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**Saskatchewan School Boards Association**

**Executive Meeting Minutes**

**December 6 & 7, 2012**

**Regina, Saskatchewan**

**Executive Members:** Present – Ms. Bailey, Mr. Daigneault (Friday), Mr. Favel, Ms. Foord, Mr. Gantfoer (Thursday p.m., Friday), Ms. Kotylak, Ms. Perreault (Thursday p.m. Friday), Ms. Pethick, Mr. Waugh,

**Association Staff:** Mr. McKee, Mr. Diederichs, Ms. Lenius, Mr. McNaughton Mr. Jackson, Ms. Han.

**1. Call To Order**

President Foord called the meeting to order Thursday, December 6, 2012, at 9:12 a.m.

**2. Procedural Items**

**2.1 Agenda**

**12.12.01 FAVEL: That the agenda be approved as circulated.**

**CD**

**2.2 Minutes**

**12.12.02 PETHICK: That the minutes of October 18 & 19, 2012 be approved.**

**CD**

**2.3 In Camera Session**

**12.12.03 KOTYLAK: That the Executive move into closed session.**

**CD**

**12.12.04 FAVEL: That the Executive move into open session.**

**CD**

**3. Decision Items**

**3.1 Signing Officers for the Association**

The Executive reviewed the Briefing Note provided with respect to the Signing Officers for the Association.

**12.12.05 BAILEY: That the Executive approve the following to be the signing officers for the Association for 2013:**

**Executive Director – Darren McKee  
Administrative Officer – Patti Blackburn  
Director of Board Development Services – Lionel Diederichs**

**3.2 Executive Honourariums**

The Executive reviewed the Briefing Note provided with respect to the Executive Policy No. 7: Executive and Committee Honorariums.

**12.12.06 KOTYLAK: That the Executive approve and amend Executive Policy No. 7 - 1.2.8. to read as follows:**

**When travel time one (1) way by most direct route for meetings normally exceeds four (4) hours of driving time, a per diem of .5 is charged in addition to the travel time allowance.**

**4. Strategic Plan Progress**

**4.1 2012 Strategic Planning Session**

No Report at this meeting

**5. Executive Member Reporting Responsibilities**

**5.1 President's/Designate Report**

President Foord provided the Executive with a brief update about the CSBA and 21<sup>st</sup> Learning meetings and Efficiency Committee.

## **5.2 Executive Director's Report**

### **5.2.1 Executive Director's Report**

#### **(a) 2013 June Executive Meeting**

Executive Director Darren McKee discussed with the Executive the conflict with the Trustee Academy and the June Executive meeting. The date of the June Executive meeting is changed to be May 30 & 31, 2013.

#### **(b) Executive Director Evaluation**

The Executive reviewed the Executive Director Evaluation.

**12.12.07 PETHICK: That the Executive receive the Executive Director Performance Review. CD**

**12.12.08 PERREAULT: That the Executive approved the agreed upon compensation package for the Executive Director. CD**

#### **(c) 2013 Budget**

**12.12.09 FOORD: That the Executive support a budget increase of \$39,585.00 to be taken from the unallocated surplus for the operating budget for 2013. CD**

### **5.2.2 Board Development Services**

#### **(a) Feedback from AGM and Fall Assembly**

The Executive reviewed the information provided in the Briefing Note regarding the Fall Assembly Feedback. High ratings were given to the Key Note Speaker.

#### **(b) Update on Trustee Certification Program**

Lionel Diederichs provided an update regarding the Trustee Certification Program. Funding has been requested from the Ministry. The program would be designed around Saskatchewan Education.

### **5.2.3 Communication Services**

No report at this meeting.

### **5.2.4 Legal and Employee Relations Services**

No report at this meeting.

### **5.2.5 Insurance and Risk Management Program**

No report at this meeting.

### **5.2.6 Employee Benefits Plan**

No report at this meeting.

### **5.2.7 Employee Relations**

No report at this meeting.

## **5.3 Executive Members' Reports**

### **5.3.1 Round Table Reports**

Each Executive Member provided a brief update to the Executive regarding the committees with which they have been involved and other meetings.

Connie Bailey, Chair of the Locally Determined Terms and Conditions WAG provided a Briefing Note to the Executive with respect to draft messaging themes with respect to the LDTC Committee for meeting with Ministry.

## **6. Other**

### **6.1 Executive Members' Request for Information**

### **6.2 Agenda Items – Future Executive Meetings**

Executive members who have agenda items for future meetings should email them to Janet Foord or Darren McKee.

### 6.3 Delegation – Joint Task Force

Rita Bouvier, Don Hoium, members of Joint Task Force and Terry Myers, Secretariat met with the Executive on December 7, 2012. Discussion took place regarding the SSBA Strategic Plan and the Getting Back to Basic: Engaging Aboriginal Youth in Entrepreneurship. The Executive asked for the support of the Joint Task Force when they submit their report to the Ministry.

## 7. Information Items

### 7.1 Reports

- 7.1.1 2012 Association Event Calendar
- 7.1.2 Budget Update to October 31, 2012
- 7.1.3 Darren's To Do List
- 7.1.4 Committee List
- 7.1.5 Christmas Party Invitation

The Executive reviewed the reports provided in their materials.

### 7.2 Correspondence

No Correspondence provided.

### 7.3 Conferences

The Executive reviewed the upcoming conferences.

## 8. Meeting Evaluation

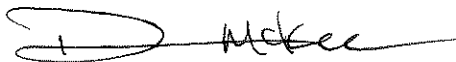
The Executive members completed an evaluation form at the conclusion of the meeting.

### Adjournment

12.12.10 PETHICK: That the meeting be adjourned.

CD0

President Foord thanked everyone in attendance at the meeting. The meeting adjourned at 2:35 p.m. on December 7, 2012.



Executive Director



President