



ASSOCIATION OF YUKON SCHOOL
COUNCILS, BOARDS & COMMITTEES

EVALUATION REPORT

Executive Summary

April 2012

EVALUATION METHODOLOGY

In order to assess the effectiveness of the operations and delivery of services to AYSCBC Members, an evaluation tool was developed based on a model of organizational evaluation created by the United Way.

In fall 2011, all School Councils who were Members of the Association of Yukon School Councils, Boards & Committees (AYSCBC), were sent copies of the Evaluation tool with an invitation to provide input to the Association's evaluation process. They were also sent links to the AYSCBC website to find copies of the Constitution & Bylaws, Workplans, and Annual Reports.

School Councils were asked to provide responses to the 'Indicators' on the evaluation form. They were asked to mark the degree to which they agree or disagree with the statement in the *Indicator* column as it pertains to AYSCBC. If a Council did not know, they were asked to note that accordingly. The form also provided room for comments.

Eight School Councils (of 16 Member Councils at that time) completed and returned the form and a summary of their input is contained on the following pages.

School Councils who responded include:

St. Elias

Selkirk

Robert Service

Del Van Gorder

Tantalus

Ghuch Tla

Hidden Valley

Porter Creek Secondary

Members of the Executive also participated in the Evaluation process, providing ratings on a tool that incorporated many of the same questions as Members, but inclusive of additional indicators that only those involved at the internal management level could give comment on.

Appreciation is extended to those who engaged in this evaluation process and provided valuable input for current and future use.

And finally,

Grateful acknowledgement to the Greater Twin Cities United Way, for sharing documents from which evaluation tools used in this process were developed.

SUMMARY OF MEMBER SCHOOL COUNCILS' INPUT

~~Strengths & Attributes~~

Section 1: THE EXECUTIVE

More than 1/3 of the respondents agree that the current nominating process for the Executive Members (as outlined in the AYSCBC Bylaws) enables the Executive to remain appropriately diverse with respect to territorial residency (urban and rural), gender, cultural background. More than 1/2 noted that they did not know.

Section 2: REGARDING THE ORGANIZATION'S ACTIVITIES

ALL participants 'agree' or 'strongly agree' that:

--The website (www.ayscbc.org) is effective in providing useful information.

--The organization actively informs its Members and prospective Members about its activities and services (i.e., newsletters, emails, visitations, etc)

--Members have the opportunity to participate in activities.

All but one respondent 'agree' or 'strongly agree' that:

--AYSCBC networks and/or collaborates with other organizations to produce the most comprehensive and effective services to its Members.

Almost 2/3 of the participants either 'agree' or 'strongly agree' that:

--Activities are congruent with the organization's mission and workplan.

--Reports on activities are reviewed annually.

with the remainder noting that they don't know.

The highlights of comments made in this section noted AYSCBC's inclusivity of even non-Members--their School Council was invited and welcome in AYSCBC activities before they had officially joined the Association. Another comment from one rural Member Council indicated that they feel (rural) representation is lacking.

Section 3: REGARDING THE TOTAL ORGANIZATION

All but one respondent agreed that AYSCBC's purpose and activities meet the Membership's needs.

3/4 of the respondents 'agree' or 'strongly agree' that:

--AYSCBC assesses if its mission and activities provide benefit to the Membership by soliciting Member input.

--The organization has guiding principles that are not only included in its Constitution but are also reflected in its activities and communicated to the Membership.

--The Executive, staff and the Membership participate in the planning process.

1/2 of respondents 'agree' or 'strongly agree' that:

--The organization has a clear, meaningful written mission statement that reflects its purpose, values and people served.

-- The planning process incorporates the critical issues facing the organization.

--The workplan integrates all the organization's activities around a focused mission.

--The workplan prioritizes the organization's goals and develops timelines for their accomplishments.

The comments made in this section referred to the Conference roundtables as an asset to learning about Membership needs, also that the views of the Department (Education) are included in the work of AYSCBC. There was uncertainty about what the Workplan is and one comment regarding rural needs not being the same as urban Yukon.

Section 4: PLANNING REGARDING THE ORGANIZATION'S FINANCES AND EVALUATIONS

ALL respondents 'agreed' that:

--Members are involved in the evaluation process.

1/2 or more of the respondents 'agreed or 'strongly agreed' that:

--Every year, the organization evaluated its activities to determine progress toward accomplishment of the tasks set out in the Workplan.

--The evaluation includes a review of organization's activities to insure that they comply with the organization's mission, values and goals.

--The results of the evaluation are reflected in the revised Workplan.

--The annual report prepared by the organization which included financial statements, is made available to Members and other parties as appropriate. One 'disagreed'

The highlights of comments made in this section referred to AYSCBC providing excellent support to the Council. Also, at times there is perhaps information overload.

~~Areas For Further Focus & Attention~~

Section 1: THE EXECUTIVE

It is clear that there is a lack of familiarity with the nominating process for prospective Members of the Executive.

While there is reference to the composition and process for electing and/or appointing the Executive in the Association's Bylaws which are easily accessible on the website (as well as on individual request), further efforts need to be made to spread understanding among the Membership.

Section 2: REGARDING THE ORGANIZATION'S ACTIVITIES

There is also a lack of familiarity with the organization's mission and Workplan and the fact that the activities are reported on annually. As noted above, communication with Members should be increased about accessing these documents on the website and the importance of attending the AGM for more input to the work planning.

Section 3: REGARDING THE TOTAL ORGANIZATION

Once again, on items that referred to the Workplan, there seems to be a lack of knowledge about this document which is reviewed and revised annually and presented at the AGM. Increased communication is needed as noted in the sections above.

Section 4: PLANNING REGARDING THE ORGANIZATION'S FINANCES AND EVALUATIONS

As noted above, there were no respondents noting their disagreement with any of the indicators under this section on finance and evaluation, except one Member Council that disagreed with the statement about the annual report being made available to Members and other parties as appropriate. Follow up on this comment has already been done.

There were some who were unfamiliar with some of the processes for revision and reporting and this will be flagged as an area for further communication and awareness-raising.

OVERALL

The response rate to the Evaluation was lower than hoped for with only 1/2 of the Members returning completed forms.

There are likely several reasons but it would be helpful to investigate further into this matter and to use the input for ongoing activities as well as the next Evaluation.

AYSCBC operates according to its Constitution & Bylaws as well as all policies adopted and approved by the Executive and the Membership. These are 'living documents' which provide the guiding principles for all activities undertaken by the organization. There is a provision for amendments to be proposed to these documents (Bylaws, Part 14) and changes will be incorporated into them if supported by the majority of the Membership in attendance at the General Meeting.

Further to this, an annual Workplan is presented to the Membership for their review, comment (including recommendations) and acceptance at the General Meeting. While these are circulated to Members and posted on the website, it would be advantageous to the Membership as well as the Executive if more Member School Councils attended the AGM. The shared discussion provides a valuable forum for enquiries, direction-setting and decision-making.

On the completed evaluation documents from Councils, most of the indicators marked 'Don't know' were from 3 School Councils. Follow up has already been done with all respondent Councils who indicated there were items they could not rate as they did not know. These efforts will continue, providing additional information and offering to meet with Councils to assist them in developing a clearer understanding of the organization's operations and activities.

As there is an election of School Councilors scheduled for this fall, there will no doubt be a need to increase awareness of the role and services that AYSCBC provides. There will be a need to place renewed emphasis on reaching those who are filling seats on a School Council for the first time and who may unfamiliar with the organization and the benefits it provides to Members.