

**DATE:** October 11, 2011

**TO:** Board of Trustees

**FROM:** Trustee Heather MacKenzie, PSBAA Liaison Designate and PSBC Representative

**SUBJECT:** 2011 Annual General Meeting of the Public School Boards' Association of Alberta

**ORIGINATOR:** Tash Taylor, Director Executive and Board Relations

**RESOURCE STAFF:** Anne Sherwood

**REFERENCE:** Public School Boards' Association of Alberta Bylaws  
<http://207.167.4.168/wp-content/uploads/2011/03/Bylaws2009.pdf>

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**ISSUE**

The Public School Boards' Association of Alberta (PSBAA) Annual General Meeting business session is scheduled for Saturday, October 22, 2011. Voting on all business items is based on one member board one vote and the Board's Public School Board Council representative Trustee MacKenzie as the Board's liaison designate is responsible for casting the Board's vote at the Board's direction.

**RECOMMENDATION****1. That provisional Board support for the:**

- a) **Approval of the Minutes of the 2010 Annual General Meeting (Attachment I)**
- b) **Adoption of the Agenda (Attachment II)**
- c) **Appointment of an external Reviewer for the fiscal year 2011**
- d) **Approval of the 2012 Fee Schedule**
- e) **Approval of the 2012 Budget**
- f) **The PSBAA Financial Review Committee exploring further, the establishment of a Universal Standards Trust Fund**

**be approved.**

- 2. That authorization for the Board's designate to the PSBAA, Trustee Heather MacKenzie, to vote on behalf of the Board on any motions and amendments considered at the PSBAA Annual General Meeting based on the Board's provisional support for the above, and views expressed by the Trustees present at the general meeting, be approved.**

**BACKGROUND**

The PSBAA Annual General Meeting business session is scheduled for Saturday, October 22, 2011 at the Sutton Place Hotel and will include:

- Consideration of the Minutes of the 2010 Annual General Meeting (Attachment I)
- Adoption of the Agenda (Attachment II)
- Reports from Officers and Staff
- Reports from Committees (Appendix I and II)
- Consideration of the Audited Financial Statements for the year ended December 31, 2010 (Attachment III)
- Appointment of an external Reviewer for the fiscal year 2011
- Consideration of the 2012 Fee Schedule (Attachment IV)
- Consideration of the 2012 Budget (Attachment V)
- Consideration of a Universal Standards Trust Fund (Attachment VI)
- Election of a:
  - President,
  - 1st Vice-President and
  - 1 Director
- Election of the Intra Governmental Political Relations (IGPR) Standing Committee – two positions

**RELATED FACTS**

The recommended Fee Schedule for the fiscal year 2012 (Attachment IV) reflects a 3.5% increase in individual member board fees representing \$16,150 new revenue; however total projected revenue from membership fees has been reduced by \$27,232 from that received in 2010 resulting from the withdrawal of two member Boards effective December 31, 2011.

The proposed 2012 operating income is projected to be \$513,284 which is \$19,397 less than in 2010. The proposed expenditure budget comes in at \$50,382 less than incurred in 2010. The 2010 budget year ended with a \$30,908 deficit covered from reserves. The PSBAA Executive is recommending a balanced budget for 2012 achieved through planned expenditure reductions and the 3.5% increase in membership fees. Further details on the budget assumptions and expenditure reductions are outlined in the Operating & Capital budget, 2012 Memo from Executive Director Mary Lynne R. Campbell (Attachment VII).

The Financial Review committee will be asking the membership to consider whether the PSBAA should further explore the establishment of a Universal Standards Trust Fund to support, protect and promote Public School Education in Alberta. The example given is the Manitoba School Boards' Association has a Universal Standards Trust Fund which is used to off-set a portion of costs incurred by Boards as a result of arbitration, i.e. arbitration decisions can have a precedent impact on all school boards. As outlined in Attachment VI, a Universal Standards Trust Fund would be funded by an annual fee for member Boards and a Committee of member representatives would have responsibility for managing the fund and considering fund applications.

**OPTIONS CONSIDERED**

N/A

**CONSIDERATIONS & ANALYSIS**

N/A

**NEXT STEPS**

The Board's designate, Trustee MacKenzie, will cast the Board's vote on decision items at the PSBAA Annual General Meeting with due consideration of the Board's provisional support for the business items on the agenda and any additional information made available at the PSBAA Annual General Meeting.

**ATTACHMENTS & APPENDICES**

- ATTACHMENT I Minutes of the 2010 Annual General Meeting of the Public School Boards' Association of Alberta
  - ATTACHMENT II PSBAA 2011 Annual General Meeting Agenda
  - ATTACHMENT III PSBAA Financial Statements for the Year Ended December 31, 2010
  - ATTACHMENT IV PSBAA Draft 2012 Fee Schedule
  - ATTACHMENT V PSBAA Draft 2012 Budget
  - ATTACHMENT VI Financial Review Committee Report –Universal Standards Trust Fund
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- APPENDIX I Intra Governmental Political Relations Committee Report
  - APPENDIX II Standing Committee on Special Recognition Report

AS: mmf

**Minutes of the 2010 Annual General Meeting  
of the Public School Boards' Association of Alberta  
Saturday, November 6<sup>th</sup>, 2010  
(Sutton Place Hotel, Edmonton)**

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**1. Welcome and Introductions by the President – Patty Dittrick**

The President called the meeting to order at 10:20 a.m.

The President explained that it is a tradition, to position an empty chair in front of the assembly as a reminder to all of those who have served as trustees, but have passed from this life, those who are in our prayers as they struggle with life's challenges, and those who we continue to serve. One minute of silence was observed to reflect and to remember.

Students from the Sturgeon Composite High School jazz ensemble performed before the start of the business session. The President thanked the music teacher and presented him with a small gift.

Sandy Koroll, Returning Officer, was called to explain the election process. A by-election will be conducted for the 1<sup>st</sup> Vice President, as well as elections for the 2<sup>nd</sup> Vice President and one Director. There will also be elections for two members to serve on the Standing Committee on Intra-Governmental Political Relations and three members to serve on the Standing Committee on Recognition.

