

Saskatchewan School Boards Association

Executive Meeting Minutes

October 20 & 21, 2016

Regina, Saskatchewan

Executive Members: Present – Ms. Bailey, Ms. Banks, Ms. Kotylak, Mr. Niezgoda, Mr. Pavloff, Ms. Perreault (October 20), Ms. Pethick **Regrets:** Mr. Daigneault, Mr. Linklater,

Association Staff: Mr. McKee, Mr. Amendt, Ms. Lenius, Ms. Lerat, Mr. McNaughton (October 20), Ms. Vu.

1. Call To Order

President Bailey called the meeting to order Tuesday, October 20, 2016, at 9:02 a.m.

2. Procedural Items

2.1 Agenda

16.10.01 PETHICK: That the agenda be approved as amended. CD

2.2 Minutes

16.10.02 PAVLOFF: That the minutes of September 20 & 21, 2016 be approved. CD

2.3 In Camera Session – Thursday October 20, 2016

16.10.03 BANKS: That the Executive move into closed session. CD

16.10.04 PAVLOFF: That the Executive move into open session. CD

Friday October 21, 2016

16.10.05 BANKS: That the Executive move into closed session. CD

16.10.06 BANKS: That the Executive move into open session. CD

16.10.07 PAVLOFF: That the Executive accept the CEO Evaluation and the Executive Evaluation. CD

3. Decision Items

3.1 Fall 2016 – Communications and Advocacy Strategy

The Executive reviewed the briefing note with respect to the development of the proposed Communication and Advocacy Plan options in a response to “transformational change” and in support of the Fall 2016 – Communications and Advocacy Strategy.

16.10.08 PERREAULT: That the Executive approve Option B from the Communications and Advocacy Plan for Fall 2016 with the budget amount of \$18,000.00. CD

3.2 2017 Strategic Plan – SSBA Level 2 Matrix

The Executive reviewed the briefing note with respect to the 2017 Strategic Plan – SSBA Level 2 Matrix.

16.10.09 PETHICK: That the Executive approve the 2017 Strategic Plan (level 2 matrix) with Board and Public Engagement and Improve Communications being the 2017 initiatives/hoshins. CD

3.3 Executive Expenses Paid monthly

The Executive reviewed the briefing note with respect to the Executive expenses being paid monthly.

16.10.10 KOTYLAK: That the Executive approve that payments to the executive will be made once a month through the payroll system which will pay both the taxable portion of per diems and the non-taxable portion of expense reimbursements. CD

3.4 Prairie Spirit S.D. - Bylaw Amendment

The Executive reviewed the Bylaw Amendment that was submitted after the deadline date for Bylaw amendments.

16.10.11 PAVLOFF: Because of the confusion between the bylaw amendment and resolution deadline request by Prairie Spirit S.D., the Executive will enact bylaw 13.5 to allow the proposed bylaw amendment to come forward to the general assembly.

CD

4. Strategic Plan Progress

The Executive participated in a wall walk to update and discuss progress on the SSBA 2016 Strategic Plan.

5. Executive Member Reporting Responsibilities

5.1 President's/Designate Report

President Bailey provided the Executive with a brief update with respect Orange Shirt Day, Meeting with Regina Public S.D., with respect to the Workload Intensification Committee

5.2 Executive Director's Report

5.2.1 Executive Director's Report

Darren. McKee provided the Executive with a brief update with respect to meetings attended, Walk to Breakfast, interview with Education Magazine, Pine Creek School Division professional development; Meeting with partners and DMO regarding SPTRB.

5.2.2 School Board Development Services, Strategic HR and Legal Services

(a) 2016 Fall General Assembly Agenda

The Executive reviewed the Agenda for the 2016 Fall General Assembly and the Table assignments for the banquet.

(b) Meeting with SSBA Executive and Committee Representatives Agenda

The Executive reviewed the Agenda for the meeting with the SSBA Executive and Committee Representatives scheduled for November 13, 2016 from 3:00 – 4:00 p.m.

