
Saskatchewan School Boards Association

Executive Meeting Minutes

December 7 & 8, 2017

Regina, Saskatchewan

Executive Members: Present – Dr. Davidson, Ms. Banks, Mr. Corrigan, Mr. Favel, Ms. Kotylak, Mr. Niezgoda, Mr. Prince (via video conference), Ms. Smith-Windsor; Ms. Young

Association Staff: Mr. McKee, Mr. Amendt, Ms. Lenius, Mr. Lerat, Mr. McNaughton, Ms. Stewart, Ms. Welke

1. Call to Order

President Davidson called the meeting to order Thursday December 7, 2017 at 9:13 a.m.

2. Moment of Reflection

3. Additions/Changes/Approval of Agenda

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

4. Declaration of Conflict of Interest

Jerome Niezgoda – 9.7 Specific Claims
Janet Kotylak – 9.6 Prairie Valley S.D. Legal Fees

5. In-Camera Session

17.12.02 YOUNG: That the executive move into closed session. CD

17.12.03 FAVEL: That the executive move into open session. CD

6. Adoption of Minutes of the Previous Meeting

17.12.04 CORRIGAL: That the minutes of October 19 & 20, 2017 be approved. CD

17.12.05 SMITH-WINDSOR: That the minutes of November 12, 2017 be approved. CD

7. Business Arising from Minutes

No business arising from Minutes.

8. Discussion Items

No Discussions Items at this meeting

9. Decision Items

9.1 Board Chairs' Council Meetings 2018

The Executive reviewed and discussed the briefing note with respect to the Board Chairs' Council meetings for 2018. Board Chairs' will have the option to participate in the meetings via teleconference if they choose.

**17.12.05 SMITH-WINDSOR: That the Executive approve the following dates and format for 2018 Board Chairs' Council meetings:
February 8 from 1:30 – 4:00 p.m. (teleconference available)
Post Budget Board Chairs' Council meeting to be included
April 12 from 8:30 – 11:30 a.m. (in conjunction with Spring Assembly)
September 20 from 1:30 – 4:00 p.m. (teleconference available)
November 17 from 11:45 a.m. – 4:00 p.m. (in conjunction with Fall Assembly).**

CD

9.2 Proposed Collaborative Project to Review Aspects of SCCs

The Executive reviewed the briefing note with respect to proposed collaborative project to review aspects of SCCs.

17.12.06 BANKS: The Executive TABLED report 9.2 Proposed Collaborative Project to Review Aspects of SCCs to the January Executive Meeting.

CD

9.3 SSBA 2016 Compensation Review

The Executive reviewed the briefing note with respect to SSBA 2016 Compensation Review. At the December 2016 Executive meeting, a decision was made to receive and file the Insightrix Report pending further review in six months' time with a possibility of further review by the Executive HR Committee and data collected. The matter was referred to the Executive HR Committee to develop a recommendation of what further may be required.

17.12.07 BANKS: That the Executive accept the Executive HR Committee's recommendation that the Insurance Administrator position move from salary grade 5 to salary grade 4 (effective February 1, 2017), and that no further changes to the SSBA salary grades be made as a result of the 2016 SSBA External Compensation Study completed by Insightrix.

CD

9.4 2017 Adopted Resolutions Work Plan

The Executive reviewed the briefing note with respect to the 2017 Adopted Resolutions Work Plan. A letter has been sent to the Deputy Minister outlining the 2017 adopted resolutions advising that the SSBA will be following up with appropriate Ministry personnel on specific resolutions. The Resolutions will also be sent to the Minister of Education for response.

17.12.08 KOTYLAK: That the Executive approve the attached 2017 Adopted Resolutions Work Plan and Assignments and that the resolutions will guide the discussion by the President and Vice President with the Minister.

CD

9.5 Executive Member Personal Liability Insurance

The Executive reviewed the briefing note with respect to the Executive Member Personal Liability Insurance. Jeff McNaughton will obtain options for coverage beyond the \$5 million limit.

17.12.09 PRINCE: That the Executive defer this item to the January meeting and request further quotes be obtained for \$5 – 10 million limits.

CD

9.6 Prairie Valley SD Legal Fees

The Executive reviewed the briefing note with respect to reimbursement of litigation costs to Prairie Valley SD. A letter dated February 2, 2017 was sent to President Shawn Davidson from Prairie Valley SD outlining the litigation of the 2013 Local Improvement Levy imposed by the Town of Pilot Butte for the addition of central water services to Pilot Butte School. The court awarded costs to the defendant of \$9101.84 and Prairie Valley SD is requesting reimbursement of these costs, due to the provincial implication of the loss of the case.

Janet Kotylak left meeting during discussions and voting as per declaration of conflict of interest.

17.12.10 SMITH-WINDSOR : That the Prairie Valley School Division bring this matter before the Spring General Assembly as a Resolution. **DEF**

17.12.11 BANKS: That the Executive approve the Audit & Investment Committee's recommendation to reimburse litigation costs, totalling \$9101.84, to Prairie Valley School Division pertaining to the local improvement litigation matter in Pilot Butte. **DEF**

President Davidson left the meeting at 1:15 p.m. on December 7, 2017. Vice-President Young chaired the meeting.

17.12.12 KOTYLAK: That the Executive request administration to draft a policy that requires prior executive approval associated with legal costs that are of a provincial nature. **CD**

9.7 Specific Land Claims

The Executive discussed the briefing note and the background information with respect to the Specific Land Claims.

