

**ALBERTA SCHOOL BOARDS ASSOCIATION  
ZONE 2/3  
ANNUAL GENERAL MEETING  
MINUTES**

St. Anthony Centre  
October 28, 2011  
9:30 a.m.  
(Lunch will be provided)

1. CALL TO ORDER and WELCOME 9:40 am
2. ADDITIONAL ITEMS - CONSIDERATION OF THE AGENDA
  - A. ACTION ITEMS
    - 1)
    - 2)
    - 3)
  - B. INFORMATION ITEMS
    - 1)
    - 2)
    - 3)

3. ACCEPTANCE of AGENDA

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

**Carried.**

4. MINUTES

- a) Acceptance of Minutes of Annual General Meeting October 22, 2010

**MOTION:** Trustee Sawyer moved that the Minutes of Annual General Meeting of October 22, 2010 be accepted as circulated.

**Carried.**

- b) Business arising from minutes

5. NEW BUSINESS - ACTION ITEMS

- a) **STANDING ITEM - ASBA Issues/Directives for Action**

Are there any issues coming forward from Boards within our Zone? (As per the new ASBA Board of Directors' Governance Policy #10)

- b) **ZONE ELECTIONS**

- Appointment of Scrutineers - Jackie Gilbert/David Anderson

**MOTION:** Trustee McEvoy moved that Jackie Gilbert and David Anderson be appointed scrutineers.

**Carried.**

**MOTION:** Trustee Webster moved that all ballots be destroyed upon completion of the elections.

Carried.

- Zone Elections (see Role Descriptions attached)

- ASBA Director 2  
Call for Nominations  
Nominees

- Trustee Brower
- Trustee McKinnon

*Congratulations Trustee Brower!*

- ASBA Director 2 - Alternate  
Call for Nominations  
Nominees

- Trustee Webster

*Congratulations Trustee Webster!*

- Zone Chair  
Call for Nominations  
Nominees

- Trustee Turnbull

*Congratulations Trustee Turnbull!*

- Zone Vice-Chair  
Call for Nominations  
Nominees

- Trustee Hrynyk

*Congratulations Trustee Hrynyk!*

Labour Relations Representative  
Call for Nominations  
Nominees

- Trustee Kowalchuk
- Trustee Schaffrick

*Congratulations Trustee Kowalchuk!*

- Labour Relations Alternate  
Call for Nominations  
Nominees

- Trustee Schaffrick

*Congratulations Trustee Schaffrick!*

- Edwin Parr Committee (3 Trustees)  
Call for Nominations  
Nominees

- Trustee Bokenfohr
- Trustee Crockett
- Trustee Lentz
- Trustee Mywaart
- Trustee Sawyer

*Congratulations Trustee Mywaart, Trustee Lentz,  
Trustee Crockett!*

- Advocacy Committee (3 Trustees)  
Call for Nominations  
Nominees

- Trustee Dumont
- Trustee Hoffman
- Trustee McKinnon

*Congratulations Trustee Dumont, Trustee McKinnon,  
Trustee Hoffman!*

#### Other Committee Representatives

- Alberta Coalition for Healthy School Communities now known as the "ASBA Student Wellness Initiative"- rep and alternate  
Call for Nominations - Rep  
Nominees

- Trustee Bergstra
- Trustee Trettler

*Congratulations Trustee Bergstra!*

**Call for Nominations - Alternate Nominees**

- Trustee Trettler

*Congratulations Trustee Trettler!*

**c) 2011-2012 BUDGET and MEMBERSHIP FEES (attached B-1)**

**MOTION: Trustee Lefebvre moved to approve the 2011-2012 Budget and Membership Fees as presented.**

**Carried.**

**Additional Action**

- 1)
- 2)

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

**a) Zone Reports**

1. Chair's Report - Chair Turnbull
2. Advocacy Committee Report
3. Labour Relations Report - Representatives will stand as representatives for ASBA Trustee Advisory Committee
4. Financial Report - Jackie Gilbert - att. (Audited Financial Statements will be presented at November meeting)

**b) ASBA Reports**

1. Zone Directors - Trustee Lemke
2. President - Jacquie Hansen

**MOTION: Trustee McKinnon moved the meeting "in-camera" at 11:20 a.m.**

**Carried.**

**MOTION: Trustee McEvoy moved the meeting out of "in-camera" at 11:35 a.m.**

**Carried.**

3. Executive Director - David Anderson

**c) Alberta Education**

1. Field Services - Bob Gerhardt - att.
2. Other

**d) Other**

1. Edmonton Regional Consortium - Trustee McEvoy - att.

**e) Additional Information**

- 1)
- 2)

**MOTION: Trustee Martins moved the meeting “in-camera” at 1:10 p.m.  
Carried.**

**MOTION: Trustee Trettler moved the meeting out of “in-camera” at 1:40 p.m.  
Carried.**

**7. PRESENTATIONS**

**AASRO - Gord Brown - att.**

**MOTION: Trustee Hrycauk moved that ASBA Zone 2/3 send a letter to Ministers of Education, Solicitor General & Public Security, and Human Services requesting to reinstate the \$40,000 funding to AASRO to allow the organization to continue its role in supporting children in schools. Cc. Zone chairs & Premier Redford.  
Carried.**

**8. BOARD SHARING**

**9. ADJOURN**

**MOTION: Trustee Lefebvre moved to adjourn at 2:25 p.m.  
Carried.**

**Next Meeting - General Meeting  
November 25, 2011 9:30 a.m.  
St. Anthony Centre**

## ZONE DIRECTORS/ALTERNATES

Term of Position	The positions of Zone Directors and Alternates shall be elected approximately every 18 months following the following pattern: Elections to take place at Zone General meetings in the month immediately preceding term date													
	Nov-07	Nov-08	Jun-09	Jun-10	Nov-10	Nov-11	Jun-12	Jun-13	Nov-13	Nov-14	Jun-15	Jun-16	Nov-16	Nov-17
Director 1 & Alternate			Director 1 & Alternate		Director 1 & Alternate		Director 1 & Alternate		Director 1 & Alternate		Director 1 & Alternate		Director 1 & Alternate	
Director 2 & Alternate	Director 2 & Alternate			Director 2 & Alternate		Director 2 & Alternate		Director 2 & Alternate		Director 2 & Alternate		Director 2 & Alternate		Director 2 & Alternate

In the event the Zone Director or Alternate retires, resigns or is disqualified from being a Trustee, the Zone Director or Alternate position becomes vacant.