(c) AGM Orientation for New Trustees Agenda

The Executive reviewed the Agenda for the AGM Orientation for New Trustees scheduled for November 13, 2016 from 4:00 – 5:00 p.m.

(d) Board Chair (or designate) Council Agenda

The Executive reviewed the Agenda for the Board Chairs (or designate) Council schedule for November 14, 2016 from 1:00 – 4:00 p.m. Additions to the agenda include ESSP, SPTRB, Transformational Change and Provincial Bargaining (optional)

(e) Distance Education Programs

The Executive reviewed the briefing note with respect to the Distance Education Programs. The information in the briefing notes will be shared with boards of education.

5.2.3 Communication Services

(a) Communications Report

Jill Welke provided the Executive with an update with respect to communications from the SSBA. Jill also provided the Executive with link to the media coverage for Education in Saskatchewan as of October 11, 2016.

5.2.4 Employee Benefits and Insurance

No report at this meeting.

5.2.5 First Nations and Métis Education Report

(a) FNME Update

Jamie Lerat provided the Executive with an update with respect to the First Nation and Métis Education. Updates included Orange Shirt Day and the Resolutions for the position paper submitted by the Aboriginal Constituency to the 2016 Fall AGM.

5.2.6 Corporate Services and Risk Management

(a) August 2016 Financial Reporting

Catherine Vu presented the August 2016 monthly financial report.

(b) Travel Expense Report

Catherine Vu reviewed and discussed the Payee Disclosure List for the period of Jan-June 2016. The report will be distributed at the Board Chair Forum in November 2016.

(c) Efficiencies

Catherine Vu reviewed and discussed the Provincial Efficiencies 2015-2016 report. Twenty-four (24) boards submitted information requested.

(d) President/Vice President/Executive Director Travel Expenses

Catherine Vu reviewed and discussed the President, Vice-President and Executive Director travel expenses.

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 Executive HR Committee Report

No report at this meeting.

5.3.4 Board Development Committee Report

Ronna Pethick provide a report to the Executive.

5.3.5 Audit Committee Report

Ronna Pethick provided a report to the Executive.

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 Connie Bailey or Darren McKee.

- i. Executive technology use review
- ii. Evaluative process
- iii. Delegation – University of Saskatchewan, Michelle Prytula via teleconference: The Executive deferred to another time due to the inability to connect with Ms. Prytula.

6.3 Delegation – Cite360, Architecture, Design and Interiors

The Executive met with Meghan Cuzen from PCS Construction, LeeAnn Croft and Nicole Kell from Cite360 on October 20, 2016 to discuss the progress of the renovations with the Executive. The Executive toured the SSBA building renovations and improvements.

6.4 Delegation – SHSAA

The Executive met with Lyle McKellar, Executive Director of Saskatchewan High School Athletics Association on October 20, 2016. Discussion took place with respect to financial information, increase to gate fees at school events, SHSAA AGM for 2017, Concussion Protocol and training for all coaches, Officials and a Transgender Participation Policy approved at their AGM.

7. Information Items

7.1 Reports

7.1.1 2016, 2017 & 2018 Association Event Calendar

7.1.2 Committee List

The Executive reviewed the reports provided in their materials.

7.2 Correspondence

The Executive reviewed the Correspondence.

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

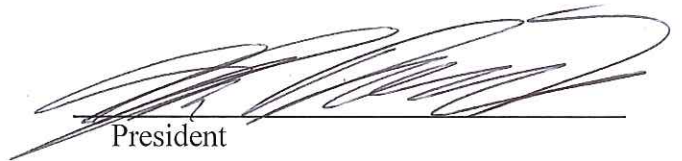
16.10.12 KOTYLAK: That the meeting be adjourned.

CD

President Bailey thanked everyone in attendance at the meeting. The meeting adjourned at 2:00 p.m. on October 21, 2016.



Executive Director



President