The President introduced the other members of the Executive Committee – Karen Prokopowich (Grande Prairie Public School District) 2<sup>nd</sup> Vice-President, and Lawrence Lee (Red Deer Public Schools) Director. Ms. Dittrick introduced the guests that were in attendance: Heather Welwood and Jacquie Hanson, ASBA; Reginald Roy, FCSFA; Barry Litun, CASS; Russell Horswill, ASBOA; Brad Vonkeman, ASCA; and, Darren Aldous, AUMA.

**2. Adoption of the Minutes of the 2009 A.G.M.**

It was moved by Barb Johnson (Wetaskiwin Regional Public Schools) and CARRIED, THAT the Minutes of the 2009 Annual General Meeting be approved and adopted as circulated.

**3. Adoption of the Agenda**

Joan Trettler (St. Albert Protestant Schools) - requested an addition to the agenda to discuss designation of school districts from public to separate.

Patty Dittrick requested that feedback from the members re: separate school expansion be put on the agenda.

Karen Holloway (Clearview Public Schools) requested the Proposed Whereas Clauses be added.

The President indicated that these three items would be entered under the "Association Strategy Session"

Patty Dittrick, President requested the addition of LLCSI to the agenda.

It was moved by Gerry Martins (St. Albert Protestant Schools) and CARRIED, THAT the agenda proposed for the 2010 Annual General Meeting be adopted, as amended.

The President advised that, following the presentation of her report, Karen Prokopowich would take the Chair.

4. **Report of the President – Patty Dittrick**  
The President gave her report (copy attached) and upon the conclusion asked for questions and/or comments from the floor.

Karen Prokopowich took the chair.

It was moved by Louise Woroniuk (Peace River School Division) and CARRIED,  
THAT the report of the President be received.

Patty Dittrick returned as Chair. The other members of the Executive Committee were given the opportunity to make comments. Both declined.

5. **Report of the Executive Director – Mary Lynne R. Campbell**  
The Executive Director gave her report (copy attached), following which she asked for questions and/or comments from the floor.

It was moved by Kathleen Linder (Parkland School Division) and CARRIED,  
THAT the report of the Executive Director be received.

6. **Report from the Standing Committee on the Foundation Program**  
Dianne Macaulay presented the report on the Standing Committee on the Foundation Program, as the Chair of the Committee, Gitta Hashizume, did not stand for re-election. A copy of the report is attached.

It was moved by Bill Stuebing (Red Deer Public Schools) and CARRIED,  
THAT the report of the Standing Committee on the Foundation Program be received as information.

7. **Report from the Standing Committee for Intra-Governmental Political Relations**  
Patty Dittrick presented a brief report from the Intra-Governmental Political Relations Committee, as the Chair of the Committee, George Rice, was not re-elected. A copy of the report is attached.

It was moved by Jeff Thompson (Ft. McMurray Public School District) and CARRIED,  
THAT the report of the Standing Committee for Intra-Governmental Political Relations be received as information.

8. **Approval of the Financial Statements for the Fiscal Year January 1<sup>st</sup>, 2009 to December 31<sup>st</sup>, 2009.**  
Lawrence Lee, a member of the Financial Review Committee, read the report which had been prepared by the Chair of the Financial Review Committee, and presented the Financial Statements for the fiscal year January 1<sup>st</sup>, 2009 to December 31<sup>st</sup>, 2009.

It was moved by Lawrence Lee (Red Deer Public Schools)  
THAT the Financial Statements for the Association, for the year January 1<sup>st</sup>, 2009 to December 31<sup>st</sup>, 2009 be received and approved as presented.

Questions/Comments

- (Catherine Ripley (Edmonton Public Schools) – Asked why there was such a large increase in the Professional Fees. (She was advised that this was due to funds paid for the Aspen View court case).

The motion to approve the 2009 Financial Statements was put to a vote and CARRIED.

9. **Appointment of an External Financial Reviewer for the 2010 Fiscal Year**  
It was moved by Lawrence Lee (Red Deer Public Schools) and CARRIED,  
THAT the firm of Hawkings Epp Dumont LLP, be retained to conduct a review of the financial records of the Association for the Fiscal Year 2010 and to report on the same to the membership.

The members of the Financial Review Committee for the 2009 Fiscal Year were thanked for their work.

- William Schulte Superintendent – Business, Battle River School Division,
- Lawrence Lee, Trustee with Red Deer Public Schools and a Director, and
- Karen Prokopowich, Trustee with Grande Prairie Public School District and 2<sup>nd</sup> Vice President of PSBAA.

**10. Adoption of the 2011 Fee Schedule**

A copy of the 2011 proposed Fee Schedule was previously distributed to all members and a copy was provided in each registration package. The proposed 2011 Fee Schedule does not provide for any increase in either the basic annual fee or the supplementary fees.

It was moved by Ruth Snyder (Northern Lights School Division),  
THAT the 2011 Proposed Fee Schedule recommended by the Executive Committee be adopted.

Questions/Comments

Gerry Martins (St. Albert Protestant Schools) – If the Fee Schedule is approved, and after review of the budget a change in the fee schedule is required, would we be able to go back to the Fee Schedule?

The motion to approve the 2011 Fee Schedule was put to a vote and CARRIED.

**11. Adoption of the 2011 Budget**

A copy of the proposed 2011 Budget was previously distributed to all members. Also included in the conference package was a copy of the Standing Orders Respecting the Budget.

It was moved by Lorna Misselbrook (Black Gold Regional Schools)  
THAT the proposed 2011 Budget be approved in principle.

Questions/Comments

• Gerry Martins (St. Albert Protestant Schools) – Is the \$54,000 deficit (2010 budget) accounted for in the unrestricted net assets? (The Executive Director advised that it is and that as of September 2010, the amount of unrestricted net assets was \$116,044.

The motion to approve the budget in principle was put to a vote and CARRIED.

It was moved by Shirley Caputo (Grande Yellowhead Regional Division),  
THAT the Budget as a whole be adopted.

Questions/Comments

Lenny Richer (High Prairie School Division) asked for, and received, clarification of "A" Budget items.

Gerry Martins (St. Albert Protestant Schools) - asked for the rationale in setting aside \$268,000 in restricted net assets for Office Operations. (The Executive Director advised two opinions were provided as to what amount should be set aside. The Executive Committee chose the lesser of the two amounts.)

The motion to approve the 2011 budget as a whole was put to a vote and CARRIED.

