



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

**November 8-9, 2007**

**ATTENDANCE**

**Board Members**

Mrs. Maureen Kubinec, President  
Mrs. Heather Welwood, Vice-President  
Ms. Bev Esslinger, Edmonton Public (Thursday)  
Ms. Marilyn Bergstra, Edmonton Catholic  
Ms. Carol Bazinet, Calgary Public  
Mr. Serafino Scarpino, Calgary Catholic  
Ms. Dianne Lavoie, Zone 1 (alternate - Friday)  
Ms. Lynda Akers, Zone 2/3 (alternate)  
Mr. Clayton Jespersen, Zone 2/3  
Ms. Jackie Swainson, Zone 4  
Mr. Doug Gardner, Zone 5  
Ms. Kerry Milder, Zone 6  
Ms. Jacquie Hansen, ACSTA  
Ms. Judy Muir, PSBAA

**Regrets**

Mr. Martin Blanchet, FCSFA

**Staff/Consultants**

Mr. David Anderson, Executive Director  
Ms. Donna Engel, Director, Corporate Services (B.1, B.2)  
Ms. Tamara Stecyk, Communications (Thursday)  
Ms. Suzanne Lundrigan, Director, 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**

President Kubinec called the meeting to order at 7:10 p.m.

**NATIONAL ANTHEM**

S. Scarpino led the Board in the singing of O'Canada.

**INSTALLATION OF NEW  
DIRECTORS:**

President Kubinec officially installed the follow new  
Directors:

Mrs. Marilyn Bergstra	Edmonton Catholic
Mr. Serafino Scarpino	Calgary Catholic
Mrs. Lynda Akers	Zone 2/3
Mr. Clayton Jespersen	Zone 2/3

**A. RECOMMENDED ACTION ITEMS**

**A.1 Agenda**

(a) **Additions/Changes** No additions or changes were requested.

(b) **Approval**

**MOTION #1** That the agenda be approved as presented.  
D. Gardner

**CARRIED**

**A.2 Approval of Minutes – October 4, 2007**

(a) **Errors/Omissions** No errors or omissions were reported.

(b) **MOTION #2** That the minutes of the October 4, 2007 ASBA Board of  
K. Milder Directors meeting be approved as presented.

**CARRIED**

(c) **Business Arising** There was no business arising from the previous minutes.

**A.3 In-Camera Session**

(a) **Executive Director's Compensation**

**MOTION #3** That the meeting move *in-camera*.  
C. Jespersen

**CARRIED**

All staff and observers left the meeting.

(b) **Friends of Education and Honourary Life Member** Staff and observers joined the meeting.

**MOTION #4** That the meeting move out of *camera*.  
J. Swainson

**CARRIED**

**MOTION #5** That the ASBA Board of Directors offer the following  
C. Bazinet compensation increases to David Anderson:

1. September 1, 2007 – an increase of \$7500 to base salary
2. September 1, 2007 - \$2850 as a flexible allowance for benefits as David Anderson determines appropriate; and

That a contract committee of the President or Vice-President, two Board of Directors members and David Anderson will be struck. The contract committee will bring a recommendation to the Board no later than April 2008; and

That the Board is committed to begin future compensation agreement discussions no later than April 2008 with a view to a longer term compensation agreement.

**CARRIED**

The current Contract Committee advised that they would provide recommendations, based on their experience this year, to the next committee.

#### A.4 Accountability Reports

##### (a) 2007-2008 Schedule

The Board reviewed the proposed reporting schedule which outlined the following submission dates:

Strategic Planner	November 2007
Association Administrator	December 2007
Service Program Manager	February 2008
Team Leader	March 2008
Advocacy	April 2008
Communications and Partner Relations	May 2008
Policy Advisor	Following submission of outcomes of Board self- evaluation to Board for approval
Executive Director/ Board Relations	Assessed by Board during CEO evaluation process in September 2008

##### MOTION #6

D. Gardner

That the ASBA Board of Directors approve the reporting schedule as presented.

**CARRIED**

##### (b) Strategic Planner

##### MOTION #7

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 Strategic Planning Accountability Report.

**CARRIED**

##### MOTION #8

C. Bazinet

That the Board of Directors commend the Executive Director for his strategic leadership in the area of the governance model changes last year which have positioned the association for success in future years.

**CARRIED**

##### MOTION #9

J. Swainson

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**

#### A.5 External Committee Appointments

##### (a) Teacher Salary Qualifications Board (TSQB)

D. Anderson clarified that the TSQB was established by the government, but was administered by the ATA. Directors were asked to indicate their interest in serving on the board.

