



School Council - Northwest Elementary Campus, FFCA, Calgary, Alberta

Date: Wednesday, March 8, 2023

Time: 6:30 PM

Location: Video call link: <https://join.skype.com/PH0yzMpBBpUk>

Mission: *Through parental partnerships, support school administration and staff in their delivery of quality education and to instill a sense of community within all FFCA campuses.*

AGENDA

All School Council meetings are open to the school community to attend. Speaking to an item at School Council meetings is permitted, unless in the Chair's judgment, the communication is disruptive to the meeting;

Meetings may be held as deemed necessary by the School Council Executive or at the written request of 10 members of the school community;

1. Call To Order Andrew Chu (Vice-Chair)

1. Welcome and Introductions

1. Voting School Council Members
2. Non-Voting Ex-Officio School Council Members
3. Attendees

2. Establish Quorum

1. The attendance of a majority of voting members constitutes a quorum (5/9)

2. Approval of Agenda Andrew Chu (Vice-Chair)

- **Anyone in the school community may request an item to be added to a School Council agenda by contacting the Chair at least ten (10) days prior to the meeting.**
- **At the discretion of the Chair, new items may be introduced by anyone in the school community who is present at the meeting.**

Approve by Unanimous Consent

3. Special Items Shawna Drummond (Principal Educator)

1. **AERR and Assurance Survey Results:** <https://www.ffca-calgary.com/common/pages/DisplayFile.aspx?itemId=22684086>

(See attached summary)

4. Vacancies	Andrew Chu (Vice-Chair)
1. School Council Bylaw Article 6: School Council may appoint persons (as stipulated in ARTICLE 5 SCHOOL COUNCIL MEMBERSHIP) to fill vacancies until the next School Council AGM. <ul style="list-style-type: none"> 1. Chair 2. Advocacy Committee Chair 3. Co-Fundraising Coordinator 4. Members for the Heritage Celebration Committee (Currently Have 2 Members) 	
5. Secretary Report	Heather Hadden (Secretary)
1. Approval of Minutes of the January 18th, 2023 Meeting (see attached) by Unanimous Consent	
6. Treasurer Report	Rita Shen (Treasurer)
1. Financial Report	
7. Teacher Representative Report	Tara Finch (Teacher Representative)
1.	
8. Principal Educator Report	Shawna Drummond (Principal Educator)
1.	
9. Heritage Celebration Committee Report	Nabila Siddiqui (Heritage Celebration Committee Chair)
1. Lion Dance update <ul style="list-style-type: none"> 2. Events celebrated since last meeting: Family Literacy Day, Black History Month, Italian Carnevale, Holi 3. Valentine's Day and Pink shirt day managed in-house 4. Heritage Festival on April 29th - details, communication, survey and funding 	
10. Trixter Theater Committee Report	Janine Rudolph (Trixter Theater Committee Chair)
1.	
11. Advocacy Committee Report	TBD (Advocacy Committee Chair) or Andrew Chu (Vice-Chair)
1. Committee Mandate <ul style="list-style-type: none"> ○ Work on and submit any Proposed Advocacy Resolutions for the Alberta School Councils' Association (ASCA) to consider ○ Choose a Voting Delegate to send to any ASCA meeting ○ Consider and undertake other activities as necessary for the advocacy of the FFCA NWE community <ul style="list-style-type: none"> ▪ examples: advocate for a new campus, out of school care solutions, etc. 	

Member School Council and ASCA Board proposed Advocacy Resolutions for the 2023 ASCA AGM

#	Title	Sponsor	Contact
<u>P23-01</u>	Mandating Criminal Record & Vulnerable Sector Checks for School Board Trustee Candidates	Gateway Christian School Council	Stephanie VanderLeek gcs-schoolcouncil@rdpsd.ab.ca
<u>P23-02</u>	Supporting Integrated Education Funding	École Barrie Wilson School Council	Meagan Parisian ebwscouncil@gmail.com
<u>P23-03</u>	Integrate Climate & Biodiversity Education Throughout the K-12 Curriculum	Colonel Irvine School Council	Claire Kraatz clairekraatz@gmail.com
<u>P23-04</u>	Add Rights of Victims of Bullying and Violence to Education Act	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca
<u>P23-05</u>	Required Consultation Opportunities for Proposed Changes to Legislation, Regulations, or Established Programs or Practices	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca
<u>P23-06</u>	Setting and Meeting a Student to School Counsellor Ratio to Improve Mental Health	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca

Board proposed Administrative Resolutions and Special Resolution for the 2023 ASCA AGM

#	Title	Sponsor	Contact
<u>A23 -01</u>	Maintain Advocacy Policy 13-3	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca
<u>A23-02</u>	Amend Advocacy Policy 21-02	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca
<u>SR23-01</u>	Amend existing Bylaws of the ASCA (LINK to current Bylaws)	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca

Motion to designate ? as the voting delegate for the ASCA Annual General Meeting

12. Community Services Coordinator Report	Mahira Muradova (Community Services Coordinator)
<ul style="list-style-type: none">1. Family Skate at Winsport Report – Feb 12<ul style="list-style-type: none">1. Post-event survey results (see attached)2. Code Ninja / STEM for PD Day3. Flashmob dance FFCA Schools4. Bottle Drive	
13. Fun Lunch Coordinator Report	Mirabel Berrade (Fun Lunch Coordinator)
<ul style="list-style-type: none">1. Mucho Burrito – Feb 24	
14. Kindergarten Representative and ECS Special Snack Coordinator Report	Salina Bhimji (Kindergarten Representative)
<ul style="list-style-type: none">1. Special Snack	
15. Health and Wellness Report	Deanna Zhao (Health and Wellness Coordinator)
<ul style="list-style-type: none">1. Fresh Food Friday – Feb 3, Mar 3	
16. Fundraising Coordinator Report	Mahira Muradova (Fundraising Coordinator)
<ul style="list-style-type: none">1. Ongoing Fundraisers: Mabel's Labels, Boston Pizza, etc...2. Purdy's Chocolate Fundraiser3. Funscrip Fundraiser4. Spirit Wear Fundraiser5. Bottle Drive in Spring;6. Sticker run/ Treasure box items run	
17. Parental Partnership Report	Ade Onasanya and Janine Rudolph (Parental Partnership Coordinator)
<ul style="list-style-type: none">1. Parental Partnership Hours Report2. No Homework certificates for 20 + volunteer hours – electronic3. Email via room parents to remind families to log hours4. Any ideas on how to reach families to have them log hours?	
18. Communication Coordinator Report	Marina Lakhani (Communication Coordinator)
<ul style="list-style-type: none">1. Newsletter	
19. Chair Report	Andrew Chu (Vice-Chair)
<ul style="list-style-type: none">1. The Association of FFCA School Councils (ASC)<ul style="list-style-type: none">1. Food Bank Drive (see attached poster)<ul style="list-style-type: none">o monetary link for donations will be live from February 24-March 21o collection boxes will be dropped off the week of February 27o food collection at campuses will be from March 7-21 (I will send the wish list when I receive it)o boxes and food will be collected by March 24.2. Community Fund Proposal3. ASCE Grant	

- o Received the \$500 for 2022/2023
- o Network Security(Janine/Kyle)
- o Ideas from Campus Staff
 - 1. Tips/Strategies for reading with your children (M. Bence and M. Ramsey) (see attachment)
 - 1. **Motion to Approve \$250 for a 60-minute Parent Literacy Session for K-2 parents, and another \$250 for another 60-minute session for Grades 2-6 parents. The timing of the sessions, and whether parents from other campuses will be invited, will be decided between the Vice-Chair and Principal Educator . The total of \$500 will will come out of the ASCE Grant for 2022/2023.**
- 2. The Alberta School Councils Association (ASCA)
 - 1. The 2023 School Councils Conference is April 21, 22, to held in-person at the Delta Marriott Edmonton South. The ASCA 2023 Annual General Meeting (AGM) is Sunday April 23rd, to be held in-person and online. - See Attached
 - o **Motion to approve \$315 for two nights of hotel and \$495 for the Conference Registration Fees for ? to attend the ASCA Conference.**

20. Other Items

Andrew Chu (Vice-Chair)

- 1. 2022/2023 Goals and Work Plan
 - 1. Draft Goals
 - 1. **Collectively contribute 20 hours x 237 families (4740 hours) by April 30th, 2023**
 - 1. Parental Partnership Goal Event?
 - 1. Mini Carnival (Salina)
 - 2. **Other Ideas?**
 - o
 - 2. Explanatory Videos and Tutorials
 - 1. What Is School Council?:
 - 1. <https://www.ffca-parent.com/s/Kz7kdJ9SNMBWNDP>
 - 2. Recruitment Video
 - 1. Chair/Vice-Chair Video: link to be added for meeting
 - 3. Policy 18 Parental Partnership and Logging Volunteer Hours
 - 3. Bring a Friend to Council
- 2. Action Items for Next Meeting
 - See 2022/2023 School Council - NWE Action Items - Deck - FFCA Parent Community (ffca-parent.com)
- 3. Closing Comments

ALBERTA ASSURANCE MEASURES SUMMARY

Although several evaluation indicators are unavailable due to the impact of COVID-19, our results on the core Alberta Assurance measures for which data is complete highlights our overall level of success. On all 7 measures for which we have accurate and complete evaluative data, FFCA maintained its performance at the top achievement level of 'very high' with overall evaluations at the top level of 'excellent.' Our performance on all measures was maintained or improved. Improvement was observed in the 3-year graduation rates overall and for ESL students. While these measures showed positive growth, it is important to note that the adjustments to diploma examinations and added flexibility to graduation requirements mean that the comparison to pre-COVID performance levels is likely skewed. Nevertheless, our overall performance in 2021-22 was excellent.

Assurance Domain	Measure	FFCA Charter School Society			Alberta			Measure Evaluation		
		Current Result	Prev Year Result	Prev 3 Year Average	Current Result	Prev Year Result	Prev 3 Year Average	Achievement	Improvement	Overall
Student Growth and Achievement	Student Learning Engagement	88.0	88.2	n/a	85.1	85.6	n/a	n/a	n/a	n/a
	Citizenship	88.0	88.8	87.4	81.4	83.2	83.1	Very High	Maintained	Excellent
	3-year High School Completion	97.3	96.3	94.7	83.2	83.4	81.1	Very High	Improved	Excellent
	5-year High School Completion	97.4	95.1	96.4	87.1	86.2	85.6	Very High	Maintained	Excellent
	3-year High School Completion for FNMI Students	n/a	n/a	n/a	59.5	62.0	58.4	n/a	n/a	n/a
	5-year High School Completion for FNMI Students	n/a	n/a	n/a	68.0	68.1	65.8	n/a	n/a	n/a
	3-year High School Completion for ESL Students	99.4	97.1	97.1	78.5	78.7	76.0	Very High	Improved	Excellent
	5-year High School Completion for ESL Students	100.0	100.0	99.1	86.1	86.9	85.9	Very High	Maintained	Excellent
	PAT: Acceptable	89.7	n/a	94.1	67.3	n/a	73.8	n/a	n/a	n/a
	PAT: Excellence	44.0	n/a	42.0	18.0	n/a	20.6	n/a	n/a	n/a
	Diploma: Acceptable	88.6	n/a	92.7	75.2	n/a	83.6	n/a	n/a	n/a
	Diploma: Excellence	33.5	n/a	41.1	18.2	n/a	24.0	n/a	n/a	n/a
Teaching & Leading	Education Quality	92.7	91.7	93.1	89.0	89.6	90.3	Very High	Maintained	Excellent
Learning Supports	Welcoming, Caring, Respectful and Safe Learning Environments (WCRSLE)	90.1	90.0	n/a	86.1	87.8	n/a	n/a	n/a	n/a
	Access to Supports and Services	82.9	83.9	n/a	81.6	82.6	n/a	n/a	n/a	n/a
Governance	Parental Involvement	87.6	86.6	86.4	78.8	79.5	81.5	Very High	Maintained	Excellent



School Council - Northwest Elementary Campus, FFCA, Calgary, Alberta

Date: Wednesday, January 18, 2022

Time: 6:30 PM

Location: Video call link: <https://meet.google.com/sww-xemj-idw>

Or dial: (CA) +1 289-434-8421 PIN: 362 910 808#

More phone numbers: <https://tel.meet/sww-xemj-idw?pin=9966222682195>

Mission: Through parental partnerships, support school administration and staff in their delivery of quality education and to instill a sense of community within all FFCA campuses.

Minutes

1. Call To Order 6:33pm	Andrew Chu (Vice-Chair)
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1. Welcome and Introductions

Attendees: Andrew Chu (Vice-Chair), Heather Hadden (Secretary), Janine Rudolph (Parental Partnership Coordinator), Mahira Muradova (Community Service Coordinator), Nabila Siddiqui (Heritage Celebration Committee Chair), Shawna Drummond (Principal), Michelle Newell (Associate Principal), Deanna Zhao (Health and Wellness Coordinator), Sam Lien (Teacher Rep), Marina Lakhani (Communication Coordinator), Lin (Society), Adey Onasany (Parental Partnership Coordinator), Rita Shen (Treasurer)

2. Establish Quorum

1. Quorum is over 5/9.

2. Approval of Agenda	Andrew Chu (Vice-Chair)
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Agenda approved by unanimous consent.

3. Vacancies	Andrew Chu (Vice-Chair)
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1. School Council Bylaw Article 6: School Council may appoint persons (as stipulated in ARTICLE 5 SCHOOL COUNCIL MEMBERSHIP) to fill vacancies until the next School Council AGM.

1. Chair
2. Advocacy Committee Chair
3. Co-Fundraising Coordinator
4. Members for the Heritage Celebration Committee (Currently Have 2 Members)

4. Secretary Report	Heather Hadden (Secretary)
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Minutes of the December 21st, 2022 meeting approved by unanimous consent.

5. Special Items	Andrew Chu (Vice-Chair)
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None at this time.

6. Treasurer Report	Rita Shen (Treasurer)
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1. Financial Report: No transactions since October. \$1400 in the account. We have \$18 000 revenue and \$8500 expense and so we should have around \$10 000 in the school account.

7. Teacher Representative Report

Sam Lien (Teacher Representative)

1. Many thanks for all of the initiatives that School Council has been a part of, the ski days were a wonderful opportunity, Looking forward to the Lion Dance. Kindergarten Orientation was in-person and it was very nice to have conversations with families. Thank you Mirabel and Marina for coming out to the Kindergarten Orientation.
2. Feedback re hot lunches – happy that hot lunches are part of the experience again, simple is effective this year has been tricky and the lunches are quite big with both a lunch and a dessert. Sam has spoken with Mirabel about the feedback from teachers. The main points are as follows:
 - Teachers understand that it is difficult to please parents and that we do appreciate that lunch is offered as a service for students.
 - A poll that goes out to families regarding hot lunch needs to be carefully worded so that feedback is welcomed but it is clear that there will be limits, such as no desserts, and the focus should be on having options so that everyone with dietary restrictions, such as gluten free and vegetarian option, can participate.
 - We do not need lunch AND dessert on the same day - we'd prefer to prioritize the lunch part and order food. We do not need a dessert vendor.
 - Portion sizes are often too large (especially for the desserts) so students end up bringing home a lot of what they order
 - There is no need to have a drink option as we encourage children to drink water and the juice often fills the bellies of young kids quickly. One vendor provided a can of juice which did not work.
 - Restaurant choices affect how much food actually gets eaten...some vendors seem like good choices but the students don't actually eat the food (pizza, pasta and Subway are usually lunches that do get eaten).
 - When the lunch option do not get eaten...the kids are hungry during the afternoon
 - There is a lot of food wasted in some grades
 - Sending home food does not always work as packaging breaks and leftover food spills and many kids ride the bus
 - There are too many choices each month (toppings/variety etc.)

8. Principal Educator Report

Shawna Drummond (Principal Educator)

1. Skiing was a highlight. Kids learned quickly. Many parents were out helping at the hill and getting to know each other.
2. Working with Dr. Georgiou's team. They are in the school doing the second round of norming to create a standardized reading assessment for grades 1-3.
3. Central Office is interviewing to hire a Literacy and Numeracy Interventions Teacher. They would work with all of the elementary schools/middle school, helping teachers to meet the needs of students.
4. Alberta Assurance Survey is coming up,
5. AERR presentation should be on Jan25th at NEE. Shawna is waiting to look at the results for NWE. Going to really encourage grade 4 parents to fill out the survey.
6. Family Literacy Day is coming on Jan27 when Learning Conferences are. The theme is Celebrate Your Heritage – Learn About Your Family Together As A Family. Try to promote families to do this at home and to log the time families do this as volunteer hours.
7. Mission Impossible is coming up. Parent Night will be on Monday, February 13th. After School for a couple of hours.
8. Plan on bringing back our Spring Concert. Society has covered the rental of the church in the past. Would like support from Council or Society to pay for the rental of the church.
9. UofC Japanese Students will be coming to view our school. They are looking at comparing education in Canada and Japan. They will be coming in March.
10. Book – You Matter was read earlier in the school year. A student brought a different book “Say Something” to Shawna's attention because this book reminded her of “You Matter”. Michelle and Shawna went to all classes before the break and read “Say Something”. All students had opportunity to “Say Something” on the bulletin board.

Action Items:

1. Nabila and Janine will reach out to Parent community on Jan 27 and share the resources with them to encourage them to do the activity as a family log the volunteer hours and inform about upcoming heritage fest in spring.
2. We will put the booking of the church on the agenda for Society.

9. Heritage Celebration Committee Report Nabila Siddiqui (Heritage Celebration Committee Chair)

1. Events celebrated since last meeting- La Befana and Epiphany – acknowledged that on first day back. Was able to get resources from the Italian Center.
2. Lunar New Year celebration on Jan 20 – Ms Leong has been coordinating and we are all set. Put up decorations today. Invites went out last week. We have had 35 responses so far.

Action Items:

1. February is Black History Month – will reach out to the parent community to share resources for important figures and celebrations

10. Advocacy Committee Report TBD (Advocacy Committee Chair)

No report at this time.