It was moved by Barb Johnson (Wetaskiwin Regional Public Schools) and CARRIED,  
THAT the Executive Director is directed not to exceed any amounts approved by this assembly for expenditures to advance the work of the Association except on the authority of the Executive Committee as evidenced by a motion duly made, and adopted.

It was moved by Barb Johnson (Wetaskiwin Regional Public Schools), and CARRIED, THAT as of January 1, 2011, the rate paid by the Association as an honorarium in recognition of time spent at the work of the Association shall be:

- for time up to and including four hours in any one day, \$80.00;
- for more than four hours and up to eight hours in any one day, \$160.00;
- for telephone conference calls which are less than one hour in length, \$25.00;
- for telephone conference calls which are one to two hours in length, \$50.00; and
- for telephone conference calls which are two to four hours in length, \$80.00 according to the operational policies of the Association.

## 12. Association Strategy Session

There are three items for discussion:

- Proposal within the Education Act Framework which suggests that the Minister be given "*authority to change the designation of a public school jurisdiction to a separate school jurisdiction, and the reverse, when the designations of the jurisdictions no longer accurately reflect the minority faith population.*"
- Feedback re: separate school expansion
- ASBA Fall General Meeting and PSBAA's Preamble

### Proposal within the Education Act Framework

Joan Trettler (St. Albert Protestant Schools) Their board wishes to remain as a separate board and do not want to lose their designation. This proposal will affect the entire province. It is a very complicated issue and they do not want it to become a part of the new School Act. The St. Albert Board is not asking for any action at this time.

### Feedback regarding Separate School Expansion

Patty Dittrick advised that another meeting on separate school expansion has been scheduled with Alberta Education, ASBA and ACSTA for November 24<sup>th</sup>, 2010.

### Questions/Comments

- What do boards need to do? We are on the verge of new legislation – one system, two systems? (Dennis Parsons, Ft. McMurray Public School District)
- Concern that the new Act will be called the Education Act. (Morag Pansegrau, St. Albert Protestant Schools)
- Government to take action to hold individual trustees accountable. (Barry Wowk, St. Albert Protestant Schools)
- The rights of public boards should mirror those of separate boards. (Nestor Kunec, Northern Lights School Division)
- Appointment of trustees is a concern. If school trustees are appointed, so should MLAs. (Sheldon Rowe, Peace Wapiti Regional Division)
- Generative governance a concern to empower us to do more. Could have a detrimental effect on trustees (Heather McKenzie, Edmonton Public Schools)
- Health boards are not happy with appointments. (Dave Nelson, Buffalo Trail Public Schools)
- High Prairie School Division has an appointed trustee. There is the danger that the person appointed might not be there for the right reasons. (Lenny Richer, High Prairie School Division)
- There appears to be responsibility and accountability for school boards, but not for the Government. (Catherine Ripley, Edmonton Public Schools).

### ASBA's FGM and PSBAA's Preamble

Karen Holloway (Clearview Public Schools) asked whether the PSBAA still supports the Whereas Clauses both at the PSBAA and the ASBA floor? Are boards prepared to defend it, and identify themselves at the ASBA Fall General Meeting? Twenty-four boards identified themselves as being in support of the Whereas Clauses. Some boards indicated that they had not had a chance to discuss this with new trustees on their

boards. It is hoped that all new trustees will become familiar with the Whereas Clauses prior to the ASBA's 2010 AGM.

### LLCSI

The President advised that the Association now owns Local Leadership Consulting Services Inc. (LLCSI). The Directors are the Executive Committee. Each Board was provided with a copy of the LLCSI Business Proposal.

### 13. **Election of Officers**

The election was conducted by Sandy Koroll (Black Gold Regional Schools), Returning Officer. All candidates as well as their nominators, had been given the opportunity to speak, during breakfast and following lunch.

The membership will elect a 1<sup>st</sup> Vice-President for a one year term (by-election), a 2<sup>nd</sup> Vice-President for a two year term as well as a Director for a two year term. In addition two people will be elected to the IGPR Committee for a two year term and three people will be elected to the new Standing Committee on Recognition for a three year term.

There was one nomination for the position of 1<sup>st</sup> Vice- President. After calling three times for further nominations, it was moved by Bill Stuebing (Red Deer Public Schools) and CARRIED, THAT nominations cease.

Sandy Koroll declared **Karen Prokopowich of Grande Prairie Public School Division elected 1<sup>st</sup> Vice-President**, by acclamation, for a one year term.

There was one nomination for the position of 2<sup>nd</sup> Vice-President. After calling three times for further nominations, it was moved by Trudy Bratland (Wolf Creek Public Schools) and CARRIED, THAT nominations cease.

Sandy Koroll declared **Sherry Cooper of Chinook's Edge School Division elected 2<sup>nd</sup> Vice-President**, by acclamation, for a two year term.

There were two nominations for election of a Director for a two year term. After calling three times for further nominations, it was moved by Sam Kobeluck (Black Gold Regional Schools), and CARRIED THAT nominations cease.

The nominees for election as Director were:

- Cheryl MacIsaac, Buffalo Trail Public Schools
- Barb Johnson, Wetaskiwin Regional Public Schools

An election was conducted and after the votes were counted, Sandy Koroll announced that **Cheryl MacIsaac of Buffalo Trail Public Schools**, had been elected as a Director for a two year term.

There were two nominations for two positions on the IGPR Standing Committee for a two year term. After calling three times for further nominations, it was moved by Cathy Peacocke (Red Deer Public Schools) and CARRIED THAT nominations cease.

Sandy Koroll declared **Joyce Dvornek of High Prairie School Division, and Cheri Neitz of Clearview Public Schools** elected by acclamation, for a two year term.

There were three nominations for three positions on the Standing Committee on Special Recognition. After calling three times for further nominations, it was moved by Ruth Snyder (Northern Lights School Division) and CARRIED THAT nominations cease.



Sandy Koroll declared **Joan Trettler of St. Albert Protestant Schools, Kathy Cooper, Prairie Rose School Division, and Don Zech, Palliser Regional Schools** elected by acclamation, for a three year term.

It was moved by Shirley Caputo (Grande Yellowhead Regional Division) and CARRIED THAT the election ballots be destroyed.

**14. Adjournment.**

There being no further business, the meeting was adjourned at 2:00 p.m.



