
Saskatchewan School Boards Association

Executive Meeting Minutes

March 20 & 21, 2014

Regina, Saskatchewan

Executive Members: Present – Ms. Bailey, Ms. Boucher, Mr. Favel (Thursday), Ms. Foord, Mr. Gantefer, Ms. Kotylak, Ms. Perreault (Thursday- Minister's visit)(Friday), Ms. Pethick, Mr. Waugh

Association Staff: Mr. McKee, Mr. Amendt, Ms. Ashton, Mr. Jackson, Ms. Lenius, Mr. McNaughton (Thursday), Mr. Sibbald.

1. Call To Order

President Foord called the meeting to order Thursday, March 20, 2014, at 9:02 a.m.

2. Procedural Items

2.1 Agenda

14.03.01 FAVEL: That the agenda be approved as amended.

CD

2.2 Minutes

14.03.02 GANTEFOER: That the minutes of January 23 & 24, 2014 be approved.

CD

2.3 In Camera Session

14.03.03 BOUCHER: That the Executive move into closed session.

CD

14.03.04 WAUGH: That the Executive move into open session.

CD

14.03.05 BAILEY: That the Executive move into closed session.

CD

14.03.06 BOUCHER: That the Executive move into open session.

CD

3. Decision Items

3.1 HR/ER Provincial Data Warehouse

The Executive reviewed the Briefing Note with respect to HR/ER Provincial Data Warehouse. A committee of SSBA, LEADS and SASBO representatives have been discussing best practices for providing this service to our clients. The data warehouse will provide an accessible and searchable data warehouse of collective bargaining agreements.

14.03.07 PETHICK: That the Executive approve that the SSBA Strategic Human Resources Department proceed with TRAC records to develop a Provincial Data Warehouse. Funding for Phase 1 will come from 2014 existing budget for \$10,000 and the remaining \$15,000 handled as a pressure. Funding of approximately \$35,000 for Phase 2 will be placed as a budget item for approval in the SSBA 2015 budget. **CD**

3.2 Breakfast for Learning

The Executive reviewed the Briefing Note with respect the Breakfast for Learning Donation. A conference call meeting was held with Ruth Griffith, Sun West School Division trustee, who provided an update of the Breakfast for Learning program. The SSBA will provide the donation through a cheque presentation to Breakfast for Learning on April 10, 2014 at Spring Assembly.

14.03.08 KOTYLAK: That the Executive approve a one-time donation of \$25,000.00 to Breakfast for Learning to support Saskatchewan school nutrition programs. **CD**

3.3 Aging Municipal Infrastructure

The Executive reviewed and discussed the Briefing Note with respect to Aging Municipal Infrastructure and the number of water damage claims as a result of municipal water main breaks which is increasing and causing escalating remediation expenses for school divisions in Saskatchewan.

14.03.09 WAUGH: That the Executive approve a discussion about the aging Municipal Infrastructure with Laurent Mougeot, Executive Director of SUMA, and advise him of the impact that the legislative changes are having on the risk exposure for the education sector. The SSBA should either advocate for the legislation to be changed to require municipalities to pay a

portion of the remediation costs as a result of aging infrastructure or advocate to the Ministry of Education that school divisions be allowed to budget funds to mitigate aging infrastructure and take the maintenance and rehabilitation of it on themselves. CD

3.4 Community Safety Education Strategy (CSES)

The Executive reviewed and discussed the Briefing Note with respect to Community Safety Education Strategy (CSES). The Community Safety Education Steering Committee is developing an integrated strategy to reduce unintentional injuries in Saskatchewan.

14.03.10 GANTEFOER: That the Executive approve that Mr, Gord Moker, CEO of Safe Saskatchewan and Chair of the Community Safety Education Steering Committee meet with the Executive and discuss the work that has been completed by the Community Safety Education Steering Committee and discuss an advocacy strategy for support from the Ministry of Education.

CD

3.5 Canada Revenue Agency Contact

The Executive reviewed and discussed the Briefing Note with respect to changing the contact names for Canada Revenue Agency (CRA) for payroll and Goods and Services Tax (GST) issues to remove all previous contact names and adding Lori Mann and Darren McKee.

