

ALBERTA SCHOOL BOARDS ASSOCIATION
ZONE 2/3
MLA PRESENTATION & GENERAL MEETING
MINUTES

RAMADA HOTEL & CONFERENCE CENTRE
FEBRUARY 26, 2010
MLA Presentation - 7:30 am
General Meeting - 9:30 am

1. CALL TO ORDER - Chair Brower call the meeting to order at 9:30 a.m. after the completion of the MLA Presentation.
2. ADDITIONAL ITEMS - CONSIDERATION OF THE AGENDA
 - A. ACTION ITEMS
 - 1)
 - 2)
 - 3)
 - B. INFORMATION ITEMS
 - 1)
 - 2)
 - 3)
3. ACCEPTANCE of AGENDA as circulated/amended.

MOTION: Trustee Lefebvre moved that the agenda be accepted as circulated.

Carried

4. MINUTES
 - a. Acceptance of Minutes of General Meeting January 22, 2010 as circulated/amended.

MOTION: Trustee Fleming moved that the minutes of the General Meeting January 22, 2010 be accepted as amended with corrections noted.

Carried

b. Business arising from minutes

5. NEW BUSINESS - ACTION ITEMS
 - a)
 - b) Additional Action
 - 1)
 - 2)

6. **INFORMATION ITEMS - ALL REPORTS ARE REQUESTED TO BE WRITTEN**

a. **Zone Reports**

1. **Chair's Report** -Lisa Brower (att.)
Additional points
March PD - Library Presentation
Focused Table Discussion - Trustees sharing their "Best Reads" (PD related) in the last 12 months
2. **Advocacy Committee Report** - Catherine Ripley
Wrap up from the morning's MLA presentation
- Debrief/Feedback will take place at the March General Meeting
3. **Labour Relations Report** - Caren Mueller
- ATA Arbitration Settlement - 5.99%
- Scott McCormack (ASBA Labour Relations) provided some tips - grievances
- Labour Relations & Legal Services are available from ASBA
4. **Financial Report** - Jackie Gilbert (att.)
No further questions.

b. **ASBA Reports**

1. **Zone Directors** - Lynda Akers, Clayton Jespersen - (att.)
2. **President** - Heather Welwood
President Welwood provided a verbal report.

MOTION: Trustee Fleming moved the assembly "in-camera" at 9:57 a.m.

Carried.

MOTION: Trustee Engel moved the assembly "out-of-camera" at 10:30 a.m.

Carried.

3. **Executive Director** - David Anderson - not in attendance

c. **Alberta Education**

1. **Field Services** - Elsie Pawluk/Keith Jones - (att.)
2. **Other**

d. **Other**

e. **Additional Information**

- 1)

7. PRESENTATIONS

ASBA Expanded Policy Development Task Force - att.

Jacquie Hansen

8. BOARD SHARING

9. ADJOURN

Meeting adjourned 12:00 p.m.

Next Meeting: **Friday, March 26, 2010**
St. Anthony Centre
9:30 am

Zone Chair

Secretary-Treasurer

Zone2/3 Chair's Report – February 2010

Submitted by: Lisa Brower

February 9, 2010

- The advocacy committee is working on the final touches to their presentation for February 26, 2010. I am looking forward to our breakfast event.
- Please take a look at the list Jackie sent with the information on MLA's attendance. You may wish to extend a personal reminder to your MLA.
- Reminder that we will be finished by noon on Feb. 26/10.
- I have been working to set up meaningful and engaging PD sessions for the trustees of zone 2/3. This spring will hopefully unfold as the executive desires and we will enjoy learning together and growing in our roles as trustees.
- Dates to keep in mind:
 - Feb. 26/10 MLA Presentation 7:30am
 - March 26/10 Zone 2/3 General Meeting 9:30am
 - April 23/10 Zone 2/3 General Meeting 9:30am
 - May 28/10 Zone 2/3 General Meeting 9:30am
 - May 28/10 Zone 2/3 Edwin Parr Awards Banquet (evening).
 - June 7 – 8/10 ASBA Spring General Meeting (Red Deer)
 - June 18/10 Zone 2/3 General Meeting 9:30am
 - Canadian School Boards Association Congress July 7 – 9, 2010
Location: St. John's NL

