

**Saskatchewan School Boards Association  
Executive Meeting Minutes  
December 7 & 8, 2023**

**Executive Members:**

Present – Ms. Smith-Windsor (Dec 8), Mr. Bachmann, Ms. Banks, Dr. Davidson, Mr. Favel, Ms. Gradin, Ms. Greyeyes, Mr. Niezgoda, Ms. Perreault.

**Association Staff:** Mr. McKee (Dec 8), Dr. Amendt, Ms. Horejda, Ms. Lenius, Mr. McNaughton, Ms. Vu, Ms. Welke.

**1. Call to Order**

Donna Banks called the meeting to order on Thursday December 7, 2023, at 9:00 a.m.

**2. Treaty Land Acknowledgement and Moment of Reflection**

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

**23.12.01 That the Executive approved the agenda as amended. CD**

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

The Executive prepared for their discussions with the Saskatchewan Catholic School Boards Association.

**4.1 Saskatchewan Catholic School Board Association (SCSBA)**

The Executive met with the SCSBA President, Bruno Tuchscherer, Vice President Vicky Bonnell and Executive Director, Tom Fortosky. They provided updates related to advocacy initiatives, recent meetings, the SCSBA Conference, Indigenous leadership, Truth and Reconciliation, Faith development, and development of a Pastoral Guide on gender diversity. They expressed appreciation for the SSBA communication and legal support with a unified approach to recent litigation. We also discussed Indigenous Council, Education Property Tax, the SK DLC and distance learning, 2024 school boards elections and continued opportunities to be stronger together with a unified approach.

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

**6. In-Camera Session**

**(December 8, 2023 – 12:10 – 3:00 p.m.)**

**23.12.02 That the Executive move into closed session. CD**

**23.12.03 That the Executive move into open session. CD**

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

**7.1 October 19 & 20, 2023**

**23.12.04 That the minutes of October 19 & 20, 2023 be approved as circulated. CD**

**7.2 November 12, 2023**

**23.12.05 That the minutes of November 12, 2023 be approved as circulated. CD**

**8. Business Arising from Minutes – no business arising.**

**9. Discussion Items**

**9.1 Expense Claim Form**

The Executive discussed the new expense claim form and provided their feedback with respect to using the new expense claim form.

**9.2 Public Section**

**23.12.06 That the Executive move this item into closed session. CD**

**10. Decision Items**

**10.1 Board Chairs' or Designate Council Terms of Reference**

The Executive reviewed and discussed the briefing note with respect to the Board Chairs' or Designate Council Terms of Reference.

**23.12.07 That the Executive approve the BCC for a two-year term (January 2024 – December 2025), and further, that the Executive approve the attached BCC Terms of Reference. CD**

## **10.2 SCC Position Statement WAG**

The Executive reviewed and discussed the briefing note with respect to the Student Community Council Position Statement Working Advisory Group.

**23.12.08 That the SCC Position WAG be created. CD**

**23.12.09 That the SCC Terms of Reference be approved. CD**

## **10.3 Annual update of SSBA Officers**

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

**23.12.10 That the Executive approve the SSBA officers listing as presented. CD**

## **10.4 Financial and Operational Policy - Investment**

The Executive reviewed and discussed the briefing note with respect to the Financial and Operational Policy 3.1.2 Investment and 3.1.2A Investment Framework.

**23.12.11 That the Executive approve the revision to the Financial and Operational Policy 3.1.2 Investment and 3.1.2A Investment Framework. CD**

## **10.5 SSBA Emergency Succession Plan 2024.**

The Executive reviewed and discussed the briefing note with respect to the SSBA Emergency Succession Plan for 2024.

**23.12.12 That the Executive approve the SSBA Emergency Succession Plan for 2024. CD**

## **11.1 Executive Work Plan**

The Executive reviewed and discussed the draft Executive work plan for 2024. Possible changes may be made to the dates of the Executive meetings.

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

The Executive reviewed the December 2023 Strategic Plan Report. The report was received and filed.

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

### **12.1 President’s Report**

The President provided updates related to recent correspondence, media relations, recent research reports, committees, and advocacy. She also provided updates from the Canadian School Boards Association (CSBA) advocacy initiatives, Provincial Bargaining - Government Trustee Bargaining Committee, engagements and feedback from boards and members, and meetings with the Minister of Education, Jeremy Cockrill and Tim McLeod, Minister of Mental Health and Addictions, Seniors, Rural and Remote Health as well as Leader of the Official Opposition Carla Beck and Caucus members. The report was received and filed.

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

The Executive Director’s report highlighted recent activity related to the SSBA Strategic Plan, Saskatchewan Broadband Action Committee (SBAC), the SSBA office move and meetings with the Deputy Minister of Education and Executive Directors of SASBO, STF and LEADS. The report was received and filed.

### **12.3 Communications and Strategic Services**

The Executive reviewed the briefing note from Communications and Strategic Services with an update with respect to recent activity, communications, and media requests. The report was received and filed.

### **12.4 Board Development – Indigenous Report**

The Executive reviewed and discussed the Board Development Services report and the information related to the SSBA Indigenous Education Services. The report was received and filed.

### **12.5 Corporate Services**

The Executive reviewed and discussed the briefing note from Corporate Services and the September financial information. The report was received and filed.

**12.6 Employee Benefits Plan and General Insurance Plan – no report**

**12.7 Legal Services and Labour and Employee Relations**

Jolene Horejda provided the Executive with an update regarding the current litigation.

**13. Executive Members' Reports**

**13.1 Vice-President**

**13.2 Catholic Constituency**

**13.3 Central Constituency**

**13.4 Conseil scolaire francsaskois 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. The Executive member reports were received and filed.

**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 17, 2023. An update was also provided regarding the fall AGM. The committee report was received and filed.

**14.2 Executive Human Resources (HR) Committee Report**

An update was provided from the Executive HR Committee regarding their meeting of September 27 and October 30, 2023. The committee report was received and filed.

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

An update was provided from the Board Development Committee regarding their meeting of October 17, 2023. The committee report was received and filed.

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

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

An update was provided from the General Insurance Plan Committee regarding their meeting of October 25, 2023. The committee report was received and filed.

#### **14.5.1 Cyber Insurance Working Advisory Group – no report**

### **14.6 Executive Policy Review Committee Report**

An update was provided regarding their meeting of November 24, 2023. The committee report was received and filed.

### **14.7 EBP Advisory Committee – no report**

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

## **15. Presentations/Activity**

### **15.1 Risk Identification Activity**

The Executive participated in the SSBA Executive Risk Identification Activity – 2024. The activity focused on updating the current risk descriptions where necessary, identifying new risks to be added, and removing well-mitigated risks off the register.

## **16. Information Items**

- 16.1 2024 Association Event Calendar
- 16.2 Committee List and Committee Liaison List
- 16.3 Update for SSB Office Relocation
- 16.4 Board Chair Contact List
- 16.5 Executive List and Executive Alternate List

- 16.6 SSBA Long Service Awards
- 16.7 Vision 2025 SSBA Strategic Plan renewal process update

**17. Identification of future agenda items**

The Executive reviewed and discussed the future agenda items.

**18. Meeting Evaluation**

The Executive reviewed the Evaluation results from the October meeting. The link for the December Evaluation form was provided to the Executive.

**Adjournment**

President Smith-Windsor adjourned the meeting on December 8, 2023 at 3:00 p.m.



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Executive Director



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President