



Minutes of Board of Directors Meeting ASBA Boardroom

March 12-13, 2009

ATTENDANCE

Board Members

Mrs. Heather Welwood, President
Mrs. Jacquie Hansen, Vice President
Ms. Bev Esslinger, Edmonton Public
Ms. Debbie Engel, Edmonton Catholic (alternate)
Ms. Carol Bazinet, Calgary Public
Mr. Serafino Scarpino, Calgary Catholic
Mrs. Dianne Lavoie, 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. Sandra Bannard, ACSTA
Mr. Roy Goulet, FCSFA
Mr. Don Fleming, PSBAA

Guests

Dr. John Rymer, Executive Director of Learning Assessment (C.2)

Staff/Consultants

Mr. David Anderson, Executive Director
Ms. Donna Engel, Director, Corporate Services (Friday a.m.)
Ms. Heather Rogers, Director, Finance & Administration (E.1)
Ms. Suzanne Lundrigan, Director, Communications (Friday)
Mr. Scott McCormack, Manager, Special Initiatives
Mr. Terry Gunderson, ASBA Consultant (B.1)
Ms. Bobbie Garner, 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 Welwood called the meeting to order at 7:06 p.m.

NATIONAL ANTHEM

Music was provided for the national anthem as well as video clips of Canadian scenes.

INSTALLATION OF NEW OBSERVER

Mrs. Sandra Bannard was officially installed as the ACSTA observer on the ASBA Board of Directors.

A. PROCEDURAL ITEMS

A.1 Agenda

(a) Additions/Changes

H. Welwood commented on the new structure and format of the agenda which reflected ASBA's strategic plan and Board of Directors' governance handbook.

(b) Approval

MOTION #1
S. Scarpino

That the agenda be approved as circulated.

CARRIED

A.2 Approval of Minutes – February 12-13, 2009

(a) Errors/Omissions

(b) Approval

MOTION #2
J. Hansen

That the minutes of the February 12-13, 2009 ASBA Board of Directors meeting be approved as circulated.

CARRIED

(c) Business Arising

H., Welwood confirmed that the June 2009 Board meeting would be held in Edmonton on Friday, June 12 from 9:00 a.m. – 12 noon, not in Cold Lake as previously suggested.

A.3 In-Camera Session

An *in-camera* session was not necessary.

B. ADVOCACY

B.1 Approval of ASBA Strategic Plan (2009-2012)

Terry Gunderson presented the draft strategic plan which was based on discussions at the Board Strategic Planning session held in January. The plan was aligned with ASBA's mandate and provided key results and strategies for the six priorities of the association.

Board members requested the following changes:

Leadership:

A2.5 Investigate a new system of funding ...

A3.1 Work with boards to develop a working alliance with provincial organizations ...

Advocacy:

B2.2 Clarify that ASBA would develop the process

MOTION #3
S. Scarpino

That the ASBA Board of Directors approve the ASBA Strategic Plan 2009-2012, incorporating changes identified by the Board.

CARRIED

B.2 Policy Development Advisory Committee (PDAC) Report

(a) ASBA Policy Task Force Proposal

J. Hansen, Chair of the ASBA Policy Task Force, reported that the education finance section of the draft proposed policy statements had been presented to Zones 2/3 and 6. The task force was now requesting Board approval to present the proposed format of the entire policy handbook and process as outlined in the three documents provided to the Board which were:

- Draft Proposed Policy Position Statements with previous policy references included;
- Draft Proposed Policy Position Statements as may appear if approved; and
- ASBA Policy Development Process – Concepts for Discussion (this had not been presented at Zones 2/3 and 6).

J. Hansen added that the proposed policy development process would keep issues discussions timely and topical as they could be advanced throughout the year.

The Policy Task Force committee felt that an Issues Advisory Council (IAC) should be established to accept issues identified by boards, zones, etc. and make recommendations to the Board on the disposition of the issues. Ultimately, the membership would be asked to ratify any interim policies set by the Board based on these issues at a general meeting.

Several comments were expressed by the Board on the proposed policy process:

- Transparency was maintained
- Mechanism to remove/amend directives and beliefs was still required
- Deadline dates would still be necessary
- Clarification was necessary that not every issue brought forward to the IAC would be acted upon
- Criteria was needed for identification of issues
- An appeal process should be included
- New format would make it easier to detect gaps in ASBA policies

MOTION #4 J. Swainson

That the ASBA Board of Directors approve (1) the Proposed Policy Positions Statements, and (2) the Policy Process Concepts for Discussion for circulation and presentation to Zones for discussion and feedback.

CARRIED

J. Hansen confirmed that Zones would be asked to consider the format, organization, and completeness of the new document at this time and added that it was expected that the new handbook would be operational during 2009-2010.