ASBA ZONE 2/3

FINANCIAL REPORT - REVENUES & EXPENSES

2009-2010

FEBRUARY 11, 2010

	2009-2010 BUDGET	2009-2010 ACTUAL	Variance Actual 0910 to Budget 0910	2008-2009 ACTUAL	
REVENUES					
22 Membership Fees	\$53,512	\$41,716	\$11,796	77.96%	\$50,535
Meal Recoveries					
MLA Presentation	\$4,000	\$1,220	\$2,780	30.50%	\$3,650
Edwin Parr Banquet	\$4,000	\$0	\$4,000	0.00%	\$2,640
Labour Meetings	\$2,000	\$0	\$2,000	0.00%	\$1,400
Interest Income (Min.Bal.)	\$100	\$0	\$100	0.00%	\$577
TOTAL REVENUES	\$63,612	\$42,936	\$20,676	32.50%	\$58,812
EXPENSES					
Executive Committee					
Per Diem	\$11,000	\$4,080	\$6,920		\$10,620
Chair Allowance	\$750	\$313	\$0		\$750
Expenses	\$5,000	\$2,600	\$2,400		\$4,198
	\$16,750	\$6,993	\$9,320	41.75%	\$15,568
Advocacy Committee					
Per Diem	\$2,500	\$1,040	\$1,460		\$1,920
Chair Allowance	\$250	\$250	\$0		\$250
Committee Expenses	\$2,500	\$376	\$2,124		\$2,457
Presentation Media Expenses	\$4,000	\$0	\$4,000		\$2,970
MLA Presentation	\$7,500	\$0	\$7,500		\$7,500
	\$16,750	\$1,666	\$15,084	9.95%	\$15,097
Ad-Hoc Committees					
Per Diem	\$1,000	\$0	\$1,000		\$1,080
Chair Allowance	\$0	\$0	\$0		\$0
Committee Expenses	\$1,000	\$0	\$1,000		\$280
	\$2,000	\$0	\$2,000	0.00%	\$1,360
Edwin Parr Committee					
Per Diem	\$2,400	\$0	\$2,400		\$1,729
Chair Allowance	\$100	\$0	\$100		\$100
Expenses	\$2,500	\$0	\$2,500		\$1,789
Awards Dinner	\$8,750	\$0	\$8,750		\$7,011
	\$13,750	\$0	\$13,750	0.00%	\$10,629
Labour Relations Representative					
Per Diem	\$1,000	\$0	\$1,000		\$160
Expenses	\$2,000	\$0	\$2,000		\$3,205
Speaker	\$250	\$0	\$250		\$0
	\$3,250	\$0	\$3,250	0.00%	\$3,365
Audit	\$1,500	\$1,219	\$281	81.27%	\$1,521
Bank Charges	\$0	\$0	\$0	0.00%	\$0
CSBA Conference	\$4,000	\$0	\$4,000	0.00%	\$3,253
ASBA Leadership	\$2,000	\$0	\$2,000	0.00%	\$0
Guest Speakers	\$300	\$0	\$210	30.00%	\$243
Meeting Expenses	\$11,700	\$4,560	\$7,140	38.98%	\$11,764
Office Supplies, Postage, Phone	\$1,500	\$95	\$1,405	6.36%	\$1,326
Secretary-Treasurer Contract	\$5,650	\$2,824	\$2,826	49.99%	\$3,000
Support Honorarium	\$500	\$0	\$500	0.00%	\$700
Zone Appreciation	\$200	\$0	\$200	0.00%	\$46
TOTAL EXPENSES	\$79,850	\$17,448	\$61,955	21.85%	\$67,872
EXCESS OF REVENUES OVER EXPENSES	(\$16,239)	\$25,488	(\$41,289)		(\$9,060)
EQUITY ESTIMATE					
	Budget	Actual			
Opening Balance, September 1, 2009	\$25,998	\$25,998			
Budgeted Excess of Revenues over Expenses	(\$16,239)	\$25,488			
Closing Balance	\$9,759	\$51,486			

