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**Saskatchewan School Boards Association  
Executive Meeting Minutes  
December 2 & 3, 2021**

**Executive Members:**

Present – Dr. Davidson, Mr. Bachmann, Ms. Banks, Mr. Favel, Ms. Gradin, Ms. Greyeyes, Mr. Niezgod, Ms. Perreault, Ms. Smith-Windsor.

**Association Staff:** Mr. McKee, Ms. Lenius, Mr. McNaughton, Ms. Vu, Ms. Welke.

**1. Call to Order**

President Davidson called the meeting to order on Thursday December 2, 2021 at 9:35 a.m.

**2. Moment of Reflection**

**3. Additions/Changes/Approval of Agenda**

**21.12.01 GRADIN: That the Executive approved the agenda as amended. CD**

**4. Review/Discuss Delegation(s) Preparation –**

The Executive prepared for their discussions with the Catholic Section and the Public Section.

**5. Declaration of Conflict of Interest – no conflicts declared**

**6. In-Camera Session –**

**1:45 – 3:00 p.m.**

**21.12.02 PERREAULT: That the Executive move into closed session. CD**

**21.12.03 BANKS: That the Executive move into open session. CD**

**7. Adoption of Minutes of the Previous Meeting**

**7.1 October 13, 2021**

**21.12.04 SMITH-WINDSOR: That the minutes of October 13, 2021 be approved as circulated. CD**

**7.2 October 20 & 21, 2021**

**21.12.05 BANKS:** That the minutes of October 20 & 21, 2021 be approved as amended. **CD**

**7.3 November 14, 2021**

**21.12.06 GRADIN:** That the minutes of November 14, 2021 be approved as circulated. **CD**

**7.4 November 15, 2021**

**21.12.07 GRADIN:** That the minutes of November 15, 2021 be approved as circulated. **CD**

**8. Business Arising from Minutes – none**

**9. Discussion Items**

**9.1 Provincial Education Plan**

The Executive reviewed and discussed the documentation and feedback that was received from boards that was received. The Executive discussed next steps.

**9.2 PreK readiness**

The Executive discussed PreK readiness and the struggles with attending during COVID. The Executive will discuss this further at their Strategic Planning session in January.

**9.3 Education property tax mill rate setting – collaboration with school boards and government**

The Executive discussed the Education property tax mill rate and boards being involved in setting the mill rates.

**9.4 Committees**

The Executive reviewed and discussed the internal and external Committees and the Executive Liaison assignments. Updates will be made to the Committee list and brought back to the next meeting.

### **9.5 Budget – presentation at AGM**

The Executive discussed the presentation of the Budget at AGM, the process and communication to boards.

### **9.6 Expectations of Executive regarding Constituency Work**

The Executive discussed the expectation of the SSBA Constituency representatives. The Executive Policy Handbook Committee will look at the Role of Executive for further clarification within policy.

## **10. Decision Items**

### **10.1 Annual update of SSBA Officer**

The Executive reviewed and discussed the briefing note with respect to the annual update of SSBA Officers.

**21.12.08 SMITH-WINDSOR: That the Executive approve the SSBA officers listing as presented. CD**

### **10.2 Executive Software - Dilitrust**

The Executive reviewed and discussed the briefing note with respect to the Executive Software with Dilitrust.

**21.12.09 NIEZGODA: That the Executive approve the use of Dilitrust for future meeting packages. CD**

### **10.3 Executive Risk Identification Activity**

The Executive reviewed and discussed the briefing note with respect to the Executive Risk Identification Activity. The Executive participated in the annual risk assessment activity of the SSBA Enterprise Risk Management Cycle for 2022.

## **11. Strategic Plan and Work Plan Progress**

### **11.1 Executive Work Plan**

The Executive reviewed the 2021 work plan. The 2022 work plan will be reviewed at the January meeting.

### **11.2 SSBA Strategic Plan Report – December**

The Executive reviewed the SSBA Strategic Plan Report for December.

## **12. Reports from President and Administration**

### **12.1 President’s Report**

The President provided updates from the meetings with the Canadian School Boards Association (CSBA), the Committee on Class Size and Composition, the Provincial Education Council, Saskatchewan High Schools Athletic Association (SHSAA) and Board Chairs Council. He noted recent advocacy work, media relations and correspondence as well.

**21.12.10 FAVEL: That the Executive receive and file the President’s Report. CD**

### **12.2 Executive Director’s Report**

The Executive Director’s report highlighted recent activity related to the strategic plan and fiscal year-end, pandemic response, the Indigenous Responsibility Framework, the Parent Teacher Home Visits Program, regular meetings with the Ministry and Deputy Minister of Education, Public and Catholic Sections, as well as with the Executive Directors of SASBO, STF and LEADS. He also provided highlights from recent meetings or updates from the CSBA.

**21.12.11 PERREAULT: That the Executive receive and file the Executive Director’s Report. CD**

### **12.3 Communications and Policy Support Services**

Jill Welke provided the Executive with an update with respect to recent activity, communications and media requests and coverage.

**21.12.12 GRADIN: That the Executive receive and file the Communications and Policy Support Services Report.**  
**CD**

#### **12.4 Board Development Services – FNME**

The Executive reviewed the written update report regarding First Nations and Metis Education.

**21.12.13 BANKS: That the Executive receive and file the Board Development Services –Report.** **CD**

#### **12.5 Corporate Services Report**

Catherine Vu provided the Executive with an update with respect to recent activity and the July – September Financial reporting.

