



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

March 11-12, 2010

ATTENDANCE

Board Members

Mrs. Heather Welwood, President
Ms. Jacquie Hansen, Vice President
Ms. Bev Esslinger, Edmonton Public
Mrs. Marilyn Bergstra, Edmonton Catholic
Mrs. Karen Kryczka, Calgary Public (Friday)
Mr. Serafino Scarpino, Calgary Catholic
Ms. Dianne Lavoie, Zone 1
Ms. Lynda Akers, Zone 2/3
Mr. Clayton Jespersen, Zone 2/3
Ms. Jackie Swainson, Zone 4
Ms. Anne-Marie Boucher, Zone 5
Ms. Kerry Milder Zone 6
Mrs. Alice Brick, ACSTA
Mr. Roy Goulet, FCSFA
Mrs. Patty Dittrick, PSBAA

Staff/Consultants

Mr. David Anderson, Executive Director
Ms. Donna Engel, Director, Corporate Services
Ms. Suzanne Lundrigan, Director, Communications
Ms. Heather Rogers, Director, Finance (E.1, E.2)
Mr. Scott McCormack, Manager, Special Initiatives
Mr. Terry Gunderson (B.1)
Ms. Heather Tkachuk, Research and Policy Analyst
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 7:00 p.m.

NATIONAL ANTHEM

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

A. PROCEDURAL ITEMS

A.1 Agenda

(a) Additions/Changes

Add:

- G.1(a) CSBA Report
- J.5 Students with Vision Loss Report
- G.4 Member Report – Edmonton Catholic
- G.4 Member Report - Trends in Education Report

(b) Approval

MOTION #1

J. Swainson

That the agenda as amended be approved.

CARRIED

A.2 Approval of Minutes – February 11-12 and February 19, 2010

(a) Errors/Omissions

February 11-12, 2010:

G.4 Member Reports – Zone 5 (pg 9): Clarify that the consultations were for a blended francophone (public and Catholic) board in southern Alberta.

February 19, 2010:

No errors or omissions were reported.

(b) Approval

MOTION #2

M. Bergstra

That the minutes of the February 11-12, 2010 ASBA Board of Directors meeting be approved as corrected.

CARRIED

MOTION #3

S. Scarpino

That the minutes of the special February 19, 2010 ASBA Board of Directors teleconference meeting be approved as circulated.

CARRIED

(c) Business Arising

There was no business arising from the February 11-12 or the February 19, 2010 meetings minutes.

A.3 In-Camera Session

The *in-camera* session was held on Friday at 9:00 a.m.

MOTION #4

K. Milder

That the meeting move *in-camera* with voting members and ASBA staff present.

CARRIED

The observers left the meeting.

MOTION #5

L. Akers

That the meeting move out of *camera*.

CARRIED

The observers rejoined the meeting.

It was noted that the deadline for bylaw amendments was April 1 and that if the Board chose to submit any proposals, a conference call would be necessary to consider them.

B. ADVOCACY

B.1 Draft Strategic Plan (2010 – 2013)

Mr. Terry Gunderson provided a brief overview of the draft strategic plan which incorporated direction provided during the Board's January strategic planning session. Key changes to the plan were highlighted:

- An increased focus on providing supports to school boards in their efforts to engage their publics
- Including Early Learning in a research project focused on early intervention and school preparedness
- Increased emphasis on governance in trustee development programs

Several suggestions were made for clarity and consistency:

- In all cases, refer to “public” engagement, not “community” engagement
- In all cases, use “ELL” (English Language Learners), not “ESL” (English as a Second Language)
- Include a timeline wherever possible, especially for Strategic Priority G

MOTION #6

D. Lavoie

That the ASBA Board of Directors approve the ASBA Strategic Plan 2010-2013 as presented including changes as suggested.

CARRIED

**B.2 Policy Development
Advisory Committee (PDAC)
Report**

J. Hansen, PDAC Chair, reported that she had made presentations at Zones 2/3, 5, and 6 on the board governance policies which the Board approved in February. She added that these zones gave their support to having a standing Zone agenda item to deal with policies and issues.

She also reported that the PDAC had met earlier in the afternoon to consider housekeeping changes to the policies which the committee felt should be undertaken every five years, commencing at the 2010 Spring General Meeting. These changes would first be presented to the Board of Directors to determine what would be taken forward to SGM 2010.

B.3 ASBA Advocacy Priority Reports

- (a) **Infrastructure Task Force** S. Scarpino advised that a number of suggestions advanced at the Board's recent teleconference meeting had been incorporated into the report.