11. Community Services Coordinator Report Mahira Muradova (Community Services Coordinator)

1. Code Ninja / STEM for PD Day – Have not heard back from them.
2. Skating in February – Feb 12 at the Oval if we pay for each person separately. \$1267 for 2 hours. Or we can pay for each person separately and then Kidsport provides free skates.
Winsport – is also available. Each sheet of ice is 50 people
Time 1-3.
Need volunteers for the trailer. Shawna will check the insurance on FFCA end. Are there rules for mandatory helmets? Have to put in a blurb about risks involved and that parents must ensure that their child has a helmet and that they are wearing. Mahira will double check with the Oval to see if there is a waiver and if they will require helmets. Invitation needs to have the size of skates and helmets. Depending on ratio at adults to children we should look at renting the whole oval for our exclusive use. Maria needs to find out about parking passes.

Mahira motions to add \$150 to the budget for the skating event. Andrew seconds. Motion carried.

3. Flashmob dance FFCA Schools – link it to grade 4 graduation or cultural event as a possible community activity.
4. Kindergarten 100 day of school celebration - photo booth, wigs, glasses how kids look when they are 100 yrs old. – Grade one does the 100th day of school. Ideas have been noted and they will contact their parent community if they want to proceed with it.

Action Items:

1. Marina will send out invite for skating to gauge interest and get numbers.
2. Janine and Addy to put out an invite for volunteers to help with the trailer at the skating event
3. Mahira will check with Oval regarding helmets and parking passes

12. Fun Lunch Coordinator Report Mirabel Berrade (Fun Lunch Coordinator)

1. The hot lunches are all set up through April.
January 20th will be Mcdonalds
February 24th will be Mucho Burrito
March 24th will be Cibo
April 28th will be – Saucy Bread Company

13. Kindergarten Representative and ECS Special Snack Coordinator Report Salina Bhimji (Kindergarten Representative)

1. Special Snack - will come out on Friday, January 20th.

14. Health and Wellness Report Deanna Zhao (Health and Wellness Coordinator)

1. Fresh Food Friday – Pomelo tied it into Chinese New Year
2. Budget is doing good. Have spent about \$60 so far.
3. Open to any suggestions, cultural food, etc

15. Fundraising Coordinator Report

Mahira Muradova (Fundraising Coordinator)

1. Purdy's Chocolate Fundraiser – is set up for Easter. Send out in January Newsletter. February 21-March 6 and Parents pick up the week of March 20th. Website is - fundraising.purdys.com
2. Spirit Wear Fundraiser – is happening right now Jan16-Feb6. Flyers will be coming to the school. Suggestions: ASC information is that some campuses do not like this fundraiser because they get worn as uniform pieces but it isn't part of the uniform. Not to run it every year – parents usually buy sizes that kids will be able to wear for a couple of years.
3. Bottle Drive in Spring (May) could be an ongoing fundraiser registered at several depots – Mahira will bring the details in February.
4. -a-thon, Math-a-thon/spell-a-thon, biggest fundraiser of the year – over \$7 000 last year. Shawna will forward info to Mahira and will bring it back in February.
5. Sticker run/ Treasure box items run – will bring back in Feb
6. Philharmonic is all booked and sold out. Will bring the information back to council for next year
7. Mahira needs help with Trixter Theatre – with the paper work and communication. Needs a sub-committee. The paperwork needs to be in by May 1st.

Mahira motions to create a Trixter Sub Committee including Janine, Mahira and a staff member of the principal's choosing to apply for the Trixter Grant. Andrew Seconds. Motion carried.

16. Parental Partnership Report

Ade Onasanya and Janine Rudolph (Parental Partnership Coordinator)

1. Parental Partnership Hours Report – 1089hours logged
2. Fun Lunch - has had enough volunteers
3. Video editing – we will need the videos by the end of spring break to have the editing done by April
4. Request that if you need volunteers, please send email for date time and number of people you need for the event.
5. Report from Superintendent – looks like some of the volunteer hours from the beginning of the year may have been wiped out.
6. ASC discussion – they may be stopping the volunteering hours. Parent partnership is foundational to our community. If it is not measured how can we know how much our parental partnership is achieving?

17. Communication Coordinator Report

Marina Lakhani (Communication Coordinator)

1. Newsletter
2. Poll for Fun Lunch – create survey
3. Poll for Fresh Food Friday
4. Invite for skating - put on skate size and if helmets are needed Made an Eventbrite and will tweak it for next week (Monday, Jan 30th)
5. Putting in Fundraisers for Spirit Wear and Purdy's

18. Chair Report

Andrew Chu (Vice-Chair)

1. The Association of FFCA School Councils (ASC) – bylaws did pass, suggestion brought up for a hybrid model to boost attendance, honey fundraiser, cookie dough fundraiser, west jet raffle without going through Society, NEE Cedar's Deli and Coco Brooks, Seniors Secret Santa, Spirit Wear,
 1. Food Bank Drive -
 2. Community Fund Proposal
 3. ASCE Grant Expenditure Ideas
 - o Network Security(Janine/Kyle) – trying to get something from a vendor, what was the interest amongst the group? For pay service is pricey – Would they be offering tips AND products, tools that are recommended, OPENDNS – has used to secure home network – teach you how to secure your home network.

1. Screentime/Online Safety for children
2. Healthy Habits (sleep, nutrition, physical activity)
3. How to be assertive and set boundaries (for parents and students)
4. Tips/Strategies for reading with your children (M. Bence and M. Ramsey) – Availability and costs – Shawna will look at.

Andrew can bring this to ASC once he has more details for both the Network Security and the Reading strategies. If the amount goes over we can go in with another campus . We have \$7000 to spend with the pooled money.

2. The Alberta School Councils Association (ASCA) –
 1. Call for Advocacy Resolutions due January 27th, 2023:
<https://www.albertaschoolcouncils.ca/public/download/files/220289>
 2. Hybrid AGM – Let Andrew know if you want to attend in Edmonton.
 3. Will have the agenda soon.

19. Other Items

Andrew Chu (Vice-Chair)

1. 2022/2023 Goals and Work Plan
 1. Draft Goals
 1. **Collectively contribute 20 hours x 237 families (4740 hours) by April 30th, 2023**
 1. Parental Partnership Goal Event?
 1. Mini Carnival (Salina)
 2. **Other Ideas?**
 2. “Annually, school councils should establish local priorities aligned with the grant purpose that the funds will support “
 - Network security
 - Reading strategies
 3. Explanatory Videos and Tutorials
 1. What Is School Council?
 2. Recruitment Video
 3. Policy 18 Parental Partnership and Logging Volunteer Hours
 4. Bring a Friend to Council
2. Action Items for Next Meeting
 - See 2022/2023 School Council - NWE Action Items - Deck - FFCA Parent Community (ffca-parent.com)
3. Closing Comments

Mahira moves to enter closed session at 9:04pm without Staff. Andrew Seconds. Motion Carried

Mahira moves to exit closed session. Andrew Seconds. Motion Carried

Meeting Adjourned 9:16PM

NWE Family Skate Survey (responses)

How would you rate the NWE Family Skate Event?

★ ★ ★ ★ ★
★ ★ ★ ★ ★
★ ★ ★ ★ ★
★ ★ ★ ★ ★
★ ★ ★ ★ ★

Would you like to see the NWE Family Skate happen again?

Yes, at the same time of year
Yes, at the same time of year
Yes, at the same time of year
Yes, at the same time of year
Yes, at the same time of year

What other times of the year would you like to see a Family Skate Event?

More times! please :)
Anytime
Spring break

How could the event be improved if it were to happen again?

More signage / map to get to the arena.
Establish a safety process.
Better direction on what ice rink as there were a lot of people lost

If you have suggestions for another event hosted by NWE School Council, please fill out the box below.

Leave any other comments here:

Everything was great. Thank you!

From: Michelle Bence
Sent: Friday, January 27, 2023 7:24 PM
To: Shawna Drummond
Cc: Miriam Ramzy
Subject: RE: Parent Literacy Session

Hello Shawna,

It is wonderful to hear from you. We hope that all is going well with the FFCA schools.

We have been doing quite a few parent sessions around supporting literacy at home. We can present to a K-Gr. 4 parent audience. However, we have found more success in breaking the session into two. One session targets parents of K-Grade 2 students whose children are in the beginning reading stages and supporting those early readers. This session discusses topics such as,

- what are the best ways to support my child's early literacy skills,
- the importance of simple language play,
- power of speaking and developing a home language
- early writing opportunities,
- different approaches to reading with your child,
- and how to best support/prompt your child when they are just learning to read.

A different session targets parents of Gr. 2-6 and presents information on how to support those striving readers. In this session, we discuss,

- how to encourage and prompt your developing and striving readers,
- the importance of continuing to read to your child,
- how to support your child's vocabulary development,
- the power of speaking a home language,
- and key activities that support the development of reading comprehension.

We have found that offering 60-minute sessions are the sweet spot in terms of length for parents. If possible, we love to leave about 15 minutes for parent questions. We can work with your school to address your needs. We can also deliver this in person or virtually.

Typically, we charge \$250 for a 60-minute session.

Please let us know if you think either of these sessions or some combination may fit your parent's needs.

Thanks,

Michelle & Miriam

Layers of Literacy

PASSIONATE ABOUT LITERACY

www.layersofliteracy.com

Alberta School Councils



Delta Marriott Edmonton South



Conference and Annual General Meeting

Providing development sessions, information sharing and resources for the school community, the event offers opportunity to engage in provincial education and network with others on school council.

The 2023 event will bring school councils in Alberta back together again, to CONNECT, in person. With shared experiences, challenges and growth, a fresh appreciation for community is anticipated. Celebrating the work of school councils to benefit student success, sessions will offer elements of wellbeing, resilience, school culture, inclusion, learning equity, curriculum, and honouring family.

The event is presented over three days, starting Friday afternoon, all day Saturday and Sunday, with options to purchase event passes or individual event tickets.

Attendees include parents, teachers, community members, students, trustees, principals, superintendents, government, and education organizations personnel.

Two pre-conference session workshops are offered on Friday starting at 12:00 pm for Fundraising Associations.

Saturday sessions, keynotes, and an evening banquet are presented prior to the Sunday business meeting and election of the ASCA Board of Directors.

Vendors with products, services and resources relevant to schools, communities and fundraising associations will be exhibiting. The Trade Fair operates Friday from 4 pm to 7 pm, as well as Saturday until 4 pm. Prizes are available to be won, by entering draws and contest activities.

Delta Marriott Edmonton South Conference Centre

4404 Gateway Boulevard
Edmonton AB T6H 5C2

Conference room rate is \$150 + tax for single/double occupancy.

Reserve before March 31, 2023.

Contact the hotel directly for reservations in the [Alberta School Councils group booking](#).

Phone 780.434.6415 or toll free 1.800.268.1133 [Website](#)

Visit www.albertaschoolcouncils.ca for schedule details and registration information.



Providing development sessions, information sharing and resources for the school community, the event offers opportunity to engage in Education and network with school council members from across Alberta.

The 2023 event will bring school councils in Alberta back together again, to CONNECT, in person. With shared experiences, challenges and growth, a fresh appreciation for community is anticipated. Celebrating the work of school councils to benefit student success, sessions will offer elements of wellbeing, resilience, school culture, inclusion, learning equity, curriculum, and honouring family.

The event is presented over three days, starting Friday afternoon, all day Saturday and Sunday, with options to purchase event passes or individual event tickets.

Two pre-conference session workshops are offered on Friday starting at 12:00 pm and 2:00 pm.

Vendors with products, services and resources relevant to schools, communities and fundraising associations will be exhibiting. The Trade Fair operates Friday from 4 pm to 7 pm, as well as Saturday until 4 pm. Prizes are available to be won, with contest activities.

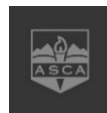
Saturday sessions, keynotes, and an evening banquet are presented prior to the Sunday business meeting and election of the ASCA Board of Directors.

EVENT SCHEDULE AT A GLANCE*

Friday April 21	
12:00 pm - 1:30 pm	Pre-session A
2:00 pm - 4:30 pm	Pre-session B
2:00 pm - 7:00 pm	Check-in
4:00 pm - 7:00 pm	Trade Fair
7:00 pm - 9:00 pm	Welcome Social Mixer
Saturday April 22	
7:00 am	Check-in, Breakfast
7:45 am	Opening Greetings
8:15 am - 8:45 am	Plenary Presentation
9:00 am - 10:00 am	Breakout Sessions
10:00 am	Trade Fair & Refreshments
10:45 am	Keynote Speaker
11:30 am	Networking & Trade Fair
12:00 pm	Lunch
12:30 pm	Plenary Presentation
1:30 pm - 2:40 pm	Breakout Sessions
2:45 pm	Trade Fair & Refreshments
3:30 pm - 4:45 pm	Breakout Sessions
6:00 pm - 9:00 pm	Candidates Meet 'n Greet, Banquet Dinner
Sunday April 23	
8:00 am - 9:00 am	Check-in, Breakfast
9:00 am - 12:00 pm	Meeting, Elections
12:00 - 12:45 pm	Lunch
12:45 pm - 4:00 pm	Meeting, Elections

***NOTE - schedule may be subject to change**

2023 Annual General Meeting (AGM)
Sunday April 23, 2023. 8:00 am – 4:00 pm
In-Person and Zoom ONLINE Meeting



**Alberta
School Councils' Association**
Promoting parent engagement in public education

Electronic voting only. All voting delegates must have an internet connected device in order to vote.

CREDENTIAL VOTING FORM

This form must be completed, signed by the CHAIR, and submitted for each ASCA Member School Council designating a parent representative (voting delegate) to attend and vote on its behalf at the AGM. **Voting delegates MUST register for the AGM.**

Return this form by email to parents@albertaschoolcouncils.ca or via fax at 1-780-455-0167, **before 5:00 pm on April 13, 2023.**

School Council Name:		School District/Division
School Council Address:		Town/City
One VOTING KEY will be sent to the email provided for the voting delegate on this form.		
VOTING DELEGATE: Parent Designate Name:		Position on School Council:
Email:		Phone:
Will your Voting Delegate carry <i>Proxy Votes</i> for other ASCA Member School Councils? Yes____ No____ In the ElectionBuddy voting software, Proxy voters are not required to manage additional devices for proxy voting. Proxy voting will be managed within one access key for all votes, on one device.		
Authorization: Name (please print):		Authorization must be from the School Council CHAIR
Email:		Phone:
Signature: (Equivalent as printed)	(must be signed by the Chair)	

ElectionBuddy – a secure, online voting software will be utilized for all voting. *All Voting Delegates use an access key issued to them via email (as provided above) after the start of the meeting.*

Please ensure the EMAIL address and phone number for the Voting Delegate are **ACCURATE** and **legible**.

NOTE: Virtual Voting Delegates are required to manage two browser windows on their device throughout the meeting – one for the Zoom platform, and one for the ElectionBuddy platform.

Additional members from the school council are encouraged to register and attend the meeting.

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Financial Statements

For The Year Ended June 30, 2022

INDEPENDENT AUDITORS' REPORT

To the Directors of Alberta School Councils' Association

Opinion

We have audited the financial statements of Alberta School Councils' Association (the Association), which comprise the statement of financial position as at June 30, 2022, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at June 30, 2022, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

(continues)



Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta
August 24, 2022

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Statement of Financial Position****As At June 30, 2022**

	2022	2021
ASSETS		
CURRENT		
Cash and cash equivalents (Note 2)	\$ 286,681	\$ 422,309
Receivables (Note 3)	17,561	22,094
Prepaid expenses	5,881	12,973
	<u>310,123</u>	<u>457,376</u>
TANGIBLE CAPITAL ASSETS (Note 4)	<u>1,129</u>	<u>1,601</u>
	<u>\$ 311,252</u>	<u>\$ 458,977</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 37,777	\$ 44,625
Deferred fees	90,533	59,400
Deferred contributions (Note 5)	5,207	-
	<u>133,517</u>	<u>104,025</u>
CALLABLE DEBT (Note 6)	<u>40,000</u>	<u>40,000</u>
	<u>173,517</u>	<u>144,025</u>
NET ASSETS		
Unrestricted net assets	136,606	163,351
Internally restricted net assets (Note 7)	-	150,000
Invested in tangible capital assets	1,129	1,601
	<u>137,735</u>	<u>314,952</u>
	<u>\$ 311,252</u>	<u>\$ 458,977</u>

ON BEHALF OF THE BOARD:

Brandi Rai
Board President

Wendy Keiver
Executive Director

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Statement of Operations****For The Year Ended June 30, 2022**

	2022	2021
REVENUE		
Membership fees	\$ 127,425	\$ 85,670
Sponsorships and donations	53,597	1,824
Fees for service	42,417	3,312
Parent Conference fees	32,994	44,665
Government of Alberta grant (<i>Note 5</i>)	9,793	203,007
Government of Canada - Canada Summer Jobs grant	5,574	-
Other	4,758	1,078
Interest	4,035	2,786
Annual General Meeting	1,990	2,820
	<u>282,583</u>	<u>345,162</u>
EXPENSES		
Salaries, wages and benefits	274,168	422,157
General and administrative expenses (<i>Schedule 1</i>)	101,473	70,162
Services	49,074	78,553
Parent conference	20,085	20,103
Communications and marketing	10,961	6,476
Annual General Meeting	8,742	10,134
Advocacy and representation	5,521	1,280
Board expenses (<i>Schedule 2</i>)	1,850	7,560
Amortization	472	495
	<u>472,346</u>	<u>616,920</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES BEFORE OTHER INCOME	(189,763)	(271,758)
OTHER INCOME		
Government assistance (<i>Note 8</i>)	12,546	135,049
DEFICIENCY OF REVENUE OVER EXPENSES	\$ (177,217)	\$ (136,709)

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION
Statement of Changes in Net Assets
For The Year Ended June 30, 2022

	Unrestricted Net Assets	Internally Restricted Net Assets (Note 6)	Invested in Tangible Capital Assets	2022	2021
NET ASSETS - BEGINNING OF YEAR	\$ 163,351	\$ 150,000	\$ 1,601	\$ 314,952	\$ 451,661
Excess (deficiency) of revenue over expenses	(177,217)	-	-	(177,217)	(136,709)
Amortization of tangible capital assets	472	-	(472)	-	-
Transfers	150,000	(150,000)	-	-	-
NET ASSETS - END OF YEAR	\$ 136,606	\$ -	\$ 1,129	\$ 137,735	\$ 314,952

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Statement of Cash Flows****For The Year Ended June 30, 2022**

	2022	2021
OPERATING ACTIVITIES		
Deficiency of revenue over expenses	\$ (177,217)	\$ (136,709)
Items not affecting cash:		
Amortization of tangible capital assets	472	495
Government assistance (Note 8)	-	(20,000)
	<u>(176,745)</u>	<u>(156,214)</u>
Changes in non-cash working capital:		
Receivables	4,533	(10,462)
Accounts payable and accrued liabilities	(6,848)	(24,794)
Deferred membership fees revenue	31,133	45,878
Deferred contributions	5,207	(33,380)
Prepaid expenses	7,092	6,504
	<u>41,117</u>	<u>(16,254)</u>
	<u>(135,628)</u>	<u>(172,468)</u>
INVESTING ACTIVITY		
Investments redeemed	-	100,000
FINANCING ACTIVITY		
Proceeds from callable debt	-	60,000
DECREASE IN CASH FLOW	(135,628)	(12,468)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>422,309</u>	<u>434,777</u>
CASH AND CASH EQUIVALENTS - END OF YEAR (Note 2)	<u>\$ 286,681</u>	<u>\$ 422,309</u>

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Notes to Financial Statements

For the Year Ended June 30, 2022

PURPOSE OF THE ASSOCIATION

The Alberta School Councils' Association (the "Association") is a not-for-profit organization incorporated under the *Societies Act* of the Province of Alberta. The Association's mission is to serve as a voice for parents and families committed to publicly funded education. The organization received registered charity status effective July 20, 2004. As a registered charity the Association is exempt from the payment of income tax under Section 149(1) of the *Income Tax Act*.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Revenue recognition

The Association follows the deferral method of accounting for contributions, which include donations and government grants. Restricted contributions are recognized as revenue during the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership and parent conference fee revenue are recognized in the period it relates to. Memberships are for a one-year period.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred.

