not being mandatory.

Regarding the strategy for distributed learning resources, D. Anderson advised that this related to online learning and the resulting change to school board responsibilities. A suggestion was made that a session be included during the Fall General Meeting to develop an ASBA policy.

The Board requested that these issues be put on the agenda for discussion at the Leadership session and that, in the meantime, ASBA could research them so that information could be sent to boards in September.

**D. MEETING EVALUATION**

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

**E. ADJOURNMENT**

There being no further business, the President adjourned the meeting at 10:02 p.m.

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President

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Executive Director