MOTION #7
S. Scarpino

That the ASBA Board of Directors accept the infrastructure report titled "Resolving Alberta's School Infrastructure Deficit" for distribution to the membership and for advocacy purposes.

CARRIED

A copy of the report would be provided to the Minister with a cover letter clarifying that the report was a compilation of ideas provided by various individual school boards in response to the Minister's request.

- (b) **Transportation Task Force** S. McCormack advised that a letter was being drafted and reviewed to thank the Minister for addressing transportation in the budget and inviting him to continue working with ASBA on the transportation challenges.
- (c) **High School Completion Task Force** S. McCormack advised that a draft report being written by Sig Schmold would be available by the end of March for the Board's consideration.

B.4 Task Force Reports

- (a) **Governance Task Force** A copy of discussion notes from the task force's meeting earlier in the day were distributed that outlined its purpose of researching and analyzing various governance models to determine what elements best provided a successful and effective governance model.

In order to alleviate fears that the task force was established because ASBA was contemplating a change to school boards' governance, H. Welwood requested that the task force develop proposed terms of reference for the Board's consideration.

MOTION #8
M. Bergstra

That the ASBA Board of Directors accept the Governance Task Force report.

CARRIED

S. McCormack advised that the task force would bring results of their review to the May board meeting prior to it being presented at the Spring General Meeting.

- (b) **First Nation, Métis and Inuit Student Success Task Force** D. Lavoie, task force Chair, advised that applications to serve on the task force were being received until March 19.

C. RESEARCH There were no agenda items under this section to discuss.

D. PARTNERSHIPS

D.1 Bylaw Amendment re Charter School Membership In response to a Board request, D. Anderson provided three Charter School Membership bylaw amendment options for its consideration.

Option 1: Bylaw amendment to facilitate Charter School membership;

Option 2: Bylaw amendment to facilitate Charter School membership **and** changes to Bylaw 2 to align First Nation/Métis colony membership requirements with Charter School membership;

Option 3: amendment that combined Charter School and First Nation/Métis colony membership categories.

Lengthy discussion prompted the following comments:

- The membership fee structure would need to be amended so that the same fee would be levied for associate members as for full member boards.
- Charter Schools and First Nation/Métis colonies would be excluded from participating in the governance of ASBA.
- Need to determine if and how a new membership category would be beneficial to ASBA
- Need input from school boards prior to any decision being made
- Need to educate school boards on the differences between Charter Schools and Private Schools.

MOTION #9
S. Scarpino

That the ASBA Board of Directors:

1. Recommend a bylaw change to the membership that would implement Option 3; and
2. Direct the Executive Director to develop and implement a communications strategy designed to facilitate membership understanding of the issue.

DEFEATED

MOTION #10
M. Bergstra

That the ASBA Board of Directors direct the Executive Director to develop and implement a communications strategy over the next year around Charter Schools designed to facilitate membership understanding of the issue.

CARRIED

E. SERVICES TO BOARDS

E.1 2010-2011 Budget Proposal Options

H. Rogers outlined three budget options based on membership fee increases of 0%, 1%, and 2% and provided the Board an opportunity to identify ways to address the deficit created by each option.

Option 1 (0% membership fee increase) created a projected shortfall of \$96,341.

Option 2 (1% membership fee increase) created a projected shortfall of \$67,707.

Option 3 (2% membership fee increase) created a projected shortfall of \$39,072.

MOTION #11
J. Swainson

That the ASBA Board of Directors consider Option 1 (0% fee increase) for the proposed ASBA 2010-2011 budget.

CARRIED

MOTION #12
B. Esslinger

That the ASBA Board of Directors recommends that, due to fiscal realities and for the upcoming budget year only, a maximum of 10% of the building reserve be drawn to supplement the 2010-2011 budget. Furthermore, it is the belief of this Board that the majority of reserves will be held for future building land or lease costs, unless there are extraordinary circumstances.

CARRIED

To address the projected shortfall of \$96,341 of Option 1, the following suggestions were accepted:

- Increase legal services fee by \$15.00/hour
- Increase registration fees by \$25.00
- Increase staff salaries by 2009 CPI (1.3%)
- Eliminate conference of choice for staff and board of directors for 2010-2011
- Cancel the 2011 membership survey
- Hold a stand-alone strategic planning retreat every second year rather than annually
- Generally decrease or hold expenses to 2009 levels
- Draw \$37,749 from the building reserve

At the Board's direction, H. Rogers presented an amended balanced budget for their approval.