Cash and cash equivalents

Cash and cash equivalent investments include items that are readily convertible to known amounts of cash, are subject to an insignificant risk of change in value, have a maturity of six months or less at acquisition, and are held for the purpose of meeting short-term cash commitments rather than for investing.

Tangible capital assets

Tangible capital assets are recorded at cost less accumulated amortization. Contributed tangible capital assets are recorded at fair value at the date of contribution. When a tangible capital asset no longer contributes to the Association's ability to provide services or the value of future economic benefits associated with the tangible capital asset is less than its net book value, the carrying value of the tangible capital asset is reduced to reflect the decline in the asset's value.

Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Computer equipment	5 years	straight-line method
Computer software	5 years	straight-line method
Furniture and fixtures	5 years	straight-line method

The Association regularly reviews its tangible capital assets to eliminate obsolete items.

(continues)

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Notes to Financial Statements

For the Year Ended June 30, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Financial instruments

Measurement of financial instruments

The Association initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instruments.

The Association subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash and cash equivalents and receivables

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

The Association has no financial assets or liabilities measured at fair value.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Measurement uncertainty

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the recorded amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management's estimates include the useful lives of tangible capital assets and the corresponding rates of amortization and the amount of accrued liabilities. All estimates are reviewed periodically and adjustments are made to the statements of operations as appropriate in the year they become known.

2. CASH AND CASH EQUIVALENTS

	2022	2021
Savings account	\$ 150,188	\$ 200,035
Operating account	86,230	72,089
Guaranteed Investment Certificate	50,118	150,040
Petty cash	145	145
	<u>\$ 286,681</u>	<u>\$ 422,309</u>

Guaranteed Investment Certificate bearing interest at 0.50% maturing in December 2022.

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Notes to Financial Statements****For the Year Ended June 30, 2022****3. RECEIVABLES**

	2022	2021
Trade and other	\$ 13,129	\$ 13,604
Goods and Services Tax	4,301	2,638
Accrued interest	131	5,852
	\$ 17,561	\$ 22,094

4. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Computer equipment	\$ 46,780	\$ 46,020	\$ 760	\$ 1,140
Computer software	2,745	2,376	369	461
Furniture and fixtures	3,028	3,028	-	-
	\$ 52,553	\$ 51,424	\$ 1,129	\$ 1,601

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Notes to Financial Statements****For the Year Ended June 30, 2022****5. DEFERRED CONTRIBUTIONS**

Deferred contributions represent unspent resources externally restricted for operating expenses that are related to the subsequent period. Changes in the deferred contributions balance are as follows:

	<u>2022</u>	<u>2021</u>
Balance, Beginning of Year	\$ -	\$ 33,380
Add:		
Government of Alberta grant - COVID survey grant	15,000	-
Government of Alberta grant - Operating grant	-	170,000
Less:		
Government of Alberta grant revenues recognized to fund expenses during the year	(9,793)	(203,007)
Xerox Canada - shining student award donated	-	(373)
	<u>\$ 5,207</u>	<u>\$ -</u>

Deferred contributions are comprised of the following:

Government of Alberta grant - COVID survey grant	<u>\$ 5,207</u>	<u>\$ -</u>
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6. CALLABLE DEBT

	<u>2022</u>	<u>2021</u>
Canadian Emergency Business Account interest-free loan. Interest only payments are required monthly commencing January 31, 2024 at a rate of 5% if the loan is not repaid by December 31, 2023. The principal amount of the loan must be repaid by December 31, 2026. A portion of the \$60,000 loan, up to \$20,000, will be forgiven if the Association meets certain terms of the loan and the loan is repaid by December 31, 2023.	\$ 40,000	\$ 40,000
Amounts payable within one year	-	-
	<u>\$ 40,000</u>	<u>\$ 40,000</u>

7. INTERNALLY RESTRICTED NET ASSETS

	2021	Additions	Deletions	2022
Operations reserve	\$ 150,000	\$ -	\$ 150,000	\$ -
	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>

The Operations Reserve consists of funds designated for the Association's future general operations.

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Notes to Financial Statements

For the Year Ended June 30, 2022

8. GOVERNMENT ASSISTANCE

Due to a decrease in revenue as a result of COVID-19, the Association received the Canada Emergency Wage Subsidy (CEWS) during the 2022 and 2021 fiscal years. The Association also accessed the Canada Emergency Business Account and recognized the \$20,000 forgivable portion of the loan in government assistance revenue (Note 6).

9. FINANCIAL INSTRUMENTS

The Association is not exposed to significant interest, credit, market, currency or other price risk through its financial instruments. The following analysis provides information about the Association's risk exposure and concentration as of June 30, 2022.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its receipt of funds from the Ministry of Education, Government of Alberta and other related sources, and accounts payable and accrued liabilities.

The Association mitigates this risk by monitoring cash activities and expected outflows through budgeting and maintaining investments that may be converted to cash in the near-term if unexpected cash outflows arise.

ALBERTA SCHOOL COUNCILS' ASSOCIATION
Schedule of General and Administrative Expenses
For The Year Ended June 30, 2022

(Schedule 1)

	2022	2021
Consulting fees	\$ 61,464	\$ -
Contract bookkeeping	8,774	8,945
Computer technical support	8,451	12,463
Professional fees	7,215	11,089
Insurance	7,153	4,988
Telephone	2,696	2,759
Information technology	2,279	856
Memberships	1,317	310
Administrative fees	1,043	1,327
Optimal fees and other	457	1,260
Office supplies	384	3,625
Bank charges	210	174
Postage	30	463
Printing	-	369
Office lease	-	20,056
Staff development	-	1,012
Computer maintenance	-	466
	\$ 101,473	\$ 70,162

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Schedule of Board Expenses****(Schedule 2)****For The Year Ended June 30, 2022**

	2022	2021
Virtual venue	\$ 1,491	\$ 1,707
Professional fees and development	359	2,685
Meals	-	925
Miscellaneous	-	246
Board recognition	-	834
Travel	-	82
Awards	-	1,081
	\$ 1,850	\$ 7,560

The accompanying notes are an integral part of these financial statements.



2022 Alberta School Councils' Association (ASCA) ANNUAL GENERAL MEETING MINUTES

CALL TO ORDER

The meeting was called to order at 8:45 a.m. by the Chair of the AGM, President Brandi Rai.

TERRITORY ACKNOWLEDGEMENT

Vice President Shelley Odishaw provided the following Territory Acknowledgement:

As we start this meeting, I would like to acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently included in Treaties 6, 7, and 8. We acknowledge the many First Nations, Métis and Inuit who have lived on and cared for these lands for generations. We are grateful for the traditional Knowledge Keepers and Elders; past, present, and emerging. We make this acknowledgement as an act of reconciliation and gratitude to those whose territory we reside on or are visiting. I am striving, in the spirit of the Treaties, to keep this a place of trust, friendship and promise.

NATIONAL ANTHEM

The National Anthem was broadcast at 8:51 a.m.

PRESIDENT'S ADDRESS

ASCA Member School Councils, guests, and observers:

It is my pleasure to provide you with a brief written summary of the past year at Alberta School Councils' Association (ASCA).

For many parents across our province, it was another year of uncertainty. We experienced another year of a global pandemic which continued to disrupt our lives and our children's education journeys. We also experienced the compassion of our communities as we continued to support our schools, our children, and our families.

ASCA also experienced uncertainty and disruption while we waited for another grant refusal from Alberta Education, which we received in November of 2021. Throughout this past year, your Board has worked diligently to shift resources to priority focus areas, reduce expenditures, and keep the Vision and Mission of our Association at the forefront of all the choices we make. We have shifted the way we offer some services, we have shifted the way members access resources, and we have worked to diversify revenue streams.

We believe that ASCA is relevant, sustainable, autonomous, and needed, especially in uncertain times in education. The support we offer school council members and communities as they fulfill their legislated roles is valuable and crucial so that they are empowered to be the local advocates that their students need. The advocacy we offer on behalf of our Member School Councils is vital to shaping an education system that supports all students, is equitable for all students, and recognizes the individual merits of all students. We represent our Members' voices through ASCA's Advocacy Policies with care and continuity. Whether it's been about Covid, curriculum, funding, class sizes, supports, strains in the system, or equity for students, we have held the proverbial line and will continue to do so. Our Executive Director has worked diligently and tirelessly alongside our Board to do the right things, for the right reasons, in the face of challenges because we are all dedicated to parent voice in education.

Here we are this weekend, and while connection looks different again because we are virtual again, this connection to each other and to the work of school councils is just as valid and just as needed as it is any other year. As ASCA moves forward from two years of significant hardship, we move forward with each of you. From every ASCA Director to each of the people we contract or employ, to those parents, guardians, teachers, trustees, and superintendents present here today, and to those who were unable to attend and are working diligently in their communities to make a difference – we are moving forward, one foot in front of the other, together.



ASCA knows the importance and power of parental voice in education through school councils. The education and empowerment of school councils across our province is meaningful work and necessary because we know the engagement of parents in the education system is vital for student success. We are grateful for the local support and advocacy that school councils offer their communities. Additionally, we are grateful for the Members and observers who have joined us for our Conference and AGM; your empowerment and voice are needed and invaluable.

After presenting her address, President Rai acknowledged and thanked the work of staff towards the organization and running of the AGM.

TEST VOTE

Motion that future ASCA General Meetings be preceded with a fully catered hot breakfast buffet.

Moved: Penhold Crossing Secondary School Council of The Chinook's Edge School Division, Ridehl Wilson voting delegate / T. D. Baker School Council of The Edmonton School Division, Tammy Farkes voting delegate

CARRIED

CREDENTIALS REPORT

222 votes were in attendance represented by 171 voting delegates holding 51 proxy votes. 43 voting delegates need be in attendance for quorum to be met. (Appendix A)

Motion that the Credentials Report be adopted as presented.

CARRIED BY UNANIMOUS CONSENT

2022 AGM STANDING RULES

1. **Login.** Each person attending the Virtual Annual General Meeting (AGM) shall sign in using their proper first and last name and use the **Chat Window** to identify the school council, community, location, school division or education organization they are representing. (i.e.: *École Dickinsfield School Council, EPSB or Trustee, High Prairie SD*)
2. **Technical requirements and malfunctions.** Each Voting Delegate (and AGM attendee) is responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a Voting Delegate's (or AGM attendee's) individual connection prevented participation in the meeting.
3. **Forced disconnections.** The chair may cause or direct the disconnection or muting of an attendee's connection if it is causing undue interference with the meeting.
4. **Quorum.** The presence of quorum shall be established by the Credentials Report and announced by the Chair. Thereafter the continued presence of a quorum shall be presumed unless the tech team notifies the Chair of the lack of a quorum.
5. **Voting Delegates.** Voting Delegates are Parents authorized by ASCA Member School Councils (as per Bylaw 3.44) who have submitted their signed Credential or Proxy Voting Form prior to the deadline required by ASCA.
6. **Election Buddy.** Voting Delegates shall cast a vote using the Election Buddy digital voting platform unless otherwise directed by the Chair. Voting Delegates from ASCA Member School Councils are required to keep secure and confidential the unique Voting Access Key issued to them by Election Buddy.
7. **Unanimous Consent.** Unanimous consent (informal vote) may be used as deemed appropriate by the Chair. A Voting Delegate may object to Unanimous Consent by typing the school council, community, location or school division and the word "**Object**" in the **Chat Window**. If there is an objection, a formal vote will be taken.
8. **Assignment of the floor.** Only a Voting Delegate may move or second any motion or resolution by indicating – in the **Chat Window** – the name of the School Council they are representing and its location or school division (i.e.: *Delwood School Council, Edmonton Public, moves; Fultonvale School Council, EIPS, seconds*). After a motion or resolution is moved, seconded, and stated by the Chair, the Voting Delegate who made the motion may, upon recognition by the Chair, speak to the motion or resolution or invite



another parent representative from his/her school council to speak on his/her behalf, for a **maximum of three (3) minutes**.

9. **Motions submitted in writing.** Any amendments or motions not already in writing in the AGM package must **first** be submitted **in writing** through the **Chat Window** using the format indicated in #8 above and be seconded in the same manner. Upon recognition by the Chair, the Voting Delegate may speak to the amendment or new motion.
10. **Substantive motions** or resolutions are main motions which introduce a new subject for discussion and action. Resolutions require a mover and a seconder. **Discussion for Substantive Motions will be limited to 30 minutes.**
11. **Procedural motions**, such as secondary motions, offer different approaches to consider during the discussion of a pending main motion (or substantive motion or resolution). If a procedural motion is debatable, such as an amendment, **discussion will be limited to 10 minutes.**
12. **Interrupting motions.** Interrupting motions, if deemed urgent and related to the immediately pending motion, may be made. To use an interrupting motion, a Voting Delegate shall type into the **Chat Window**, the appropriate interrupting motion followed by the question or the rule that is breached:
 - **"Parliamentary Inquiry"** (to ask a question on parliamentary procedure); or
 - **"Request for Information"** (to request urgent, germane information); or
 - **"Point of Order"** (to state a breach in the rules);and thereafter wait a reasonable time for the Chair's instructions.

No other motions will be allowed to interrupt. The Moderator or a tech team member will assist the Chair to ensure interrupting motions are promptly addressed. After recognition from the Chair, the Voting Delegate or parent representative shall state the name of their School Council and its location, and their full name, before speaking to their interrupting motion.
13. **Division of a Question.** If a motion contains two or more parts capable of standing as separate questions, the assembly may vote to treat each part separately by a motion for **Division of a Question** which shall require a second, is not debatable, is amendable, and requires a majority vote (or unanimous consent).
14. **Emergent Resolutions** introduced at the AGM must be first approved to be **added to the Agenda** by at least two-thirds (66 ⅔%) of the Voting Delegates. To introduce the resolution, the **specific wording must first be provided in writing** in the **Chat Window** by a Voting Delegate only. When recognized by the Chair, the Voting Delegate may make a motion to amend the Agenda by adding the resolution. If the motion is seconded, and after the Chair states the question on whether to add to the agenda, the maker of the motion may speak only to **the need to consider** the Emergent Resolution prior to the vote to add the resolution to the agenda for consideration.
15. **Extraordinary Resolutions** arising as a result of the business conducted at the AGM must be first approved to be **added to the Agenda** by at least seventy-five (75%) of the Voting Delegates. To introduce the resolution, the **specific wording must first be provided in writing** in the **Chat Window** by a Voting Delegate only. Upon recognition by the Chair, the Voting Delegate may make a motion to amend the Agenda by adding the resolution. If the motion is seconded, and after the Chair states the question on whether to add to the agenda, the maker of the motion may speak only to **the need to consider** the Emergent Resolution prior to the vote to add the resolution to the agenda for consideration.
16. **Chat Window.** The **Chat Window** shall be used only to conduct business associated with the Annual General Meeting, unless otherwise directed. Improper use of the **Chat Window** may result in an attendee being removed from the AGM.
17. **Display of motions.** Main motions or resolutions, or the pertinent part of main motions, amendments, and other documents currently before the assembly, shall be displayed, to the extent feasible.
18. **Alternating the floor.** A Voting Delegate or parent representative who wishes to speak may indicate such by typing their School Council name, and location or division in the **Chat Window** and either **"speaking FOR"** or **"speaking AGAINST"** and wait to be recognized by the Chair. Voting Delegates and parent



representatives may **speak one time only** to any Resolution or motion for a **maximum of three (3) minutes**.