(b) **Proposed Amendment to
ASBA Bylaw 7, Section 1**

D. Anderson informed the Board that the current wording of Bylaw 7.1 was unclear.

The proposed wording was (changes are underlined):

1. The business and affairs of the Association shall be under the direction and control of the Board of Directors, which may exercise all the powers of the Association which are not required by the *Alberta School Boards Association Act*, or by these Bylaws, to be exercised by the Association in a General Meeting.

MOTION #5

C. Bazinet

That the ASBA Board of Directors adopt the proposed amended wording of ASBA Bylaw 7, Section 1 and present it to the membership at SGM 2009.

CARRIED

**B.3 ASBA Advocacy Priority
Reports**

S. McCormack updated the board on the three advocacy priorities:

High School Completion Rates: A survey was circulated to all school boards on how students at risk were being identified in their jurisdiction and on current efforts on improving high school completion rates. Deadline for response was April 27, 2009, with the results to be incorporated into an advocacy plan.

Infrastructure: A survey was circulated to all school boards to verify the infrastructure issues that jurisdictions were facing and to seek board input and identification of potential solutions. Deadline for input was March 6, with the results being incorporated into the Infrastructure Report which was being drafted. An advocacy plan would be prepared for this initiative by June 2009.

Transportation: Six responses had been received to the Discussion Guide sent out to Zones seeking input and identification of best practices or potential solutions. Results would be incorporated into an advocacy plan.

It was also noted that the status and ongoing efforts on these advocacy priorities would be available on ASBA's website along with background material and related reports. Draft prototypes for the website content were distributed and Directors were asked to provide feedback or comments if any changes were desired. H. Welwood advised that she would include an announcement of the above in a Board Chairs Email. Directors were reminded to raise the advocacy issues with their MLAs.

A motion to accept the ASBA Advocacy Priority Reports was included in Motion #6 under Item C.2 – TIES Report.

C. RESEARCH

C.1 Discrepancy of School vs. Diploma Award Marks Dr. John Rymer, Executive Director of Alberta Education's Learning Assessment, gave a presentation regarding the discrepancy between school awarded marks and diploma exam awarded marks.

C.2 TIES Report D. Gardner provided a report of the TIES February 12th meeting and advised that an announcement would be made when the website link was operational.

MOTION #6
L. Akers That the ASBA Board of Directors accept the ASBA Advocacy Priority Reports (Item B.3) and the TIES Report (Item C.2).

CARRIED

D. PARTNERSHIPS

D.1 ASBALE/ASBA Protocol Agreement D. Anderson reported on his discussion with ASBALE President, Joanne Van Donzel, where two routes were considered:

1. Maintain similar agreement; or
2. Establish ASBALE as a committee of ASBA to be appointed by the ASBA Board of Directors.

The following comments were provided by Directors on option 2:

- This would eliminate confusion of the role/purpose of ASBALE
- ASBA does not have any other curriculum specific committees
- The Board should have a copy of ASBALE's strategic plan prior to making any decisions.

MOTION #7
D. Gardner That the ASBA Board of Directors direct the Executive Director to further investigate the possibility of ASBALE become a committee of ASBA.

CARRIED

The meeting recessed at 9:25 p.m. and reconvened on Friday at 9:13 a.m. with the Budget Presentation (Item E.1)

E. SERVICES TO BOARDS

E.1 Approval of Proposed ASBA Budget (2009-2010) H. Rogers provided a presentation on several budget options, based on budget assumptions reviewed at the February Board meeting, for consideration by the Board for the 2009-2010 budget which was \$328,973 higher than last year's, mainly due to the expected increased lease costs.

MOTION #8
L. Akers

That the ASBA Board of Directors approve the budget assumptions.

CARRIED

The budget options presented provided a balanced budget of \$5,077,668, with and without building surplus transfers and membership fee increases of 3%, 4%, and 5%.

MOTION #9
L. Akers

That the meeting move *in-camera*.

CARRIED

MOTION #10
D. Gardner

That the meeting move out of *camera*.

CARRIED

Following a review of the budget options, the Board considered ways to reduce expenses and decided to delete the ASBA Scholarship Fund which provided an annual savings of approximately \$12,000.

The Board instructed H. Rogers to draft a budget based on Option 2 which took into account the budget assumptions and included:

- Membership fee increase of 4%
- Fee for service increases:
 - Legal - \$210
 - Labour Relations & Communications - \$176
 - Education Services - \$200
- Removal of Scholarship Fund
- Total Conference fee increase of \$50
- Transfer of \$14,202 from surplus.

MOTION #11
L. Akers

That the ASBA Board of Directors approve Option #2 as revised to be presented to the general membership for ratification at the 2009 Spring General Meeting.