MOTION #13
C. Jespersen

That the ASBA Board of Directors approve the amended 2010-11 budget for presentation to the Zones and to the membership at the 2010 Spring General Meeting for ratification.

CARRIED

D. Anderson advised that budget amendments could still be made at the Spring General Meeting.

E.2 Appointment of External Auditor for the 2009-2010 Fiscal Year

D. Anderson informed the Board that ASBA was quite satisfied with the audit work performed by Collins Barrow for the 2008-2009 budget year.

MOTION #14
A-M. Boucher

That the ASBA Board of Directors appoint Collins Barrow LLP as auditors for the year ending August 31, 2010.

CARRIED

F. BOARD POLICIES

There were no items to be discussed under this section.

G. BOARD MEMBER REPORTING RESPONSIBILITIES

G.1 President's Report

In addition to her written report, H. Welwood briefed the Board on the following:

Meeting with the Minister and ATA: Issues discussed were outlined in Board Chairs Email #41 and did not include discussion on teacher bargaining or the educational financial situation. She added that she anticipated that on March 15th the Minister would clarify what he meant by "school boards could run a deficit".

March 22 Board Chairs Meeting: It was announced that a survey had been sent to boards on how Budget 2010 would impact them. Information gathered would form the basis of S. McCormack's presentation at the meeting.

Community Engagement Package: Directors were encouraged to promote the community engagement information available on ASBA's website to boards.

(a) CSBA Update

J. Hansen, who attended the March 7-9, 2010 CSBA Board of Directors meeting on behalf of H. Welwood, highlighted from her report the budget work David Anderson presented at the meeting which reduced provincial membership fees by approximately half.

Nada Borden (NL) was elected President, while Ruth Ann Furgala (MB) was elected Vice-President.

G.2 Vice-President's Report

Please refer to the written report.

G.3 Executive Director's Report

In addition to his written report, D. Anderson advised that the Minister might be invited to the March 22 Board Chairs meeting to answer prepared questions.

G.4 Member Reports

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

Edmonton Catholic (*M. Bergstra*): Please refer to the report distributed at the meeting.

Calgary Public (*K. Kryczka*): Please refer to the written report. In addition Calgary Public had kicked off their 125th anniversary and had a small reception with the Calgary Catholic Board.

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

Zone 1 (*D. Lavoie*): A report was not available as there had not been a Zone meeting since the February Board meeting.

Zone 2/3 (*L. Akers/C. Jespersen*): Please refer to the written report. As well, a copy of the DVD presentation given to the MLAs at the February 26th Zone meeting, entitled "Champions Together" was shown. The presentation highlighted innovative programs offered in five different schools.

Zone 4 (*J. Swainson*): A report was not available as there had not been a Zone meeting since the February Board meeting.

Zone 5 (*A-M. Boucher*): Although a report was not available, the Zone had asked A-M Boucher to bring forward two issues to the Board:

1. Examination of a protocol to guide the operation of schools outside a board's electoral boundaries.
2. "Setting the Direction" initiative - extended timeframe

Zone 6 (*K. Milder*): A report was not available.

ACSTA (*A. Brick*): Please refer to the report distributed at the meeting.

FCSFA (*R. Goulet*): A report was not available.

PSBAA (P. Dittrick): Please refer to the report distributed at the meeting.

Trends in Education Report (S. McCormack): Discussion notes, including an update on the TIES website, from the February 19, 2010 meeting were distributed. S. McCormack reported that the committee was in a transitional period and was looking at refocusing its efforts.

H. OTHER

H.1 Directors' Requests for Information

B. Esslinger requested that when the Alberta School Libraries Committee had completed drafting their policies, they be made available to ASBA.

H.2 Agenda Items – Future Board Meetings

The following items were identified:

- Presentation on “Balanced School Year” (research by Zone 1)
- Criteria for Friends of Education Award
- Presentation by the Society for Safe and Caring Schools re FNMI
- Presentation by Southern Francophone Board re amalgamation process.

I. DISCUSSION ITEMS

Friends of Education Award: J. Hansen noted that several Zones were offering a “Friends of Education” award at their regional level and suggested that material be prepared on this for the discussion on award criteria.

J. INFORMATION ITEMS

J.6(d) Meeting with PSBAA: H. Welwood advised that once a date was confirmed the Board would be advised.

K. MEETING EVALUATION

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

L. ADJOURNMENT

MOTION #15
J. Swainson

That the meeting adjourn.

CARRIED

The meeting adjourned at 1:30 p.m.

President

Executive Director