- MOTION #10**  
C. Jespersen
- That the ASBA Board of Directors appoint Kerry Milder to serve as the ASBA representative on the TSQB for a term to expire June 30, 2010.
- CARRIED**
- (b) **COATS Board of Directors**
- Board members requested information regarding the frequency of meetings and the date of the next meeting.
- MOTION #11**  
H. Welwood
- That the appointment of an ASBA representative on the COATS Board of Directors be deferred to the December board meeting.
- CARRIED**
- The Board agreed that a review of external committee representation be undertaken at their December meeting.
- A.6 Internal Committee Appointments**
- (a) **Transportation Advocacy Committee**
- S. Lundrigan advised that the two members currently on the committee did not seek re-election and so both rural and metro representatives were required to fill the vacancies.
- (b) **High School Completion Advocacy Committee**
- S. Lundrigan advised that the current committee had decided to broaden the membership of this committee.
- MOTION #12**  
S. Scarpino
- That appointments to the transportation and high school completion advocacy committees be deferred to the December board meeting.
- CARRIED**
- A.7 Grade Level of Achievement**
- D. Anderson advised that CASS had provided a modified alternative solution to the GLA reporting issue, which they and AHSCA had approved.
- MOTION #13**  
H. Welwood
- That the ASBA Board of Directors accept the GLA alternative of reporting students as "at grade level", "above grade level" or "below grade level" to both parents and the department as a conclusion to ASBA directives for action 8.D.04 and 8.D.06.
- CARRIED**
- A.8 Staff Attendance at Board Meetings**
- In response to the Board's concerns expressed at the August Leadership Session, D. Anderson clarified that it was his practice to ask staff to attend board meetings when their direct input and advice was required, when attendance was part of their job description, and when the issues to be discussed could have an impact on the staff member's area.

He added that for the Strategic Planning Session and the Leadership Session he would like the senior staff to attend to offer advice and background information, and be part of the team building process. He stressed, however, that at no time would the staff be given voting privileges.

**A.9 Directors' Requests for Information**

No requests for information were made.

**A.10 Agenda Items – Future Board Meetings**

The following items were identified

- Drug Awareness Committee:
- Subsidizing Service Costs
- Member Satisfaction Survey

**B. DISCUSSION ITEMS**

**B.1 Emerging Trends and Issues**

D. Anderson advised that he would give a verbal report on the unfunded pension liability issue during his report to the Board later in the meeting.

He also encouraged board members to include trends and issues in their Member Reports.

It was suggested that, in order to maintain momentum with discussion issues with the Deputy Minister, more directional and focused meetings be scheduled with him. It was added that meetings with other Ministers, whose areas impinged upon education, would also be beneficial.

In response to a question, D. Anderson advised that the MELRA (Minister's Education Leadership Recognition Award) was developed by Alberta Education in collaboration with key education stakeholders to formally recognize improvement and/or high achievement of jurisdiction leadership teams comprised of boards and district administrators. The awards were based on two main categories - results and improvements.

**B.2 Fall General Meeting**

D. Engel outlined the various functions that Directors were expected and/or invited to attend during the 2007 Fall General Meeting. It was also announced that ASBA would be launching a mentorship program for new trustees during the January New Trustees Conference.

**B.3 ASBA Mandate re Drug Awareness Committee**

In response to the Board's concern whether ASBA's mandate would allow ASBA to continue to support the "Better Together Schools" program, D. Anderson advised that he would bring a recommendation to the December Board meeting to expand this initiative to include more stakeholders, such as Children's Services and Alberta Health and Wellness. He requested feedback from the Board on whether he should pursue this direction.

**C. INFORMATION ITEMS**

**C.1. President's Report**

In addition to her written report, M. Kubinec advised that she would be sending out a Board Chairs Email outlining recent developments regarding Bill 1 (*Lobbyist Act*) that amendments would be made to reflect the exemption of school boards from the *Act* and the acceptance, to a degree, of simplified reporting, both ASBA advocacy objectives.

President Kubinec also advised the Board that she had sent a letter to the Minister regarding ASBA involvement in the unfunded pension liability negotiations (see Information Item C.8c).

**(a) CSBA**

M. Kubinec reported that, despite a hurricane, she had attended the November CSBA Board of Directors meeting. Topics discussed included enhancing the profile of trusteeship, copyright, and GST.

**MOTION #14**  
L. Akers

That the meeting move *in-camera* with the Board, observers and staff present.