**ASBA ZONE 2/3**  
**PROPOSED BUDGET FOR INFORMATION**  
**2011-2012**

	Note Reference	2011-2012	2010-2011	Variance		2010-2011
		BUDGET	ACTUAL	Budget 1112 to Actual 1011		BUDGET
<b>REVENUES</b>						
Membership Fees	1	\$54,503	\$54,684	(\$181)	-0.33%	\$54,890
Meal Recoveries						
MLA Presentation	2	\$4,000	\$2,825	\$1,175	29.38%	\$4,000
Edwin Parr Banquet	2	\$4,000	\$3,720	\$280	7.00%	\$4,000
Labour Meetings	2	\$2,000	\$0	\$2,000	100.00%	\$2,000
Interest Income (Min. Bal.)	3	\$100	\$225	(\$125)	-125.00%	\$100
<b>TOTAL REVENUES</b>		<b>\$64,603</b>	<b>\$61,454</b>	<b>\$3,149</b>	<b>4.87%</b>	<b>\$64,990</b>
<b>EXPENSES</b>						
<b>Executive Committee</b>						
Per Diem	4	\$11,500	\$7,610	\$3,890		\$11,000
Chair Allowance	4A	\$1,000	\$983	\$0		\$1,000
Expenses	4	\$6,000	\$3,810	\$2,190		\$5,000
		<b>\$18,500</b>	<b>\$12,403</b>	<b>\$6,080</b>	<b>32.98%</b>	<b>\$17,000</b>
<b>Advocacy Committee</b>						
Per Diem	4	\$7,500	\$3,790	\$3,710		\$2,500
Chair Allowance	4A	\$600	\$400	\$200		\$400
Committee Expenses	4	\$2,500	\$719	\$1,781		\$2,500
Presentation Media Expenses	5	\$3,000	\$0	\$3,000		\$4,000
MLA Presentation	5	\$5,000	\$4,790	\$210		\$7,500
		<b>\$18,600</b>	<b>\$9,699</b>	<b>\$8,901</b>	<b>47.85%</b>	<b>\$16,900</b>
<b>Ad-Hoc Committees</b>						
Per Diem		\$1,000	\$0	\$1,000		\$1,000
Chair Allowance		\$0	\$0	\$0		\$0
Committee Expenses		\$1,000	\$0	\$1,000		\$1,000
		<b>\$2,000</b>	<b>\$0</b>	<b>\$2,000</b>	<b>100.00%</b>	<b>\$2,000</b>
<b>Edwin Parr Committee</b>						
Per Diem	4	\$3,000	\$2,580	\$420		\$2,400
Chair Allowance	4A	\$250	\$250	\$0		\$250
Expenses (committee, awards, programs etc)	4	\$3,500	\$3,574	(\$74)		\$2,500
Awards Dinner (hotel expense)	4	\$8,000	\$4,667	\$3,333		\$8,750
		<b>\$14,750</b>	<b>\$11,071</b>	<b>\$3,679</b>	<b>24.94%</b>	<b>\$13,900</b>
<b>Labour Relations Representative</b>						
Per Diem	4	\$1,000	\$0	\$1,000		\$1,000
Expenses	4	\$2,000	\$0	\$2,000		\$2,000
Speaker	4	\$250	\$0	\$250		\$250
		<b>\$3,250</b>	<b>\$0</b>	<b>\$3,250</b>	<b>100.00%</b>	<b>\$3,250</b>
<b>Audit</b>	6	\$1,500	\$1,422	\$78	5.20%	\$1,500
<b>Bank Charges</b>		\$0	\$0	\$0	#DIV/0!	\$0
<b>CSBA Conference</b>	5	\$3,000	\$0	\$3,000	100.00%	\$4,000
<b>ASBA Leadership Academy</b>	5	\$2,000	\$798	\$1,202	60.10%	\$2,000
<b>Guest Speakers</b>	7	\$300	\$0	\$300	100.00%	\$300
<b>Meeting Expenses</b>	5	\$10,875	\$8,342	\$2,533	23.29%	\$11,700
<b>Office Supplies, Postage, Phone</b>	7	\$1,200	\$1,039	\$161	13.42%	\$1,500
<b>Secretary-Treasurer Services</b>	6	\$4,500	\$4,500	\$0	0.00%	\$5,650
<b>Support Honorarium</b>	6	\$500	\$196	\$304	60.80%	\$500
<b>Zone Appreciation</b>	7	\$300	\$225	\$75	25.00%	\$200
<b>TOTAL EXPENSES</b>		<b>\$81,275</b>	<b>\$49,695</b>	<b>\$31,563</b>	<b>38.86%</b>	<b>\$80,400</b>
<b>EXCESS OF REVENUES OVER EXPENSES</b>		<b>(\$16,672)</b>	<b>\$11,759</b>	<b>(\$28,414)</b>		<b>(\$15,410)</b>
<b>EQUITY ESTIMATE</b>						
Opening Balance, September 1, 2011		\$39,011	\$27,252			
Budgeted Excess of Revenues over Expenses		(\$16,672)	\$11,759			
Closing Balance	8	\$22,339	\$39,011			