19. **Parent representatives.** Upon recognition by the Chair, and after properly identifying themselves as noted in Rule 18 above, parent representatives may ask questions during discussions or speak to any motion, but may not introduce motions or vote.
20. **Non-member or Observer.** Upon recognition by the Chair, and after properly identifying themselves as noted in Rule 18 above, a non-member or observer may ask for permission to address the Assembly. Permission will be granted at the discretion of the Chair, who may seek Approval by Unanimous Consent of the Assembly. When time is of the essence, Voting Delegates shall be given priority to speak before parent representatives, non-members or observers.
21. **No promotional materials.** No materials of any kind shall be distributed, sold, or displayed at or during the AGM, and no appeals for support or collections of any kind shall be made, without prior approval of the Alberta School Councils' Association President.
22. **Rules.** The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the meeting in all cases to which they are applicable and in which they are not inconsistent with the Bylaws of the Alberta School Councils' Association (ASCA) or these Standing Rules.

Chair Rai gave a brief description of the changes made to the rules (Appendix B) from previous years.

Motion that the Standing Rules be adopted as presented.

CARRIED BY UNANIMOUS CONSENT

APPOINTMENT OF PARLIAMENTARIAN

Motion that Diana Bacon be appointed as Parliamentarian.

CARRIED BY UNANIMOUS CONSENT

PARLIAMENTARIAN ADDRESS

Ms. Bacon addressed the assembly and gave an overview regarding virtual meeting protocols and etiquette.

APPOINTMENT OF THE MINUTES APPROVAL COMMITTEE

Motion that the ASCA Board of Directors be appointed as the Minutes Approval Committee.

CARRIED BY UNANIMOUS CONSENT

ADOPTION OF THE 2022 AGM AGENDA

Motion to adopt the 2022 AGM Agenda as presented.

There were no questions, objections, nor additions however rather than declare the motion carried by unanimous consent and because the previous vote-by-ballot had presented numerous problems with email addresses, the Chair directed the assembly to a vote to re-test the Election Buddy system.

CARRIED

APPROVAL OF THE 2021 AGM MINUTES

Motion to approve the proposed 2021 AGM Minutes.

CARRIED BY UNANIMOUS CONSENT

FINANCIAL REPORT

Directors Hobday and Bodell addressed the assembly with respect the following:

Audited Financial Statements (please refer to Appendix C)

Membership Fees (please refer to Appendix D)

Current Financial Realities (please refer to Appendix E)

Proposed 2022-23 Budget (please refer to Appendix F)



CHANGE TO AGENDA

Motion to move Updated Credentials Report to 12:45 (after lunch)

CARRIED BY UNANIMOUS CONSENT

NOMINATIONS AND ELECTIONS PROCESSES OVERVIEW

Chair yielded the floor to Nominations Coordinators, Directors Andi Romito and Melissa Smith, who gave a brief summary of the nomination and elections processes noting the bylaw change made last year to reduce the Board's size to a maximum of 10 Members (including the President and Vice President) and noting the current year's consequential election for only 3 Director positions.

CONFIRMATION AND AFFIRMATION OF NOMINATIONS FOR PRESIDENT AND VICE PRESIDENT

Confirmation and affirmation for the positions of President and Vice President were received, notice of the meeting of candidate eligibility was given, and nominees were afforded the opportunity to address the assembly.

BALLOT ELECTION OF PRESIDENT

Chair declared Brandi Rai elected to the position of President (179 votes cast).

BALLOT ELECTION OF VICE PRESIDENT

Chair declared Shelly Odishaw elected to the position of Vice President (169 votes cast).

UPDATED CREDENTIALS REPORT

206 votes were in attendance represented by 158 voting delegates holding 48 proxy votes. 40 voting delegates need be in attendance for quorum to be met.

Please refer to Appendix G for questions/discussion related to proposed resolutions.

ADMINISTRATIVE RESOLUTION A22-01

Motion that ASCA Advocacy Policy 12-02 be amended to read: That Alberta Education and Alberta Transportation collaborate to develop universally recognized signage and make this signage and other appropriate steps available to school boards to be placed at higher risk bus stops.

Moved: Isabel F. Cox School Council, The Prairie Rose School Division, Robyn Orthner voting delegate/Lord Beaverbrook School Council, The Calgary School Division, Jayne Benham voting delegate

CARRIED AS DEBATED AND AMENDED

ADVOCACY RESOLUTION P22-01

After explaining ASCA's Proposed Advocacy Resolution process, Directors Scott and Gerstner opened the floor to motions.

Motion that ASCA Advocacy Policy 20-02 be amended to read: That the Minister of Education extends the weighting of Diploma Exams at 10% while children's education is being affected by significant learning disruption.

Moved: George McDougall High School Council, The Rocky View School Division, Kelli Ellingson voting delegate/Hay Lakes School Council, The Battle River School Division, Charissa Scott voting delegate

CARRIED (DEBATED AND AMENDED)

CONFIRMATION AND AFFIRMATION OF NOMINATIONS FOR DIRECTORS (3)

Confirmation and affirmation for the position of Director were received, notice of the fulfillment of candidates' eligibility was given, and candidates were afforded the opportunity to address the assembly.

BALLOT ELECTION OF DIRECTORS

Chair declared Jacqui Vanderfluit and Richard Haggarty elected to the position of Director (275 votes received, 147 for Haggarty, 128 for Vanderfluit).



As there is now a vacant Director position on the Board due to only two candidates standing for the three open Director positions, Chair Rai reminded members that Bylaw 6.7 states in the event of a vacancy on the Board, the decision to fill the vacant position via a by-election or an appointment will be at the discretion of the Board. Governance Policy 2 will assist the Board with decisions regarding vacancies that occur.

ADVOCACY RESOLUTION P22-02

Motion that we request the Minister of Education

1. conduct a policy review of the current infrastructure maintenance funding formula to:
 - a) address the large deferred maintenance problem facing Alberta schools
 - b) ensure Alberta schools receive operations and maintenance funding that considers building needs and allows for efficient, ongoing maintenance of schools into the future
 - c) center the needs of students ensuring they have equitable access to safe and healthy schools that are well maintained
 - d) remove utilization rates as a factor in operation and maintenance fundingWe further request that the Minister of Education engage key stakeholders in the education system in the policy review including school boards, school councils, and teachers. We further request that the Minister of Education work with the municipal level of government to coordinate planning and ensure that building new and maintaining old schools are considered as communities grow and change
2. engage key stakeholders in the education system in the policy review including school boards, school councils, and teachers, and
3. work with the municipal level of government to coordinate planning and ensure that building new and maintaining old schools are considered as communities grow and change.

Moved: Sam Livingston School Council, The Calgary School Division, Cassandra Wyatt voting delegate/Prince of Wales Elementary School Council, The Calgary School Division, Jayne Benham voting delegate

CARRIED

ADVOCACY RESOLUTION P22-03

Motion that we request the Minister of Education

1. provide a full and public explanation for the decisions to de-fund ASCA and to create the Minister's Parent Advisory Group
2. initiate a full and broad consultation into the decision to defund ASCA
3. reconsider the function of the Minister's Parent Advisory Council, and
4. validate the important role of ASCA in supporting school councils by reinstating reasonable funding.

Moved: Gateway Christian School Council, The Red Deer School Division, Wendy Fath voting delegate/Forestburg School Council, The Battle River School Division, Whitney Badry voting delegate

CARRIED (DEBATED AND AMENDED)

2023 ADVOCACY RESOLUTIONS

Director Gerstner made a first call for proposed draft Advocacy Resolutions for AGM 2023.

ADJOURNMENT

President Rai declared the 2022 ASCA Annual General Meeting adjourned at 4:45 pm.

Brandi Rai

President
Brandi Rai

Wendy Keiver

Executive Director
Wendy Keiver



Appendix A – AGM 2022 Attendance

Alberta School Councils' Association
 Regular General Meeting
 April 24, 2022

Attendance Summary – Voting/Non-voting/Observer by Division

First Credentials Report Attendance – Voting (including by Proxy) – Total 222

Boyle School Council	Aspen View Public
Edwin Parr School Council	Aspen View Public
Thorhild Central School Council	Aspen View Public
Whispering Hills Primary School Council	Aspen View Public
Bashaw School Council	Battle River Public
Bawlf School Council	Battle River Public
Central High Sedgwick School Council	Battle River Public
Forestburg School Council	Battle River Public
Hay Lakes School Council	Battle River Public
Jack Stuart School Council - Proxy	Battle River Public
New Norway School Council - Proxy	Battle River Public
Sparling School Council	Battle River Public
Viking School Council - Proxy	Battle River Public
Calmar Elementary School Council - Proxy	Black Gold Public
Calmar Secondary School Council - Proxy	Black Gold Public
Ecole Beau Meadow School Council	Black Gold Public
Riverview Middle School Council	Black Gold Public
Divine Mercy School Council	Calgary Catholic
Ecole Holy Name School Council	Calgary Catholic
Father Doucet School Council	Calgary Catholic
Holy Spirit School Council	Calgary Catholic
Our Lady of the Assumption School Council	Calgary Catholic
Our Lady of Wisdom School Council - Proxy	Calgary Catholic
Our Lady Queen of Peace School Council - Proxy	Calgary Catholic
St. Albert the Great School Council	Calgary Catholic
St. Bede School Council	Calgary Catholic
St. Benedict School Council	Calgary Catholic
St. Bonaventure School Council	Calgary Catholic
St. Dominic School Council	Calgary Catholic
St. Francis High School Council - Proxy	Calgary Catholic
St. Helena School Council	Calgary Catholic
St. Isidore School Council	Calgary Catholic
St. James School Council	Calgary Catholic
St. John Henry Newman School Council	Calgary Catholic
St. Josephine School Council	Calgary Catholic



St. Jude School Council	Calgary Catholic
St. Margaret School Council - Proxy	Calgary Catholic
St. Maria Goretti School Council - Proxy	Calgary Catholic
St. Mary's High School Council	Calgary Catholic
St. Patrick School Council	Calgary Catholic
St. Pius X School Council	Calgary Catholic
St. Rose of Lima School Council	Calgary Catholic
St. Timothy School Council - Proxy	Calgary Catholic
St. Veronica School Council	Calgary Catholic
Collingwood School Council	Calgary Public
David Thompson School Council - Proxy	Calgary Public
Dr. E. P. Scarlett School Council - Proxy	Calgary Public
Dr. Martha Cohen School Council	Calgary Public
Ecole Chinook Park School Council - Proxy	Calgary Public
Janet Johnstone School Council	Calgary Public
Lord Beaverbrook High School Council - Proxy	Calgary Public
Mount View School Council	Calgary Public
Prince of Wales School Council	Calgary Public
Sam Livingston School Council	Calgary Public
Wilma Hansen Junior High School Council - Proxy	Calgary Public
FFCA Northeast Elementary School Council - Proxy	Charter
FFCA South High School Council - Proxy	Charter
FFCA Southeast Elementary School Council - Proxy	Charter
FFCA Southwest Elementary School Council	Charter
Foundations for the Future Northwest Elementary School Council	Charter
Foundations for the Future South Middle School Council	Charter
New Horizons Charter School Council - proxy	Charter
Suzuki Charter Society School Council	Charter
Valhalla School Council	Charter
Jessie Duncan School Council	Chinook's Edge Public
Penhold Crossing Secondary School Council - Proxy	Chinook's Edge Public
Penhold School Council	Chinook's Edge Public
River Valley School Council	Chinook's Edge Public
Spruce View School Council	Chinook's Edge Public
Western Canada High School Council	Chinook's Edge Public
Centre for Learning@Home School Council	Christ the Redeemer Catholic
Holy Spirit Academy School Council	Christ the Redeemer Catholic
St. Anthony School Council - Proxy	Christ the Redeemer Catholic
St. Mary's School Council	Christ the Redeemer Catholic
Archbishop O'Leary School Council	Edmonton Catholic
Austin O'Brien School Council	Edmonton Catholic



Holy Cross School Council	Edmonton Catholic
Monsignor Fee Otterson School Council	Edmonton Catholic
Our Lady of Mount Carmel School Council	Edmonton Catholic
Sir John Thompson School Council	Edmonton Catholic
St Lucy School Council	Edmonton Catholic
St. Benedict School Council	Edmonton Catholic
St. Jerome School Council	Edmonton Catholic
Centennial School Council	Edmonton Public
Crawford Plains School Council	Edmonton Public
Dunluce School Council	Edmonton Public
Ellerslie Campus School Council	Edmonton Public
Fraser School Council	Edmonton Public
McKernan School Council	Edmonton Public
R. I. Baker Middle School Council	Edmonton Public
Richard Secord School Council	Edmonton Public
Rio Terrace Elementary School Council	Edmonton Public
Ross Sheppard School Council	Edmonton Public
T. D. Baker School Council	Edmonton Public
Winterburn School Council	Edmonton Public
Madonna Catholic School Council	Elk Island Catholic
Archbishop Jordan Catholic High School Council	Elk Island Public
Bev Facey Community School Council - Proxy	Elk Island Public
Ecole Parc Elementaire School Council	Elk Island Public
Fultonvale Elementary/Jr High School Council - Proxy	Elk Island Public
Heritage Hills Elementary School Council	Elk Island Public
Kenneth Kearns School Council	Elk Island Public
Lamont Elementary School Council	Elk Island Public
Our Lady of Perpetual Help School Council	Elk Island Public
Pine Street Elementary School Council	Elk Island Public
Salisbury Composite School Council	Elk Island Public
Sherwood Heights Jr High School Council	Elk Island Public
Strathcona Christian Academy School Council	Elk Island Public
Vegreville Composite School Council	Elk Island Public
Westboro School Council	Elk Island Public
Millarville School Council	Foothills Public
Holy Trinity (FMCS D) School Council	Fort McMurray Catholic
Ecole Dickensfield School Council	Fort McMurray Public
Ecole McTavish Junior High School Council	Fort McMurray Public
Ecole St. Gerard School Council	Grande Prairie Public
Parkside Montessori School Council	Grande Prairie Public
Bertha Kennedy School Council	Greater St. Albert Catholic



Ecole Marie Poburan School Council - Proxy	Greater St. Albert Catholic
Ecole Secondaire Sainte Marguerite d'Youville School Council	Greater St. Albert Catholic
Legal School Council	Greater St. Albert Catholic
Neil M. Ross Catholic School Council	Greater St. Albert Catholic
Notre Dame School Council	Greater St. Albert Catholic
Richard S. Fowler Catholic Jr High School Council	Greater St. Albert Catholic
Vincent J. Maloney Catholic School Council	Greater St. Albert Catholic
C. J. Schurter School Council	High Prairie Public
E. G. Wahlstrom School Council	High Prairie Public
Ecole Routhier School Council	High Prairie Public
G. P. Vanier School Council	High Prairie Public
High Prairie Elementary School Council	High Prairie Public
Prairie River School Council	High Prairie Public
Pratt School Council	High Prairie Public
Roland Michener Secondary School Council	High Prairie Public
Catholic Central High School Council	Holy Spirit Catholic
Children of St. Martha School Council	Holy Spirit Catholic
Barnwell School Council	Horizon Public
Milk River Elementary School Council	Horizon Public
W. R. Myers School Council	Horizon Public
Ecole Dr. Bernard Brosseau School Council	Lakeland Catholic
Ecole Notre Dame Elementary School Council	Lakeland Catholic
Light of Christ School Council	Lakeland Catholic
St. Dominic Elementary School Council	Lakeland Catholic
Ecole Agnes Davidson School Council	Lethbridge Public
Fleetwood Bowden School Council – Proxy	Lethbridge Public
G. S. Lakie Middle School Council – Proxy	Lethbridge Public
Gilbert Paterson Middle School Council - Proxy	Lethbridge Public
Lethbridge Christian School Council – Proxy	Lethbridge Public
Lethbridge Collegiate School Council	Lethbridge Public
Wilson Middle School Council	Lethbridge Public
Winston Churchill High School Council	Lethbridge Public
Canyon School Council – Proxy	Livingstone Range Public
Granum School Council – Proxy	Livingstone Range Public
J. T. Foster High School Council	Livingstone Range Public
Stavely School Council	Livingstone Range Public
W. A. Day Elementary School Council	Livingstone Range Public
Willow Creek Composite High School Council	Livingstone Range Public
Crescent Heights High School Council	Medicine Hat Public
River Heights Elementary School Council	Medicine Hat Public
Elmer Elson Elementary School Council	Northern Gateway Public



Onoway Jr/Sr High School Council	Northern Gateway Public
Oscar Adolphson School Council	Northern Gateway Public
Pat Hardy Primary School Council	Northern Gateway Public
Art Smith Aviation Academy School Council	Northern Lights Public
Ecole Plamondon School Council	Northland Public
Ecole Broxton Park School Council	Parkland Public
Graminia School Council - Proxy	Parkland Public
Greystone Centennial Middle School Council	Parkland Public
Millgrove School Council - Proxy	Parkland Public
Parkland Village School Council - Proxy	Parkland Public
Prescott Learning Centre School Council	Parkland Public
Spruce Grove Composite School Council	Parkland Public
Stony Plain Central School Council	Parkland Public
Woodhaven Middle School Council	Parkland Public
E. E. Oliver Elementary School Council	Peace River Public
Eagle Butte School Council - Proxy	Peace River Public
Isabel F. Cox School Council	Peace River Public
Margaret Wooding School Council - Proxy	Peace River Public
Parkside School Council - Proxy	Peace River Public
Warren Peers School Council - Proxy	Peace River Public
Bow Island Elementary School Council	Prairie Rose Public
Gershaw School Council - Proxy	Prairie Rose Public
Eastview Middle School Council	Red Deer Public
Ecole Barrie Wilson School Council	Red Deer Public
Gateway Christian School Central Campus School Council	Red Deer Public
Hunting Hills School Council - Proxy	Red Deer Public
Mountview Elementary School Council	Red Deer Public
Normandeau School Council	Red Deer Public
Crossfield Elementary School Council	Rocky View Public
Ecole Airdrie Middle School Council	Rocky View Public
Ecole Edwards Elementary School Council - Proxy	Rocky View Public
Ecole Manachaban Middle School Council	Rocky View Public
George McDougall High School Council	Rocky View Public
Glenbow Elementary School Council	Rocky View Public
Herons Crossing School Council	Rocky View Public
RVS Online Elementary/Middle School Council	Rocky View Public
Sarah Thompson School Council	Rocky View Public
Ecole Sir George Simpson School Council	St. Albert Public
Joseph M. Demko School Council	St. Albert Public
Leo Nickerson Elementary School Council	St. Albert Public
Muriel Martin Elementary School Council	St. Albert Public