Per Motion of September 28, 2007, a minimum operating surplus of \$10,000 must be maintained

ASBA Board of Directors Meeting

*Board Highlights are circulated to the ASBA Board of Directors and ASBA staff after each meeting. Directors are asked to share Board Highlights with their respective constituencies. See the ASBA website www.asba.ab.ca for draft and official minutes. For more information contact **Marian Johnson** at 1.780.451.7101.*

Board approves assumptions to guide development of 2010-11 budget

The ASBA Board of Directors approved assumptions to guide the development of the draft 2010-11 budget which will be presented to the board in March. There are significant expenses for the coming year related in particular to the \$122,000 increase in lease costs for the ASBA office. The board asked the executive director to bring back a balanced budget that explores the option of drawing on the building reserve. Pending approval by the board of directors, the proposed budget will be presented to school boards for their consideration at the Spring General Meeting.

Board of directors adopts revamped governance policies for itself

The ASBA Board of Directors adopted a revised set of governance policies to describe and support its governance functions. Highlights of the new document include a new Director Code of Conduct and Sanctions on page 18 -21 and the proposed association Policy Development Process found on pages 61-66. Read it: www.asba.ab.ca/files/pdf/bofd_governance_policies.pdf Vice-president **Jacquie Hansen** will be visiting Zones to gather feedback about the proposed process. A key change is that school boards will be able to bring forward issues between general meetings.

ASBA not captured under *Lobbyists Act*

The board of directors received a briefing on the *Lobbyists Act*. Based on a review of the legislation, executive director David Anderson advised the board the ASBA will not be registering as a lobbyist.

Board to consider draft bylaw re Charter school membership in ASBA

The board of directors has asked executive director David Anderson to draft for their consideration a change to the ASBA bylaws that would create a separate membership category for charter schools. Note: any changes to the ASBA bylaws must be supported by school boards – so a decision on this will have to be voted on at a general meeting. If a new membership category were created – and approved by school boards – it would give charter schools access to ASBA services including professional development – but charter schools would have no role in the ASBA's governance. If the province's 13 charter schools were to join the association, this would generate an estimated \$134,500 in fee revenue.

Board of directors to establish FNMI task force – call for interest

A call for interest will be issued to establish a First Nations, Métis and Inuit task force. Zone 1 Director **Dianne Arcand Lavoie** will chair the task force. Through its strategic plan, the ASBA is focused on addressing the achievement gap for FNMI learners.

New task force to identify best practices in governance for school boards

A task force lead by Calgary Catholic Director **Serafino Scarpino** will explore and identify best practices in governance for school boards. Joining Scarpino in this assignment are: **Karen Kryczka** (Director, Calgary Board of Education); **Anne-Marie Boucher** (Director Zone 5) **Ralph Wohlgemuth** (Grande Prairie RCSSD No. 28, Zone 1) **Jeff Thompson** (Fort McMurray Public School District No. 2833, Zone 2/3); **Cheryl Smith** (Battle River Regional Division No. 31, Zone 4) and **Don Zech** (Palliser Regional Division No. 26, Zone 6).

ASBA hosts candidate information sessions and campaign school

In the run-up to the October 18 school board election, the ASBA is hosting candidate information sessions around the province. These sessions will be free and will feature retiring trustees talking about the role of the trustee. We are asking people to pre-register for planning purposes. The dates and locations are posted on the ASBA website. New this year will be a campaign school open to all potential candidates. This is scheduled for June 9 in Red Deer. Watch the ASBA website for details, fees and registration information.