**CARRIED**

C. Bazinet declared a conflict of interest and left the meeting.

**MOTION #15**  
J. Swainson

That the meeting move out of *camera*.

**CARRIED**

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

In addition to her written report, H. Welwood advised that Maureen Kubinec would replace Debbie Cavaliere on the Policy Development Advisory Committee at the Fall General Meeting.

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

In addition to his written report, D. Anderson provided a summary of the results of the October 15<sup>th</sup> election, which indicated a disappointing and dramatic rise in the number of acclamations over the 2004 election. In percentages, the acclamation rates were:

2007	62%
2004	46%
2001	56%

He suggested that acclamation rates should be flagged as a priority at the Board's strategic planning session to determine what ASBA should do differently and/or better in reversing this problem, as well as the issue of vacancies.

Directors provided possible reasons for these problems, such as:

- Trustees fear public speaking when campaigning
- The value of trusteeship needs to be raised
- Trustees should use the good material provided by ASBA
- Financial considerations

Also highlighted during this report was:

**C.7(a) “Serving on School Board”** – new and returning trustees had received a copy of this orientation document which, inadvertently, was missing the list of Zone 4 school boards (page 13). Future copies would include an insert with the Zone 4 list.

**Memo re Accrued Liabilities** – D Anderson distributed a copy of a memo from H. Rogers, Director of Financial and Administrative Services, that identified a problem concerning accrued liability which was discovered by the auditors, but which had since been corrected.

**100<sup>th</sup> Anniversary Program Concepts** – Directors were provided with a discussion paper which outlined several options on how ASBA could celebrate and recognize its 100<sup>th</sup> anniversary. Directors were asked to review the options and provide direction on which option they preferred at the December board meeting.

#### C.4 Member Reports

**Edmonton Public** (*B.Esslinger*): No report was available.

**Edmonton Catholic** (*M. Bergstra*): In a verbal report, M. Bergstra advised that since the election the board had had one planning meeting and that five of the seven trustees were new.

**Calgary Public** (*C. Bazinet*): Please refer to the written report. Directors were encouraged to review the website of the Association for Public Participation for information on working with the public.

**Calgary Catholic** (*S. Scarpino*): Please refer to the written report provided by former director Marge Belcourt.

**Zone 1** (*Dianne Lavoie*): It was noted that the Zone 1 election would be held during its November 15<sup>th</sup> meeting.

**Zone 2/3** (*L. Akers/C. Jespersen*): Recent Zone elections resulted in Morag Pansegrau being re-elected as Chair and Rosalie McEvoy as Vice-Chair. The Zone would be undertaking a revision of their bylaws.

**Zone 4** (*J. Swainson*): Recent Zone elections resulted in Lloyd Baumgarten (Red Deer Catholic) being elected as Chair, with Dianne Macaulay (Red Deer Public) elected as Vice-Chair.

**Zone 5** (*D. Gardner*): Please refer to the written report.

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

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

**PSBAA** (*J. Muir*): The board was advised that PSBAA University had recently taken place and that their AGM would be held just preceding ASBA's FGM.

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

- C.5 Schedule for Board Meeting Report Submissions** Board members were asked to observe the report deadlines and to strike the reference to Lead Role Reports.
- C.6 Q4 ASBA Financial Statements** President Kubinec requested that Heather Rogers, Director of Financial and Administrative Services, be commended for the report's clarity.
- C.7 Reports** The following reports were highlighted:
- (b) Trustee Remuneration Report** – Administration was asked to clarify what was included in the “Total Honoraria” and “Total Expenses” as listed in the table titled “**E. Totals**”.
- (e) Distributed Learning in the 21<sup>st</sup> Century Symposium** - D. Anderson advised that he would provide more information on distributed learning at a future meeting.
- (l) PICA Report** – D. Anderson advised that Bill 46 would severely limit PICA's ability to recover costs related to utility rate increase hearings for interveners, such as ASBA. He strongly urged the Board to lobby against its current wording.
- (q) Nova Scotia Supreme Court Judgment** – D. Anderson alerted the Board that the judgment reinforced the 1995 ruling that school boards were “creatures” of the government as well as reaffirmed the dual reporting responsibilities of school boards to the government and to the electors.
- D. MEETING EVALUATION** Directors were encouraged to complete and return their meeting evaluation form.
- E. ADJOURNMENT** There being no further business, President Kubinec adjourned the meeting at 2:15 p.m.

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President

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Executive Director