**12.12.14 GREYEVES: That the Executive receive and file the Corporate Services Report.** **CD**

#### **13. Executive Members’ Reports**

- 13.1 Vice-President**
- 13.2 Catholic Constituency**
- 13.3 Central Constituency**
- 13.4 Conseil scolaire fransaskois Constituency**
- 13.5 Indigenous Constituency**
- 13.6 Northern Constituency**
- 13.7 Southern Constituency**
- 13.8 Urban Public Constituency**

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

**21.12.15 GREYEVES: That the Executive receive and file the Executive Members’ Reports.** **CD**

## **14. Committee Reports**

### **14.1 Resolutions and Policy Development Committee**

An update was provided from the Resolutions and Policy Development Committee regarding their meeting of October 19, 2021 and their debrief meeting on November 29, 2021.

**21.12.16 GRADIN: That the Executive receive and file the Resolutions and Policy Development Committee report. CD**

### **14.2 Executive Human Resources (HR) Committee Report – no report**

An update was provided from the Executive Human Resources Committee regarding the Executive Director Evaluation, and the positive path forward.

**21.12.17 BANKS: That the Executive receive and file the Executive Human Resources Committee report. CD**

### **14.3 Board Development Committee Report**

An update was provided from the Board Development Committee regarding their meeting of October 20, 2021.

**21.12.18 FAVEL: That the Executive receive and file the Board Development Committee report. CD**

### **14.4 Audit and Investment Committee Report - no report**

An update was provided from the Audit and Investment Committee regarding their meetings of October 28 and November 24, 2021.

**21.12.19 PERREAULT: That the Executive receive and file the Audit and Investment Committee report. CD**

#### **14.5 General Insurance Plan Committee Report**

An update was provided from the General Insurance Plan Committee regarding their meeting of October 19, 2021.

**21.12.20 BACHMANN: That the Executive receive and file the General Insurance Plan Committee report. CD**

#### **14.6 Executive Policy Handbook Review Committee Report – no report**

#### **14.7 EBP Advisory Committee**

An update was provided from the Employee Benefit Plan Advisory Committee regarding their presentation at AGM and the Request for Proposal.

**21.12.21 BANKS: That the Executive receive and file the Employee Benefit Plan Advisory Committee report. CD**

#### **14.8 Indigenous Education Responsibility Committee**

An update was provided from the Indigenous Education Responsibility Committee regarding their meetings of October 15 and November 4, 2021.

**21.12.22 SMITH-WINDSOR: That the Executive receive and file the Indigenous Education Responsibility Committee report. CD**

#### **14.9 Provincial Bargaining Committee – no report**

#### **15. Presentations/Activity – no presentations**

The Executive met with the SSBA staff on Zoom to thank them for their excellent work and support this past year, wish them a wonderful holiday season and to announce the SSBA Long Service Awards for 2021.

## **16. Delegations**

### **16.1 Catholic Section**

The Executive also met with Tom Fortosky, Executive Director of the Catholic Section and Bruno Tuchscherer, Vice-President of the Saskatchewan Catholic Section Boards Association on Thursday, December 2, 2021. They shared an update on their strategic plan, advocacy priorities, Catholic Education Week and their annual conference.

Topics of shared interest that were also raised or discussed included: relationships and communications, importance of a provincial unified voice, appreciation and support for SSBA services and for the SSBA's role in supporting pandemic response, the agreement with the Catholic Section, Education property tax – Mill Rate setting, the Indigenous Responsibility Framework, Provincial Education Plan, CSBA Congress, the SSBA AGM and Fall Assembly, education funding, diversity, mental health and the Education Act.

### **16.2 Public Section**

The Executive met with Norm Dray, Executive Director of the Public Section and Colleen MacPherson, Chair of the Public Section on Thursday, December 2, 2021. They shared an update on their strategic plan, workplan for the year and Citizenship Awards.

Topics of shared interest that were also raised or discussed included: relationships and communications, meeting with the Minister of Education, CSBA Congress, the Provincial Education Plan, the SSBA AGM and Fall Assembly, and developing an agreement between the SSBA and the Public Section.

## **17. Information Items**

- 17.1 2021 Association Events Calendar
- 17.2 Committee List
- 17.3 SSBA Long Service Awards
- 17.4 Director Evaluation Performance Assessment Guide Committee
- 17.5 Indigenous Council Update

## **18. Identification of future agenda items:**

- 18.1 Provincial budget (March)
- 18.2 PreK readiness
- 18.3 Education property tax mill rate setting – collaboration with school boards and government
- 18.4 Accessing Federal funding



- 18.5 Mental health opportunities – BCC
- 18.6 SSBA Building
- 18.7 COVID 19 Planning
- 18.8 Policy Manual
- 18.9 Committees and External people – support liaison structure
- 18.10 Funding of distance learning schools
- 18.11 Social Passing kids
- 18.12 Conditionality of funding – supports for learning
- 18.13 Executive sponsored resolution – pool of funds for legal costs
- 18.14 Audited Financial Statements (May)
- 18.15 Feedback on WAG – Associate membership in SSBA
- 18.16 Local Improvement Tax data collection
- 18.17 SPTRB – Position to share with Bob
- 18.18 Accessibility Legislation

## 19. Upcoming Events

Information regarding upcoming events was provided to the Executive.

## 20. Meeting Evaluation

The Executive reviewed the September Executive Evaluation. The link for the December evaluation form was provided to the Executive.

## Adjournment

President Davidson adjourned the meeting at 3:46 p.m. on December 3, 2021.

**21.12.23 FAVEL: That the meeting be adjourned.**



Executive Director



President