Public School Boards'  
Association of Alberta

**2011 Annual General Meeting  
Sutton Place Hotel - Edmonton**

**Saturday, October 22<sup>nd</sup>, 2011**

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**AGENDA**

- 8:00- 9:00 a.m.      Breakfast
- 9:00 a.m.              Ceremonial Opening of the Annual General Meeting
- Call to Order
- O Canada
- Moment of Silence (Reflection)
- Consideration of the Minutes of the 2010 Annual General Meeting
- Adoption of the Agenda
- Reports from Officers and Staff
- the President
  - other members of the Executive Committee
  - the Executive Director
- Reports from Committees
- IGPR Committee
  - Special Recognition Committee
- Consideration of the Audited Financial Statements for the year ended December 31<sup>st</sup>, 2010
- Appointment of an external Reviewer for the fiscal year 2011
- Consideration of the 2012 Fee Schedule
- Consideration of the 2012 Budget
- Consideration of Universal Standards Trust Fund
- Elections              • President, 1<sup>st</sup> Vice-President and 1 director
- IGPR Standing Committee – 2 positions
- 11:55 a.m.              Special Presentations
- Noon                      Executive Committee Presentations
- Adjournment

**PUBLIC SCHOOL BOARDS'  
ASSOCIATION OF ALBERTA**

**Financial Statements**

**For The Year Ended December 31, 2010**

*(Unaudited)*

# Hawkings Epp Dumont LLP

**Chartered Accountants**

Mayfield Square I  
10476 Mayfield Road  
Edmonton, Alberta  
T5P 4P4

Telephone: 780-489-9606  
Toll Free: 1-877-489-9606  
Fax: 780-484-9689  
Email: hed@hed-edm.com

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## REVIEW ENGAGEMENT REPORT

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To the Members of the Public School Boards' Association of Alberta

We have reviewed the statement of financial position of Public School Boards' Association of Alberta as at December 31, 2010 and the statements of operations, changes in net assets and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Association.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Edmonton, Alberta  
March 30, 2011

HAWKINGS EPP DUMONT LLP  
Chartered Accountants

**Stony Plain Office**  
Suite 101, 5300 - 50 Street  
PO Box 3188 Stn Main  
Stony Plain, Alberta T7Z 1T8

Telephone: 780-963-2727  
Fax: 780-963-1294

Email: email@hawkings.com

**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**  
**Statement of Financial Position**  
**As At December 31, 2010**  
*(Unaudited)*

	2010	2009
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 953,106	\$ 1,095,976
Accounts receivable	2,824	-
Goods and Services Tax recoverable	141	-
Prepaid expenses	4,400	-
	<u>960,471</u>	<u>1,095,976</u>
PROPERTY AND EQUIPMENT <i>(Note 3)</i>	<u>37,088</u>	<u>23,320</u>
	<u>\$ 997,559</u>	<u>\$ 1,119,296</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 17,873	\$ 16,293
Employee deductions payable	6,758	6,744
Goods and Services Tax payable	-	24
Deferred revenue <i>(Note 4)</i>	462,064	494,117
	<u>486,695</u>	<u>517,178</u>
<b>COMMITMENTS <i>(Note 6)</i></b>		
<b>NET ASSETS</b>		
Invested in property and equipment	37,088	23,320
Internally restricted <i>(Note 5)</i>	446,224	82,049
Unrestricted	27,552	496,749
	<u>510,864</u>	<u>602,118</u>
	<u>\$ 997,559</u>	<u>\$ 1,119,296</u>

ON BEHALF OF THE BOARD:

\_\_\_\_\_ Director

\_\_\_\_\_ Director

The accompanying notes are an integral part of these financial statements

**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**

**Statement of Operations**

**For The Year Ended December 31, 2010**

*(Unaudited)*

	2010	2009
<b>REVENUE</b>		
Membership	\$ 522,551	\$ 535,519
Meeting Income <i>(Schedule 1)</i>	167,245	133,175
Contract revenue	5,710	8,324
Interest	5,519	13,248
	<u>701,025</u>	<u>690,266</u>
<b>EXPENSES</b>		
Salaries and wages	344,413	293,317
Meeting Expenses <i>(Schedule 1)</i>	161,210	142,661
Executive committee	59,084	41,882
Committees	54,720	29,329
Communications consortium	25,487	-
Travel pool	25,486	29,687
Rent	16,576	15,377
Professional fees	15,175	10,702
Amortization	12,913	6,079
Development project	9,766	-
Office supplies	8,760	7,653
Computer equipment and repairs	5,949	4,186
Newsletter	5,460	5,460
Insurance	4,285	4,285
Telephone, fax and internet	4,163	4,512
Staff travel and hospitality	3,002	8,789
Dues and subscriptions	1,407	996
Bank charges and interest	244	43
Communications	63	6,419
	<u>758,163</u>	<u>611,377</u>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES FROM OPERATIONS</b>	<u>(57,138)</u>	<u>78,889</u>
<b>OTHER INCOME (EXPENSES)</b>		
Gain (loss) on disposal of property and equipment	28	(1,444)
Professional fees - Aspen View legal challenge	(34,144)	(19,993)
	<u>(34,116)</u>	<u>(21,437)</u>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<u>\$ (91,254)</u>	<u>\$ 57,452</u>

The accompanying notes are an integral part of these financial statements

**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**  
**Statement of Changes in Net Assets**  
**Year Ended December 31, 2010**  
*(Unaudited)*

	Invested in Property and Equipment	Internally Restricted <i>(Note 5)</i>	Unrestricted	2010	2009
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 23,320	\$ 82,049	\$ 496,749	\$ 602,118	\$ 544,666
Excess (deficiency) of revenue over expenses	(12,913)	(34,144)	(44,197)	(91,254)	57,452
Investment in property and equipment	26,681	(26,681)	-	-	-
Transfers	-	425,000	(425,000)	-	-
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 37,088</b>	<b>\$ 446,224</b>	<b>\$ 27,552</b>	<b>\$ 510,864</b>	<b>\$ 602,118</b>

The accompanying notes are an integral part of these financial statements

**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**  
**Statement of Cash Flows**  
**For The Year Ended December 31, 2010**  
*(Unaudited)*