Holy Trinity Academy	St. Thomas Aquinas
Sacred Heart	St. Thomas Aquinas
St. Augustine	St. Thomas Aquinas
Four Winds School Council	Sturgeon Public
Gibbons School Council	Sturgeon Public
Guthrie School Council School Council	Sturgeon Public
Landing Trail School Council	Sturgeon Public
Lillian Schick School Council - Proxy	Sturgeon Public
Morinville Public School Council	Sturgeon Public
Namao School Council	Sturgeon Public
Ochre Park School Council - Proxy	Sturgeon Public
Redwater School Council - Proxy	Sturgeon Public
Sturgeon Composite High School Council - Proxy	Sturgeon Public
Sturgeon Heights School Council - Proxy	Sturgeon Public
Magrath Elementary School Council	Westwind Public
Magrath High School Council	Westwind Public
Raymond Elementary School Council	Westwind Public
Westwind Alternate School Council	Westwind Public
Clear Vista School Council	Wetaskiwin Regional Public
Griffiths-Scott School Council	Wetaskiwin Regional Public
Queen Elizabeth School Council - Proxy	Wetaskiwin Regional Public
Winfield School Council - Proxy	Wetaskiwin Regional Public
Terrace Ridge School Council	Wolf Creek Public



Attendance – Non-Voting – Total 19

St. Dominic School Council	Calgary Catholic
St. Maria Goretti School Council	Calgary Catholic
Western Canada High School Council	Calgary Public
Western Canada High School Council	Calgary Public
FFCA South Middle Campus School Council	Charter
Spruce View School Council	Chinook's Edge Public
T. D. Baker School Council	Edmonton Public
Bev Facey Community School Council	Elk Island Public
Parkside Montessori School Council	Grande Prairie Public
High Prairie School Council	High Prairie Public
St. Paul Elementary School Council	Holy Spirit Catholic
St. Mary School Council	Living Waters Catholic
Crescent Heights School Council	Medicine Hat Public
Graminia School Council	Parkland Public
Fort Assiniboine School Council	Pembina Hills Public
Mountview Elementary School Council	Red Deer Public
Herons Crossing School Council	Rocky View Public
Sir George Simpson School Council	St. Albert Public
Ecole Notre Dame School Council	Lakeland Catholic

Attendance – Observing – Total 22

Pounce Support Services	Other
Lifetime Member	Lethbridge
Public School Boards' Association x 3	Education Organization
District/Central Office	Calgary Catholic
District/Central Office	Calgary Public
District/Central Office	Golden Hills Public
District/Central Office x 4	High Prairie Public
District/Central Office	Northern Lights Public
District/Central Office x 2	Peace River Public
District/Central Office	Red Deer Public
District/Central Office	St. Albert Public
District/Central Office	St. Paul Public
District/Central Office x 4	Wild Rose Public



Appendix B - Standing Rules significant changes

- 1) *For those of you who have attended an ASCA General Meeting in recent years, you may be familiar with our typical Rules of Order for each general meeting, and how they have been modified for a virtual setting. This year the rules are called Standing Rules which is the term used for conventions of delegates and which contain both parliamentary and non-parliamentary rules; whereas Special Rules of Order are only modified parliamentary rules. The rules adopted at each meeting expire at the end of each meeting.*
- 2) *The Previous versions of the Rules of Order for the General Meetings used the terms Parent Delegates, Voting Parent Delegates, delegates, and non-voting delegates, in some cases almost interchangeably. But this year, to be consistent with the Bylaws, the term, Voting Delegate, shall be used according to Bylaw 3.44 which defines **Voting Delegates** as a Parent authorized, with Credentials, by a Member School Council, their own or another, to vote in-person or digitally at a General Meeting of the Association.*
- 3) *Previous versions of Rules of Order for General Meetings permitted a maker of a motion the opportunity to conclude, or close, the discussion, thereby provided additional speaking time. This is not considered proper practice in meetings. Our new Parliamentarian advised us that this parliamentary practice in Robert's Rules was discontinued after the seventh edition published in 1970 as it was deemed an unfair and inequitable practice for one member of an assembly to have an additional opportunity to speak without the permission of the assembly as for any other member. For clarity, after a motion is stated by the chair and discussion begins, the motion no longer belongs to the maker of the motion but belongs to the assembly.*

Appendix C - Copy of Financial Statement 2021

Questions:

Gateway School Council, The Red Deer School Division, Wendy Fath voting delegate

Please give a bit more information regarding parent conference fees - they are very low, what is the reason for that?

ALBERTA SCHOOL COUNCILS' ASSOCIATION
Financial Statements
For The Year Ended June 30, 2021

INDEPENDENT AUDITORS' REPORT

To the Directors of Alberta School Councils' Association

Opinion

We have audited the financial statements of Alberta School Councils' Association (the Association), which comprise the statement of financial position as at June 30, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at June 30, 2021, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

(continues)



Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP


Chartered Professional Accountants


Edmonton, Alberta
August 25, 2021

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Statement of Financial Position****As At June 30, 2021**

	2021	2020
ASSETS		
CURRENT		
Cash and cash equivalents (<i>Note 2</i>)	\$ 422,309	\$ 434,777
Receivables (<i>Note 4</i>)	22,094	11,632
Prepaid expenses	12,973	19,477
	457,376	465,886
INVESTMENTS (<i>Note 3</i>)	-	100,000
TANGIBLE CAPITAL ASSETS (<i>Note 5</i>)	1,601	2,096
	\$ 458,977	\$ 567,982
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 44,625	\$ 69,419
Deferred membership fees	59,400	13,522
Deferred contributions (<i>Note 6</i>)	-	33,380
	104,025	116,321
CALLABLE DEBT (<i>Note 7</i>)	40,000	-
	144,025	116,321
NET ASSETS		
Unrestricted net assets	163,351	119,565
Internally restricted net assets (<i>Note 8</i>)	150,000	330,000
Invested in tangible capital assets	1,601	2,096
	314,952	451,661
	\$ 458,977	\$ 567,982

ON BEHALF OF THE BOARD:

 Board President

 Executive Director

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Statement of Operations****For The Year Ended June 30, 2021**

	2021	2020
REVENUE		
Government of Alberta grant (<i>Note 6</i>)	\$ 203,007	\$ 616,993
Membership fees	85,670	88,645
Parent Conference fees	44,665	1,846
Fees for service	3,312	1,357
Annual General Meeting	2,820	75
Interest	2,786	8,565
Sponsorships and donations	1,824	403
Other	1,078	281
	345,162	718,165
EXPENSES		
Salaries, wages and benefits	422,157	372,797
Services	78,553	129,067
General and administrative expenses (<i>Schedule 1</i>)	70,162	68,218
Parent conference	20,103	49
Annual General Meeting	10,134	13,951
Board expenses (<i>Schedule 2</i>)	7,560	46,896
Communications and marketing	6,476	18,715
Advocacy and representation	1,280	13,672
Amortization	495	524
	616,920	663,889
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES BEFORE OTHER INCOME	(271,758)	54,276
OTHER INCOME		
Government assistance (<i>Note 9</i>)	135,049	-
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ (136,709)	\$ 54,276

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Statement of Changes in Net Assets

For The Year Ended June 30, 2021

	Unrestricted Net Assets	Internally Restricted Net Assets (Note 6)	Invested in Tangible Capital Assets	2021	2020
NET ASSETS - BEGINNING OF YEAR	\$ 119,565	\$ 330,000	\$ 2,096	\$ 451,661	\$ 397,385
Excess (deficiency) of revenue over expenses	(136,709)	-	-	(136,709)	54,276
Amortization of tangible capital assets	495	-	(495)	-	-
Transfers	180,000	(180,000)	-	-	-
NET ASSETS - END OF YEAR	\$ 163,351	\$ 150,000	\$ 1,601	\$ 314,952	\$ 451,661

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Statement of Cash Flows****For The Year Ended June 30, 2021**

	2021	2020
OPERATING ACTIVITIES		
Excess (deficiency) of revenue over expenses	\$ (136,709)	\$ 54,276
Items not affecting cash:		
Amortization of tangible capital assets	495	524
Government assistance (Note 9)	(20,000)	-
	<u>(156,214)</u>	<u>54,800</u>
Changes in non-cash working capital:		
Receivables	(10,462)	250
Accounts payable and accrued liabilities	(24,794)	(17,500)
Deferred membership fees revenue	45,878	(27,755)
Deferred contributions	(33,380)	33,007
Prepaid expenses	6,504	(11,869)
	<u>(16,254)</u>	<u>(23,867)</u>
	<u>(172,468)</u>	<u>30,933</u>
INVESTING ACTIVITIES		
Purchase of tangible capital assets	-	(1,900)
Investments redeemed	100,000	-
	<u>100,000</u>	<u>(1,900)</u>
Cash flow from (used by) investing activities	<u>100,000</u>	<u>(1,900)</u>
FINANCING ACTIVITY		
Proceeds from callable debt	60,000	-
	<u>60,000</u>	<u>-</u>
INCREASE (DECREASE) IN CASH FLOW	<u>(12,468)</u>	<u>29,033</u>
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>434,777</u>	<u>405,744</u>
CASH AND CASH EQUIVALENTS - END OF YEAR (Note 2)	<u>\$ 422,309</u>	<u>\$ 434,777</u>

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Notes to Financial Statements

For the Year Ended June 30, 2021

PURPOSE OF THE ASSOCIATION

The Alberta School Councils' Association (the "Association") is a not-for-profit organization incorporated under the *Societies Act* of the Province of Alberta. The Association's mission is to serve as a voice for parents and families committed to publicly funded education. The organization received registered charity status effective July 20, 2004. As a registered charity the Association is exempt from the payment of income tax under Section 149(1) of the *Income Tax Act*.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Revenue recognition

The Association follows the deferral method of accounting for contributions, which include donations and government grants. Restricted contributions are recognized as revenue during the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership and parent conference fee revenue are recognized in the period it relates to. Memberships are for a one-year period.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred.

Cash and cash equivalents

Cash and cash equivalent investments include items that are readily convertible to known amounts of cash, are subject to an insignificant risk of change in value, have a maturity of six months or less at acquisition, and are held for the purpose of meeting short-term cash commitments rather than for investing.

Tangible capital assets

Tangible capital assets are recorded at cost less accumulated amortization. Contributed tangible capital assets are recorded at fair value at the date of contribution. When a tangible capital asset no longer contributes to the Association's ability to provide services or the value of future economic benefits associated with the tangible capital asset is less than its net book value, the carrying value of the tangible capital asset is reduced to reflect the decline in the asset's value.

Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Computer equipment	5 years	straight-line method
Computer software	5 years	straight-line method
Furniture and fixtures	5 years	straight-line method

The Association regularly reviews its tangible capital assets to eliminate obsolete items.

(continues)

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Notes to Financial Statements

For the Year Ended June 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Financial instruments

Measurement of financial instruments

The Association initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instruments.

The Association subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash and cash equivalents and receivables

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

The Association has no financial assets or liabilities measured at fair value.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Measurement uncertainty

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the recorded amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management's estimates include the useful lives of tangible capital assets and the corresponding rates of amortization and the amount of accrued liabilities. All estimates are reviewed periodically and adjustments are made to the statements of operations as appropriate in the year they become known.

2. CASH AND CASH EQUIVALENTS

	<u>2021</u>	<u>2020</u>
Savings account	\$ 200,035	\$ 150,787
Guaranteed Investment Certificates	150,040	245,000
Operating account	72,089	38,645
Petty cash	145	345
	<u>\$ 422,309</u>	<u>\$ 434,777</u>

Guaranteed Investment Certificates bear interest at 3.05% and mature in October 2021.

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Notes to Financial Statements****For the Year Ended June 30, 2021****3. INVESTMENTS**

	2021	2020
Guaranteed Investment Certificates	\$ -	\$ 100,000

4. RECEIVABLES

	2021	2020
Trade and other	\$ 13,604	\$ -
Accrued interest	5,852	7,126
Goods and Services Tax	2,638	4,506
	\$ 22,094	\$ 11,632

5. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Computer equipment	\$ 46,780	\$ 45,640	\$ 1,140	\$ 1,520
Computer software	2,745	2,284	461	576
Furniture and fixtures	3,028	3,028	-	-
	\$ 52,553	\$ 50,952	\$ 1,601	\$ 2,096

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Notes to Financial Statements

For the Year Ended June 30, 2021

6. DEFERRED CONTRIBUTIONS

The purpose of the Government of Alberta grant is to provide funding in support of the Association's objectives as detailed in nature of operations. The remaining grant funding along with future funds are intended to assist the Association's operations until June 30, 2021.

The *Government Organization Act*, under which the grants have been provided, specifies that the grants must either be used for the purposes specified in the grant agreement, be used for different purposes if such different purposes are agreed to by the applicant and the respective Minister, or be returned to the Province of Alberta. Accordingly, in the event the Association does not utilize the funds in pursuit of its objectives, any unexpended grant monies remaining may have to be repaid to the Minister of Finance. The changes in deferred contributions for the year are as follows:

	2021	2020
Balance, Beginning of Year	\$ 33,380	\$ 373
Add:		
Government of Alberta grant	170,000	650,000
Less:		
Government of Alberta grant revenues recognized to fund expenses during the year	(203,007)	(616,993)
Xerox Canada - shining student award donated	(373)	-
	<u>\$ -</u>	<u>\$ 33,380</u>

Deferred contributions are comprised of the following:

Government of Alberta grant	\$ -	\$ 33,007
Xerox Canada - shining student award	-	373
	<u>\$ -</u>	<u>\$ 33,380</u>

7. CALLABLE DEBT

ATB Financial Canadian Emergency Business Account interest-free loan. Interest only payments are required monthly commencing January 31, 2023 at a rate of 5% if the loan is not repaid by December 31, 2022. The principal amount of the loan must be repaid by December 31, 2025. A portion of the \$60,000 loan, up to \$20,000, will be forgiven if the Association meets certain terms of the loan and the loan is repaid by December 31, 2022.

Amounts payable within one year

	2021	2020
	\$ 40,000	\$ -
	<u>-</u>	<u>-</u>
	<u>\$ 40,000</u>	<u>\$ -</u>

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Notes to Financial Statements

For the Year Ended June 30, 2021

8. INTERNALLY RESTRICTED NET ASSETS

	2020	Additions	Deletions	2021
Operations reserve	\$ 265,000	\$ -	\$ 115,000	\$ 150,000
Capital reserve	18,000	-	18,000	-
Computer technology reserve	18,000	-	18,000	-
Legal reserve	15,000	-	15,000	-
Research and development reserve	14,000	-	14,000	-
	\$ 330,000	\$ -	\$ 180,000	\$ 150,000

The Operations Reserve consists of funds designated for the Association's future general operations.

The Capital Reserve consists of funds designated for providing funding for future capital projects.

The Computer Technology Reserve consists of funds designated for the Association's computer technology upgrades.

The Research and Development Reserve consists of funds designated for the Association's research and development activities.

The Legal Reserve consists of funds designated for the Association's potential legal costs.

9. GOVERNMENT ASSISTANCE

Due to a decrease in revenue as a result of COVID-19, the Association received the Canada Emergency Wage Subsidy (CEWS) during the 2021 fiscal year. The Association also accessed the Canada Emergency Business Account and recognized the \$20,000 forgivable portion of the loan in government assistance revenue (Note 7).

10. ECONOMIC DEPENDENCE

The Association's primary source of revenue is grant funding from the Ministry of Education, Government of Alberta. The Association's ability to continue viable operations is dependent on this funding.

11. FINANCIAL INSTRUMENTS

The Association is not exposed to significant interest, credit, market, currency or other price risk through its financial instruments. The following analysis provides information about the Association's risk exposure and concentration as of June 30, 2021.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its receipt of funds from the Ministry of Education, Government of Alberta and other related sources, and accounts payable and accrued liabilities.

The Association mitigates this risk by monitoring cash activities and expected outflows through budgeting and maintaining investments that may be converted to cash in the near-term if unexpected cash outflows arise.

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Notes to Financial Statements

For the Year Ended June 30, 2021

12. UNCERTAINTY DUE TO COVID 19

On March 11, 2020, the World Health Organization declared a global pandemic which has resulted in governments worldwide enacting emergency measures to combat the spread of the virus. These measures have caused significant disruptions to businesses, governments, and other organizations resulting in an economic slow-down and increased volatility. Governments have responded with significant monetary and fiscal interventions designed to stabilize economic conditions.

While COVID-19 has not significantly impacted the Association's operations or financial condition to date, the rapidly evolving event, including health and safety conditions, economic environment and resulting government measures, creates a high level of uncertainty and risk that may have a financial impact on the Association's activities, operations and financial condition in the future.

ALBERTA SCHOOL COUNCILS' ASSOCIATION
Schedule of General and Administrative Expenses
For The Year Ended June 30, 2021

(Schedule 1)

	2021	2020
Office lease	\$ 20,056	\$ 37,446
Computer technical support	12,463	3,103
Professional fees	11,089	9,317
Contracted Services	8,945	-
Insurance	4,988	4,419
Office supplies	3,625	2,458
Telephone	2,759	3,197
Administrative fees	1,327	1,672
Optimal fees and other	1,260	182
Staff development	1,012	1,859
Information technology	856	1,616
Computer maintenance	466	42
Postage	463	293
Printing	369	1,265
Memberships	310	-
Bank charges	174	211
Meals	-	298
Travel and accommodation	-	15
Miscellaneous	-	825
	\$ 70,162	\$ 68,218

The accompanying notes are an integral part of these financial statements.