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

# ASBA ZONE 2/3

## PROPOSED BUDGET FOR INFORMATION

### 2011-2012

#### APPENDIX A - FEES

#### FEES SCHEDULE

	CURRENT	PROPOSED	VARIANCE
		<div style="border: 1px solid black; padding: 2px; width: fit-content; margin: auto;">                     Increase  <b>0.00%</b> </div>	
<b>Basic Fee per Board</b>	\$1,402	\$1,402	\$0
<b>Plus Student Fee per Member Board</b>			
a) 1-2000 Students	\$183	\$183	(\$0)
b) 2001-4000 Students	\$340	\$340	\$0
c) 4001-5000 Students	\$518	\$518	\$0
d) 5001-6000 Students	\$691	\$691	\$0
e) 6000+ Students	\$895	\$895	\$0

**NOTE:** Yellowknife and Lloydminster Boards are exempt from the additional Student Fee

	CURRENT	PROPOSED	VARIANCE
		<div style="border: 1px solid black; padding: 2px; width: fit-content; margin: auto;">                     Increase  <b>0.00%</b> </div>	
<b>TOTAL FEE FOR <del>2008-2009</del> <sup>2011-2012</sup></b>			
a) 1-2000 Students	\$1,585	\$1,585	(\$0)
b) 2001-4000 Students	\$1,741	\$1,741	\$0
c) 4001-5000 Students	\$1,919	\$1,919	\$0
d) 5001-6000 Students	\$2,092	\$2,092	\$0
e) 6000+ Students	\$2,297	\$2,297	\$0

<b>TOTAL FINANCIAL IMPACT ON BOARDS</b>	
a) 1-2000 Students	(\$0)
b) 2001-4000 Students	\$0
c) 4001-5000 Students	\$0
d) 5001-6000 Students	\$0
e) 6000+ Students	\$0

**ASBA ZONE 2/3**  
**PROPOSED BUDGET FOR INFORMATION**  
**2011-2012**  
**APPENDIX B - REVENUES**

1	School Board Fees	Projected Increase	0.00%		
	School Board	Student Count FTE *1	Base Fee	Student Fee	Total Fee
1	Aspen View Regional Division No. 19	3016	\$1,402	\$340	\$1,741
1	Black Gold Regional Division No. 18	8517	\$1,402	\$895	\$2,297
1	Buffalo Trail Public Schools	4453	\$1,402	\$518	\$1,919
1	East Central Catholic Schools	2522	\$1,402	\$340	\$1,741
1	East Central Francophone	no count reported	\$1,402	\$183	\$1,585
1	Edmonton Catholic Schools	31747	\$1,402	\$895	\$2,297
1	Edmonton Public Schools	79911	\$1,402	\$895	\$2,297
1	Elk Island Catholic Schools	5321	\$1,402	\$691	\$2,092
1	Elk Island Public Schools	16356	\$1,402	\$895	\$2,297
1	Evergreen CSRD No. 2	3429	\$1,402	\$340	\$1,741
1	Ft. McMurray Catholic Schools	4034	\$1,402	\$518	\$1,919
1	Ft. McMurray Public Schools	4884	\$1,402	\$518	\$1,919
1	Grande Yellowhead Public School Division #77	no count reported	\$1,402	\$518	\$1,919
1	Greater St Albert Catholic Schools	6102	\$1,402	\$895	\$2,297
1	Lakeland RCSSD No. 150	no count reported	\$1,402	\$183	\$1,585
1	Living Waters Catholic Schools	1598.5	\$1,402	\$183	\$1,585
1	Lloydminster RCSSD 89	Student Fee exempt	\$1,402	\$0	\$1,402
1	Lloydminster School Division 99	Student Fee exempt	\$1,402	\$0	\$1,402
1	North Central Francophone	2647	\$1,402	\$340	\$1,742
1	Northern Gateway Regional Division	no count reported	\$1,402	\$691	\$2,092
1	Northern Lights School Division	5765	\$1,402	\$691	\$2,092
1	Parkland School Division No. 70	9167	\$1,402	\$895	\$2,297
1	Pembina Hills Regional Division	no count reported	\$1,402	\$340	\$1,741
1	St Albert Protestant Schools	6245	\$1,402	\$895	\$2,297
1	St Paul Education Regional No. 1	3940	\$1,402	\$340	\$1,741
1	St. Thomas Aquinas Catholic Schools	2509	\$1,402	\$340	\$1,741
1	Sturgeon School Division	4402	\$1,402	\$518	\$1,919
1	Yellowknife Education District No. 1	Student Fee exempt	\$1,402	\$0	\$1,404
1	Yellowknife Public District Ed Authority	Student Fee exempt	\$1,402	\$0	\$1,402
29					
					<b>\$54,503.00</b>

\*1 - FTE Enrolments as reported September 2010 by each Board

<b>RECOMMENDATION: 2011-2012 FEES REFLECT INCREASE</b>	<b>0.00%</b>
--	--------------

2	Meal Recoveries (nominal fee for meals charged - not necessary 100% recovery considering all incremental meeting costs)	
	MLA Presentation	\$4,000.00
	Edwin Parr Dinner	\$4,000.00
	Labour Meetings	\$2,000.00
3	Minimum Balance Interest - conservative estimate	\$100.00

