

ALBERTA SCHOOL BOARDS ASSOCIATION ZONE 2/3

AGENDA – GENERAL MEETING

St. Anthony Centre

10425 84 Ave NW, Edmonton, AB, T6E 2H3

March 16, 2018 – 9:30 a.m. – 3:00 p.m.

(Lunch will be provided - Please advise if you have any dietary concerns)

Please note the meeting will run until **3:00 p.m.** in order to permit the full experience of the blanket exercise

9:00 AM Coffee | Registration | Networking

9:30 AM Zone 2/3 Business Meeting

1. Call to Order/Recognition of Treaty 6 Land
2. Consideration and Approval of the Agenda
3. Approval of Minutes of General Meeting held on February 23, 2018 - Attached
4. Zone Business:
 - 4.1. Standing Item – ASBA Issues/Directives for Action
 - 4.2. Chair’s Report – Colleen Holowaychuk– **Will be forwarded later**
 - 4.3. Review of Financial Report – Attached
 - 4.4. Review of Proposed Policy Process
 - 4.4.1. Zone 2/3 Policy Process - Attached
5. ASBA Reports:
 - 5.1. Zone Directors – Jennifer Tuininga, Trina Boymook
 - 5.2. President – Mary Martin
6. Alberta Education Report – Margaretha Ebbers, Director Central Services or designate
See *In the Loop* for current information.
Under **Ministry** click “**In The Loop**” <https://education.alberta.ca/>
7. Zone Committee Reports:
 - 7.1. Advocacy Committee Report - Paula Galenzoski, Margaret Border, Irene Sawyer, Anne Karczmarczyk
 - 7.2. Edwin Parr Report – Judy Lefebvre, Dana Kentner, Dale Karpluk
 - 7.3. U of A Field Experiences Advisory Committee Report – Glenys Edwards
 - 7.4. Edmonton Regional Learning Consortium (ERLC) Report – Justine Wright
 - 7.5. Comprehensive School Health Report – Nancy Sand
 - 7.6. Zone Language Report – Mario Gagné, Gemma Christie

AGENDA – GENERAL MEETING

8. Blanket Exercise – 1:00 p.m.

Natalie Bear - Teacher from Sacred Heart School, Wetaskiwin

Michael Benoit - Teacher from Ecole Mother d'Youville School, Beaumont

STAR Catholic Students

9. Board Sharing – Time permitting

This is an opportunity to share achievements, celebrations and challenges with other boards. Please provide our Secretary Kim Ayers a brief outline of your message for our minutes.

10. Adjourn

**Next Meeting
Annual General Meeting
April 27, 2018
Genesis Centre – 10537-44 ST
9:30 a.m.**

ASBA ZONE 2/3

LAST MEETING MINUTES FOR APPROVAL

ALBERTA SCHOOL BOARDS ASSOCIATION ZONE 2/3
DRAFT MINUTES – GENERAL MEETING

St. Anthony Centre
10425 84 Ave NW, Edmonton, AB, T6E 2H3
February 23, 2018 – 9:30 a.m. – 3:00 p.m.

9:00 AM Coffee | Registration | Networking
9:30 AM Zone 2/3 Business Meeting

1. Call to Order/Recognition of Treaty 6 Land – 9:30 a.m.

2. Consideration and Approval of the Agenda

MOTION: Trustee Marriott (*Buffalo Trail*) moved to approve the Agenda.

Carried.

3. Approval of Minutes of General Meeting held on January 19, 2018 - Attached

MOTION: Trustee Sawyer (*Living waters*) moved to approve the minutes of the general meeting held on January 19, 2018.

Carried.

4. Zone Business:

4.1. Standing Item – ASBA Issues/Directives for Action

4.2. Chair's Report – Colleen Holowaychuk– Attached

4.3. Review of Proposed Policy Process

4.3.1. ASBA Policy Process – Attached

4.3.2. Zone 2/3 Policy Process – Attached

- Discussion on Zone 2/3
- Membership opposed to voting by secret ballot.
- Membership will seek direction from their boards as to voting for their choice of 6 rather than needing to vote for 6.
- Zone proposed policy process will return to the March meeting for more discussion and possible approval. Refer to proposed changes in red.