Jerome Niezgoda left meeting during discussions and voting as per declaration of conflict of interest.

- 17.12.13 PRINCE: That the Executive approve the Audit & Investment Committee's recommendation to pay \$31,779.52 from the Specific Land Claims Fund, held in trust by the SSBA to Horizon School Division in the amount of \$15,172.56; Good Spirit School Division in the amount of \$8,303.48; and Christ the Teacher School Division in the amount of \$8,303.48.**

CD

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10. Strategic Plan and Work Plan Progress

10.1 Executive Work Plan - no report

10.2 SSBA Strategic Plan Report

The Executive reviewed the briefing note with the SSBA 2017 Strategic Plan Report – reporting date December 2017. There was an addition of the services tracking to the Strategic Plan report for December.

- 17.12.14 SMITH-WINDSOR: That the Executive receive and file the 2017 Strategic Plan Report - December.**

CD

11.1 President's Report

President Davidson provided the Executive with an update with respect to correspondence/communication including a call with the Minister of Education; the SIC Committee; the Insurance WAG; the addition of a new member to the Audit and Investment Committee; advocacy related to curriculum and cannabis legalization meetings with the Saskatchewan Chambers of Commerce, FSIN – Chief Bobby Cameron, and STF Executive; and attendance at the SARM grand opening of their office.

- 17.12.15 SMITH-WINDSOR: That the Executive receive and file the President's Report.**

CD

11.2 Executive Director's Report

Darren McKee provided the Executive with a written report for their review. An update was provided with respect committee meetings and work with education partners. A draft monthly Executive Director report was shared with Executive for their review. This report will be sent to Board Chairs each month.

17.12.16 SMITH-WINDSOR: That the Executive receive and file the Executive Director report. CD

11.3 Communications Services

Jill Welke provided the Executive with an update with respect to communications supports, news releases, media coverage and the Advocacy campaign update/report.

17.12.17 KOTYLAK: That the Executive receive and file the Communications report. CD

December 8, 2017 – Donna Banks called the meeting to order at 9:25 a.m. and nominated Jerome Niezgoda to chair the meeting. (Shawn Davidson and Aleana Young joined the meeting at 9:35 a.m.)

11.4 Corporate Services

Marie Stewart provided the Executive with an update with respect the monthly financial results at September 2017, draft Audit Plan for 2017, Executive Policy No. 7, Appendix A and the Executive Expense form

17.12.18 FAVEL: That the Executive receive and file the Corporate Services report. CD

11.5 First Nations and Metis Education

Jamie Lerat provided the Executive with an update with respect the Aboriginal Council 2017 Strategic priorities and Indigenous population growth and Indigenous languages.

17.12.19 KOTYLAK: That the Executive receive and file the First Nations and Metis Education report.

12. Executive Members' Reports

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

13. Committee Reports

13.1 Resolutions and Policy Development committee

No report at this meeting.

13.2 Executive HR Committee Report

The Executive HR Committee advised they are working on the 2018 Work Plan for the committee and the Executive Director Succession Plan.

13.3 Board Development committee Report –

The Board Development committee met on October 16, 2017 and the minutes were provided to the Executive for their review.

13.4 Audit and Investment Committee Report

The Audit and Investment Committee provided the minutes of October 20, 2017 to the Executive for their review. Discussion took place regarding the Legal Opinion and if it should be shared with the auditors in its entirety. The portion of the opinion that relates to the investment pools will be shared with the auditor.

14. Presentations

No Presentations at this meeting.

15. Delegations

15.1 SARM

The Executive met with Carmen Sterling Vice-President of SARM on Thursday December 7, 2017. Discussions took place with respect to Education Property Tax, education funding, cannabis legalization, joint use facilities and partnerships, and First Nations and Metis relationships and partnerships.

15.2 University of Regina

The Executive met with Andrea Sterzuk, Acting Dean of the University of Regina on Thursday December 7, 2017. Discussions took place with respect to education funding, curriculum renewal and development, diversity of education students, Reconciliation, and an update of the search for the new Dean of Education.

15.3 NDP Critic for Education

The Executive met with MLA Carla Beck, NDP Critic for Education on Friday December 8, 2017. Discussions took place regarding Bill 63 and the *Education Act, 1995*, investment in education, consultation, collaboration and working groups, funding, local autonomy and curriculum development.

15.4 George Rathwell

The Executive met with George Rathwell on December 7, 2017 to discuss the Executive and Executive Director Evaluations.

16. Information Items

- 16.1 2017 & 2018 Association Event Calendar
- 16.2 Committee List
- 16.3 Air Quality Pool Calculation and Letter
- 16.4 General Insurance Plan Consulting WAG

17. Identification of items for next agenda

- 17.1 Executive technology use review
- 17.2 Evaluative Process
- 17.3 Insurance – Trust Agreements, actuaries, legal opinions
- 17.4 ERM WAG
- 17.5 Panel Report
- 17.6 Board Development
- 17.7 Work Plan

18. Upcoming Events

Information regarding the upcoming Events were provided to the Executive.

19. Meeting Evaluation

The link for the evaluation form was provided to the Executive.

Adjournment

17.12.20 SMITH-WINDSOR: That the meeting be adjourned.

CD

President Davidson adjourned at 1:35 p.m. on December 8, 2017.



Executive Director



President