**ASBA ZONE 2/3  
PROPOSED BUDGET FOR INFORMATION  
2011-2012**

**APPENDIX C - HONORARIA, PER DIEMS, TRAVEL & MEAL RATES**

NOTE  
REFERENCE

**4** Executive, Advocacy\*, Edwin Parr and Labour Relations Per Diem and Expenses (to be reviewed annually)

Daily Per Diem Rate to 4 hrs			\$80
Daily Per Diem Rate to 8 hrs			\$160
Maximum Daily Per Diem Rate to 12 hrs			\$240

\*Advocacy work expected to be done year-round

**4A** Chair Allowance in recognition of additional duties performed

Zone Chair Annual Allowance			\$1,000
Advocacy Committee Chair Annual Allowance			\$600
Edwin Parr Committee Chair (Zone Vice-Chair) Annual Allowance			\$250

Kilometer Rates = ASBA Current Rates (as at September 1, 2009) \$ .49/km

Travel Expenses	per receipt	
Meals	per receipt or meal allowance (claimant's discretion)	
Breakfast		\$13.00
Lunch		\$18.00
Dinner		\$25.00

**Not knowing who will be filling Positions - worst case scenario is projected  
Travel Expenses, Hotel Accommodations, Meals et al.**

**6** Contract fees

Secretary Treasurer ***	\$4,500
Support Honorarium	\$500

**\*\*\* Contract amount paid to Banker Board - BASED ON 9 DAYS AWAY TO ATTEND ZONE MEETINGS**

**ASBA ZONE 2/3  
PROPOSED BUDGET FOR INFORMATION  
2011-2012  
APPENDIX D - OTHER EXPENSES**

NOTE  
REFERENCE

**5** Expenses reflective on base costs for meetings and equipment  
Incremental costs for MLA and Edwin Parr Luncheons are reflected under the activity noted

Meeting Expenses	Meeting Room	Equipment/ Add-ons	Meals		
September	St. Anthony Centre	\$200.00	\$75.00	\$1,000.00	
October	St. Anthony Centre	\$200.00	\$75.00	\$1,000.00	
November	St. Anthony Centre	\$200.00	\$75.00	\$1,000.00	
January	St. Anthony Centre	\$200.00	\$75.00	\$1,000.00	
February	St. Anthony Centre	\$200.00	\$75.00	\$1,000.00	
March	St. Anthony Centre	\$200.00	\$75.00	\$1,000.00	
April	St. Anthony Centre	\$200.00	\$75.00	\$1,000.00	
May	St. Anthony Centre	\$200.00	\$75.00	\$1,000.00	
June	Executive Royal Inn	\$100.00	\$75.00	\$500.00	
		<b>\$1,700.00</b>	<b>\$675.00</b>	<b>\$8,500.00</b>	
				<b>\$10,875.00</b>	
<b>Incremental Costs</b>					
	MLA Function -	\$500.00	\$250.00	\$4,000.00	<b>\$4,750.00</b>
	Edwin Parr Awards Banquet	\$500.00	\$250.00	\$8,000.00	<b>\$8,750.00</b>
	ASBA Leadership Academy			\$2,000.00	
	CSBA Conference - 2012			\$3,000.00	

**6** Contract fees  
Audit Fees - projected costs - "Banker Board" professional audit \$1,500

**7** Standing Expenditure Items APPROX +0%

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

**ALBERTA SCHOOL BOARDS ASSOCIATION  
ZONE 2/3  
FINANCIAL STATEMENTS  
31-Aug-11**

<u>EQUITY STATEMENT</u>		
	<u>2010-2011</u>	<u>2009-2010</u>
Balance as of September 1, 2010	\$27,252	\$25,998
Excess Revenue over Expenditures	<u>\$11,759</u>	<u>\$1,254</u>
Accumulated Surplus Balance as at August 31, 2011	<u>\$39,011</u>	<u>\$27,252</u>

<u>BALANCE SHEET</u>					
	<u>2010-2011</u>	<u>2009-2010</u>		<u>2010-2011</u>	<u>2009-2010</u>
<b>Assets</b>			<b>Liabilities and Equity</b>		
Cash in Bank	\$41,448	\$27,090	Accounts Payable	\$2,707	\$1,200
Prepaid Expenses	\$0	\$0			
Accounts Receivable	<u>\$270</u>	<u>\$1,362</u>	Equity	<u>\$39,011</u>	<u>\$27,252</u>
<b>Total Assets</b>	<u><u>\$41,718</u></u>	<u><u>\$28,452</u></u>	<b>Total Liabilities and Equity</b>	<u><u>\$41,718</u></u>	<u><u>\$28,452</u></u>