Zone 2/3 Director's Contact Information

Any questions or comments please do not hesitate to contact either of us:

Lynda Akers

email: lyndaker@gyrd.ab.ca

Alternate email: lynda.akers@gmail.com

Phone (780) 325-2098

Fax (780) 325-2508

Cell (780) 621-8435

Clayton Jespersen

Email: cjespersen@phrd.ab.ca

Ph (780) 349-2776

RR#1

Pickardville, AB T0G 1W0

Important Dates for School Jurisdictions

- February 5, 2010 — Closing date for Nominations for the 2010 Excellence in Teaching Awards
- February 19, 2010 – Last day for completion of teacher/student Online Accountability Pillar Surveys
- March 31, 2010 — Last day for school authorities to utilize their Learning Resources Credit Allocation

High School Completion

High School Completion is a shared responsibility among families, school authorities, community and government. A new online newsletter featuring high school completion projects and strategies, as well as student success stories related to High School Completion will soon be available. In order to build a community of subscribers, please e-mail your name to highschoolcompletion@gov.ab.ca. Please share this invitation with others who are committed to supporting high school completion initiatives in Alberta.

A new resource to support high school completion was released in October 2009, entitled *Your Key to Success: An Administrators Guide to Raising Alberta's High School Completion Rates*. This resource along with other information on High School Completion is available on Alberta Education website at <http://education.alberta.ca/department/ipr/highschoolcompletion.aspx>.

For further information, please contact Becky Pretli, Education Manager, Zone 2/3 Services, by e-mail at Becky.Pretli@gov.ab.ca or by phone at 780-644-2282. Dial 310-0000 for toll-free access.

Appointment or Reappointment of a Superintendent of Schools

Appointment or Reappointment of a Superintendent of Schools

The appointment or reappointment of a superintendent of schools requires Ministerial approval. School jurisdictions are advised not to enter into final contractual arrangements or to announce their selection until such time as they receive written approval of the appointment or reappointment from the Minister.

Please review the requirements relating to the appointment or reappointment of a Superintendent of Schools set out in the following documents:

- *School Act* sections 113 and 114
- *Superintendent of Schools Regulation*
- Form 4 *Notice of Intent to Appoint the Superintendent*
- Form 5 *Notice of Intent to Reappoint the Superintendent*.

Forms 4 and 5 are available on the Alberta Education website at <http://education.alberta.ca/department/policy/forms.aspx>.

For further information, please contact Peter Prinsen, Education Manager, Teacher Development and Certification Branch, by e-mail at Peter.Prinsen@gov.ab.ca or by phone at 780-427-4370. Dial 310-0000 for toll-free access.

LRC Launches the 2010 Early Order Discount Program

Learning Resources Centre (LRC) Launches the 2010 Early Order Discount Program

The LRC has launched the 2010 Early Order Discount (EOD) Program enabling schools to save an additional 10% on all eligible learning and teaching resources purchased from January 1 to May 15, 2010. Schools are encouraged to take advantage of the additional savings that can be achieved by ordering their resources during the EOD period.

Since 2001, Alberta schools have saved an estimated \$7 million on purchases of EOD-eligible resources. In 2010, approximately 6000 resources are eligible for the EOD discount.

All EOD-eligible resources can be viewed on the LRC website at www.lrc.education.gov.ab.ca

For further information, please contact Victor Hoyle, Communications Coordinator, Learning and Program Resources by e-mail at Victor.Hoyle@gov.ab.ca or by phone at 780-427-2661. Dial 310-000 for toll-free access.

Success in School for Children and Youth in Care: Provincial Protocol Framework

Success in School for Children and Youth in Care: Provincial Protocol Framework

In preparation for fall implementation of the Provincial Protocol Framework, school districts are to encouraged begin discussions with their regional Child and Family Services Authority partners about development of a Regional Agreement to guide their collaborative working relationship in supporting school success for children and youth in care.

For further information or assistance with developing your Regional Agreement, please contact Karen Sliwkanich, Senior Manager, Cross-Ministry Services Branch, by e-mail at Karen.Sliwkanich@gov.ab.ca or by phone at 780-422-6527. Dial 310-0000 for toll-free access.

