

# board highlights

## Board of Directors Meeting | September 5-6, 2024

### Policy 17 Update

- An amendment to Policy 17 was needed to address all CASS-sponsored programs, including those offering CEP credits.
- Further to the Board resolution from June 2024, the CEO revised Policy 17 to include a procurement process for all CASS-sponsored programs and events related to professional practice standards and CEP credits.

### Policy 18 – APLC Governance Mandate

- At its June meeting, the Board approved the revised APLC Governance Manual, addressing the governance section as a separate document.
- Policy 18 – APLC Governance Mandate was created, outlining the Board's governance responsibilities, and referencing the Governance Document as an appendix to the policy.

### Year-end Financial Report July 1, 2023 – June 30, 2024

- The financial report forecasts a year-end surplus pending final verification through a completed audit.
- Key factors contributing to this surplus include higher-than-expected conference registrations, enhanced sponsorships, strong revenue from TAVE events, and solid returns from GICs and savings accounts.
- Notably, 25% of CASS' net income, came from business sponsorships, representing a 31% increase from the previous year.
- Additionally, 15% of the surplus resulted from investments and interest gains, underscoring CASS' growing brand recognition and investment returns.

### Pre-audit Budget Presentation

- The 2024-2025 budget is based on CASS' year-end fiscal position, providing a clearer understanding of revenue and expenditure patterns.
- Key highlights include:
  - **Transparency:** The budget includes 61 detailed notes (A-J, 1-51) explaining cost decisions and provisions.
  - **Membership Fees:** CASS will maintain regulated members' fees at the median of Canadian organizations.
  - **Administrative Scope:** CASS' administrative responsibilities have grown, including oversight of APLC and a regulated professional organization.
  - **Key Budget Increases:** A salary increase for CASS staff addresses inflation.
  - **Professional Development:** \$30,000 is allocated to provide all members access to professional learning resources through ProQuest and ERIC.

#### CASS BOARD OF DIRECTORS 2024/25



**Dr. Clint Moroziuk**  
President



**Michael McMann**  
1st Vice President



**Dr. Reagan Weeks**  
2nd Vice President / Zone 6 Director



**Dr. Andrea Holowka**  
Past President



**Dr. Jessie Shirley**  
Zone 1 Director



**Krimsen Summers**  
Zone 2/3 Director



**Greg Wedman**  
Zone 4 Director



**Vincent Behm**  
Zone 5 Director



**Lynnette Anderson**  
Metro Director



**Jonathan Kaiswatum**  
First Nations (Treaty 7) Director



**Brigitte Kropielnicki**  
Francophone Director

- The final approved budget will be presented to membership at the November AGM.

## 2024-2025 Conditional Grant Update

- The Board approved the 2024-2025 CASS Conditional Grant proposal and application, which were submitted to the Ministry on June 25, 2024.
- A follow-up inquiry to the Ministry in late June confirmed the grant was being processed and the office of the Chief of Staff confirmed that the grant is being processed, with an update expected soon.

## Board Governance Committees' Mandate Review and Meeting Dates

- CASS' governance model, outlined in its Bylaws, relies on a network of standing committees that support the Board of Directors in fulfilling corporate responsibilities.
- To ensure clarity and accountability, mandate memos and work plans for each committee were provided.
- Committee representatives were asked to finalize meeting dates to create a master calendar. Each meeting's topics, aligned with the committee's terms of reference, were included.

## CASS Conference Planning

- The feedback from the summer conference learning survey will be instrumental in shaping the remaining 2024-25 conferences to better meet the needs of the members.
- The proposed structure for the upcoming CASS conferences will largely follow previous formats but includes several new features:
  - **CEP Courses (Hybrid Pre-conferences):** Two CEP courses will be offered in a hybrid format during both the Fall and Annual Pre-Conferences. Each course will consist of five in-person hours on the Wednesday, followed by two online sessions (2-2.5 hours each) held biweekly, totaling 10 hours.
  - **Communities of Practice (CoP) Pilot:** Introduced at the Summer Learning Conference, the CoP model received 60.4% positive feedback. Suggestions for improvement included advance preparation, flexible access, dedicated leaders, regular updates through CASS Connects, and more time for CoPs. Continuing the pilot allows for further refinement to meet members' diverse needs.
  - **APLC Series:** This new series will feature three live video breakout sessions at both the Fall and Annual conferences, with speakers such as authors, education leaders, or researchers discussing future trends in education. The sessions will align with the CASS Strategic Plan and adhere to Policy 17.
  - **CASS Learning Labs:** Four Learning Labs, developed from the 2023-24 Conditional Grant, will focus on topics like Provincial Assessments, Trades and Technologies, Classroom Complexity, and Optimum Learning for All. Three labs will be offered at both the Fall and Annual Conferences, each lasting two hours.
- These additions aim to enhance member engagement and ensure the conferences meet evolving needs.