5. ASBA Reports:

5.1. Zone Directors – Jennifer Tuininga, Trina Boymook - Attached

5.2. President – Mary Martin

- The Superintendent Salary Comparative Analysis was designed to support the ASBA Management Salary document that is completed each year. It spoke to the very specific nature of only salaries and was never intended to become public. Boards have the autonomy to use as much or little information as needed. Most Boards have been appreciative of this information and some have had to have challenging conversations with their Superintendents in the way the information was shared.
- CSBA report: Meet quarterly. Quite a number of developments. Nationally: Some movement relative to trustee compensation. Within various levels of government there has been a trend to remove non-taxable honoraria for elected officials at various levels. This line item will be removed

ALBERTA SCHOOL BOARDS ASSOCIATION ZONE 2/3

DRAFT MINUTES – GENERAL MEETING

by CRA on forms by April 1, 2019 – Floyd Martens has written to the Minister of Finance regarding the implications of this to local school boards. I will keep you apprised.

- Copyright – You will recall in 2012 The Supreme Court of Canada ruled on copyright issues and ruled protection for school boards. There has been push back by the publishing industry to have this exemption removed. CMEC (Council of Ministers of Education, Canada) is advocating on behalf of boards. On the national level a social media campaign is being created to raise awareness.
- Glaze report. Dissolution of boards in Nova Scotia. In a 3 week consultation process, The Minister accepted all 22 recommendations, a number of them have implications. One of the recommendations is to abolish all the English boards leaving only the French Board and to elevate the roles of the administrative leaders of that board to something higher that reports to the Minister. Another recommendation is that site based leadership be removed from the union. There will be wild cat strikes this week. The swiftness of the implementation has been challenging to allow for any development of advocacy. CSBA has written a letter and I have written a letter on behalf of our Association. Concerning national trend that provinces are looking at the school boards and evaluating their usefulness and role so we need to be prepared to speak to that. Some examples are the Perrins report in Saskatchewan last year. English boards were under attack and in danger of dissolution in Quebec.
- CSBA Conference in Halifax. CSBA will oversee the remainder of planning this conference and it will go on. It is impossible to move a conference that size in a 4 month window. Cost implication to cancel is \$210,000. The speakers are outstanding. It is up on CSBA website now (<http://csba2018.ca/>)
- CSBA approved their draft budget. There were committee reports:
 - FNMI committee has a number of initiatives. One of which is the creation of a Repository of Territorial acknowledgements.
 - In the process of creating a central repository of education service agreements.
 - Student health and wellness committee concluded its work and disbanded.
 - Governance committee reviewed a number of GPs and took one back to rework.
- Represented ASBA at the System Excellence Advisory Committee. This group meets to review a number of standards. The work has been incredibly complex and very involved.
- Darcy and I represented ASBA at the advisory committee on building an inclusive education system. First time ASBA had been invited to the table. Included charter board, private boards, ASBA and post-secondary. They are looking at how to provide systems that are inclusive for all learners. My observation is there is a real role for school boards to raise our profile. We broke into a variety groups and discussed systemic issues and problems. Solutions stopped at the senior leadership level and didn't extend to the governors. I think this is because we hadn't been at the table before and was a new conversation for them.
- Renaming Indigenous Shining Star Award to Honouring Spirit Award. We learned through our advisory circle that the original name was not within the nature of an indigenous student to draw attention to themselves. We are delighted to see the program expand.
- Auditor general report: Critical of Alberta education, unfairly so, over the K-3 class size funding. They are concerned there was not a mechanism to evaluate the effectiveness of the dollars that went into class findings. We all know it is a very complex contemplation.
- Relative to budget presentation: ASBA Board of Directors have been discussing options for this presentation. This association has historically come to Zones to present. We could present at

ALBERTA SCHOOL BOARDS ASSOCIATION ZONE 2/3

DRAFT MINUTES – GENERAL MEETING

every Zone but no guarantee that those at Zone will be at the FGM. Looking at a live webinar, interactive with Q&A. Offers the ability to share no matter where you are. Everyone on your board will be able to listen to the budget presentation and have responses in live time.