Speak Out – the Alberta Student Engagement Initiative

Second Annual Speak Out Conference: Teachers Wanted

Over the past year, thousands of student voices have been heard through Speak Out – the Alberta Student Engagement Initiative thanks to the website, the forums, the conference and the council. Alberta's students continue to post their ideas online at www.speakout.alberta.ca. Many schools are making use of the DVD Tool Kit, which has resulted in more Speak Out forums being held across the province in addition to the forums delivered by the Speak Out Team. In addition, the Minister's Student Advisory Council has met with the Minister three times this year and has shared its perspectives on their learning.

Students have been asking for the opportunity to strengthen the connection with their teachers. The Second Annual Speak Out Conference in Edmonton on May 14-16, 2010 will provide just that opportunity. Two hundred students, ages 14-19, and 100 teachers from across the province will work together and discuss ways to better support one another in their schools. Teachers are being asked to join the conversation and recruit a student or two from their school to apply with them to attend the conference.

The conference will feature keynote speaker, Keith Hawkins (www.keithhawkins.com), who has delivered the powerful message of building strong relationships and student engagement to hundreds of thousands of students and teachers across North America for the last decade.

There are no conference fees and accommodation and meals are provided. Staff members who are chaperoning need to follow their school board's policy on field trips. Speak Out will cover substitute teacher costs as this conference is a professional development opportunity focusing on student engagement. Seats are limited, so apply now online at www.speakout.alberta.ca. The deadline is March 26, 2010.

For further information, please contact Ms. Kelley Bessette, Manager, Student Engagement, School Improvement Branch by e-mail at Kelley.Bessette@gov.ab.ca or by phone at 780-427-9026. Dial 310-0000 for toll-free access.

Questions from the Field

- Q. How is the CTS Bridge to Teacher Certification program communicated to certificated trades people who are not presently working in the education system?**
- A. Alberta Education provided information on this program to the Apprenticeship Board as well as to trade schools throughout the province (NAIT, SAIT, Red Deer College, etc.). Teacher preparation institutions are involved in the program and have been communicating the details of the program to interested parties. The complete information manual is also available at <http://www.education.alberta.ca/admin/workforce.aspx>.

Currently bridging program participants can only enter the pre-services courses if they are sponsored by a school authority; therefore, the recruitment of individuals to meet school authorities' CTS needs has been left to the school authorities.

Q. Does the CTS Bridge to Teacher Certification program include a provision that previous experience will be considered to pay these individuals because this would require the board to open its collective agreement with the ATA?

A. As part of the application school authorities were asked to identify any current articles that their collective agreement has in place to recognize the bridging program participant's previous employment experience.

If a school authority does not have an article in its collective agreement it is referred to page 5 of the *CTS Bridge to Teacher Certification Manual* that provides the following information necessary to begin the process:

Numerous collective agreements provide additional experience and/or education for teachers with journeyman certificates. In the absence of such a clause, amendments must be negotiated and ratified prior to any additional salary being contemplated. In addition, employers considering a return to service requirement for journeyman teachers receiving support under this program also must address this in the collective agreement. Contact The Alberta Teachers' Association (ATA) to proceed in this matter. To obtain further information please contact Sharon L. Vogrinetz, Coordinator, ATA Teacher Welfare at 11010-142 Street NW, Edmonton, Alberta, T5N 2R1 or by e-mail at Sharon.Vogrinetz@ata.ab.ca; Telephone: 780-447-9400 (in Edmonton calling area) or 1-800-232-7208 (elsewhere in Alberta).

Q. How are the provincial surveys administered differently for small schools?

A. Based on jurisdiction requests for more reportable survey data at the school level, the parent survey in small schools (fewer than 100 students in Grades 4-12) has been expanded to include parents of all students in Grades 4 and above. In larger schools, the survey will continue to include only parents of students in Grades 4, 7 and 10.

As with parent surveys, the student survey in small schools (those with fewer than 100 students in Grades 4-12) will be expanded to include all students in Grades 4 and above. In larger schools, the survey will continue to include only students in Grades 4, 7 and 10.

As before, the teacher survey will include all certificated staff for all schools.