	2010	2009
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenue over expenses	\$ (91,254)	\$ 57,452
Items not affecting cash:		
Amortization of property and equipment	12,913	6,079
(Gain) loss on disposal of property and equipment	(28)	1,444
	<u>(78,369)</u>	<u>64,975</u>
Changes in non-cash working capital:		
Accounts receivable	(2,824)	-
Accrued interest receivable	-	3,799
Deferred revenue	(32,053)	(14,062)
Prepaid expenses	(4,400)	-
Accounts payable and accrued liabilities	1,580	7,395
Employee deductions payable	14	959
GST payable (receivable)	(165)	(1,215)
	<u>(37,848)</u>	<u>(3,124)</u>
Cash flow from (used by) operating activities	<u>(116,217)</u>	<u>61,851</u>
<b>INVESTING ACTIVITIES</b>		
Purchase of property and equipment	(27,809)	(4,931)
Proceeds on disposal of property and equipment	1,156	150
Cash flow used by investing activities	<u>(26,653)</u>	<u>(4,781)</u>
<b>INCREASE (DECREASE) IN CASH FLOW</b>	<b>(142,870)</b>	<b>57,070</b>
Cash - beginning of year	<u>1,095,976</u>	<u>1,038,906</u>
<b>CASH - END OF YEAR</b>	<b>\$ 953,106</b>	<b>\$ 1,095,976</b>

The accompanying notes are an integral part of these financial statements



**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**

**Notes to Financial Statements**

**December 31, 2010**

*(Unaudited)*

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**1. NATURE OF OPERATIONS**

The Association is organized to support and promote the special interests of the public school boards of Alberta. Pursuant to paragraph 149(g) of the Income Tax Act, the Association is classified as a not-for-profit organization and is exempt from income tax.

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**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Property and equipment

Property and equipment are stated at cost less accumulated amortization. Property and equipment are amortized over their estimated useful lives at the following rates and methods:

Furniture and equipment	20%	declining balance method
Computer equipment	30%	declining balance method
Leasehold improvements	20%	declining balance method
Video equipment	20%	declining balance method
Computer software	100%	declining balance method

The Association regularly reviews its property and equipment to eliminate obsolete items.

Revenue recognition

The Association uses the deferral method for reporting revenue. Funds received during the current period that pertain to a subsequent period are classified as deferred revenue. Other unrestricted contributions are recognized as revenue in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributed Services

Volunteers contribute a substantial number of hours per year to assist the Association in carrying out its services. The contributed services are not recognized in these financial statements.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

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**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**

**Notes to Financial Statements**

**December 31, 2010**

*(Unaudited)*

**3. PROPERTY AND EQUIPMENT**

	Cost	Accumulated amortization	2010 Net book value	2009 Net book value
Furniture and equipment	\$ 36,437	\$ 20,823	\$ 15,614	\$ 2,874
Computer equipment	22,926	12,706	10,220	5,941
Leasehold improvements	46,055	40,181	5,874	7,009
Video equipment	14,207	8,827	5,380	7,361
Computer software	6,208	6,208	-	135
	<u>\$ 125,833</u>	<u>\$ 88,745</u>	<u>\$ 37,088</u>	<u>\$ 23,320</u>

Amortization of \$12,913 (2009 - \$6,079) was charged to expense during the year.

**4. DEFERRED REVENUE**

Deferred revenue consists of memberships received in the current operating year that are related to the subsequent year.

	2010	2009
Balance, Beginning of Year	\$ 494,117	\$ 508,179
Add: Amounts Received	462,064	494,117
Less: Amounts Recognized as Revenue	(494,117)	(508,179)
	<u>\$ 462,064</u>	<u>\$ 494,117</u>

**5. INTERNALLY RESTRICTED NET ASSETS**

	Property and Equipment Replacement Reserve	Aspen View Legal Challenge Reserve	Office Operating Reserve	Total
Balance, Beginning of Year	\$ 82,049	\$ -	\$ -	\$ 82,049
Add: Transfers to reserves	7,000	150,000	268,000	425,000
Less: Expenses incurred	(26,681)	(34,144)	-	(60,825)
	<u>\$ 62,368</u>	<u>\$ 115,856</u>	<u>\$ 268,000</u>	<u>\$ 446,224</u>

The Board has made provision for a property and equipment reserve. There is an annual allocation to the reserve of \$7,000. All property and equipment acquisitions are to be made from the reserve.

The Board set up additional reserves for the Aspen View legal challenge and Office operating costs in 2010. Any related expenses will be applied against these reserves.

**6. COMMITMENTS**

The Association has a rental agreement for their facility with the Board of Trustees of the Edmonton School District No. 7. The agreement requires monthly payments in the amount of \$1,320 which expired on July 31, 2011.

**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**

**Notes to Financial Statements**

**December 31, 2010**

*(Unaudited)*

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**7. CAPITAL DISCLOSURES**

The Association's objectives when managing capital are:

- to safeguard the Association's ability to continue to support and promote the special interests of the public school boards of Alberta, and;
- to maintain a low risk profile, consistent with the goals of many non-profit organizations.

The Association manages capital on the basis of annual budgets prepared and cash flow available for operations and capital allocations. There is neither debt related to capital projects, nor other externally imposed capital requirements.

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**8. COMPARATIVE FIGURES**

The prior year comparative figures were audited by another firm of chartered accountants other than Hawkings Epp Dumont LLP. Certain comparative figures have been reclassified to conform to the current year's presentation.

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**9. FINANCIAL INSTRUMENTS**

The Company's financial instruments consist of cash, accounts receivable and accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the Association is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

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**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**

**Meeting Income**

**(Schedule 1)**

**Year Ended December 31, 2010**

*(Unaudited)*

	<b>2010</b>	<b>2009</b>
<b>REVENUE</b>		
General meeting revenue	\$ 74,593	\$ 61,733
Leadership development	63,281	47,946
Public School Boards' Council	29,371	23,496
	<u>167,245</u>	<u>133,175</u>
<b>EXPENSES</b>		
General meeting expenses	64,777	63,762
Leadership development	61,366	45,141
Public School Boards' Council	35,067	33,758
	<u>161,210</u>	<u>142,661</u>
<b>NET MEETING EXPENSE</b>	<u>\$ 6,035</u>	<u>\$ (9,486)</u>