## One Child Every Child Grant Presentation

- The Board expressed support for a grant application from the Werklund School of Education at the University of Calgary, aimed at understanding child wellness and the factors that exacerbate vulnerabilities for sick children who reside in marginalized populations.
- Representatives from the research team joined the meeting and presented an overview of their approved proposal, Wellness Outcomes and Education Participation for Sick Children from Marginalized Populations, and shared their methodology, where CASS will play a key role in phases 2 and 3 of the study.
- The study will involve online surveys, data analysis, community consultations, and knowledge mobilization over four phases through September 2025.

## Education Workforce Study

- The Education Workforce Study, with support from Alberta Education, was conducted by CASS Leadership Consultant, Dr. Edgar Schmidt.
- Alberta Education representatives contributed to the survey's development and analysis. After piloting with three school authorities and incorporating their feedback, the final survey was distributed to 86 school authorities across Alberta.
- The final report and executive summary will be available to members once finalized, with the executive summary intended to help system education leaders interpret the findings for their respective school authorities.
- Key findings include:
  - **Participation:** 54 of 86 school authorities (63%) participated, representing 72% of Alberta's student population.
  - **Teacher and Leader Retention:** Over the past five years, 90% of teachers and 90% of school leaders stayed with their school authorities annually. Most leave for life changes like retirement or moving.
  - **Anticipated Teacher Needs:** Schools expect to hire 974 to 2,139 teachers for the 2024-2025 school year.
  - **Recruitment Strategies:** Advertising and benefits were the most effective strategies for both teachers and leaders, though advertising was also identified as a least effective strategy in some cases.
  - **Retention Strategies:** The most successful retention actions focused on professional development (PD), division culture, and wellbeing, with school authorities believing in investing in teacher success as a key factor in retention.
- The study highlights the complexity of recruitment and retention, with a need for targeted strategies to address teacher shortages in specific areas.

## APLC Quarterly Update

- APLC, as part of the annual reporting structure, reports quarterly to the CASS Board of Directors.
- The Quarterly reports are submitted in September, December, March, and June.
- The report highlighted professional learning activities and significant operational accomplishments achieved between June 1st and August 31st.
- An item of note in the September Quarterly Report is in the inclusion of the APLC Strategic Plan which highlights the Priorities, Goals, and Initiatives, both provincially and regionally for APLC and the seven consortia offices.
- An update on the ARPDC Rebranding Project with a new APLC website to launch on September 9, 2024 was also provided.

## Disposition of Property Regulation

- CASS submitted initial feedback based on the discussion questions regarding the *Disposition of Property Regulation*, as requested by the Ministry.
- CASS' submission highlights that the regulation could be improved by specifying circumstances where the Minister's decision may override board policies on property disposition and clarifying its alignment with the Real Estate Governance Act and JUPA agreements.
- The regulation should address whether it applies to both land and building dispositions. Section 10 is considered outdated due to its stringent requirements for a low monetary threshold (\$200,000).
- Further, school authorities should be able to retain the value of legacy land and capital assets.
- Scenarios for not disposing of property include holding sites for future development, meeting long-term capital needs, or awaiting community partnerships.
- To encourage property availability, school authorities might retain property long-term for future use, and their capacity to sell or rent impacts availability.

- Improvements should include legislation ensuring municipal and developer collaboration with school authorities, standardizing school reserve sizes and approval processes, increasing the municipal reserve allocation in densely populated areas, ensuring land quality and access, and establishing a transparent process for capital requests and property management.

**The Board welcomed Zone 1 Director Dr. Jessie Shirley and First Nations Director Jonathan Kaiswatum for their first in person meeting.**