CARRIED

E.2 Insurance Board Appointments

(a) ASBIE

The Board reviewed the appointment policy for the ASBIE Advisory Board and noted that the current composition of the board was not in compliance with the policy. It was agreed to correct this oversight at a future meeting.

MOTION #12
D. Lavoie

That a Call for Interest to serve on the ASBIE Advisory Board be sent to the Chair of all Zone 1 and Zone 5 boards that participate in ASBIE seeking applications from trustees knowledgeable in insurance matters, to be considered at the May 2009 Board of Directors meeting.

CARRIED

F. BOARD POLICIES

F.1 Structure of Executive Director Evaluation Committee

MOTION #13

C. Jespersen

That the ASBA Board of Directors, in committee of the whole, review the interim accountability information provided by the Executive Director at their April 2009 meeting on the evening of Thursday, April 16, 2009.

CARRIED

G. BOARD MEMBER REPORTING RESPONSIBILITIES

G.1 President's Report

In addition to her written report, H. Welwood expanded on the February 27th meeting with the Minister by advising that:

- The meeting lasted all morning
- Topics discussed were:
 - ASBA advocacy issues
 - "Inspiring Education" and "Summit" meetings
 - Provincial budget
 - Teacher bargaining
 - Private members' bills
 - First Nations, Métis and Inuit issues
 - Council of Ministers of Education Canada (CMEC)
- The Premier named Janice Sarich to be in charge of transportation issues and financial training.

In addition, Directors were asked to forward any responses they had received from school boards regarding the "Fair Bargaining" report. It was also noted that the June Board meeting would take place in Edmonton, not Cold Lake.

Later in the meeting, H. Welwood advised that she would be attending the Deputy Minister's "Teacher Preparation Faculties and Stakeholders" meeting to discuss a proposed teacher induction program. If the program was approved, information would be sent to the stakeholders.

(a) CSBA Update

H. Welwood advised that she would forward future CSBA "Info Picks" directly to the board members.

G.2 Vice-President's Report

J. Hansen reported that she had been busy presenting the Policy Task Force's proposed policy changes at various Zone meetings.

G.3 Executive Director's Report

D. Anderson supplemented his written report with the following:

Fair Bargaining Report:

- A plan was being developed
- Boards were being canvassed for their response to the report
- Option 3 was currently the preferred option
- Deadline to respond was April 30th
- Minister has asked ASBA not to deal with this issue in public.

Parliamentarian Issue: It was clarified that the purpose of the survey was to enable staff to determine whether a back-up parliamentarian was required for the Spring General Meeting.

Summit - Public Involvement in Public Education:

Board members were provided with the agenda for the Summit and asked to be hosts and observers/listeners to the delegates. They were also requested to attend a debriefing meeting immediately following the event. D. Anderson advised that upon completion of the Summit's data collection, the Board would receive a summary.

G.4 Member Reports

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

Edmonton Catholic (*M. Bergstra*): No report was available.

Calgary Public (*C. Bazinet*): In addition to her written report, C. Bazinet informed the Board that a short interview process was anticipated for recruiting a new Superintendent.

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

Zone 1 (*D. Lavoie*): No report was available as the Zone had not met since her last report.

Zone 2/3 (*L. Akers & C. Jespersen*): As described in the written report, the "Building the Foundations of Learning" presentation was available for viewing by the Board of Directors if they so desired.

Zone 4 (*J. Swainson*): No report was available as the Zone had not met since her last report.

Zone 5 (*D. Gardner*): Please refer to the report distributed at the meeting. D. Anderson advised that ASBA was looking into the proposed revisions to the *Off-Campus Education Handbook*, which would require a RAP supervising teacher to visit the worksite once per every credit offered for the course.

Zone 6 (K. Milder): K. Milder reported that the Policy Task Force proposal and the Pandemic Preparedness presentations were well received.

ACSTA (S. Bannard): No report was available.

FCSFA (R. Goulet): No report was available.

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

H. OTHER

H.1 Directors' Requests for Information

There were no requests for information.

H.2 Agenda Items – Future Board Meetings

The following items were identified:

- Presentation on “Success in School for Children and Youth in Care”
- Video presentation on Early Development Instrument (EDI)
- ASBIE Board Appointment (May)
- ASBIE Board Appointments – Alignment to Policy
- Interim Executive Director Accountability Report (April)
- Viewing of Zone 2/3's “Building the Foundations of Learning” (re PO&M and IMR funding)

I. DISCUSSION ITEMS

There were no Discussion Items.

J. INFORMATION ITEMS

Alberta Education Research Seminar – Summary notes of the seminar held March 5, 2009 was provided by the ASBA attendees.

K. MEETING EVALUATION

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

L. ADJOURNMENT

MOTION #14
J. Swainson

That the meeting adjourn.

CARRIED

The meeting adjourned at 2:43 p.m.

President

Executive Director