Q. Why did the department slow down the implementation schedule for fine arts and other Programs of Study?

A. The Minister has engaged stakeholders in discussions on department effectiveness and priority-setting through the Value Review. As part of this consultation process, stakeholders have requested that the ministry slow down curriculum development. The ministry has also received a number of stakeholder recommendations to cut back curriculum development and change/achieve a better balance in the pace of implementation.

In light of current fiscal realities and feedback from school authorities and stakeholders, the *Implementation Schedule for Programs of Study* was revised to provide school authorities time to implement revised or new curriculum and purchase new resources.

The detailed *Implementation Schedule for Programs of Study and Related Activities (2009–2010)* – Revised December 2009 as well as the *Provincial Implementation Dates: Quick Reference Chart (2009–2010)* – Revised December 2009 can be found on the Education website at www.education.alberta.ca/media/449087/impshed.pdf
www.education.alberta.ca/media/449109/impshed_ref.pdf

As part of its Evolution process, the Program Development and Standards (PDS) Division is reviewing its curriculum development process through the Curriculum Process and Content Standards Redesign Project. One of the key objectives of this review is to establish a new process that will lead to curriculum that is more effective, flexible and responsive to the needs of 21st century learners in a global, knowledge-based society.

Governance Policy 10

ASSOCIATION POLICY DEVELOPMENT PROCESS

Desired outcomes of the Association's policy process:

- ♦ Provides timely communication and action which serve the interests and perceived needs of members;
- ♦ Unifies the members around collective action;
- ♦ Elegant in its simplicity (takes into consideration all complexity surrounding the process, with a result that is understandable; not simplistic);
- ♦ Issues focused rather than process/parliamentary procedures focused.

1. Development Principles

The following principles shall guide the development, adoption, and attendant actions on Association policy positions placed before the General Meeting.

- 1.1 Positions are to clearly define the belief, need, or concern to be addressed by the General Meeting.
- 1.2 Positions are to be consistent with the vision, mission, mandate and guiding principles and the needs of the Association, thereby making the Association's positions both sound and consistent.

Where the substance of a position would alter or contradict an Association position in effect, amendment to or deletion of the policy is to be an integral part of the Association policy position.

- 1.3 Association policy positions are defined as "guidelines for future discretionary action." These statements serve to guide:
 - 1.3.1 The ASBA President, when making representations to the Minister and other organizations;
 - 1.3.2 The Board of Directors in identifying and selecting alternative modes of action within the parameters given;
 - 1.3.3 Those who represent the Association on external committees; and
 - 1.3.4 Trustees when addressing a current issue, whether at a forum, task force, or other structure.

Association policy positions allow the membership to steer the Association in desired directions.

- 1.4 Association policy positions are to be reviewed a minimum of every five (5) years to either reaffirm, amend or delete existing policy in order to give maximum emphasis to the needs and/or concerns of the membership.

- 1.5 Association policy positions can also seek to delete existing policy.
- 1.6 Updates on Association policy work undertaken by the Board of Directors are to be given at all Zone meetings. As well, opportunities for input are to be provided.

2. Regular Policy Positions

- 2.1 Notwithstanding Bylaw 7.2(g) regular policy positions will normally be considered at the Fall General Meeting.
- 2.2 A Committee of the Board of Directors shall request all member boards to identify proposed Association policy positions affecting education in their jurisdictions. The call for proposed Association policy positions will be made annually to develop policy positions for consideration at the Fall General Meeting.
- 2.3 Member boards shall submit their proposed Association policy positions, together with appropriate background research information, to their respective geographical zones.
- 2.4 Geographical zones may forward up to three proposed Association policy positions sponsored by a Board or the Zone to the Association. Suggested amendments to existing policy will be in addition to the above limits. (Zone 2/3 – maximum of six.)
- 2.5 The Board of Directors, or a committee thereof, shall:
 - 2.5.1 Review the proposals from the Zones;
 - 2.5.2 Request additional background or clarification when warranted;
 - 2.5.3 Ensure consistent format;
 - 2.5.4 Amalgamate overlapping proposals;
 - 2.5.5 Determine reclassification as a directive for action or issue, if warranted.