6. Alberta Education Report - Maurice Trottier, Metro Services Branch or designate

See *In the Loop* for current information.

Under **Ministry** click "**In The Loop**" <https://education.alberta.ca/>

- Field services has been restructured. Managers are divided between the south, central and the north. Central services will be helping Zone 2/3. No significant change for Zone but does change for your Superintendents. Margaretha Ebbers, Director Central Services will be Zone 2/3 rep.
- Bill 28, you received some information about the certification requirements but more details are to come. We have heard you would like this information sooner so that you can be ready for next fall.
- Minister is proud of the work of the youth council. Thank you everyone for helping to promote this initiative and your help to recruit new students for next year's youth council.
- Respectful schools online tool kit. Thank you to ASBA for helping in developing this resource.
- If you need contact information please visit in the loop.

7. Understanding School Board Budgets / Alberta Education Funding Framework – 10:45 a.m. (90 min - 2 hrs)

- Ryan Stierman, Vice President – ASBOA
Presentation will be found here:
<https://prezi.com/l-dun9tr0kaz/school-board-budgeting/>

8. MLA 101 – 1:00 p.m - Attached

- Cheryl Dumont, St. Albert Public Schools
- Linda Mywaart, Fort McMurray Public Schools

9. Zone Committee Reports:

9.1. Advocacy Committee Report - Paula Galenzoski, Margaret Border, Irene Sawyer, Anne Karczmarczyk

- Advocacy event will be held March 15 at the Royal Glenora Club. Committee purposely placed it the night before our Zone meeting.
- Invitations were sent to Board Reps and MLA's. Board Reps, please ensure sure it goes to your fellow trustees and administration.
- To date 7 MLA's are attending.
- The evening will be Round table discussion, conversation starters will be sent out ahead of time.

9.2. Edwin Parr Report – Judy Lefebvre, Dana Kentner, Dale Karpluk

- As agreed to last May, this will now be held at Chateau Louis
- Deadline for submission is March 16. Please ensure those who are submitting the packages are filling out only the necessary documentation and nothing extra. Use the checklist in the package. The committee doesn't look at anything extra.
- Please ensure whoever prepares the package submits a good quality photograph of the candidate as these photos are used for the program.
- We have a Superintendent, Shauna Boyce - Associate Superintendent from Parkland School Division.
- Committee will get together in April.

ALBERTA SCHOOL BOARDS ASSOCIATION ZONE 2/3

DRAFT MINUTES – GENERAL MEETING

- 9.3. U of A Field Experiences Advisory Committee Report – Glenys Edwards - **Attached**
- 9.4. Edmonton Regional Learning Consortium (ERLC) Report – Justine Wright
- 9.5. Comprehensive School Health Report – Nancy Sand
- 9.6. Zone Language Report – Mario Gagné, Gemma Christie

10. Board Sharing

This is an opportunity to share achievements, celebrations and challenges with other boards. Please provide our Secretary Kim Ayers a brief outline of your message for our minutes.

11. Adjourn

MOTION: Trustee Lefebvre (*Lakeland Catholic*) motioned to adjourn the meeting 2:25 p.m.

Carried.

**Next Meeting
Annual General Meeting
March 16, 2018
St. Anthony Centre
9:30 a.m.**

ASBA ZONE 2/3

BUSINESS & REPORTS

March 2018 Zone 2/3 Chair's Report



ASBA Indigenous Governance Session

On March 7, 2017 Zone Chairs were invited to attend a full day session on indigenous governance lead by Chris Robertson and Satsun (Herb George) from the Centre for First Nations Governance. This day was very thought provoking and eye opening in terms of the First Nations life in Canada. It was amazing as we went through the process of seeing the history of a rich life diminished to one of despair, sadness and loss and finally to the realization of the hope that the education of today and future generations is leading to.