ALBERTA SCHOOL COUNCILS' ASSOCIATION**Schedule of Board Expenses****(Schedule 2)****For The Year Ended June 30, 2021**

	2021	2020
Professional fees and development	\$ 2,685	\$ 5,877
Virtual venue	1,707	1,721
Awards	1,081	836
Meals	925	5,615
Board recognition	834	-
Miscellaneous	246	171
Travel	82	30,948
Internal committees	-	309
Staff recognition	-	1,419
	\$ 7,560	\$ 46,896

The accompanying notes are an integral part of these financial statements.



Appendix D - Current Financial Realities Report

- *The ASCA Board of Directors approved a revised 2021-2022 budget at its February 28, 2022, meeting to accurately reflect the current fiscal reality of receiving no grant funding from Alberta Education. The revised budget was posted on the website a short time later and is included as a column in the 2022-2023 budget document you are seeing today.*
- *Starting with Revenue, you will notice in the Revised 2021 - 2022 budget, that Miscellaneous Revenue is quite a bit lower than what had been projected a year ago. As many of you know, the Association embarked upon a Donation Drive in the Spring of 2021, utilizing not only the Benevity program through Alberta Treasury Branch, but a crowdfunding platform through Charity Village as well.*
- *Our initial forecasts of receiving around \$300,000 through partners, corporations and individual donations were not realized. This year, the revised budget you are looking at clearly 'splits out' all the sources of revenue that were previously captured in the "miscellaneous" category.*
- *On that note, in January of this year, the Board contracted the professional services of a company experienced in creating and implementing formal 'fund development programs' for organizations like ASCA.*
- *Pounce Support Services has been working very closely with ASCA's Executive Director for the past four (4) months, to build the foundation within ASCA for seeking, and ideally receiving, alternative sources of funding in months and years to come.*
- *The Revised 2021-22 budget cautiously forecasts moderate success in these areas with 'Other Project Grants' - \$40,000; Sponsorships - \$21,500; and Donations of \$60,000 by the end of June this year.*
- *These numbers are still substantially less than what the Association needs to bring in, and the efforts of our staff, Board and Pounce Support Services to realize those funds by the end of June are still very focused.*
- *The Board has committed to monitoring the financial status of the Association every month and will make operational adjustments accordingly.*
- *Our ED has also been working diligently to restructure how ASCA does business. We're moving away from the former '3 Core Business Activities' and reshaping what ASCA does with more of a "project" themed lens. This is more suitable for qualifying for 'Project-Based' Grants and funding from foundations, corporations, and various levels and departments of governments.*
- *Supporting this change of direction, the new Learning Opportunities Project is one that you – our Member School Councils – will likely become most familiar with next year. This is based on the concept that having resources, materials, and yes – human beings – available to support the legislated roles of school councils, to assist with building capacity within school councils, and to guide enhanced engagement of school councils and school communities is a "project" that ASCA requires funding to implement.*
- *Some of you may have noticed that ASCA's Fees for Service increased in January this year. This is a result of not receiving the Alberta Education Grant, that in the past supported this work that is now supported in part by Fees for Service.*
- *This feeds into that Learning Opportunities Project, where part of the funding required to run the Project will come from the 'end-user', and – optimistically – the remainder will come from grants, sponsorships and donations targeted specifically to accomplish the goals of the Project.*
- *We'll touch on this a little more when reviewing the Board-approved 2022-2023 Budget.*
- *The other main source for bringing revenue into the Association is historically through Conference fees, sponsorships, and donations.*



- *With moving to an entirely virtual venue for the Conference this year and keeping registration fees as reasonable as possible for parents – who are the majority of our delegates – we revised the budget to forecast \$25,000 in revenue, rather than the original \$40,000.*
- *We also removed any revenue forecast for a Resource Gallery/Trade Show, as last year's conference taught us that is not a viable option in a virtual environment. In addition, we reduced the forecasted revenue from Conference Sponsorships/Donations by \$1000, although I'm pleased to report to you today that ASCA had realized almost \$9000 by the middle of April.*
- *We continue to believe in the important work of school councils and feel that for the remainder of this year, we should continue to use some of our reserves to support this. As a Board, we have committed to making decisions that ensure the Association remains relevant, sustainable, autonomous, and innovative. We will continue to monitor and evaluate and make changes as required.*
- *We anticipate ending this fiscal year with a deficit of just over \$115,000 and we felt it was important to share a current update with our membership.*
- *On the people side, an unfortunate outcome of not realizing the revenue originally anticipated a full year ago, was the need to change who ASCA paid for required work, and how.*
- *Over the holiday season in December, ASCA bid farewell to two critical staff members, and transitioned another to the role of a short-term, or specific purpose, contractor.*
- *This leaves our office with an ED, the Learning Opportunities Project Manager, and a part-time support person until the end of this June.*
- *Moving forward, it is critical that the Association is successful in obtaining alternative sources of revenue to maintain even two staff positions. More will be discussed in the next portion of this report – the 2022 - 2023 ASCA Budget.*
- *In concluding the 'current realities' portion of the Financial Report, ASCA staff and Board members are reducing the expenses of the Association, while honouring our Vision of a Respected and Empowered School Council in every Alberta school.*

Questions:

Sarah Thompson School Council, The Rocky View School Division, Chantelle Everett voting delegate:
What paid positions did the \$422,157 amount cover?

St Pius X School Council, The Calgary Roman Catholic Separate School Division, Tania Brandstrom voting delegate:

- a) What are the terms associated with Pounce Support Services and how will those costs be mitigated should Pounce not be successful in increasing the donation revenue as anticipated?
- b) Will, at the end of June when the 6-month contract is completed and you have the case for support and positioning statements, that mean it will be the ED who will be undertaking the fundraising?

Alberta School Councils' Association

The ASCA Board of Directors moved to approve a Revised 2021-2022 Budget due to the lack of grant funding that had been anticipated from Alberta Education. The Revised 2021-2022 reflects reduced expenses in response to the reduced revenue. The full impact of the lack of funding is therefore not realized in the Net Income.

Current Reality: Revised 2021-2022 Budget and Year End Forecast

		APPROVED Revised 2021-2022 Budget Feb. 2022	Year End Forecast June 30, 2022	Notes
REVENUE				
1	Alberta Education Funding	15,000	15,000	Main grant declined, potential for small project grant
2	Other project grants	40,000	40,000	
3	Canada Emergency Wage Subsidy(CEWS)	12,500	12,546	
4	Membership Revenue	132,000	125,900	
5	Associate Membership Revenue	900	1,350	
6	Interest Revenue	9,700	9,690	
7	Sponsorships	21,500	1,500	Adjusted based on realized sponsorships
8	Donations	60,000	51,756	Adjusted based on realized donation
9	School Council Conference (regs)	25,000	23,900	
10	Conference Sponsorships/Donations	4,000	8,958	
11	Resource Gallery /Trade Show	-	-	No virtual trade fair
12	AGM	2,000	1,677	
13	Member Engagement Opportunities	350	181	
14	Fee for Service-SC	23,000	24,240	
15	Fee for Service - FRA	4,500	1,550	Adjusted based on completed services
16	Miscellaneous Revenue	150	150	Previous budget for Miscellaneous Revenue (\$300,000) has been broken out into Donations, Sponsorships and Fee for Service in current year.
17	TOTAL REVENUE	350,600	318,398	Revenue highly dependent on Fund Developer, Grants and Donations
EXPENSE				
Board Costs				
18	Total Board Costs	7,360	6,314	
Advocacy and Representation				
19	Total Advocacy and Representation	70,550	68,266	
Administrative Costs				
20	Total Salary, Benefits & Ext. Membs	63,400	61,227	
21	Total Office Expenses	108,140	111,585	
22	Total Administrative Costs	171,540	172,812	
Learning Opportunities/Promotion (formerly Member Services)				
23	School Council Conference	20,000	16,244	
24	Staff Salaries & Benefits	138,200	138,243	
25	Communications/Delivery/Promotion	58,150	59,047	
26	Total Learning Opportunities/Promo	216,350	213,534	
27	TOTAL EXPENSE	465,800	460,926	
28	NET INCOME	(\$115,200)	(\$142,528)	The ASCA Board of Directors makes decisions to ensure the Alberta School Councils' Association is: Relevant; Sustainable; Autonomous; and Innovative. The approval of a revised deficit budget is reflective of that commitment.

Generated on: 04.17.2022



Appendix E - Membership Fees Report

- *In years prior to the 2020-2021 fiscal year, Membership Fees were entirely allocated to supporting the work of the Board, covering expenses related to in-person Board meetings (venue, travel, food, accommodations, etc.) and Board responsibilities like Member Engagement Opportunities and General Meetings.*
- *Because of the reduction in grant funding last year, and the fact that since March of 2020 and into the foreseeable future the ASCA Board has not, and will not be meeting in person, revenue realized from Membership Fees will continue to help sustain, moderately, learning opportunities for and with school councils.*
- *ASCA had optimistically anticipated receiving the same grant funding from Alberta Education this year as it had last year. As most of our Members know, that grant application was formally denied by the Minister in November 2021.*
- *Even though ASCA did not receive any grant funding so far this year, the ASCA Board of Directors has determined there will **not** be an increase in Membership Fees for the 2022-23 fiscal year.*
- *School Council membership in ASCA will remain at \$100 per school council.*
- *Membership in the Associate Membership category will remain at \$150, and in the Individual Parent category at \$75.*
- *In deciding to **not** raise the Membership Fee this year, the Board recognizes that school councils don't usually have money, that the Alberta School Council Engagement (ASCE) Grant cannot be used for membership fees, and that the Membership Fee in ASCA is most often covered by the School Board.*
- *ASCA is sincerely grateful to those School Boards who demonstrate their commitment to respected and empowered school councils by providing their school councils memberships in ASCA.*
- *Membership in ASCA for 2022-2023 will continue to give your school council access to ASCA's substantial resources through the Members Only section of our website, as well as will continue to enable your school council – the parents in your school community - to have a "provincial-level" voice.*
 - *That voice contributes to decisions at ASCA Annual General Meetings, as well as any other general meetings of Member Engagement Opportunities, that may need to be called throughout the year.*
 - *That voice provides direction to your Board of Directors on education issues and topics through our Advocacy Resolution Process, our annual Member survey which will be distributed in May, our School Council Engagement Task Force, and our Member Engagement Opportunities.*
 - *That voice is represented – by your Board and the ASCA staff – to the provincial government, Alberta Education, Education partners, education stakeholders and the general public.*
- *ASCA is recognized as being the voice of parents, heard through school councils, and your School Council Membership in ASCA elevates your voice. Your Board of Directors is committed to ensuring this is continued for you.*



Appendix F - Proposed 2022-23 Budget

Questions:

Ecole Barry Wilson School Council, The Red Deer School Division, Meagan Parisian voting delegate:
Please speak further to why there is no proposed increase in membership fees.

Gateway School Council, The Red Deer School Division, Wendy Fath voting delegate:

The Minister indicated in a letter to Ms. Fath that the reduction in funding to ASCA is to bring the funding in line with other bodies such as the ATA, ASBA, CASS. ASCA represents parents, not education system employees who pay in to their associations. Can you please give rationale to the thinking behind the reduction?

Isabel F. Cox School Council, The Prairie Rose School Division, Robin Orthner voting delegate:

- 1) Is it the ED's responsibility to apply for any and all grants that would be available to ASCA?
- 2) Has there been any investigation into or applications made or completed to the various community foundations across the province of Alberta?

Western Canada High School Council, The Calgary School Division, Richard Gorecki voting delegate:

Considering that there is clearly a financial crisis and chasing other funding is spurious, it may be that membership is the only obvious way to increased revenue. Can we not re-visit membership revenue as a partial solution?

Collingwood School Council, The Calgary School Division, Reid Southwick voting delegate:

In terms of why ASCAs gov't grant was cut, earlier it was said that the gov't advised it was bringing ASCA funding in line with what other groups get. Can you further clarify that? And what kind of project grant funding, if any, is available through the gov't?

St. Bonaventure School Council, The Calgary Roman Catholic Separate School Division, Sabina Herdman voting delegate

Is there a way to scale back the services that ASCA is providing, or the representative work of the Association?

Fleetwood Bowden School Council, The Lethbridge School Division, Erin Wallace, voting delegate

Is it too late to use the current SCEG for workshops this year, or any way to use these funds for a workshop in the fall?

Holy Spirit Academy School Council, The Christ the Redeemer Catholic Separate School Division, Jacqui Vanderfluit voting delegate

Is there a possibility that we could pre-order (pay for up front) a video presentation from ASCA?

Ecole Barry Wilson School Council, The Red Deer School Division, Meagan Parisian voting delegate

Please confirm that, in accordance with the direction from last year regarding a formal document between the ATA and ASCA (for insurance purposes) with respect the space provided to ASCA by the ATA, such a document has been signed.

2022-2023 Budget		Notes
REVENUE		
1	Project Grants (Alberta Ed.)	- ASCA will consider applying for Project Grant funding from Alberta Education as and if appropriate.
2	Other project grants (Learning Opportunities)	50,000 Applications are currently being developed. Anticipated response by 06.30.22
3	Canada Summer Jobs (CSJ) Grant	-
4	Canada Emergency Wage Subsidy(CEWS)	- Program discontinued by federal government late 2021.
5	Membership Revenue	120,000 Budget based on perceived value of benefit <i>with moderate</i> learning opportunities and support (1200 MSCs @ \$100)
6	Associate Membership Revenue	900 6 Fundraising Associations (FRAs) @ \$150
7	Custom Projects Revenue	-
8	Interest Revenue	1,000 Reduced funds in bank and investments result in reduced interest revenue
9	Advertising/subscriptions	-
10	Sponsorships	20,000 Fund Developer and staff efforts
11	Donations	65,000 Includes one donor committed to annual contribution
12	School Council Conference (regs)	125,000 In person for 2023. 250 paying delegates @ \$500 average
13	Conference Sponsorships/Donations	5,000 Contributed by individuals, organizations, businesses not wanting to participate in Resource Gallery but still wanting exposure to ASCA audience
14	Resource Gallery /Trade Show	20,000 25 exhibitors @ \$800 per
15	AGM	5,000 Hybrid for 2023. Forecasting 100 in person, 100 online. No charge for Voting Delegates.
16	General Meetings	-
17	Member Engagement Opportunities	175 1 Fall engagement opportunity + conference in 2023
18	Fee for Service-SC	22,500 20 Webinar Learning opportunities @\$25 per person (unless funded by a grant) x 5 people each. School Council and/ or School Division Learning Opportunities funded in part by grants, and in part by fees. (ASCE Grant eligible for school councils)
19	Fee for Service - FRA	5,250 5 Webinar Learning Opportunities @\$25 per person x 10 people each. Fundraising Association individual Learning Opportunities funded in part by grants, and in part by fees.
20	Miscellaneous Revenue	-
21	TOTAL REVENUE	439,825 2023 Year End Revenue highly dependent on success of Fund Developer and staff = ~\$100,000.00.
EXPENSE		
Board Costs		
22	Total Board Costs	52,050 Includes 80% of expenses for hybrid AGM, other engagement opportunities and 50% of virtual meeting platform, a portion of ED salary and benefits, director travel/accoms for only the AGM, minimal PD for Board, reinstatement of School Council Awards.
		11.83% Percentage of overall budget
Advocacy and Representation		
23	Total Advocacy and Representation	55,375 Includes 20% of expenses for hybrid AGM, other engagement opportunities, a portion of ED salary and benefits, representation at Alberta Education or partner/stakeholder initiatives
		12.59% Percentage of overall budget
Administrative Costs		
24	Total Staff and external memberships costs	37,750 Includes a portion of ED salary and benefits, federal employer contributions, external organization memberships, support and/or casual staff
25	Total Business Expenses and Admin Contracts	69,150 Includes IT support and software, auditor, insurance, bookkeeping, fund developer, office/comp equip, phones, postage, service & online fees
26	Total Administrative Costs	106,900
		24.31% Percentage of overall budget
Learning Opportunities/Promotion		
27	Subtotal Research/Advertising/Newsletter	-
28	Total School Council Conference	65,300 Includes contract event planner, venue, catering, board/staff hotel rooms, promotional materials
29	Subtotal Marketing	- Includes expenses related to publications/surveys not already included elsewhere
30	Subtotal Digital Communications	63,800 Website (annual and monthly fees), 50% of virtual platform, contracts for communications, website, Enews, Distributions, Social Media
31	Subtotal Learning Opportunities Delivery	18,500 Learning Opportunities provided via Webinars and School Council or School Division request funded in part by Project Grants, and fees. Cost recovery for travel, accommodation, and meals expenses required unless funded by Project Grants.
32	Subtotal Other	77,900 Includes a portion of ED salary & benefits, Learning Opportunities Project Manager, amortization, misc., capital assets gain/loss
33	Subtotal Learning Opportunities/Promo Admin	160,200 Tallies "subtotal" lines (27, 29, 30, 31 and 32)
34	Total Learning Opportunities/Promotion	225,500 Tallies Subtotal Learning Opportunities/Promotion Admin (line 33), Total School Council Conference (line 28)
		51.27% Percentage of overall budget
35	TOTAL EXPENSE	439,825
		100.00% Percentage of overall budget
36	NET INCOME	\$0 This budget is highly dependent on additional revenue (~100K) from donations, sponsorships, other grants. If not realized, expenses and activities will need to be reduced to reflect lower revenue. The ASCA Board will review the budget frequently and revise as necessary.
		0.00% Balanced budget

Approved On: 03.27.22



Appendix G – Questions asked related to proposed Resolutions

A22-01

Debate and proposed amendments, all basically attempting to keep "appropriate steps" somewhere in the verbiage rather than just reduce the statement to matters concerning bussing signage. Concerns that awareness regarding the problems associated with "high risk" bus stops would be lost.

P22-01

Debate surrounding the %; use of the word COVID and changing it to "significant learning disruptions", as well as a time frame - "in perpetuity" being taken out.

P22-02

Limited discussion / debate (1 for vs 2 speaking against).

P22-03

Consideration given to the word "official" vs "important" for the role of ASCA. Some wordsmithing (removal of the 2nd "35-member").



For Member Review, in advance of the ASCA Annual General Meeting (AGM).

