

ALBERTA SCHOOL BOARDS ASSOCIATION ZONE 2/3

AGENDA – GENERAL MEETING

St. Anthony Centre

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

February 23, 2018 – 9:30 a.m. – 3:00 p.m.

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

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 January 19, 2018 - Attached**
- 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**
- 5. ASBA Reports:**
 - 5.1. Zone Directors – Jennifer Tuininga, Trina Boymook**
 - 5.2. President – Mary Martin**
- 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/>
- 7. Understanding School Board Budgets / Alberta Education Funding Framework – 10:45 a.m. (90 min - 2 hrs)**
 - Ryan Stierman, Vice President - ASBOA
- 8. MLA 101 – 1:00 p.m**
 - 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**
 - 9.2. Edwin Parr Report – Judy Lefebvre, Dana Kentner, Dale Karpluk**
 - 9.3. U of A Field Experiences Advisory Committee Report – Glenys Edwards**
 - 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**

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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

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

February 2018 Zone 2/3 Chair's Report

Zone Chairs' Meeting

I attended the Zone Chairs' meeting on February 12, 2018. All zones were represented. We had great discussion and much learning was had by all in attendance.

I was able to give an update about what we've been up to at Zone 2/3 regarding PD and advocacy.

We did in-depth review of both the ASBA bylaws and policies, as well as the proposed policy process.

We discussed communication between ASBA, zones and the membership. There was an emphasis that communication from ASBA is meant to be for association members only and not the general public.

ASBA will be re-vamping their website, no definite date at this point but would like to hear from members as to their thoughts of what they would like to see on the website.

There was also discussion on the Edwin Parr Award package as well as a brief review of all ASBA awards.

I will provide more detail on each of these in my report at the meeting.

Proposed Policy Process

We will spend some time at the February meeting reviewing the ASBA proposed policy timeline and in March will have more information regarding the process. Attached to the agenda is ASBA's Policy Process Timeline.

In terms of the process we use at Zone 2/3, we would like to review and suggest some changes in order to facilitate smoother discussions and decisions around forwarding proposed policies to the ASBA Fall General Meeting. Please review the attached current Zone 2/3 process. It can also be found on the Zone 2/3 website. As the document is not formally part of the zone bylaws, we can more easily make changes at the zone's discretion. Please be prepared to discuss the process and suggested changes.

Upcoming Professional Development/Activities

February

Understanding School Board Budgets - Ryan Stierman
MLA Advocacy 101 – Linda Mywaart, Cheryl Dumont
ASBA Presentation – Has been cancelled.

March

Proposed Policy Process Information
Blanket Ceremony (*To be confirmed*)

April

Plant Operations and Maintenance Paper presentation – Ryan Stierman
Proposed Policy Discussion

Upcoming Events

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|-------------------|---|
| March 4-6, 2018 | Alberta Education Rural Symposium Edmonton |
| March 14-16, 2018 | Think Indigenous Education Conference Saskatoon, SK |
| 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 | Zone 2/3 Meeting <i>Please note location change for this meeting: Genesis Early Learning Centre 10537-44 Street, Edmonton</i> |