**ASBA ZONE 2/3  
FINANCIAL REPORT  
August 31 2011**

	2010-2011		Variance	
	BUDGET	ACTUAL	Budget to Actual	
<b>REVENUES</b>				
29 Membership Fees	\$54,890	\$54,684	99.62%	\$206 0.38%
Meal Recoveries				
MLA Presentation	\$4,000	\$2,825	70.63%	\$1,175 29.38%
Edwin Parr Banquet	\$4,000	\$3,720	93.00%	\$280 7.00%
Labour Meetings	\$2,000	\$0	0.00%	\$2,000 100.00%
Interest Income (Min.Bal.)	\$100	\$225	225.00%	(\$125) -125.00%
<b>TOTAL REVENUES</b>	<b>\$64,990</b>	<b>\$61,454</b>		<b>\$3,536 5.44%</b>
<b>EXPENSES</b>				
<b>Executive Committee</b>				
Per Diem	\$11,000	\$7,610		\$3,390
Chair Allowance	\$1,000	\$983		\$0
Expenses	\$5,000	\$3,810		\$1,190
	<b>\$17,000</b>	<b>\$12,403</b>		<b>\$4,580 27.04%</b>
<b>Advocacy Committee</b>				
Per Diem	\$2,500	\$3,790		(\$1,290)
Chair Allowance	\$400	\$400		\$0
Committee Expenses	\$2,500	\$719		\$1,781
Presentation Media Expenses	\$4,000	\$0		\$4,000
MLA Presentation	\$7,500	\$4,790		\$2,710
	<b>\$16,900</b>	<b>\$9,699</b>		<b>\$7,201 42.61%</b>
<b>Ad-Hoc Committees</b>				
Per Diem	\$1,000	\$0		\$1,000
Chair Allowance	\$0	\$0		\$0
Committee Expenses	\$1,000	\$0		\$1,000
	<b>\$2,000</b>	<b>\$0</b>		<b>\$2,000 100.00%</b>
<b>Edwin Parr Committee</b>				
Per Diem	\$2,400	\$2,580		(\$180)
Chair Allowance	\$250	\$250		\$0
Expenses	\$2,500	\$3,574		(\$1,074)
Awards Dinner	\$8,750	\$4,667		\$4,083
	<b>\$13,900</b>	<b>\$11,071</b>		<b>\$2,829 20.35%</b>
<b>Labour Relations Representative</b>				
Per Diem	\$1,000	\$0		\$1,000
Expenses	\$2,000	\$0		\$2,000
Speaker	\$250	\$0		\$250
	<b>\$3,250</b>	<b>\$0</b>		<b>\$3,250 100.00%</b>
<b>Audit</b>	\$1,500	\$1,422		\$78 5.20%
<b>Bank Charges</b>	\$0	\$0		\$0 #DIV/0!
<b>CSBA Conference</b>	\$4,000	\$0		\$4,000 100.00%
<b>ASBA Leadership Academy</b>	\$2,000	\$798		\$1,202 60.10%
<b>Guest Speakers</b>	\$300	\$0		\$300 100.00%
<b>Meeting Expenses</b>	\$11,700	\$8,342		\$3,358 28.70%
<b>Office Supplies, Postage, Phone</b>	\$1,500	\$1,039		\$461 30.73%
<b>Secretary-Treasurer Services</b>	\$5,650	\$4,500		\$1,150 20.35%
<b>Support Honorarium</b>	\$500	\$196		\$304 60.80%
<b>Zone Appreciation</b>	\$200	\$225		(\$25) -12.50%
<b>TOTAL EXPENSES</b>	<b>\$80,400</b>	<b>\$49,695</b>		<b>\$30,688 38.19%</b>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>(\$15,410)</b>	<b>\$11,759</b>		<b>(\$27,152)</b>

<b>EQUITY ESTIMATE</b>		
Opening Balance, September 1, 2010	\$27,252	\$27,252
Excess of Revenues over Expenses	(\$15,410)	\$11,759
Closing Balance	8 \$11,842	\$39,011

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

**REPORT TO  
ASBA ZONE 2/3  
EDMONTON REGIONAL LEARNING CONSORTIUM  
Mission: Partners in Adult Learning for Students' Sake  
September 19<sup>th</sup> 2011 Meeting**

**Board Members:** Jim Rubuliak (Alberta Ed.) Tracy Kaley (ASCA) Michael Podolsk (ATA) Tracy Meunier (ASBOA) Michelle Brennick (CASS) Olenka Bilash (UofA) Rosaleen McEvoy (ASBA)

**Issue:** No issue; the report is for information only.

This was the first meeting of the 2011/12 school year and the first order of business was the election of a Board Chair. Michelle Brennick, the representative from CASS, was elected by acclamation.

The Executive Director review process then proceeded according to established protocols. The Executive Director's Report followed and it included the following:

**Work Plan 2011/12**

**LEADERSHIP:** Essential conditions

**Planning Program Delivery:** e.g. Grants to support implementation, Enhanced registration system, PD Resources and a Variety of PD Models

**Financial Update:**

Month End -- August 2011

Budget for 2011-2012

Both were presented and passed.

The results of the District Contact Survey Data - June 2011 were presented with overwhelmingly positive results. The written comments following support the data:

The Edmonton Regional Learning Consortium provides excellent service to its member jurisdictions. It is responsive to our needs; connects us to experts who can be of help; facilitates many advisory committees that not only allow us to give input, but also to share ideas among districts. The executive director and all her staff are cooperative, accessible, flexible and willing to listen to any ideas we might have. For a small district, the offerings of the ERLC are invaluable. The quality of the speakers and in-services offered are top-notch. Thank you all for your hard work. Lois Gluck 1 Simply put our PD programs in smaller districts hinge on the support from the ERLC. It has allowed us to stay on top of changes coming down from Alberta Education. It stretches our PD dollars in a way that would be impossible without the organization! 1 We highly value the opportunities to access professional development partnerships through the consortia. Our jurisdiction's comprehensive PD plan includes consortia PD as an essential component. The high quality, cost effective sessions provided to curriculum leads and teams of teachers has impacted virtually all of the teachers in our system. Consortia PD events have effected changes in the way teachers teach. Better teaching equals improved student achievement. It's a win-win-win! 1 This service is invaluable to all school divisions but especially to those of us who are smaller and cannot afford to bring in great presenters and coordinate larger PD activities. The willingness to work and meet the needs of so many divisions is impressive. We always feel heard and our requests are met in a timely manner. Kudos to the team!

Next meeting: November 14<sup>th</sup> at Elmwood School.

Submitted by: ASBA Zone 2/3 Representative Rosaleen McEvoy.