The accompanying notes are an integral part of these financial statements

**Public School Boards' Association of Alberta  
DRAFT 2012 FEE SCHEDULE**

<b>Membership</b>	<b>Sept, 2010 FTE Enrolment</b>	<b>2011 Fees</b>	<b>2012 Fees 3.5% Increase</b>	<b>Difference</b>
Aspen View Regional Division	2,913	10,946.00	11,329.00	383.00
Black Gold Regional Schools	8,558	20,522.00	21,240.00	718.00
Buffalo Trail Public Schools	4,333	14,217.00	14,715.00	498.00
Canadian Rockies Public Schools*	2,083	8,260.00	nil	0.00
Chinooks Edge School Division	10,746	26,831.00	27,770.00	939.00
Clearview Public Schools	2,581	10,946.00	11,329.00	383.00
Edmonton Public Schools	79,911	51,243.00	53,037.00	1,794.00
Foothills School Division	7,045	20,522.00	21,240.00	718.00
Ft. McMurray Public School District	4,860	14,217.00	14,715.00	498.00
Grande Prairie Public School District	6,392	14,217.00	14,715.00	498.00
Grande Yellowhead Regional Division	4,625	14,217.00	14,715.00	498.00
Grasslands Public Schools	3,259	10,946.00	11,329.00	383.00
High Prairie School Division	3,250	10,946.00	11,329.00	383.00
Medicine Hat School District	6,332	14,217.00	14,715.00	498.00
Northern Gateway Public Schools	4,929	14,217.00	14,715.00	498.00
Northern Lights School Division	5,765	14,217.00	14,715.00	498.00
Northland School Division	2,800	10,946.00	11,329.00	383.00
Palliser Regional Schools	6,336	14,217.00	14,715.00	498.00
Parkland School Division	9,605	20,522.00	21,240.00	718.00
Peace River School Division	3,156	10,946.00	11,329.00	383.00
Peace Wapiti Public School Division	5,327	14,217.00	14,715.00	498.00
Pembina Hills Regional Division	4,040	14,217.00	14,715.00	498.00
Prairie Land Regional Division	1,437	8,260.00	8,549.00	289.00
Prairie Rose School Division	3,126	10,946.00	11,329.00	383.00
Red Deer Public Schools	9,504	20,522.00	21,240.00	718.00
Rocky View School Division *	16,642	35,122.00	nil	0.00
St. Albert Protestant Schools	6,371	14,217.00	14,715.00	498.00
Sturgeon School Division	4,012	14,217.00	14,715.00	498.00
Wetaskiwin Regional Public Schools	3,963	10,946.00	11,329.00	383.00
Wild Rose Public Schools	4,989	14,217.00	14,715.00	498.00
Wolf Creek Public Schools	6,903	20,522.00	21,240.00	718.00
<b>Totals</b>	<b>245,793</b>	<b>504,715.00</b>	<b>477,483.00</b>	<b>16,150.00</b>
* notice to withdraw received (effective December 31, 2011)				
Assumes the enrolment will remain the same as September, 2010				

**Public School Boards' Association of Alberta  
DRAFT 2012 Budget (3.5% increase in fees)**

<b>OPERATING INCOME</b>		2011 Revenue	2012 Revenue
	Membership Fees	501,681	<b>477,483</b>
	Other Income/Contract & License Revenue	1,000	<b>0</b>
	Recovery of Event Related Expenses	25,000	<b>25,000</b>
	Interest Income	5,000	<b>5,000</b>
	Insight into Government Income	<u>0</u>	<b><u>5,801</u></b>
	<b>TOTAL OPERATING REVENUE</b>	<b><u>532,681</u></b>	<b><u>513,284</u></b>
<b>OPERATING EXPENDITURES</b>		2011 Expenses	2012 Expenses
<b>A.</b>	<b>Human Resources</b>		
1	Staff		
	Executive Director	140,210	<b>143,067</b>
	Administrative Assistant (full time)	43,409	<b>46,113</b>
	Accounts Supervisor (.6)	54,807	<b>35,720</b>
2	Non-Statutory Benefits		
	Executive Director	19,369	<b>18,000</b>
	Administrative Assistant	4,811	<b>5,109</b>
	Accounts Supervisor	6,179	<b>3,862</b>
3	Staff Professional Development	7,000	<b>7,000</b>
4	Staff Travel and Hospitality	<u>9,000</u>	<b><u>9,000</u></b>
	Human Resources Total	<b><u>284,785</u></b>	<b><u>267,871</u></b>
<b>B.</b>	<b>Contracted Services</b>		
1	Blog/Political/Research (political strategist)	63,945	<b>62,370</b>
2	Web / Facebook / Prof'l Development	33,629	<b>31,500</b>
3	Communications	10,000	<b>8,000</b>
4	Other (Fraternal, Facilitators)	<u>10,000</u>	<b><u>8,000</u></b>
	Contracted Services Total	<b><u>117,574</u></b>	<b>109,870</b>
<b>C.</b>	<b>Office Expenses</b>		
1	Rent / Parking / Custodial	18,500	<b>9,965</b>
2	Telephones / Conference Calls	4,200	<b>4,200</b>
3	IT Support (website, computer contract/rep)	10,000	<b>10,000</b>
4	Office Supplies (printing/postage/misc)	8,000	<b>9,000</b>
5	Memberships & Subscriptions	1,000	<b>1,000</b>
6	Insight into Government Expense	<u>0</u>	<b><u>5,801</u></b>
	Office Expenses Total	<b><u>41,700</u></b>	<b><u>39,966</u></b>
<b>D.</b>	<b>Business / Finance</b>		
1	Liability Insurance	2,200	<b>2,100</b>
2	Directors Liability Insurance	2,700	<b>2,500</b>
3	Banking Charges	850	<b>400</b>
4	Audit / Financial Review	6,000	<b>3,900</b>
5	Legal	5,000	<b>5,000</b>
6	Capital Reserve	<u>7,000</u>	<b><u>7,000</u></b>
	Business / Finance Total	<b><u>23,750</u></b>	<b><u>20,900</u></b>