ASCA Member School Councils participate in the policy setting process of the Association by reviewing the ***Proposed Advocacy and Administrative Resolutions*** submitted for consideration (discussion and voting on) at the AGM. In addition, ***Special Resolutions*** proposing changes to ASCA Bylaws must be approved by ASCA Member School Councils.

In order to prepare for the AGM efficiently, ASCA is asking school council members to review and discuss, determining their support or disapproval of the resolutions proposed.

Six (6) ***Proposed Advocacy Resolutions*** were submitted by Member School Councils and the ASCA Board of Directors in [SECTION I](#).

Two (2) ***Administrative Resolutions*** and one (1) ***Special Resolution*** are provided in [SECTION II](#) for Member School Council review and discussion to determine how their parent delegate will vote on them at the AGM.

Thank you for your efforts in this important piece of policy development and direction setting for the ASCA, and for your participation in your opportunity to make a difference in public education.

Related information:

[ASCA Advocacy Overview](#)

[Types of Resolutions](#)

[AGM Meeting Planning and Preparation](#)

SECTION I: Proposed Advocacy Resolutions for Member Review

Please review and discuss with your school council members and determine support (yes) or disapproval (no) for the following 6 proposed resolutions, to provide voting direction to your parent voting delegate attending the AGM.

Note – if additional information or clarification is required – please contact the sponsor of the resolution by email as provided. Resources/references are indicated as applicable.

Member School Council and ASCA Board proposed Advocacy Resolutions for the 2023 ASCA AGM

#	Title	Sponsor	Contact
P23-01	Mandating Criminal Record & Vulnerable Sector Checks for School Board Trustee Candidates	Gateway Christian School Council	Stephanie VanderLeek gcs-schoolcouncil@rdpsd.ab.ca
P23-02	Supporting Integrated Education Funding	École Barrie Wilson School Council	Meagan Parisian ebwscouncil@gmail.com
P23-03	Integrate Climate & Biodiversity Education Throughout the K-12 Curriculum	Colonel Irvine School Council	Claire Kraatz clairekraatz@gmail.com
P23-04	Add Rights of Victims of Bullying and Violence to Education Act	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca
P23-05	Required Consultation Opportunities for Proposed Changes to Legislation, Regulations, or Established Programs or Practices	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca
P23-06	Setting and Meeting a Student to School Counsellor Ratio to Improve Mental Health	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca

Mandating Criminal Record & Vulnerable Sector Checks for School Board Trustee Candidates

Sponsor: Gateway Christian School Council

Contact: Stephanie VanderLeek gcs-schoolcouncil@rdpsd.ab.ca

Issue:

Elected School Board Trustees within the province of Alberta are not currently required to submit Criminal Record/Vulnerable Sector checks. This is creating a two-tier level of accountability within the province, where parent volunteers, teachers, and teacher leaders are required to submit these checks, but policy makers are not. This implies that the criminal or predatory background of a person in a position of authority is not as high of a concern if they do not have regular classroom access.

Background:

In many school divisions, Criminal Record and Vulnerable Sector Checks are required for parent volunteers. Recent amendments to the Education Act make this a requirement for teachers and teacher leaders. This legislation was implemented to increase the safety of students, but it has not been extended to the policy makers, whose decisions have significant ramifications within the classroom and whose public positions can afford them influence over children.

While it may be hoped that any serious transgressions would come to light during the election process, a requirement for candidates seeking election as a School Board Trustee to publicly disclose the results of a Criminal Record and Vulnerable Sector check would allow voters to make better informed decisions about who they want to be exercising authority over their children's education, their school policies, the operations of their school districts, and management of education finances.

Wherein minor infractions, non-convictions, or even unfounded complaints may mar the results of some individual's checks, it is important to maintain that specific details are not inherently mandatory, but that the nature of any results be shared with voters to help inform their decisions. Many districts across Canada have begun to introduce similar practices. A province-wide implementation of this legislation would ensure a higher degree of safety, transparency, and accountability in school divisions throughout the province of Alberta.

Recommendation:

That the Alberta School Councils' Association (ASCA) advocate to the Minister of Education for amendments to the Education Act to require candidates for the position of School Board Trustee to publicly disclose the results of a Criminal Record and a Vulnerable Sector check.

Supporting Integrated Education Funding

Sponsor: École Barrie Wilson School Council

Contact: Meagan Parisian ebwscouncil@gmail.com

Issue:

The burden of schools to support the whole child, and not just provide education by way of curriculum delivery, continues to grow. As we become more aware of the developmental needs of children, the wrap-around supports and services required to accomplish this successful development and student achievement have become inherently integrated into the school system. As a result, funding for education delivery continues to be strained and further diminished; this could be rectified by fully funding student supports by coordinating with the associated ministries responsible for mental health, social and children's services, Indigenous relations, etc.

Background:

Funding for Supports and Services and Community is already an integrated part of Alberta Education's funding model (grant application) categories including Specialized Learning Support, pre-kindergarten Per Unit Funding (PUF), English Second Language (ESL), First Nations, Métis, and Inuit, socioeconomic status, nutrition, etc.

The *Supports and Services* category is "intended to support specialized learning needs or groups of students who may require additional supports from school authorities";¹ The *Community* category is "designed to address socio-economic contexts and geographic locations which pose unique challenges to the operation of schools and delivery of educational services."

Resources:

¹ <https://open.alberta.ca/dataset/8f3b4972-4c47-4009-a090-5b470e68d633/resource/e7865589-6774-4ba8-89b5-a61ca2f36843/download/edc-funding-manual-2022-2023-school-year.pdf>

Recommendation:

That Alberta School Councils' Association advocate to the Minister of Education for a collaborative funding model with other Ministries, including but not limited to Health, Children's Services, Community and Social Services, and Indigenous Relations, to share the burden of funding integrated services in Alberta's schools including but not limited to community liaison workers (CLW), counseling services, mental health services, and First Nations, Métis, and Inuit education.

Integrate Climate & Biodiversity Education Throughout the K-12 Curriculum

Sponsored by: Colonel Irvine School Council

Contact: Claire Kraatz clairekraatz@gmail.com

Issue:

Alberta students want to address climate change in the classroom and feel supported when exploring solutions and their emotions regarding this complex issue.

Background:

About one-third (31-38%) of educators reported that they encourage, or would encourage, students to debate the likely causes of climate change or to come to their own conclusions. There is strong scientific consensus that climate change is human-caused. This consensus should be taught.¹

Canadian's Perspectives on Climate Change & Education: 2022², research undertaken by Learning for a Sustainable Future, assessed Canadian's knowledge, understanding and perceptions of climate change and its risks. From that report - a majority of teachers believe that climate change education provides opportunities to discuss social justice and world issues with students (87%), that it should encourage students to think about their own beliefs and values (82%), and that it should focus on developing students' capacity to be critical thinkers and problem-solvers (83%). Most teachers also showed support for climate change education to focus on behavioural change (76%). These findings suggest that the majority of Canadian teachers' professional views on climate change education support best practice, focused on critical thinking and action-oriented learning.

We must bring emissions down as rapidly as possible in order to avoid the worst impacts of climate change and that means that all organizations, industries, sectors have an obligation to decarbonize at the scale and pace that meets this moment. The education sector is critical to ensuring that these goals are met both from an operations/facilities standpoint but also from an educational standpoint.

Young people know that climate change is real and many in our own province have experienced the impacts of climate change first-hand - the Calgary floods (2013), the Fort McMurray Wildfires (2016), the damaging Hailstorm that residents of NE Calgary faced a few years ago, the list goes on. They want to understand the science and the solutions!³

Young people are excited to learn about real-world issues and be part of the change we're seeing. There are excellent examples of this happening in Alberta and this needs to be scaled up in all schools, at every level. Students can then share their knowledge of the energy transition with their parents, caregivers, and members of their community. They can be change-makers!^{4, 5}

Climate and biodiversity loss will have an impact on all our systems - agricultural, economic, financial, political and social. Students deserve to study and contemplate these systems, how they connect, and how multi-solving is critical at this time. *Example of multi-solving.* Think of the bicycle as a tool to bring emissions down. Not only does cycling help reduce the amount of heat-trapping pollution in our atmosphere, but there are positive physical and mental health benefits when people choose to bike to their destination. These positive health benefits translate into cost savings for our health system. #win win win

Some of the loudest and angriest voices online and on the streets live in an alternate reality with 'alternate facts' and in order to address climate and biodiversity loss at the pace and scale necessary, we need young people who

are able to think critically about what they are witnessing which means digital/media literacy training (for educators and for students) and a concerted effort made to build resilience against disinformation/misinformation. We will not solve the climate crisis if we don't solve the disinformation crisis.⁶

Students need to be able to identify 'greenwashing' and/or covert influence, as well as the tactics that polluting industries use to sway public opinion and build support all the while undermining their efforts to make a difference.

*The fossil fuel industry has long sought to legitimize itself in the public eye through advertising campaigns, or what DeSmog's Stella Levantesi calls "buying goodwill," by pouring money into sponsoring art, sport, and even educational material.*⁷

A [global survey](#) conducted in 2021 amongst 10,000 children and young people across ten countries, including the US, found that 59% of respondents were very or extremely worried about the climate crisis. Over 50% reported feeling emotions including sadness, anxiousness, anger, powerlessness and guilt. Seventy-five percent of respondents said that they think the future is frightening.

The antidote to anxiety is action and collective action at this moment in our history is not only nice but necessary. "Youth need to be engaged in climate change education during schooling and need to see adults acting collectively to tackle the climate crisis."⁸

Another world is possible for our kids, if only we CHOOSE to make it so. From Professor Katharine Hayhoe, renowned Canadian climate scientist, one of the world's leading climate science communicators, and the author of 'Saving Us: A Climate Scientist's Case for Hope and Healing in a Divided World':

*"**Hope** has two beautiful daughters; their names are Anger and **Courage**. Anger at the way things are, and **Courage** to see that they do not remain as they are."*

Resources:

¹ <https://www.edcan.ca/articles/climate-change-education-canada/>

² <https://lsf-ist.ca/research-policy/survey/>

³ <https://www.edweek.org/teaching-learning/teens-know-climate-change-is-real-they-want-schools-to-teach-more-about-it/2022/11>

⁴ <https://calgaryjournal.ca/2023/01/11/calgary-schools-promote-renewable-energy-through-more-than-just-the-classroom/>

⁵ <https://www.cbc.ca/news/canada/edmonton/these-rural-alberta-students-built-a-wind-turbine-and-hydroponics-system-next-is-a-tiny-home-1.6666939>

⁶ <https://www.kirkusreviews.com/book-reviews/geoff-dembicki/the-petroleum-papers/>
<https://crankyuncle.com/>

⁷ <https://ricochet.media/en/3918/the-disinformation-of-fossil-fuel-advertising-in-canada>

⁸ <https://www.edcan.ca/articles/climate-change-education-canada/>

Recommendation:

That the ASCA Board of Directors advocate to the Minister of Education to implement a framework for embedding environment, energy, sustainability, climate & biodiversity education in all K-12 classes in Alberta schools which will incorporate hands-on learning experiences with a focus on critical thinking, climate justice, equity, and Indigenous rights.

Add Rights of Victims of Bullying and Violence to *Education Act*

Sponsor: ASCA Board of Directors

Contact: Wendy Keiver, Executive Director wendyk@albertaschoolcouncils.ca

Issue:

The *Education Act* fails to detail, or even address, the rights afforded to victims of bullying or violence in schools. Currently, victims and their families are not afforded the right to receive timely communication regarding incidents or complaints, details necessary to ensure their safety after an incident, or details regarding measures enacted to address incidents.

If the victim of bullying or violence does not know their attacker, or what steps are being taken to address the incident, how can the student feel safe? How can a parent send their child to school when they don't feel it is a safe environment as they have not been provided with the next steps to ensure their child will be safe.

Background:

The *Education Act* states under 1 (d) "bullying" means repeated and hostile or demeaning behaviour by an individual in the school community where the behaviour is intended to cause harm, fear, or distress to one or more other individuals in the school community, including psychological harm to an individual's reputation.

The *Education Act* adds under section 1.1 Without limiting the generality of the definition of "bullying" in subsection (1)(d), bullying includes the distribution of an intimate image of another person knowing that the person depicted in the image did not consent to the distribution or being reckless as to whether or not that person consented to the distribution.

Under student responsibilities, 31.1(c), it states: *ensure that the student's conduct contributes to a welcome, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.* It further states under (d) *respect the rights of others in the school* and under (e) *refrain from, report and not tolerate bullying or bullying behaviour directed towards others in the school, whether or not it occurs within the school building, during the school day or by electronic means.* Lastly under (i) it states *positively contribute to the student's school and community.*

The *Education Act* states under board responsibilities 33 1.(d) *ensure that each student enrolled in a school operated by the board and each staff member employed by the board is provided with a welcoming, caring, respectful and safe learning environment that respects the diversity and fosters a sense of belonging.*

It further states under 33.2 *a board shall establish, implement, and maintain a policy respecting the board's obligation under subsection (1)(d) to provide a welcoming, caring, respectful and safe learning environment that includes the establishment of a code of conduct for students that addresses bullying behaviour.*

Under section 33.3 it states *A code of conduction established under subsection (2) must*

(d) contain the following elements:

(i) a statement of purpose that provides a rationale for the code of conduct, with a focus on welcoming, caring, respectful and safe learning opportunities;

(ii) one or more statements that address the prohibited grounds of discrimination set out in the Alberta Human Rights Act;

(iii) one or more statements about what is acceptable behaviour and what is unacceptable behaviour, whether or not it occurs within the school building, during the school day or by electronic means;

(iv) one or more statements about the consequences of unacceptable behaviour, which must take account of the student's age, maturity, and individual circumstances, and which must ensure that support is provided for students who are impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour,

And

(e) be in accordance with any further requirements established by the Minister by order.

Recommendation #1:

That the Alberta School Councils' Association (ASCA) advocates to the Minister of Education to amend the *Education Act* to align with best practices in addressing the rights of victims of bullying and violence.

Recommendation #2:

That the Alberta School Councils' Association (ASCA) advocates to the Minister of Education to consult with a broad range of stakeholders to ensure all voices are heard and reflected in any changes to the *Education Act* related to addressing the rights of victims of bullying and violence.

P23-05

Required Consultation Opportunities for Proposed Changes to Legislation, Regulations, or Established Programs or Practices

Sponsor: ASCA Board of Directors

Contact: Wendy Keiver, Executive Director wendyk@albertaschoolcouncils.ca

Issue:

Recent decisions made by Alberta's Education Minister and government leaders, significantly impacting K-12 education have not consistently invited, nor considered, the perspectives of parents as expressed through the legislated advisory bodies of school councils prior to decisions being made.

The Premier, Minister of Education, and any other ministries making decisions that influence any aspect of K-12 education should provide notice to ASCA with an invitation to consult on proposed changes to legislation, regulations, and established programs or practices that will impact students and parents, prior to implementation.

Background:

For several years before, and early into, the Covid-19 pandemic, ASCA was consistently invited to provide the perspectives of its Member School Councils to Education Ministry employees leading committees or task forces focusing on education issues and initiatives. Examples are:

- Diploma Exams Advisory
- High School Completion
- Curriculum Advisory Panel Review

- Ministerial Order on Student Learning
- Assurance Model Review
- Funding Framework Review
- Education Act Regulations Review
- Choice in Education
- Student Transportation
- Education Budget and Funding Framework
- Alberta Research Network
- Alberta School Council Engagement Grant funding usage and criteria
- Seclusion Rooms, Time-out, and Physical Restraint Standards Advisory
- Minister's Stakeholder/Partner Re-Launch and Re-Entry Advisory
- Minister's Stakeholder/Partner Post Budget Advisory
- Minister's Stakeholder/Partner Draft K-6 Curriculum Launch Advisory
- Student Transportation Working Group – Re-entry Planning
- Student Transportation Review Task Force (non-Covid related)
- High School Credits for External Learning
- Child and Youth Well-being Review

Meaningful and direct consultation opportunities diminished as the pandemic progressed, occurring in some cases only through pressured requests from ASCA's Executive. ASCA's frequent requests to be included in education stakeholder discussions before decisions impacting students, school councils, parents, and families were made, were often responded to with answers stating that only stakeholders involved with implementation were, or would be, consulted. Some examples are:

- Bill 85 (Putting Students First Act, enhancing teacher oversight to improve student safety). Public online options provided. December 2021.
- Implementation of the draft K-6 Curriculum: Public online options provided. December 2021.
- Plan to resume K-12 student learning: No options for consultation offered. January 2022
- K-6 Curriculum Implementation. Written submission to Deputy Minister provided January 2022.
- Grades 4 – 12 Learning Loss Mitigation. Written submission to Deputy Minister provided January 2022.
- Provincial Achievement Testing (PATs). Written submission to Deputy Minister provided January 2022.
- Relaxing Covid Restrictions in Schools. No options for consultation offered. February 2022.
- Education Budget 2022. No options for consultation offered. February 2022.
- Improving Teacher Discipline. No options for consultation offered. March 2022.
- K-6 Curriculum Implementation amendments. March 2022.
- Bill 15, the Education (Reforming Teacher Profession Discipline) Amendment Act. Invitation to virtual information session only, no options for consultation offered. March 2022.

- Piloting of the updated draft K-6 curriculum. No options for consultation offered. May 2022.
- Funding for Mental Health in Schools, Specialized Assessments, Learning Loss Supports and School Nutrition (a cross-ministry plan informed by the Child and Youth Well-Being Review). Although consultation early in the process had occurred, ongoing consultation while the plan was developed was not invited. June 2022.
- Ending Covid-19 Protocols. No options for consultation offered. June 2022.
- The *Education Amendment Act (Improving Governance and Financial Management)*. No options for consultation offered. June 2022.
- The *Education (Reforming Teacher Profession Discipline) Amendment Act*. No options for consultation offered. June 2022.
- Code of Professional Conduct for the Teaching Profession. No options for consultation during the development phase were originally offered. ASCA Email to ADM prompted invitation to explore avenues for direct (not public survey) ASCA Executive-only consultation. August 2022.
- Career Education Task Force input on education programming for students in grades 7-12. Notice of public engagement opportunities (online and in person) only. November 2022.
- In-Person Learning Regulation (Ministerial Order #019-2022). No options for consultation offered; information session only. November 2022.