**From:** Gordon Brown <[gbrown@md.bonnyville.ab.ca](mailto:gbrown@md.bonnyville.ab.ca)>  
**Date:** Thu, 22 Sep 2011 08:30:33 -0600  
**To:** [Arlene.Hrynyk@nlsd.ab.ca](mailto:Arlene.Hrynyk@nlsd.ab.ca)<[Arlene.Hrynyk@nlsd.ab.ca](mailto:Arlene.Hrynyk@nlsd.ab.ca)>  
**Subject:** AASRO Letter

The Alberta Association of School Resource Officers (AASRO) was formed in 1998 to provide school resource officers (SROs) in the province of Alberta with additional resources to enhance their ability to work with young people in the school system. It is the only organization for school resource officers in Canada. The primary role of the school resource officer is to work proactively with students to have a positive impact on the choices that they make. AASRO provides training opportunities, increased resource materials, a networking system, and up-to-date information on youth issues to police officers and others who are involved in youth education.

School resource officers are members of the RCMP, municipal police agencies, and peace officers. In addition to fulfilling their duties as police/peace officers, SROs lecture in classrooms. SROs are also available on a one-on-one basis to all youth within the school for counseling or mentorship. Being a School Resource Officer can be a very rewarding experience for the members assigned, as friendships develop over the years with both students and staff. The position provides officers with opportunities to develop strong leadership, administrative, public speaking and coaching skills.

Approximately half of Alberta SROs receive their training through the annual AASRO School Resource Officer workshop. AASRO also hosts an annual two day Safe Schools Conference. The Conference focuses on various key issues relating to youth, including: gang violence, bullying and mental health. Our last conference was in 2010 and we are currently unable to provide any further training due to financial reasons.

Since its inception, AASRO has been operating on a \$40,000 annual budget funded by the Solicitor General. Due to cost saving strategies approximately three years ago, the grant we were receiving was withdrawn. We have been unsuccessful in finding a new source of funding.

I look forward to meeting with you on October 28th, where I will provide more detail into the programs that AASRO offers.

*Gord Brown*

Gord Brown  
School Resource Officer  
Municipal District of Bonnyville #87  
WK 780-812-3332 Fax 780-573-1586



# the Director's Report

OCTOBER 2011

ZONE 2/3 SERVICES BRANCH

**ASBA  
October 28, 2011**

## **Important Dates for School Jurisdictions**

- November 1, 2011 — Deadline for requesting new modular classrooms and relocations for 2012/2013
- November 10, 2011 — Zone 6 Consultation and Information Session at Holiday Inn, Lethbridge
- November 14, 2011 — Zone 1 Consultation and Information Session at Holiday Inn, Grande Prairie
- November 14–18, 2011 — Education Week
- November 24, 2011 — Zone 2/3 Consultation and Information Session at Four Points by Sheraton, Edmonton
- November 29, 2011 — Zone 4 Consultation and Information Session at Red Deer Lodge, Red Deer
- November 30, 2011 — 3YEP and AERR are to be posted on jurisdiction websites
- December 1, 2011 — Zone 5 Consultation and Information Session at Rocky View School Division, Airdrie

## **Action on Inclusion**

### **Keeping Kids in School and Engaged**

School Accreditation and Disputes Resolution Branch is undertaking a two-year research project to provide leadership and support to Alberta Education, stakeholders and school authorities in the area of student engagement and student attendance. Some of the expected results include:

- research and reporting on the local and national education environments with respect to: factors that put students at risk for truancy, factors and characteristics that positively impact student engagement and school attendance, and prevention and early intervention strategies to support student engagement and school attendance
- development and implementation of an action plan to support school authorities as they implement strategies and practices to support and enhance student engagement, reduce and prevent truancy, and identify and intervene with students at risk of truancy
- support to school authorities to implement strategies and practices that impact student engagement and school attendance
- collaboration with branches and project teams within Alberta Education, and establishing and maintaining communication and working relationships with key partners, clients, stakeholders and school authorities.

For further information, please contact Michele Parker, Education Manager, School Accreditation and Disputes Resolution Branch at 780-422-6541 (toll-free by first dialing 310-0000) or at [Michele.Parker@gov.ab.ca](mailto:Michele.Parker@gov.ab.ca).

### **Jurisdiction Work to Inform Implementation of Inclusive Education System**

Progress is being made on creating an inclusive education system in which all students are valued to the same degree and all students have the opportunity to succeed to the best of their abilities. Education has committed to supporting all school authorities in the valuable contributions they make as the education system moves to inclusive practices

Each jurisdiction is approaching implementation of an inclusive education system from a different starting point. Some jurisdictions have focused more intently on inclusive practice than others and are further along in their work. Implementing an inclusive education system on a provincial scale requires a change of practice across the system and relies on considerable leadership from school boards, administrators and individual schools. *Action on Inclusion* is about changing the way we approach our collective work. Everyone has something to share, and there will be many opportunities to work collaboratively to support the transformation of the education system.

Education continues to work with its ministry partners and stakeholders to develop a detailed implementation plan, and outline the joint commitment to ensuring coordinated services and supports for our children, youth and their families. Government will continue to collaborate and work together to coordinate better supports and services to ensure student success in an inclusive education system.

For further information, please contact Dianne McConnell, Director, Action on Inclusion, at 780-422-6544 (toll-free by first dialing 310-0000) or at [Dianne.McConnell@gov.ab.ca](mailto:Dianne.McConnell@gov.ab.ca).

### **“Let’s Talk About the Early Years”**

“Let’s Talk About the Early Years” is a major report produced by the Chief Medical Officer of Health, Dr. André Corriveau. The primary aim of the report is to bring awareness to new knowledge about early childhood development and what it means for the critical early years in a child’s life. With that in mind, the report is intended to speak to all Albertans with a key message that no matter who we are, where we live, or what we do, we all have a role to play in supporting a positive environment and positive experiences for children in their early years.