**Public School Boards' Association of Alberta  
DRAFT 2012 Budget (3.5% increase in fees)**

	Budget	Expenses
<b>E. Executive Committee</b>		
1 President		
Honorarium	5,000	5,000
Per Diem	16,180	16,000
2 1st Vice President		
Honorarium	3,000	3,000
Per Diem	2,400	2,400
3 2nd Vice President		
Honorarium	3,000	3,000
Per Diem	2,400	2,400
4 Director		
Honorarium	3,000	3,000
Per Diem	2,400	2,400
5 Director		
Honorarium	3,000	3,000
Per Diem	2,400	2,400
6 Executive Committee - Expenses/Misc	<u>16,000</u>	<u>15,000</u>
Executive Committee Total	<u>58,780</u>	<u>57,600</u>
<b>F. Council and Committees</b>		
1 Travel Pool	30,000	10,000
2 AGM (materials / refreshments)	1,000	1,000
3 Committees	<u>6,000</u>	<u>6,000</u>
Council and Committees Total	<u>37,000</u>	<u>17,000</u>
TOTAL OPERATING INCOME	532,681	513,284
LESS OPERATING EXPENDITURES	<u>563,589</u>	<u>513,207</u>
Surplus (Deficit - paid from reserves)	<u>-30,908</u>	77

Memo

Re: Operating & Capital Budget, 2012

From: Mary Lynne R. Campbell, Executive Director

Resource Person(s): Executive Committee  
Millie Giroux, Association Staff  
Sharon Ostashek, Association Staff

**Background**

The Executive Committee reviewed the existing Budget format, reporting cycle and financial statements to ensure that the Association's budget documents were aligned to meet the outcomes articulated within the Work Plan, and to ensure that the reporting of expenditures was transparent. At the 20 June 2011 Executive Committee Teleconference Meeting, the Executive Committee directed the Executive Director to build the 2012 budget on the basis of a 3.5% membership fee increase. The documents, attached to this memo reflects a balanced budget, achieved through expenditure reductions and a membership fee increase.

Revenue

**Membership Fees:** We anticipate that the enrollment of pupils with member boards will remain substantially the same as in 2011. The budget is based on a membership base of 29 boards (2 fewer Boards than in 2011), with a 3.5% increase in fees. The actual fee payable by a member may additionally be affected by an enrolment change that moves the member from one level to another on the fee schedule. The budget does not reflect any change in a board's location on the enrolment grid.

**Recovery of Event Related Expenses:** The 2011 budget approved by the membership authorized staff to plan events on the basis of cost recovery plus 10% for staff time and other indirect costs. The 2012 Budget reflects the continuation of this approach.

**Interest Income:** Interest income is contingent upon interest rates at financial institutions, and the timeliness with which fees are paid.

Human Resources

**Full & Part Time Salaries** – the budget reflects a 2.1 F.T.E. reduction in staffing allocations, with appropriate salary adjustments. Additionally, the Executive Committee directed that the Executive Director's salary be adjusted at 50% of the Edmonton CPI or the rate of inflation, whichever is the greater amount:

Full Time – two positions: Executive Director and Administrative Assistant

Part Time – one position: Accounts Supervisor (.6 fte)

**Non-Statutory Employee Benefits** – The Association will contribute approximately \$17,000 to the Local Authorities Pension Plan on behalf of the Executive Director.

The Association will make a contribution for all other employees to an RRSP. The contribution for the Administrative Assistant and Accounts Supervisor is 12% of their gross pay.

NOTE: No benefits package is currently provided for any salaried staff, and there is no intention to provide any benefit package in 2012, other than the LAPP or RRSP contribution.

**Staff Professional Development** – The budget includes the contractual obligation for the Executive Director professional development as well as professional development for staff.



**Staff Travel, Hospitality & Misc. Expenses** – This item reflects the travel of the Executive Director and office staff (principally, but not exclusively, throughout Alberta), meeting with members and accepting public speaking engagements. The 2012 kilometrage rate will remain at \$0.50/km). This item also includes hospitality expenses.

### Contracted Services

**Contractors** – The 2012 budget reflects contracts expenses for two positions, namely Government Relations/Lobby and Facebook/Professional Development. The Association has made arrangements for members, should they wish, to access the assistance of a Communications Consultant. As well, the Government Relations / Lobby consultant is accessible to members.

**Other (Fraternal Relations/ Facilitators)** – The Association will be hosting a Public School Superintendents Caucus, attached to the Association's Trustee University and Spring General Assembly. This item covers the cost of meeting rooms and refreshments. This budget line also provides to facilitators / guest speakers for Association sponsored events.

### Office Expenses

**Rent & Parking** – The Association is re-locating to Oliver School effective 01 July 2011. Our landlord is the Edmonton Public School District. The Budget reflects a decreased expenditure of \$8535 related to rent and minimal custodial services.

**Telecommunication Charges** – The Association is switching over to a Voice Over Internet Phone (VOIP) system, which will continue to include one nation-wide WATS line. This shift in the phone system will save the Association money – those details will be available once the system is in place, in early July. The Association will continue to have internet and Video Conference access at the new office.

### Business and Finance

**Liability Insurance** – The Association is required by its landlord to carry \$5,000,000 of public liability and property damage insurance. This is an increase from the previous requirement of \$2,000,000.

**Director's Liability Insurance** – The Association provides Directors and Officers Liability Insurance.

**Banking Service Charges** – The Association continues to employ on line banking for bill payments. There was an initial set up fee for the service, however once established, the costs became minimal.

**Audit / Financial Review** - The cost for professional accounting services was reduced by \$2100.00. The policy of the Association is to have an audit, rather than a review, once every 5 years, and the last audit was performed in 2009.

**Capital Reserve** – The Association usually sets aside funds each year to establish and maintain a capital reserve. This reserve is intended to provide funds for office and computer equipment, as well as leasehold improvements as required. The Association sold some of its furnishings in June 2011. Money from the sales totaling \$7,025 will be assigned to the Association's Capital Reserve.

### Executive Committee

**Honoraria Payment** – The 2012 budget includes an honoraria payment for each member of the Executive Committee. The payments would be \$5,000 for the President, and \$3,000 for each of the Vice-Presidents and Directors.

**Executive Committee** – During the 2011 Budget year, the Association Work Plan included direction to continue the School Act lobby efforts on behalf of the Association. The 2011 Budget did not include sufficient funds to support the work of the President, thus the Executive Committee directed the re-alignment of resources, including the shift of \$9280.00 from the Restricted Office Reserves, to the Per Diem Line. The 2012 Budget provides for 100 days for the President. For the remaining Executive Committee positions the Budget reflects 15 days per year. In order to ensure the efficient allocation of resources, Executive Committee meetings are attached to other Association events, such as Council Meetings, the Annual General Meeting and Spring General Assembly.