Recommendation:

That the Alberta School Councils' Association (ASCA) advocates to the Government of Alberta and the Minister of Education that ASCA always be offered opportunities for meaningful consultation and presentation of the parent perspective expressed through its Member School Councils when changes are being proposed to legislation, regulations, or established programs or practices that will impact school councils, students and/or parents.

P23-06

Setting and Meeting a Student to School Counsellor Ratio to Improve Mental Health

Sponsor: ASCA Board of Directors

Contact: Wendy Keiver, Executive Director wendyk@albertaschoolcouncils.ca

Issue:

Alberta's students do not have adequate access to qualified mental health support while in school.

According to researchers "Globally, one in five youth experiences symptoms of mental illness, with 18–22% of children and youth aged 4–17 years meeting criteria for at least one mental health diagnosis and still more experiencing subclinical symptoms. Half of all lifetime cases of mental illness start prior to the age of 14 years, suggesting the exigent need for early identification of adolescent mental health disorders. Many youths first seek mental health support in schools thereby optimally positioning school personnel for detection of early warning signs for mental health problems in this population. Teachers and other school personnel have identified mental health needs as the greatest health care needs of their students. However, previous research has shown that mental health support in the school system is insufficient, and that this is a significant concern for both school staff and students. Most educators do not feel equipped to respond to the needs of their students who are presenting with mental health problems" (Dimitropoulos et al., 2022, pp. 402-403).

Background:

According to the 2022 Alberta classroom pulse research (ATA Council of School Counsellors, 2022), the top three complexities teachers are seeing within the classroom are social / emotional functioning, cognitive functioning, and behavioral challenges. A staggering 85% of teachers report seeing a dramatic increase in the complexity and diversity of student's needs, while 56% of teachers reported a decline in support for students with special needs. The research also expressed concern over unreasonable wait times for support, with current wait times for support being "six months to NEVER".

The School Counsellors Chapter of the Canadian Counselling and Psychotherapy Associations (2022) maintain the view that School Counsellors are integral in supporting the academic, social, and emotional growth of students. During Canadian School Counsellors week in 2022 they noted:

- When children learn about their emotions for as little as 30 minutes a week, both their behaviour and their academic success improve.
- Expanded school counselling services in elementary schools is associated with improvements in student learning, behaviour, and mental health.
- School Counsellors intervene when additional supports are required for students' mental health, academic outcomes, and overall well-being.
- In one study, school counsellors played a critical role in increasing the graduation rate from 49% to 78.8% in three years in a historically low-performing school.
- School Counsellors are shown to be effective at delivering meaningful bully prevention programs.
- School Counsellor interventions led to 75% higher self-efficacy scores compared to groups without intervention.
- Social/emotional learning programs delivered by School Counselors resulted in greater rates of academic achievement in students.
- School Counsellors play a critical role in improving systemic power, privilege, and racism inequities in Canada's schools.
- 14.7% of Canadian children have a school accommodation and School Counsellors collaborate in the creation of individualized student plans.
- School Counsellors provide leadership in suicide prevention at schools which includes classroom guidance, screening, and referrals for mental health services.

According to the Government of Canada job bank trend analysis (2022), there are approximately 3,000 Educational Counsellors in Alberta:

Educational Counsellors mainly work in the following sectors:

- **Elementary and secondary schools: 42%**
- Universities: 28%
- Community colleges and C.E.G.E.P.s: 11%
- Other schools and instruction: 6%

42% equates to approximately 1260 elementary and secondary School Counsellors working in Alberta schools.

According to the Alberta Student population statistics (2020/2021) there were 734,794 students registered in Alberta public schools with 105,085 being identified as having special education needs.

Although these numbers are approximate, they suggest that there is currently a 583:1 student to School Counsellor ratio in Alberta ($734,749 / 1260 = 583.1$). While there is not a recommended student to School Counsellor ratio set for Alberta or Canada, the American School Counselors Association (2021) recommends a ratio is 250: 1.

Resources:

[Ratios 21-22 Alpha \(schoolcounselor.org\)](https://schoolcounselor.org)

[HOME & LATEST NEWS | ATA CSC \(ataschoolcounsellors.com\)](https://ataschoolcounsellors.com)

[Canadian-School-Counselling-Week-2022-Key-Messages-FINAL-1.pdf \(ccpa-accp.ca\)](#)

[School Counsellor in Alberta | Job prospects - Job Bank](#)

[Student population statistics | Alberta.ca](#)

Dimitropoulos, G., Cullen, E., Cullen, O., Pawluk, C., McLuckie, A., Patten, S., Bulloch, A., Wilcox, G., & Arnold, P. D. (2022). "Teachers often see the red flags first": Perceptions of school staff regarding their roles in supporting students with mental health concerns. *School Mental Health*, 14(2), 402-415. <https://doi.org/10.1007/s12310-021-09475-1>

Recommendation:

That the Alberta School Councils' Association (ASCA) advocates to the Minister of Education to increase the amount of qualified mental health support personnel (registered counsellors, psychologists, Child and Youth Care Counsellors or social workers) in all Alberta public schools (public, separate, francophone and charter) to meet a recommended 250:1 ratio by 2024.

SECTION II: Proposed Resolutions to Governing Documents for Member Review

Please review and discuss with your school council members to determine how your parent delegate is to vote on the following items at the AGM on **April 23, 2023**:

Board proposed **Administrative Resolutions** and **Special Resolution** for the 2023 ASCA AGM

#	Title	Sponsor	Contact
<u>A23-01</u>	Maintain Advocacy Policy 13-3	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca
<u>A23-02</u>	Amend Advocacy Policy 21-02	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca
<u>SR23-01</u>	Amend existing Bylaws of the ASCA <u>(LINK to current Bylaws)</u>	ASCA Board of Directors	Wendy Keiver wendyk@albertaschoolcouncils.ca

Administrative (or Housekeeping) Resolutions:

*Proposed actions, amendments and/or revisions to Alberta School Councils' Association **Advocacy Policies** to ensure relevancy.*

Background:

As per the approved Management of Advocacy Policies policy at the 2019 AGM, any Advocacy Policy which has not been reaffirmed, or amended and subsequently approved, by ASCA Member School Councils after its tenth (10th) anniversary, will be removed (archived) by the Board, and maintained within a public document for historical reference.

ASCA's Parliamentarian has provided substantial guidance related to the management of existing ASCA Advocacy Policies. Most notably, **a motion to 'reaffirm' is not in order**; therefore, wording for the 2023 AGM Administrative (Housekeeping) Resolutions has been changed to reflect this. ASCA will use the terms amend, maintain (formerly reaffirm), and archive (formerly rescind) moving forward.

ASCA Member School councils may, through a formal submission to the ASCA Board of Directors, provide perspectives related to amending, maintaining, or archiving existing ASCA Advocacy Policies. The decision to present amending, maintaining, or archiving recommendations related to existing ASCA Advocacy Policies to ASCA Member School Councils, remains the sole responsibility and discretion of the ASCA Board of Directors, and is final.

The ASCA Board of Directors recommends policies be **maintained** in the ASCA Advocacy Policy Manual **for up to 10 years** if the policy **is still relevant to the current education climate as it is currently written**.

Housekeeping details are provided such as updates to titles of current ministries, ministerial orders, pieces of policy accomplished, etc.

Unanimous consent will be used to adopt each motion.

A23-01

Motion to **maintain** ASCA Advocacy Policy 13-3

Policy	Rationale
13-3 Installation of Speed Monitoring Devices for Schools That Alberta Education and Alberta Transportation collaborate to develop a process that provides for the installation of signs on a primary and secondary highway where there is a school, to ensure the safety of students.	It is not confirmed that such devices exist for all schools located on primary and secondary highways. Should Alberta Transportation confirm the installation at all locations mentioned, this policy would automatically be archived.

The ASCA Board of Directors recommends policies be **amended** if the policy **is still relevant to the current education climate but requires minor changes to clarify or strengthen it**. * **Revisions** indicate a complete overhaul of the policy with many changes; **amendments** are smaller changes. Proposed **inserted or added** language is **bolded and underlined**; proposed deleted language is **red** and **~~struck through~~**. Statements (rationale) in *italics* are for reference only, and do not form or become part of the Bylaws.

A23-02

AMENDMENT: Motion to **amend** ASCA Advocacy Policy 21-02 Acknowledgement of CoSC/DSC in the Alberta Education Act

- 1) by inserting "Creation, Support, and" before "Acknowledgement",
- 2) by striking "/" after "COSC" and inserting a "," {*comma*}
- 3) inserting "and/or Ward Councils" before "in the Education Act." in the title,
- 4) by inserting "and/or Ward Councils" before "in supporting the Assurance Framework.",
- 5) by striking "consistency with current school council legislation" and inserting "school boards are mandated to create and support Councils of School Councils (COSC), District School Councils (DSC), and/or Ward Councils in each school division operated by a Board."

Current Wording	Proposed Revisions	If Adopted, Will Read
<p>21-02 Acknowledgement of CoSC/DSC in the Alberta Education Act</p> <p>That the Minister of Education acknowledge the importance of Councils of School Councils (COSC) and District School Councils (DSC) in supporting the Assurance Framework.</p> <p>That the Minister of Education collaboratively develop relevant legislation with ASCA and Education Partners to ensure consistency with current school council legislation.</p>	<p>21-02 <u>Creation, Support, and Acknowledgement of CoSC, DSC, and/or Ward Councils</u> in the Alberta Education Act</p> <p>That the Minister of Education acknowledges the importance of Councils of School Councils (COSC), District School Councils (DSC), <u>and/or Ward Councils</u> in supporting the Assurance Framework.</p> <p>That the Minister of Education collaboratively develop relevant legislation with ASCA and Education Partners to ensure consistency with current school council legislation. <u>school boards are mandated to create and support Councils of School Councils (COSC), District School Councils (DSC), and/or Ward Councils in each school division operated by a Board.</u></p>	<p>21-02 Creation, Support, and Acknowledgement of CoSC, DSC, and/or Ward Councils in the Alberta Education Act (Amended 2023)</p> <p>That the Minister of Education acknowledges the importance of Councils of School Councils (COSC), District School Councils (DSC), and/or Ward Councils in supporting the Assurance Framework.</p> <p>That the Minister of Education collaboratively develop relevant legislation with ASCA and Education Partners to ensure school boards are mandated to create and support Councils of School Councils (COSC), District School Councils (DSC), and/or Ward Councils in each school division operated by a Board.</p>

Special Resolution:

*Proposed amendments and/or revisions to Alberta School Councils' Association **Bylaws** to reflect current legislation in Alberta and permit candidate acclamations.*

Background:

The Bylaws of a Society, approved by its members, are considered the “rules” by which its governors – the Board of Directors – will direct the operations of the Society. Bylaws should be reviewed periodically for their relevancy and updated as needed.

In recent months, the ASCA 2022-2023 Governance Committee undertook to review the Alberta School Councils' Association (ASCA) Bylaws, and recommend revisions as needed. Responses (27) from the ASCA Member Bylaw survey in the fall of 2021 also informed some proposed changes for Article 4 Membership.

To be approved, the *Societies Act* requires 75% of ASCA Member School Councils in attendance to vote in favour of the changes. Once adopted by ASCA Member School Councils, the approved Bylaw changes do not take effect until approved by Corporate Registry.

The ASCA Board of Directors is recommending to ASCA Member School Councils five (5) clauses within existing ASCA Bylaw Articles be amended and/or revised: 3.19; 3.24; 3.42; 4.2; and 6.2.

Proposed revised or added language is **bolded and underlined**; proposed deleted language is red and ~~struck through~~. Statements (rationale) in *italics* are for reference only, and do not form or become part of the Bylaws.

* **Revisions** indicate a complete overhaul of substantial changes; **amendments** are smaller changes.

Unanimous consent will be used to adopt each motion.

SR23-01

AMENDMENT: Motion to **amend** Article 3.19 – Definitions, Individual Parent Member,

- 1) by striking “School” and inserting “Education” and
- 2) by inserting “or any legislation intended to replace or supersede the Education Act,” before ‘holding Individual Parent Membership...’

Current Wording	Proposed Amendment	If Adopted, Will Read
3.19 Individual Parent Member – a Parent, as defined in Sections 1 & 2 of the Alberta School Act, holding Individual Parent Membership in ASCA as described in Article 4.2.	3.19 Individual Parent Member – a Parent, as defined in Sections 1 & 2 of the Alberta School <u>Education Act, or any legislation intended to replace or supersede the Education Act,</u> holding Individual Parent Membership in ASCA as described in Article 4.2.	3.19 Individual Parent Member – a Parent, as defined in Sections 1 & 2 of the Alberta Education Act, or any legislation intended to replace or supersede the Education Act, holding Individual Parent Membership in ASCA as described in Article 4.2.

Rationale: *To reflect current legislation in Alberta, and to allow for future legislative changes without the clause/definition becoming irrelevant or inaccurate.*

AMENDMENT: Motion to **amend** Article 3.24 – Definitions, Parent,

- 1) by striking “School” and inserting “Education” and
- 2) by adding “or any legislation intended to replace or supersede the Education Act, including individuals recognized as guardians in the Family Law Act.”

Current Wording	Proposed Amendment	If Adopted, Will Read
3.24 Parent – as defined in Sections 1 & 2 of the Alberta School Act.	3.24 Parent – as defined in Sections 1 & 2 of the Alberta School Education Act, or any legislation intended to replace or supersede the Education Act, including individuals recognized as guardians in the Family Law Act.	3.24 Parent – as defined in Sections 1 & 2 of the Alberta Education Act, or any legislation intended to replace or supersede the Education Act, including individuals recognized as guardians in the Family Law Act.

Rationale: To reflect current legislation in Alberta, and to allow for future legislative changes without the clause/definition becoming irrelevant or inaccurate and to clarify the intention that legal guardians, as defined in legislation, have the same rights, responsibilities, and opportunities within ASCA as natural or adoptive parents.

AMENDMENT: Motion to **amend** Article 3.42 – Definitions, Student,

- 1) by striking “School” and inserting “Education” and
- 2) by inserting “or any legislation intended to replace or supersede the Education Act, including individuals recognized as guardians in the Family Law Act,” before “to attend school.”

Current Wording	Proposed Amendment	If Adopted, Will Read
3.42 Student – a person who is enrolled in a school or is required under the School Act to attend school.	3.42 Student – a person who is enrolled in a school or is required under the School Education Act, or any legislation intended to replace or supersede the Education Act, to attend school.	3.42 Student – a person who is enrolled in a school or is required under the Education Act, or any legislation intended to replace or supersede the Education Act, to attend school.

Rationale: To reflect current legislation in Alberta, and to allow for future legislative changes without the clause/definition becoming irrelevant or inaccurate.

AMENDMENT: Motion to **amend** Article 4.2 – Membership, Non-Voting Members,

- 1) by inserting “who has children in the K-12 Public Education system” before “in Alberta”
- 2) by inserting “and whose School Council is not an ASCA Member” after “in Alberta” and
- 3) by striking “is eligible to become” and inserting “may be”.

Current Wording	Proposed Amendment	If Adopted, Will Read
4.2 Any Parent in Alberta is eligible to become an ASCA Individual Parent Member upon payment of the membership fee, and may attend ASCA events.	4.2 Any Parent <u>who has children in the K-12 Public Education system</u> in Alberta <u>and whose School Council is not an ASCA Member</u> is eligible to become <u>may be</u> an Individual Parent Member upon payment of the membership fee and may attend ASCA events.	4.2 Any Parent who has children in the K-12 Public Education system in Alberta and whose School Council is not an ASCA Member may be an Individual Parent Member upon payment of the membership fee and may attend ASCA events.

Rationale: To clarify:

the intention that an Individual Parent Member needs to **currently have a K-12 student, not someone who has only adult children;*

**the intention that parents in school communities where the School Council is already an ASCA Member should not become Individual Parent Members;*

**parents of students in private/independent schools or home-schooling (where a school council is not established) are not eligible to become Individual Parent Members of ASCA.*

AMENDMENT: Motion to **amend** Article 6.2 – Governance of the Association, Election,

- 1) by striking “the Annual” and inserting “a”
- 2) by inserting “for which notice has been provided” after General Meeting, and
- 3) by adding “Elections will be conducted by secret ballot unless there is only one candidate for any available position(s), in which case candidate(s) may be elected by acclamation.” as a second statement.

Current Wording	Proposed Amendment	If Adopted, Will Read
6.2 At the Annual General Meeting Voting Delegates will elect a President and Vice President in even numbered years by secret ballot vote. Voting Delegates will elect Directors to available positions by secret ballot vote every year.	6.2 At the Annual <u>a</u> General Meeting <u>for which notice has been provided</u> , Voting Delegates will elect a President and Vice President in even numbered years by secret ballot vote. Voting Delegates will elect Directors to available positions by secret ballot vote every year. <u>Elections will be conducted by secret ballot unless there is only one candidate for any available position(s), in which case candidate(s) may be elected by acclamation.</u>	6.2 At a General Meeting for which notice has been provided, Voting Delegates will elect a President and Vice President in even numbered years by secret ballot vote. Voting Delegates will elect Directors to available positions by secret ballot vote every year. Elections will be conducted by secret ballot unless there is only one candidate for any available position(s), in which case candidate(s) may be elected by acclamation.

Rationale: To clarify that elections for Directors may take place at any General Meeting of the Association, and to permit acclamations of candidates. For the ASCA 2022 AGM, there was only one candidate for President, one for Vice President, and two (2) for three (3) vacant Director positions. The Parliamentarian for the ASCA 2022 AGM noted that ASCA Bylaws did not have a provision for acclamations – only secret ballot votes were permitted. Voting Delegates were therefore required to participate in an electronic vote, despite the declared candidates not being contested. With the addition of a second paragraph in Article 6.2 permitting acclamations, unnecessary voting at the AGM can be avoided.