The report highlights how critical investment in early childhood development is to enhancing the health and well-being of all children. It emphasizes the importance of looking at all the ways our lives may intersect with young children and their families, and asks what we can do to positively affect the development of healthy minds and healthy bodies; connect young families to the greater community; and increase the resources available to develop Alberta's greatest natural resource - our children.

The “Let’s Talk About the Early Years” report is available on the Office of the Chief Medical Officer of Health website at [www.health.alberta.ca/about/OCMOH-reports.html](http://www.health.alberta.ca/about/OCMOH-reports.html).

For further information, please contact Gail Campbell, Director, Early Learning Branch at 780-427-1199 (toll-free by first dialing 310-0000) or at [Gail.Campbell@gov.ab.ca](mailto:Gail.Campbell@gov.ab.ca).

## **Action on Teaching and Leadership**

### **School Leadership Framework Study**

In support of Alberta Education’s School Leadership Framework initiative, an extensive research study on the current state of school leadership in Alberta will be undertaken in October 2011. Representatives of Alberta’s education sector stakeholder organizations and institutions, including the Alberta Teachers’ Association, have endorsed the study.

The study will collect data on the state of school leadership in order to define possible gaps between the vision of school leadership in Alberta, contained in the draft Alberta School Leadership Framework, and current practice and contexts.

The data will be collected through on-line surveys, telephone interviews and regional focus groups by Leger Marketing. The perceptions of Alberta principals, assistant/vice/associate principals, superintendents and a sample of teachers on various aspects of school leadership in Alberta will be the study focus.

Participation in the study is voluntary and all information collected will be used for research purposes only and will be kept confidential, in accordance with Alberta's *FOIP Act*.

The findings will inform the School Leadership Framework Working Committee (Committee) as it develops an implementation/communication plan for the School Leadership Framework (SLF). It is anticipated that the Committee will be completing its work on the following three SLF elements by spring 2012:

1. Proposed *Professional Practice Competencies for School Leaders*
2. Recommended *Quality Indicators for School Leader Preparation, Induction and Professional Development Programs*
3. Identification of *education stakeholder collective and respective roles and responsibilities for supporting, guiding and directing school leaders*

For further information, please contact Dr. Bob Garneau, Senior Manager, Professional Standards Branch at 780-422-8233 (toll-free by first dialing 310-0000) or at [Bob.Garneau@gov.ab.ca](mailto:Bob.Garneau@gov.ab.ca).

## Operational Information

### Submission Dates for Three-Year Capital Plans and Modular Classroom Priorities

The new submission deadline for the 2013-2016 capital plans will be April 2, 2012. Recent changes to the provincial capital planning process require that Education's annual submission be completed sooner. In order to ensure that jurisdiction's capital requests are given careful attention and consideration, Education is implementing an earlier deadline for school jurisdictions to submit their three-year capital plans. This will allow more time for Education's Capital Planning managers to review the submissions, discuss them with the jurisdictions and seek clarification as needed.

The deadline for requesting new modular classrooms and relocations for the 2012/2013 school year will be November 1, 2011. For the past couple of years, modular classroom requests have been submitted in May. However, this does not allow sufficient time for any subsequently approved units to be in place by September. The recent announcement of \$550 million in capital funding for Education includes funding for the modular classroom program for three years, and in order to take best advantage of this, the annual submission of modular classroom requests will now be due in November rather than in the spring. This will allow allocation of the funding much earlier and should make it possible for the units to be ordered, constructed, delivered and set up in time for the start of the following school year.

For further information, please contact Michael Ediger, Director, North Region, Capital Planning at 780-427-2083 (toll-free by first dialing 310-0000) or at [Michael.Ediger@gov.ab.ca](mailto:Michael.Ediger@gov.ab.ca) or Avi Habinski, Director, South Region, Capital Planning at 780 427-2272 (toll-free by first dialing 310-0000) or at [Avi.Habinski@gov.ab.ca](mailto:Avi.Habinski@gov.ab.ca).

### Question from the Field

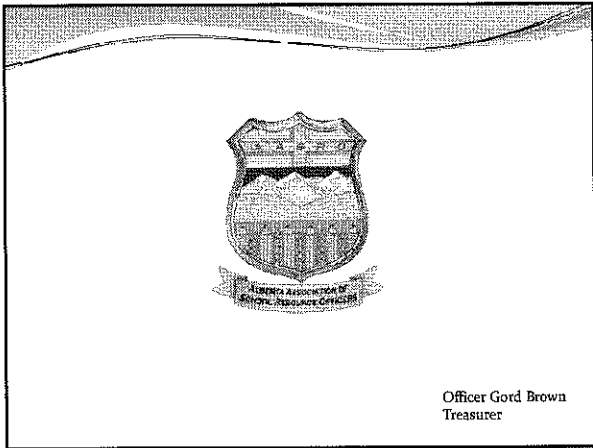
**Q: When can we expect the first payment for the Fuel Price Contingency Program?**

A: The first payment for 2011/2012 will be included with your October Funding Framework allocations.

Treasury Board has approved funding for a new Fuel Price Contingency Program, beginning September 2011. This program will provide funding to school jurisdictions and provide cost certainty when fuel prices exceed \$0.60/litre. Based on an estimated average diesel price of \$1.10/litre, this program will provide approximately \$18 million for the 2011/2012 school year.

This program will alleviate the challenges of fuel cost instability, which has posed challenges for many of you since fuel prices escalated last fall. It will also help maintain efficient service and provide for reasonable ride times for students.

For further information, please contact Rick Grebenstein, Senior Transportation Manager, Business Operations and Stakeholder Support at 780-422-6018 (toll-free by first dialing 310-0000) or at [Rick.Grebenstein@gov.ab.ca](mailto:Rick.Grebenstein@gov.ab.ca).