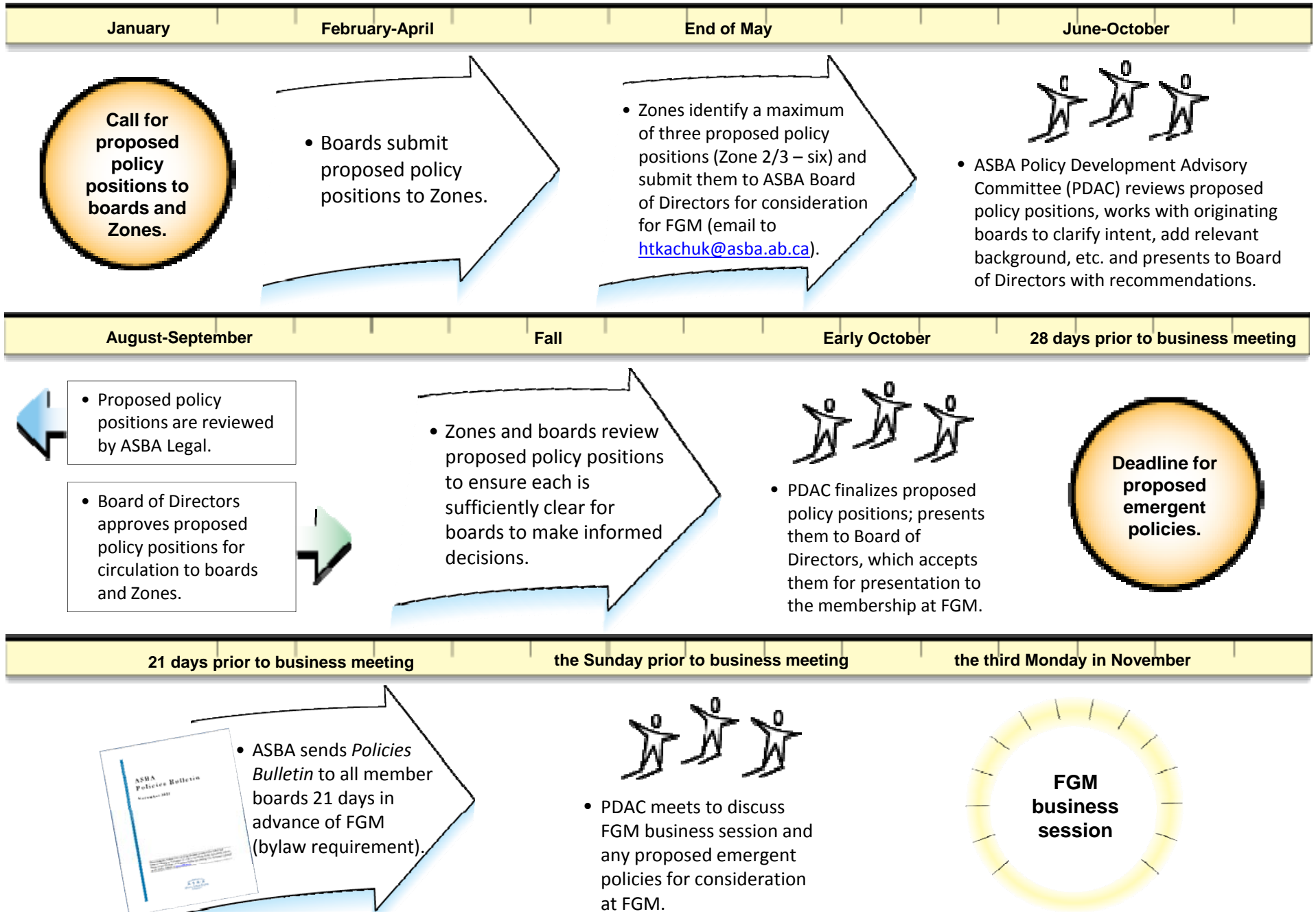
Upcoming Deadlines

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|--|---|
| March 16, 2018 | Edwin Parr Teacher Award Nomination <i>(See ASBA website for details)</i> |
| March 20, 2018 | Boards to submit proposed bylaw amendments to ASBA |
| March 23, 2018 | Indigenous Shining Student Award <i>(See ASBA website for details)</i> |
| 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. |
| April 30, 2018 | Friend of Zone 2/3 Award <i>(See Zone 2/3 Roles and Responsibilities document for details)</i> |

Respectfully Submitted,

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

ASBA POLICY PROCESS TIMELINE



ASBA Budget, Bylaws and Policy Processes – 2017

| SPRING GENERAL MEETING (Budget and Bylaws) | | FALL GENERAL MEETING (Policy Positions) | |
|---|---|--|---|
| January 2017 | ASBA call for bylaw amendments letter sent to all Board Chairs, Zone Chairs | January 2017 | ASBA call for proposed policy positions letter sent to all Board Chairs, Zone Chairs |
| <u>March 20, 2017</u> | Deadline for Boards to submit proposed bylaw amendments to ASBA <i>Please submit via e-mail to:</i> hkachuk@asba.ab.ca | March-April 2017 | Boards submit proposed policy positions for FGM to zones; timelines and process at zones' discretion |
| April 4, 2017 | Budget and Bylaws Bulletin sent to all member boards <i>As per bylaw requirement of 60 days prior to SGM</i> | April-May 2017 | Zones to identify a maximum of three proposed policy positions to be submitted to the ASBA Board of Directors for consideration for the FGM (Zone 2/3 – maximum of six) |
| April-May 2017 | ASBA budget presented to zones | <u>May 25, 2017</u> | Deadline for Zones to submit a maximum of three proposed policy positions to ASBA for FGM (Zone 2/3 – maximum of six) <i>Please submit via e-mail to:</i> hkachuk@asba.ab.ca |
| <u>April 27, 2017</u> | Deadline for Boards to submit any proposed emergent policies to ASBA for SGM <i>Please submit via e-mail to:</i> hkachuk@asba.ab.ca | June 2017 | ASBA Policy Development Advisory Committee (PDAC) reviews proposed policy positions submitted and determines wording of proposed policy positions to be presented to the Board of Directors |
| June 5, 2017 | Call to order SGM: ASBA business session | Summer 2017 | ASBA staff review proposed policy positions |
| | | September 2017 | ASBA circulates draft proposed policy positions to boards/zones to ensure intent reflected and background sufficient and clear |

ASBA Budget, Bylaws and Policy Processes – 2017

| FALL GENERAL MEETING (Policy Positions) <i>continued</i> | |
|---|--|
| Fall 2017 | Zones discuss proposed policy positions and submit any suggested wording changes or further background information required <i>Please submit via e-mail to: htkachuk@asba.ab.ca</i> |
| October 2017 | ASBA Policy Development Advisory Committee (PDAC) meets to refine proposed policy positions based on feedback from zones and present final wording to Board of Directors ASBA Board of Directors determines proposed policy positions for presentation to the membership at the FGM |
| <u>October 10, 2017</u> | Deadline for Boards to submit proposed emergent policies to ASBA for the FGM <i>Please submit via e-mail to: htkachuk@asba.ab.ca</i> |
| October 19, 2017 | Policies Bulletin sent to all member boards <i>As per bylaw requirement of 30 days prior to FGM</i> |
| November 20, 2017 | Call to order FGM: ASBA business session |

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/February and 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 discussed and vetted through Zone 2/3 at both the April and May Zone meetings. Feedback from the April meeting may be used by the proposing Board to amend or change the proposed policy structure or content. Feedback may assist the initiating Board to decide whether to move forward with their proposal. Discussion and vetting at the Zone is meant to aid the Board bringing the proposed policy forward to develop it with well researched and well written content that is clear in its intent.

A vote will take place at the May Zone meeting to decide which 6 will go forward to the FGM for discussion. A simple majority of ballots casted of 50% plus 1, on a basis of 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?
- 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:

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|---|--|
| 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) |