14.03.11 PETHICK: That the the Executive approve the removal of all previous contact names at Canada Revenue Agency for the Goods and Services Tax, Business Number 107956302RT0001 and Payroll, Business Number 107956302RP0001 and add the following contacts for SSBA:

**Lori Mann, Director of Corporate Services
Saskatchewan School Boards Association
400-2222 13th Avenue, Regina, Saskatchewan S4P 3M7
(306) 569-0750 Ext. 112**

**Darren McKee, Executive Director
Saskatchewan School Boards Association
400-2222 13th Avenue, Regina, Saskatchewan, S4P 3M7
(306) 569-0750 Ext. 140**

CD

3.6 Audit and Investment Committee

The Executive reviewed and discussed the Briefing Note with respect to creating an Audit and Investment committee to provide general stewardship and oversight to the Association's Audit and "Investment activity. Janet Foord and Ronna Pethick have volunteered to sit on this committee. An external Financial Advisor will be appointed by the Executive.

- 14.03.12 GANTEFOER: That the Executive approve the appointment of an Audit and Investment Committee and the Terms of Reference.**
- CD**

3.7 Executive Expense Claim

- 14.03.13 PETHICK: That the Executive approve the payment one day per diem for the Executive members that travel more than eight (8) hours.**
- CD**

4. Strategic Plan Progress

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 on the following: SUMA Convention, Governance Review meetings, Meetings with the Deputy Minister, Members' Council, CSBA, CBC interview, Leader Post interview, LEADS Annual Policy Conference, SARM Convention, meeting with Minister Morgan and Minister Duncan re: Provincial Health and Education Policy, pre-budget meeting and budget.

5.2 Executive Director's Report

5.2.1 Executive Director's Report

Executive Director Darren McKee provided the Executive with a brief update regarding CSBA being hosted in Saskatoon in 2015, Governance Training, Relationship with the Ministry, Meeting with the Paul Kelly at Sasktel regarding Bandwidth, Locally Negotiated Terms and Conditions, Good Practices and Dispute Resolution and Health conversations (health issues arising from resolutions).

5.2.2 Board Development Services and Strategic HR

(a) Survey Results – Governor Training Program – Module 3

The Executive reviewed the survey results from the January 28 & 29, 2014 Module 3 Board Member Education and Certification Program.

(b) Spring 2014 Members' Council

The Executive reviewed the survey results from the Spring 2014 Members' Council.

(c) Spring Assembly Assignments

Ted Amendt provided the Executive with a draft copy of the Agenda for the Spring Assembly. Executive Assignments were discussed.

5.2.3 Communication Services

No Report at this meeting.

5.2.4 Insurance and Risk Management Program and Legal Services

(a) SSBA General Insurance Renewal 2014-2015

The Executive reviewed the Information only Briefing Note regarding the SSBA General Insurance Renewal – 2014-2015. It was noted that there was no change to the Property Insurance rate, a 7% decrease for General Liability and a 36% increase to Crime Insurance.

5.2.5 Employee Benefits Plan

No Report at this meeting.

5.2.6 First Nations and Métis Education Report

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.

5.3.2 Resolution and Policy Development Committee

No Report at this meeting.

5.3.3 Board Development Committee Report

No Report at this meeting.

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 LEADS

The Executive met with Executive Director Bill Cooke and President Mike Walters of LEADS on Thursday March 20, 2014. Discussions took place regarding the 2014 Joint Conference with LEADS, SASBO and SSBA, the pressures put on Directors of Education by the Ministry, and P3s

6.4 Minister of Education

The Executive met with Education Minister Don Morgan and Acting Deputy Minister Greg Miller on Thursday March 20, 2014. Discussions took place regarding Capital Funding, the Joint Task Force Recommendations, Bargaining, the Education Equity Working Advisory Group and the Budget and Funding model.

7. Information Items

7.1 Reports

7.1.1 2014 Association Event Calendar

7.1.2 Darren's To Do List

7.1.3 Committee Listing

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

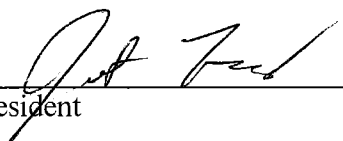
The Executive members completed an evaluation form at the conclusion of the meeting.

Adjournment

14.03.14 BOUCHER: That the meeting be adjourned. CD

President Foord thanked everyone in attendance at the meeting. The meeting adjourned at 11:20 a.m. on March 21, 2014.


Executive Director


President