

Saskatchewan School Boards Association

Executive Meeting Minutes

June 17& 18, 2014

Regina, Saskatchewan

Executive Members: Present – Ms. Bailey (June 17), Ms. Boucher, Mr. Favel, Ms. Foord, Mr. Gantfoer (June 17), Ms. Kotylak, Ms. Perreault, Ms. Pethick, Mr. Waugh (June 17 a.m., June 18)

Association Staff: Mr. McKee (June 17), Mr. Amendt (June 17), Ms. Ashton (June 17), Mr. Jackson, Ms. Lerat, Ms. Lenius, Ms. Mann.

1. Call To Order

President Foord called the meeting to order Tuesday, June 17, 2014, at 8:02 a.m.

2. Procedural Items

2.1 Agenda

14.06.01 KOTYLAK: That the agenda be approved as amended. CD

2.2 Minutes

14.06.02 PETHICK: That the minutes of April 9, 2014 be approved. CD

2.3 In Camera Session

14.06.03 WAUGH: That the Executive move into closed session. CD

14.06.04 BOUCHER: That the Executive move into open session. CD

14.06.05 KOTYLAK: That the Executive move into closed session. CD

14.06.06 FAVEL: That the Executive move into open session. CD

3. Decision Items

3.1 SSBA Services Report

The Executive reviewed the Briefing Note with respect to final report from Johnson Shoyama Graduate School of Public Policy on the SSBA Services Report. A proposed Action Plan/Communications was also provided to the Executive with respect to next steps.

14.06.07 BAILEY: That the Executive approve the SSBA Services Report as well as the action plan and communications outlined. CD

3.2 2014 Director, CFO, Superintendent Compensation Study

The Executive reviewed the Briefing Note with respect to 2014 Director, CFO, Superintendent Compensation Study. The survey was in response to a 2012 AGM Resolution which called for a regular compensation survey for all school personnel. The participation rate for the survey was 82%.

14.06.08 PERREAULT: That the Executive approve the release of the aggregate data as reported to Trustees, and to the LEADS And SASBO organizations with instructions to release it to their membership. CD

14.06.09 WAUGH: That the Executive approve to LAFOIP the five (5) boards that did not participate in the 2014 Director, CFO, Superintendent Compensation Study. CD

3.3 Improving Association Communication and Advocacy

The Executive reviewed and discussed the Briefing Note with respect to improving Association communication and advocacy. The Executive has a communication and advocacy plan with specific goals and success measures. Member boards have a role to play in the advocacy of the Association and will be asked to serve as partners and active participants in realizing plan goals.

14.06.10 KOTYLAK: That the Executive participate in the development of an Association Communications and Advocacy plan by discussing and providing direction for the plan at their August 2014 retreat, that this plan be presented for input and feedback at the Fall Members' Council and to the SSBA membership for approval at the 2014 AGM. CD

3.4 Mid-Year Report

The Executive reviewed and discussed the Briefing Note with respect to Mid-Year Report. A copy of the Mid-Year Report was distributed to the Executive for their review. A copy of the report will be distributed to board members, school division directors and CFOs.

14.06.11 PETHICK: That the Executive approve the draft Mid-Year Report for distribution to board members, school division directors of education and chief financial officers. 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 WIPCI, CSBA, President Luncheon at SASBO, STF meeting, and her conversations with the Deputy Minister.

5.2 Executive Director's Report

5.2.1 Executive Director's Report

Darren McKee provided an update to the Executive with respect to the STF, Ministry and SSBA meeting to be held June 18, 19 and 20, CSBA, Saskatchewan Alliance for Youth & Community Well-being, WIPCI, and his trip to New Zealand

5.2.2 Board Development Services and Strategic HR

(a) 2014 Spring Assembly Evaluations

The Executive reviewed the 2014 Spring Assembly Evaluations.

(b) School Board Member Education and Certification Module 4 Evaluation

The Executive reviewed the School Board Member Education & Certification Program Evaluation results.

(c) 2014 Joint Conference Agenda

The Executive reviewed the 2014 Joint Conference Agenda.

(d) 2015 CSBA Congress Agenda

The Executive reviewed the 2015 CSBA Congress Agenda.

5.2.3 Communication Services

No Report at this meeting.

5.2.4 Insurance and Risk Management Program and Legal Services

No Report at this meeting.

5.2.5 Employee Benefits Plan

No Report at this meeting.

5.2.6 First Nations and Métis Education Report

(a) SSBA FNME Activities

Jamie Lerat provided the Executive with an update regarding the Getting Back to Business: Engaging Aboriginal Youth in Entrepreneurship Program. 142 grade 11 & 12 students participated in the program. She also provided an update regarding the National Aboriginal Trustees Gathering 2015 to be held in Saskatoon. The keynote speaker will be Ken Coats.

5.2.7 Director of Corporate Services

(a) Financial Update

Lori Mann provided the Executive with an update regarding the Executive Per Diems, Allowances and Expense Reimbursements. Further enhancements will include on-line entry of requests for payment and expense reimbursement and automation of expense reimbursement notification.

(b) Summary ending April 30, 2014

The Executive reviewed the Budget update for the period ending April 2014.

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. The MEPP Quarterly Activity reports was tabled to the September meeting.

5.3.2 Resolution and Policy Development Committee

Elizabeth Perreault, member of the Resolutions and Policy Development Committee provided the Executive with an update regarding the Position Statements and the feedback that was received. A request was made to be added to the Agenda for the Executive Retreat in August to review the feedback and discuss how to proceed.

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 Johnson Shoyama

The Executive met with Wynne Young and Dan Perrins on Tuesday June 17, 2014. Discussions took place regarding results of the SSBA Services report. The survey was sent electronically to 550 recipients during the month of March and the response rate was 25% which is deemed sufficient for statistical analysis conducted. Overall the survey reported that the services provided by the SSBA are considered important.

6.4 SASBO

The Executive met with Executive Director Phil Benson and President Justin Arendt of SASBO on Tuesday, June 17, 2014. A brief update was provided to the Executive regarding their Strategic Plan, Efficiency Factor, LEAN, Education Leadership Institute of Saskatchewan, Associate memberships and the upcoming 2014 Joint Conference in November.

6.5 Investment and Audit Committee

The Investment and Audit committee invited Bob Milton from Milton and Associates on Tuesday June 17, 2014 to present the final Audited Financial Statements for the Association. The Investment and Audit Committee members are Dennis Terry (chair), Janet Foord and Ronna Pethick.

6.6 Ron Ford

Ron Ford was unable to meet with the Executive on Tuesday June 17, 2014 but submitted his report to the Executive which is entitled *Executive Director Performance Management Planning*. This will be further discussed at the Executive Retreat in August.

6.7 Public Section

The Executive met with Executive Director Larry Huber and Chair Bert de Gooijer on Wednesday June 18, 2014. Discussions took place including the Section's Strategic Plan, Funding Model, Capital prioritization and funding, Bandwidth, Theodore Litigation, Governance Review and the Public Section event Calendar.

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
- 7.1.4 WIPCE 2014

The Executive reviewed the reports provided in their materials.

7.2 Correspondence

No Correspondence provided.

7.3 Conferences

The Executive reviewed the upcoming conferences.

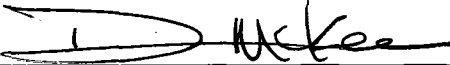
8. Meeting Evaluation


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

Adjournment

14.04.13 PERREAULT: That the meeting be adjourned. CD

President Foord thanked everyone in attendance at the meeting. The meeting adjourned at 3:15 p.m. on April 9, 2014.


Executive Director


President