The proposed policies (additions, deletions, amendments, reaffirmations) will be reviewed by the Board of Directors and then circulated to Boards and Zones for review and response.
- 2.6 Zone responses to the draft positions shall be sent to the Board of Directors, or a committee thereof, to be reviewed to ensure the draft positions reflect the intent of the Zones.
- 2.7 The Board of Directors, or a committee thereof, shall review responses from the Zones and is responsible for the final wording of policy positions to be presented for consideration to the Fall General Meeting. The Board of Directors shall place these statements before the membership at the Fall General Meeting.
- 2.8 In accordance with item 2.2, a timeline outlining the annual process will be provided with the call for proposed Association policy positions.

3. Extraordinary Policy Positions

A position shall be accepted for consideration as an Extraordinary Policy Position if:

- 3.1 The position arises out of the business of the General Meeting,
- 3.2 Consideration of the position is supported by a two-thirds majority of voting Full member Boards, and
- 3.3 The mover makes available the wording of the position to all delegates.

4. Emergent Policy Positions

- 4.1 Emergent positions submitted by the membership for consideration at a General Meeting shall be submitted to a committee of the Board of Directors by 4:00 p.m. on the twenty-eighth (28) day prior to the first business day of a General Meeting.

A committee of the Board of Directors shall assess each emergent position to determine its compliance with the principles for Association policy. A committee of the Board of Directors shall:

- 4.1.1 Reject positions that address issues which have arisen prior to the deadline for submission of positions; and
 - 4.1.2 Cause to be announced, immediately after the emergent position has been placed on the floor of the General Meeting, rationale for and decisions reached regarding compliance of the proposed emergent resolution with the principles for Association policy.
- 4.2 Emergent positions arising after the deadline for submission of emergent issues will be addressed by the Policy Development Advisory Committee with a recommendation to the Executive Committee for disposition.
 - 4.3 If the criteria defining an emergent position is not met, the matter may still be considered as an emergent position by the assembly if:
 - 4.3.1 Consideration of the position is supported by a two-thirds majority voting Full member Boards, and
 - 4.3.2 The mover makes available the wording of the policy position to all delegates.

5. Disposition of Outstanding Policy Positions

Positions not dealt with by the scheduled time of adjournment on the last day of the General Meeting shall be referred automatically to the Board of Directors for such action as the Board is at liberty to take in accordance with Bylaw 7 (2)(g). However, these outstanding issues must be included on the agenda of the next general meeting.

Governance Policy 11

DIRECTIVES FOR ACTION

A directive for action differs from a policy position in that it demands that a particular and fairly immediate action take place.

Process

1. Any Board may submit a directive for action through their Zone or Metro Board representative to the Board of Directors at any time.
2. Directives for action are to be consistent with the vision, mission, mandate, guiding principles and policies of the Association.
3. The Board of Directors will determine what action, if any, is to be taken on directives for action formally submitted by a Zone or Metro Board representative on behalf of a member Board.
4. Where and when appropriate, the Board of Directors may place directives for action before the membership at a General Meeting.
5. Emergent directives for action may be referred to a General Meeting by the Policy Development Advisory Committee (PDAC) through the Executive Committee.
6. An accounting as to the progress made by the Association toward achieving the desired results in a directive for action and completion will be made at each General Meeting.
7. Once the directive for action is completed, the directive will be removed from further consideration.

Governance Policy 12

ISSUES

An issue is a matter which may develop into an Association policy position or a directive for action, or may simply require research to be done for further discussion.

Process

1. Any Board may submit an issue through their Zone or Metro Board representative to the Board of Directors at any time.
2. The Board of Directors will normally refer the issue to the Policy Development Advisory Committee (PDAC).
3. The Board of Directors will determine what action, if any, is to be taken on issues formally submitted by a Zone or Metro Board representative on behalf of a member Board.
4. Where and when appropriate, the Board of Directors may place Association policy positions or directives for action relating to the issue before the membership at a General Meeting.