Thank you ASBA for the invitation to partake in this amazing day!

Proposed Policy Process

We will continue discussion on our Zone's proposed policy process. Hopefully you have all had the opportunity to review the changes discussed at the last meeting with your Board as well as provide any further suggestions.

MLA Advocacy Event

As you know our event is scheduled for Thursday March 15, 2018. We will have two round table discussions that will be approximately 30-35 min in length to allow for good discussion as you share your district stories with the MLAs who are there. Please ensure that everyone at the table has an opportunity to share. The discussion starters were sent out to board reps. Please ensure these have been distributed to all board members so that anyone who is attending can be well prepared. You can share stories on all the points or choose to highlight specific ones for your district.

Edwin Parr Celebration

This year we are changing the venue of the Edwin Parr celebration. We will be holding the event at the Chateau Louis Hotel and Conference Centre in Edmonton. (11727 Kingsway Ave) (Phone#: 780-452-7770). Please ensure that all your board members and administration who are planning to attend are aware of this change. We will not have to limit tickets this year as the venue can accommodate higher numbers of attendance.

I have taken the liberty of blocking off a set of rooms for those who wish to spend the night at the hotel. Please note the following rates and that any rooms not booked within 30 days of the event will be released. When booking your reservation please state ASBA Zone 2/3 - Colleen Holowaychuk in order to be part of the block.

Queen (single/double) - \$119/\$131
 King (single/double) - \$129/\$141
 2 Queens- \$141 with 2 people, sleeps up to 4 (\$12 additional per person)

Our Zone meeting that day will also be held at the hotel with an afternoon start time of noon or 1pm. I will confirm with the hotel and let you know as soon as possible.

Upcoming Professional Development

March

Blanket Exercise
Natalie Bear, Sacred Heart School, Wetaskiwin
Michael Benoit, École Mother d'Youville School, Beaumont
Star Catholic Students

April

ASBA Indigenous Advisory Circle
Charlene Bearhead, Theresa Strawberry, Sharon Morin, Jenna Broomfield

May –No PD

Upcoming Events

March 15, 2018	Zone 2/3 MLA Advocacy Event, Edmonton
March 16, 2018	Zone 2/3 Meeting
April 7-9, 2018	National School Boards Conference San Antonio, Texas
April 20-22, 2018	Alberta School Council Association Conference & AGM Edmonton
April 27, 2018 <i>Please note meeting location has returned to the regular venue</i>	Zone 2/3 Meeting <i>(Meeting to be held at St. Anthony's Centre)</i>
May 25, 2018 *please note this is an afternoon meeting – start time TBA	Zone 2/3 Meeting <i>Chateau Louis Hotel and Conference Centre</i>
May 25, 2018 *evening – start time TBA	Edwin Parr Celebration <i>Chateau Louis Hotel and Conference Centre</i>
June 4-5, 2018	ASBA Spring General Meeting Sheraton Hotel Red Deer, Alberta

Upcoming Deadlines

March 16, 2018	Edwin Parr Teacher Award Nomination Deadline
March 19, 2018	Deadline for boards to submit proposed bylaw amendments to ASBA
March 23, 2018	Honouring Spirit: Indigenous Student Awards
April 13, 2018 <i>If Boards do not make this deadline, please ensure you bring 50 hard copies to the April Zone meeting.</i>	Boards to submit proposed policies to Zone 2/3 secretary Kim Ayres (<i>discussion to take place at April meeting, voting at May meeting</i>)
April 27, 2018	Boards to submit any proposed emergent policies to ASBA for Spring General Meeting in June.
June 15, 2018	Deadline for Zone Appreciation Award (<i>Open to all trustees, superintendents (all levels) and secretary-treasurers who have displayed exemplary service to trusteeship at the Zone level</i>)

With Easter right around the corner, I would like to take a moment to wish all of you and your families a wonderful Easter celebration and hopefully some down time to relax and enjoy those first days of spring!