---

---

---

---

---

---

---

---

**Alberta Association of School Resource Officers (AASRO)**

- The Alberta Association of School Resource Officers (AASRO) was formed in 1998
- AASRO provides school resource officers (SRO) with additional resources to enhance their ability to work with young people in the school system
- It is the only organization for SRO's in Canada
- Has a diverse board of directors from several Alberta Policing agencies

---

---

---

---

---

---

---

---

**What is a School Resource Officer and what do they do?**

- Primary role of the school resource officer (SRO) is to work proactively with students to have a positive impact on the choices that they make
- Are members of the RCMP, municipal police agencies or peace officers
- In addition to fulfilling their duties as a police officer, SROs also lecture in classrooms
- Also available on a one-on-one basis to all youth within the school for counselling or mentorship

---

---

---

---

---

---

---

---

**SRO Training Workshop offered by AASRO**

The Training workshop may cover the following topics:

- Roles and Responsibilities of an SRO
- Working with School Administration
- Internet Crime/ Luring
- Threat Assessment
- Bullying
- Gang Issues and Graffiti
- Bomb Threats
- Teen Prostitution
- Lockdown Procedures
- Drug Issues

---

---

---

---

---

---

---

---

**Student Essay Bursary**

▪ The annual student essay contest provides Alberta junior and senior high school students with a great opportunity to showcase their writing abilities, express their opinions and win money towards their post-secondary education

▪ Partnered with AMA Insurance, we provide a bursary which will go towards educational materials, tuition at a post secondary institution of choice or deposited into an RESP

▪ Senior High: 1st - \$2,500 2nd - \$1,000 3rd - \$500

▪ Junior High: 1st - \$1,000 2nd - \$300 3rd - \$150

---

---

---

---

---

---

---

---

**AASRO Members Bursary**

▪ Each year 5 bursaries, in the amount of \$500 each, are available to AASRO members to attend training

▪ AASRO is proud to send members to various professional development opportunities across North America

---

---

---

---

---

---

---

---

**Safe Schools Conference**

- Hosts a yearly Safe Schools Conference in the fall, rotating between Edmonton and Calgary
- The target audience is school related workers such as school resource officers, teachers, counsellors, administrators; but we encourage all those focused on youth to participate
- It's a collaborative and integrated forum which brings together experts and organizations involved in promoting safe environments in schools and communities
- In 2010, our keynote speakers were: Phil Chalmers and David Irvine
- Our breakout sessions were: FBI's Internet Child Predator Program, Alberta Health Services Addiction and Mental Health, Kids Help Phone, Human Trafficking

---

---

---

---

---

---

---

---

**Keeping Communities Safe Report and Recommendations**

- Conducted by Alberta's Crime Reduction and Safe Communities Task Force
- Recommended Actions #14, addresses the importance and role of the school resource officers
- The report suggests that the cost for expanding access to school resource officers should be shared by the provincial government and the education system, while the municipalities should share in the cost of providing school resource officers. Formalizing the program with specific objectives identified and the opportunity to share best practices should be provided
- This highlights the very goal AASRO is attempting to accomplish

---

---

---

---

---

---

---

---

**Keeping Communities Safe Report and Recommendations**

- Correspondence with the Solicitor General and Public Security office who previously funded AASRO since 1998
- "AASRO, as the administrative component of the SRO program, does not directly fund SRO positions and the non-renewal of previously allocated funds does not impact the number of officers that communities are able to provide. As such, we are unable at this time to provide any financial assistance to the operation of the provincial organization."
- AASRO currently has an unanswered letter to the Minister of Education's Office regarding funding

---

---

---

---

---

---

---

---

### AASRO'S Funding Request

AASRO's \$40 000 operating budget covered the following:

- Full Time Coordinator
- Safe Schools Conference booking
- Keynote Speakers for conference
- SRO Training Workshop Facilities booking
- Member's Bursaries

---

---

---

---

---

---

---

---

ASBA ZONE 2/3  
 MEETING REGISTRATION  
 DATE: Oct 28 (2011)  
 LOCATION: St. Anthony Centre

PLEASE PRINT AS THIS REGISTRATION WILL BE CIRCULATED WITH THE MINUTES

NAME (PLEASE PRINT)	POSITION	JURISDICTION
Kevin Bell	Trustee	conseil admin Incenter nord
Dan Chalifoux	Trustee	STAR Catholic
Food Munn	Trustee	GRPSA
Sarah Hoffman	Vice Chair	Edmonton Public
Walter Thymek	Chair	NLSD #69
KOD SCHOLT	TRUSTEE	NLSD #69
Eric Cameron	Vice Chair	Parkland
Jim BRADY	CHAIR	ECACS
ANICE McLaughlin	Trustee	BTPS
RICHARD VAN EE	"	"
Rebecca Elander	Trustee	Blackgold
BARB MARTINSON	"	"
SAM. KOBELUCK	"	B. G. R. S.
Lorna Misselbrook	"	BGRS
Woni Bauckman	"	BGRS
Sandy Korou	"	BGRS
Linda Mywaart	Trustee	FMPSD
Dale Schuffrick	"	PHRD
Jean Trettler	"	ST ALBERT PSSD #6
Rosalynn McInch	"	GSACRD.
Jacquie Hansen	Pres.	ASBA
David Anderson	ED	ASBA
Tracy McKinnon	Trustee	FMCSD
Kim Webster	Trustee	PHRD.
LAURI-Ann Tuohy	Trustee CHAIR	GSACRD
Colleen Kopushinsky	Trustee Vice chair	EI Public
Noreen Radford	Trustee	GSACRD.

