

**Saskatchewan School Boards Association**

**Executive Meeting Minutes**

**September 24 & 25, 2014**

**Regina, Saskatchewan**

**Executive Members:** Present – Ms. Bailey, Ms. Boucher, Mr. Favel, Ms. Foord (via conference call), Mr. Gantefoer, Ms. Kotylak, Ms. Perreault, Ms. Pethick, Mr. Waugh

**Association Staff:** Mr. McKee, Mr. Amendt, Ms. Anderson, Mr. Couture, Mr. Jackson, Ms. Lerat, Ms. Lenius, Ms. Mann, Mr. McNaughton.

**1. Call To Order**

Vice President Bailey called the meeting to order Wednesday, September 24, 2014, at 9:00 a.m.

**2. Procedural Items**

**2.1 Agenda**

**14.09.01 FAVEL: That the agenda be approved as circulated. CD**

**2.2 Minutes**

**14.09.02 PETHICK: That the minutes of June 17 & 18, 2014 be approved. CD**

**14.09.03 WAUGH: That the minutes of August 21 & 22, 2014 be approved. CD**

**2.3 In Camera Session**

**14.09.04 BOUCHER: That the Executive move into closed session. CD**

**14.09.05 KOTYLAK: That the Executive move into open session. CD**

### **3. Decision Items**

#### **3.1 Upgrades to Association website**

The Executive reviewed the Briefing Note with respect to updates and improvements to the Saskatchewan School Boards Association Website to facilitate the timely sharing of information with and among member boards.

- 14.09.06 BOUCHER: That the Executive approve the estimate \$5,900 to \$7,500 cost of updating the Association's website in order to facilitate the sharing of information with and among member boards and so improve access to the site for all users. It is recommended that these funds be taken from the SSBA unappropriated reserves.. CD**

#### **3.2 2014 Life Memberships**

The Executive reviewed the Briefing Note with respect to Life Memberships and the calculation of the same. The Executive confirmed that Sandi Urban-Hall and Joe Daigneault are eligible to become Life Members. Sandi and Joe will be contacted to confirm if they would like to receive their Life Membership at the 2014 Annual General Meeting.

- 14.09.07 KOTYLAK: That according to SSBA Bylaw 2 and SSBA Executive Policy 18, the Executive will confer Life Memberships on a qualifying member. The Executive may also consider Honourary Life Memberships for certain individuals. CD**

#### **3.3 Executive Policy No. 14: Restricted Funds related to Employee Benefits Plan**

The Executive reviewed and discussed the Briefing Note with respect to the amendments made to Executive Policy 14 based on the consultation with industry experts.

- 14.09.08 PERREAULT: That the Executive approve and adopt the new Executive Policy No. 14. CD**

#### **3.4 Management of Association and Specific Land Claims Funds**

The Executive reviewed and discussed the Briefing Note with respect to the Management of the Association and Specific Land Claim Funds. The performance of the investments manager

should be reviewed annually by the Audit & Investment Committee to ensure that these funds continue to be managed appropriately.

**14.09.09 PETHICK: That the Executive approve the recommendation of the Audit and Investment Committee to approve the appointment of Scotiabank as the investment manager for the Association and Specific Land Claims funds. The Association will work with Scotiabank and Greystone to ensure a successful transition of investments prior to the end of 2014.**

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 with respect to the Capital/infrastructure Committee, action plan to address bullying, conference calls with Dan Florizone, CSBA, LEADS, Audit Committee, Health Initiative Update, CTV Morning News interview, Radio Interview with CJSL, Meeting with Manitoba School Boards Association and Board meeting at Prairie South.

**5.2 Executive Director's Report**

**5.2.1 Executive Director's Report**

Darren McKee provided an update to the Executive with respect to Resolutions and AGM.

**5.2.2 Board Development Services and Strategic HR**

**(a) Adopted Resolutions Workplan Updates**

The Executive reviewed the 2011, 2012 and 2013 Adopted Resolutions Work Plan and Assignments.

**(b) Members' Council – Executive assignments for introductions/thank you**

The Executive discussed the Members' Council Agenda. Executive members were assigned to introductions at the Members' Council for guest speakers.

**5.2.3 Communication Services**

**(a) Communication and Advocacy Strategic Plan: Update and Next Steps**

The Executive reviewed the Briefing Note regarding the Communications and Advocacy Strategic Plan – Update and Next Steps. Discussions took place regarding the key objectives and the actions to be taken.

**5.2.4 Insurance and Risk Management Program and Legal Services**

**(a) Transportation for People with Disabilities**

The Executive reviewed the Briefing Note regarding Transportation Priority Working Group for Disabled Persons. A public consultation was held in the Spring of 2014 that identified seven priority areas for improving the quality of life for disabled people. They include transportation, community inclusion, supported accommodation, accessible housing, support for caregivers, employment and education.

**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.

**5.2.7 Director of Corporate Services**

**(a) 2014 Forecast**

The Executive reviewed the Briefing Note regarding the 2014 Forecast. The Association is forecasting a net deficit for 2014. Association staff are continuing to work to control costs and identify opportunities for cost reductions to mitigate the impacts forecasted over-expenditures.

### **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.

##### **(a) MEPP Quarterly Activity report**

Glen Gantfoer reviewed the Municipal Employees' Pension Commission Activity Report to Stakeholders.

#### **5.3.2 Resolution and Policy Development Committee**

Glen Gantfoer, Chair of the Resolutions and Policy Development Committee provided the Executive with an update regarding the Position Statements for AGM and also any resolutions coming forward.

#### **5.3.3 Board Development Committee Report**

##### **(a) Board Development Advisory Committee Meeting Minutes**

Glen Gantfoer, Chair of the Board Development Advisory Committee reviewed the Friday May 2, 2014 meeting Minutes.

##### **(b) 2014 Trustee Academy Evaluation Results**

Glen Gantfoer, Chair of the Board Development Advisory Committee reviewed the 2014 Trustee Academy Survey Results.

### **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 Saskatchewan Teachers' Federation**

The Executive met with Executive Director Gwen Dueck and Vice President Randy Cline from the Saskatchewan Teachers' Federation on September 24, 2014. Discussions took place regarding their Governance/Governance Renewal, Policy Development, Teacher Regulations and Pension Plan.

### **6.4 Saskatchewan Catholic School Boards Association**

The Executive met with Executive Director Ken Loehndorf and President George Bolduc of the Saskatchewan Catholic School Boards Association on Wednesday, September 24, 2014. Discussions took place regarding their annual convention and AGM, Communications Committee, Curriculum Permeation Project, Catholic Studies Grade 9-12 Locally Developed Program, K-8 Religion Program Development, SCSBA/CHAS Joint Conference, Proposed Catholic School Division formation in Warman, SCSBA Office relocation, SSBA Governance Review and Theodore Litigation.

## **7. Information Items**

### **7.1 Reports**

**7.1.1 2014 & 2015 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**

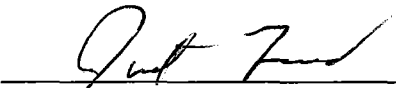
The Executive members completed an evaluation form at the conclusion of the meeting.

**Adjournment**

**14.09.10 KOTYLAK: That the meeting be adjourned. CD**

Vice President Bailey thanked everyone in attendance at the meeting. The meeting adjourned at 1:45 p.m. on September 25, 2014.

  
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Executive Director

  
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President