Respectfully Submitted,

Colleen Holowaychuk, Chair, ASBA Zone 2/3 / 780-722-5370 / colleen.holowaychuk@eips.ca

ASBA Zone 2/3
Balance Sheet
As of August 31, 2018

	<u>Aug 31, 18</u>
ASSETS	
Current Assets	
Chequing/Savings	
ASBA Zone 23	64,308.42
Total Chequing/Savings	64,308.42
Accounts Receivable	
Accounts Receivable	8,272.00
Total Accounts Receivable	8,272.00
Other Current Assets	
Prepaid Expenses	2,000.00
Total Other Current Assets	2,000.00
Total Current Assets	74,580.42
TOTAL ASSETS	74,580.42
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	32,115.23
Net Income	42,465.19
Total Equity	74,580.42
TOTAL LIABILITIES & EQUITY	74,580.42

ASBA Zone 2/3
Profit & Loss Budget vs. Actual
 September 2017 through August 2018

	Sep '17 - Aug 18	Budget	\$ Over Budget
Income			
Membership Fees	55,735.00	55,735.00	0.00
Recoveries - Meals			
Edwin Parr Banquet	0.00	6,000.00	-6,000.00
MLA Presentation	0.00	2,000.00	-2,000.00
Total Recoveries - Meals	0.00	8,000.00	-8,000.00
Total Income	55,735.00	63,735.00	-8,000.00
Gross Profit	55,735.00	63,735.00	-8,000.00
Expense			
Committee Work			
Ad-Hoc Committees			
Committee Expenses	32.75	1,000.00	-967.25
Per diem	105.00	1,000.00	-895.00
Total Ad-Hoc Committees	137.75	2,000.00	-1,862.25
Advocacy Committee			
Committee Expenses	0.00	2,000.00	-2,000.00
MLA Presentation	0.00	4,000.00	-4,000.00
Per Diem	0.00	4,000.00	-4,000.00
Presentation and Media Expenses	0.00	1,000.00	-1,000.00
Total Advocacy Committee	0.00	11,000.00	-11,000.00
Comprehensive School Health Rep			
Committee Expenses	0.00	500.00	-500.00
Per Diem	0.00	500.00	-500.00
Total Comprehensive School Health Rep	0.00	1,000.00	-1,000.00
Edwin Parr Committee			
Awards Dinner	580.00	9,500.00	-8,920.00
Committee Expenses	0.00	5,000.00	-5,000.00
Per Diem	0.00	5,000.00	-5,000.00
Total Edwin Parr Committee	580.00	19,500.00	-18,920.00
Executive Committee			
Chair Allowance	461.83	1,600.00	-1,138.17
Expenses	2,093.88	6,800.00	-4,706.12
Per Diem	4,510.53	12,000.00	-7,489.47
Vice Chair Allowance	50.00	550.00	-500.00
Executive Committee - Other	245.22		
Total Executive Committee	7,361.46	20,950.00	-13,588.54
Labour Relations Representative			
Labour Relation expenses	0.00	0.00	0.00
Per Diem	0.00	0.00	0.00
Speaker Fees	0.00	0.00	0.00
Total Labour Relations Representative	0.00	0.00	0.00
Zone Language Rep			
Committee Expenses	0.00	1,000.00	-1,000.00
Per diem	0.00	1,000.00	-1,000.00
Zone Language Rep - Other	0.00	0.00	0.00
Total Zone Language Rep	0.00	2,000.00	-2,000.00
Total Committee Work	8,079.21	56,450.00	-48,370.79
Contract Services			
Accounting and Audit Fees	-22.34	6,000.00	-6,022.34
Guest Speakers	425.00	1,000.00	-575.00
Project Coordinator	0.00	2,700.00	-2,700.00
Secretary Services	1,982.22	4,050.00	-2,067.78
Total Contract Services	2,384.88	13,750.00	-11,365.12
Operations			
Bank Charges	22.87	100.00	-77.13
Meeting Expenses	2,651.76	10,000.00	-7,348.24
Postage and Courier	0.00	100.00	-100.00
Printing and Copying	0.00	400.00	-400.00
Total Operations	2,674.63	10,600.00	-7,925.37