**Leadership Development** – The 2011 budget included a modest amount for each member of the Executive Committee to attend a conference (or other event) of choice. The Executive Committee directed the shift of this budget line, into the President's Per Diem budget line.

**Council and Committees**

**PSBC – Costs of Conducting Business** – All the Public School Board Council meetings will continue to be held on a cost recovery basis.

**Travel Pool** – The Association pays the partial travel cost of travel related to the 3 meetings of the PSBC. For budget purposes, payments would be a fixed rate based on the Travel Pool for meetings in Edmonton, Red Deer and Nisku. The kilometrage rate for 2011 would remain at \$0.50/km. The Travel Pool will see a reduction of \$20,000.00

**AGM – Registration Materials & Refreshments** – There is no charge for members to attend the Annual General Meeting, however it is the policy of the Association to charge for meals (breakfast and lunch). This line item will cover the cost of registration materials and refreshment breaks.

The proposed Budget for 2012 sees a marginal surplus of \$77.00.

The Net Assets of the Association, (at December 31, 2010) stand at \$510,864

Invested in Property & Equipment	\$37,088
Restricted (Capital)	\$62,368
Restricted (Office Operations)	\$268,000
Restricted (Aspen View)	\$115,856
Unrestricted	\$27,552

**Financial Review Committee Report  
Appendix  
Public School Boards' Association of Alberta  
Annual General Meeting  
22 October 2011**

**Universal Standards Trust Fund**

Earlier this year, the Executive Committee discussed and reviewed the concept of a Universal Standards Trust Fund. At the April Executive Committee Meeting, the Executive Committee referred the matter to the Standing Committee on Financial Review for their consideration and comment.

In May 2011, the Financial Review Committee had a brief conversation about the concept of a Universal Standards Trust Fund, and determined that it would be appropriate for the matter to be brought to the Annual General Meeting for consideration and discussion by the membership. It is important to note that the intention of the Trust Fund, is not to fund matters related to bargaining, but to support, protect and promote Public School Education in Alberta. There are currently models that exist in other provinces within Canada. As example, the Manitoba School Boards' Association has a Universal Standards Trust Fund, which is used to off-set a portion of costs incurred by Boards as a result of arbitration. There is an annual fee, determined and levied by the Association for all member Boards. That fee is reviewed and set by a Committee of member representatives, whom have been charged with the responsibility of managing the Fund, fund applications, and other related matters.

Many discussion points were raised by both the Financial Review and Executive Committees , thus it was the consensus of the Financial Committee that this matter be brought forward to the Annual General Meeting for discussion.

The questions that the Financial Committee wishes to put forward for discussion include:

- 1) Is there a need for a Universal Standards Trust Fund?
- 2) Is there an interest in exploring further, the establishment of a Universal Standards Trust Fund?

Members of the Financial and / or Executive Committee would be pleased to respond to questions.

**IGPR Committee Report  
Public School Boards' Association of Alberta  
Annual General Meeting  
22 October 2011**

The Intra Governmental Political Relations (IGPR) Committee has had another busy year. On 07 January 2012, members of the Committee attended a Lobby Campaign Training session, facilitated by M. Fritze, Government Relations Consultant. The Committee members served as Lobby Vice Chairs, for the Association's *New Horizons for Education in Alberta* Lobby. The Vice Chairs were responsible for connecting with lobby representatives from member Boards within their region, and keeping an updated record of meetings held / lobby reports completed. The organizational efforts of our Vice Chairs enabled the Association to build a comprehensive record of meetings held with individual MLAs.

On Sunday 05 June 2011, the Committee met, following the Spring General Assembly. During the meeting a number of items were discussed, including but not limited to:

1. An overview of the work of the Cte. since its inception at the AGM in October 2009;
2. An overview of the lobby campaign work undertaken by the Committee, the Association and our members. Included in this conversation was a review of a telephone conference call of the Committee, as well as the need to continue to build and strengthen relationships with MLAs through the leadership campaign and in the months leading up to a provincial election. M. Fritze offered several comments regarding the Lobby Campaign, including:
  - a. Potential next steps for the Lobby Campaign;
  - b. The need to keep the Association's message in front of the leadership candidates and their campaign team. It was suggested that we do so, by offering to assist the candidates / be a resource - our intention is to influence any education policy that they may have developed / be developing;
  - c. Bill 18 – what do we as an Association want to say about Bill 18: likes? Dislikes? Amendments?
3. Planning for the August Council facilitated discussion regarding Bill 18.

In June, the IGPR Committee sent a memo to each Council representative and Board Chair, asking that member Boards review Bill 18 within the context of the following two questions:

- a. *In regard to improving public education (PSBAA Priority 1)  
How will the new Education Act help your board enhance and transform education for your students? Hinder you? (Please bring specific examples)*
- b. *In regard to strengthening local governance (PSBAA Priority 2)*

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*Will the new Education Act help your board be more responsive to your local community's needs and work more effectively with the community and become better boards/trustees? How? If not, why not?*

At their June Meeting, the Committee also had a brief discussion regarding the ways by which Trustees can begin to engage their school communities, school councils and greater community in the discussion about Bill 18. It was the consensus of the Committee that the information gathered from the 19 August 2011 facilitated conversation, would be crafted into ***New Horizons (the Sequel)*** document, which could be used by Trustees in their conversations with your MLAs, community groups, School Councils, municipal partners and others. The Committee believes that it will be important to not only keep Education on the public Agenda, but to grow support for Bill 18.

Thank you to each of our Committee members for their assistance with the Lobby Campaign, facilitation of our Bill 18 discussion, and assisting all of us as we continue to build, and strengthen our intra governmental political relations.

**Standing Committee on Special Recognition  
Public School Boards' Association of Alberta  
Annual General Meeting  
22 October 2011**

On 06 November 2010, at the Annual General Meeting, three representatives were elected to the Association's Standing Committee on Special Recognition. Those representatives are:

Don Zech, Palliser Regional Schools

Joan Trettler, St. Albert Protestant Schools

Kathy Cooper, Prairie Rose School Division

The work of the Committee during the upcoming year, will be to review the existing Association policy regarding Special Recognition and to revise the policy to reflect that which was suggested by the Ad Hoc Committee on Special Recognition. One of the most significant challenges that the Committee will need to address is that the means by which the Association may fund a Special Recognition Award program.

The Executive Director would be pleased to respond to any questions.