

**Annual General Meeting (AGM) Minutes
November 22, 2018
RATIFIED**

1. Call to Order

The November 22, 2018 Annual General Meeting was called to order at 7:01pm

2. Acceptance of the Agenda

Motion to accept the November 22, 2018 Annual General Meeting agenda as presented, made by: Zahida Hirani-Saran
Seconded by Robert Kossick, Unanimous – Carried

3. Ratification of 2017 AGM Minutes

Motion to accept the November 23, 2017 Annual General Meeting minutes as amended, made by: Jacquie Kossick
Seconded by Marcy D’Agostini, Unanimous – Carried.

4. Introductions, Welcome, and Chair Report

The Board Chair, Arlene Huhn welcomed everyone in attendance. Arlene Huhn began the meeting by sharing an apology with a parent for missing an item in her email response.

The Board Chair reviewed the roles of a governance board, and introduced Becky Kallal who was key in assisting Aurora School in the review and update of the Articles of Association. She also outlined the roles of the Board and Board accomplishments over the past year.

Roles of a Governance Board

- Foster the mission, vision and values
- Strategic Planning
- Financials, policies and outcomes
- Directors must think about the big picture only

What Directors Don’t Do

- Give direction, one exception (Superintendent)
- Micromanage anyone, no exceptions
- Evaluate performance, one exception (Superintendent)
- Do not deal with administrative procedures
- Favour any one group

Overview of the Past Year

- Three new board members elected
- Becky Kallal provided governance training for the new Board to assist them with governance
- Projects under consideration: elementary school entrance upgrades

- Board Committees reviewed. Retained the Policy Committee and ad-hoc Growth Committee
- Articles of Association reviewed. The Articles are extremely important as they are the rules Aurora School abide by.
- Held parent and staff engagement meetings
- Participated in The Alberta Association of Public Charter Schools (TAAPCS) meetings. The Association supports charter school as a whole and provides the ability to speak as one voice.
- Clarified that Aurora School does not have two superintendent. Changes in legislation for superintendent compensation were made by Alberta Education. Twelve charter schools were placed in the lowest band of compensation. Due to the timing and circumstances surrounding the legislation change, the Board felt it was in the best interests of Aurora School to retain a part-time Superintendent and full-time Deputy Superintendent for one more year.
- Fundraising for extras. The Board does not infringe upon the operation of School Council.
- Goals for 2018-2019.
 - Work with Alberta Education on a fair and equitable Superintendent Contract
 - Update the Aurora School Charter
 - Decision regarding growth – high school vs another campus, both or neither
 - Decision regarding entrance upgrades at our school
 - Continue to develop board policies and administrative regulations to meet Alberta Education recommendations

The Board Chair thanked outgoing Board members, Rebecca Harrison and Paola Mayo for their hard work and dedication to Aurora School. She also thanked Central Office staff, senior administration team, the Deputy Superintendent and Superintendent for their hard work and contributions to Aurora School.

5. Financial Report

Shazin Mohamed-Standing, presented the 2017-2018 financial report to the membership for review and ratification. She thanked the auditors, Kingston Ross Pasnak LLP, for their excellent work.

Motion to accept the 2017-2018 Audited Financial Statements as presented, made by: Jacquie Kossick
Seconded by Aman Bansal, Unanimous - Carried.

Motion to retain Kingston Ross Pasnak LLP as our school auditors for 2018-2019, made by: Shazin Mohamed-Standing
Seconded by: Marcy D'Agostini, Unanimous – Carried.

Shazin Mohamed-Standing took questions from the floor.

6. Farewell to outgoing Board of Directors

Dr. Dale Bischoff, Superintendent, thanked outgoing Board members Rebecca Harrison and Paola Mayo for all their time, hard work, and dedication to Aurora School. Both have sat on various committees while serving on the Board and their contributions have been invaluable.

7. Board of Directors Elections

a. Introduction of Candidates

The Superintendent advised the membership that the Board have added a seventh board member in response to the increased size of Aurora School, in accordance to the Articles of Association.

Dr. Bischoff introduced the five candidates running for four Board of Director positions: Felix Amenaghawon, Tejinder Bansal, Zahida Hirani-Saran, Arlene Huhn and Nokuthula Sithole. The candidates each gave a short speech to the membership on how they could contribute to the Board.

Questions to the candidates were taken from the floor.

b. Board Election for four Candidates

The Superintendent announced the results of the Board election for the 3 two-year terms:

- Felix Amenaghawon
- Arlene Huhn
- Nokuthula Sithole

The Superintendent announced the results of the Board election for the 1 one-year term replacing a Board member who resigned:

- Zahida Hirani-Saran

8. Ratification of the Articles of Association

Marcy D'Agostini presented the Articles of Association to the membership for review and ratification. The Articles of Association is a foundation document. The articles are the rules by which governance is carried out and is a critical component of the Charter review process. Key points are as follows:

- *Section 1.0 Definitions.* Clarified Parent and Family Member, added Company, and clarified School.
- Reviewed changes to *Section 4.0 Conditions of Membership* and *Section 5.0 Withdrawal of Membership*,
- *Section 7.0 Board of Directors* and *Section 8.0 Nominations.* Added item 8.3 to create a more democratic process.
- *Section 9.0 Meetings of the Board of Directors.* Includes an electronic means, increased notice for meetings, and clarified emergent circumstances.
- *Section 10.0 Powers of the Board.* Revisions made as the word School changed to Company, and to further define the differences between governance and administration.
- *Section 12.0 Committees.* Clarified so that the purpose of Board Committees is set out decisively.
- *Section 13.0 Officers of the Company:* Chair, Vice Chair, Director of Finance, and Superintendent.
- Small but import: *Section 15.7* – Keep AGM quorum at 20, *Section 15.13* – Members can carry a maximum of 2 Proxies, *Section 16.5* – making available the draft minutes of AGM/SGM for greater transparency.

Motion to ratify the Articles of Association as amended, made by: Marcy D'Agostini

Seconded by: Tejinder Bansal

Unanimous – Carried

Vote 36 to 0

9. Draw for Student Resource Fee

Arlene Huhn (ticket #682598) was declared the winner of the paid Student Resource Fee for the 2019-2020 school year.

10. Motion to Adjourn

Motion to adjourn the 2018 Annual General Meeting on November 22, 2018 at 10:02pm made by: Jacquie Kossick

Submitted by: Susan Mallory, Recording Secretary