3:31 PM

02/20/18

Accrual Basis

ASBA Zone 2/3
Profit & Loss Budget vs. Actual
September 2017 through August 2018

	Sep '17 - Aug 18	Budget	\$ Over Budget
Other Types of Expenses			
CSBA Conference	0.00	4,000.00	-4,000.00
Zone Appreciation	131.09	300.00	-168.91
Total Other Types of Expenses	131.09	4,300.00	-4,168.91
Uncategorized Expenses	0.00		
Total Expense	13,269.81	85,100.00	-71,830.19
Net Income	42,465.19	-21,365.00	63,830.19

Zone 2/3 Proposed Policy Process

Zone 2/3 may forward up to 6 proposed Association policy positions sponsored by Board or Zone to the Association.

The forwarding of a proposed policy from Zone 2/3 to the ASBA for discussion at the FGM does not necessarily mean approval or endorsement from the Zone, only that it has met the criteria and process as outlined below and warrants support to have the proposed policy brought to the floor at the FGM for discussion.

A call for proposed policies will be made annually in January and February. Zone will issue a reminder in March.

Districts may work together when they have like ideas regarding a proposed policy. All proposed policies must meet the ASBA Governance Policy 10 criteria.

All proposed policies will be presented, discussed and considered through Zone 2/3 at the April zone meeting.

Presenting boards will then have the opportunity to rework or strengthen their proposed policies using the feedback provided from the discussion on the floor. Feedback may assist the initiating Board to decide whether to move forward with their proposal.

The proposed policies will then be brought to the May zone meeting at which time they will be voted on by the membership as to whether or not they will be forwarded on to the ASBA PDAC.

The procedure will be as follows:

1. Each proposed policy will be dealt with on an individual basis.
2. Each PP will be put forward by the presenting Board.
3. Discussion will take place on the floor by the zone membership.
4. After discussion has concluded, a vote by secret ballot will be cast to decide whether it is accepted by the membership.
5. Should more than six policies be accepted, a secondary vote will be necessary to determine which six PP Zone 2/3 will submit to ASBA PDAC.
6. In the secondary vote, boards MUST choose their top 6 to be forwarded or their ballot may be considered spoiled.
7. The collective top 6 PP six will then be submitted by Zone 2/3 to the ASBA PDAC.

Note:

1. All voting is done by secret ballot.
2. A simple majority vote (50% plus one) is required based on one vote per board.

Criteria checklist to include with submission follows:

Zone Board Reps are encouraged to consider the following when reviewing proposed policies.

Please note the following must be included with your proposed policy upon submission
Is the policy...

- currently on the books or is there a related policy? **Yes/No**
- a broad belief statement ?
- broader than your local context?
- a guideline for future discretionary action?
- something the President can speak to without contradicting other policies?
- consistent with ASBA Bylaws, Vision, Mission statements and mandate?
- respectful of the autonomy of School Boards?
- easy to understand?
- background information supplied (if appropriate)?
- having a seconding Board’s support
- Board motion included

Note this is not an exhaustive list – you may apply other criteria.

Timeframe:

November	Zone environmental scan discussion to start the thought process for possible ASBA policy development
January/February	ASBA call for proposed policies
February	Training on building a proposed policy is offered at Zone
March	Reminder given to Board Reps
April – 10 days prior to the April meeting date	Proposed policies
April Zone meeting	Zone initial review of proposed policies
May Zone meeting	Zone final review and vote (if necessary)