

**Saskatchewan School Boards Association  
Executive Meeting Minutes  
January 17-18, 2019  
Sheraton Cavalier  
Saskatoon, Saskatchewan**

**Executive Members:** Present – Dr. Davidson, Ms. Banks, Mr. Corrigan, Ms. Kotylak, Mr. Niezgoda (departed January 18 at 1PM), Mr. Prince, Ms. Smith-Windsor; Ms. Young, Mr. Daigneault **Regrets: none**  
**Association Staff:** Mr. McKee, Mr. Amendt, Ms. Lerat, Mr. McNaughton, Ms. Welke, Ms. Vu

**1. Call to Order**

President Davidson called the meeting to order on Thursday, January 17, 2019 at 9:08 a.m.

**2. Moment of Reflection**

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

**19.01.01 BANKS: That the agenda be approved as circulated. CD**

**4. Declaration of Conflict of Interest - no conflicts declared**

**5. In-Camera Session**

January 17, 2019 (9:10 – 10:30 a.m.)

**19.01.02 KOTYLAK: That the Executive move into closed session. CD**

**19.01.03 CORRIGAL: That the Executive move into open session. CD**

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

**19.01.04 SMITH-WINDSOR: That the minutes of December 6 & 7, 2018 be approved as amended. CD**

**7. Business Arising from Minutes**

(January 17, 2019)

President Davidson appointed members for the next bargaining round: President Davidson, Vice-president Young, Tim Jelinski (Greater Saskatoon Catholic Schools) and Darren McKee.

The Executive further discussed the RFP regarding the Executive composition, voting and membership fee structure review.

(Amended March 7, 2019)

President Davidson recommended members for the next bargaining round: President Davidson, Vice-president Young, Tim Jelinski (Greater Saskatoon Catholic Schools) and Darren McKee.

**8. Discussion Items – no items**

**9. Decision Items**

**9.1 Executive Director Evaluation**

The Executive brought forward the information with respect to the 2018 Executive Director Evaluation that was tabled at the previous Executive meeting on December 6 & 7, 2018.

**19.01.05 YOUNG: That the Executive approve the 2018 Executive Director Evaluation for presentation to the Executive Director by the President.**

**CD**

**9.2 SSBA Emergency Succession Plan – Executive Director**

The Executive reviewed the briefing note with respect to the SSBA Emergency Succession Plan of the Executive Director.

**19.01.06 BANKS: That the Executive approve the attached 2019 emergency succession plan - SSBA executive director.**

**CD**

**9.3 SSBA-ED and Executive Evaluation External Consultant**

The Executive reviewed the briefing note with respect to the use of an external consultant to support the Executive Director and Executive Evaluation.

- 19.01.07 PRINCE: That the Executive approve the hiring of an external consultant to support the 2019 Executive Director and Executive evaluations. CD**

#### **9.4 French Teacher Hiring**

The Executive reviewed and discussed the briefing note with respect to developing and establishing a strategy to request the Ministry of Education to equitably distribute funds to hire French teachers.

- 19.01.08 PRINCE: That the Executive approve that the SSBA develop and establish a strategy to request the Ministry of Education to equitably distribute funds to recruit French teachers, including Federal funds that need to be requested and administered for this purpose. CD**

#### **9.5 2018 Adopted Resolutions Work Plan**

The Executive reviewed and discussed the briefing note with respect to assignment and resolutions work plan.

- 19.01.09 SMITH-WINDSOR: That the Executive approve the attached 2018 Adopted Resolutions Work Plan and Assignments. CD**

#### **9.6 Pre-Budget Advocacy**

Discussion of various advocacy efforts over the years. Briefing note proposes plan for pre-budget advocacy and investment into the Education system.

- 19.01.10 SMITH-WINDSOR: That the Executive approve the updated plan for pre-budget advocacy focus in early 2019. CD**

#### **9.7 Reporting Resolution Progress to the SSBA Membership**

The Executive reviewed and discussed the briefing note with respect to reporting resolution progress to the SSBA Membership.

**19.01.11 SMITH-WINDSOR: That the Executive approve the updated plan to report progress on resolutions to the SSBA Membership as amended. CD**

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

### **10.1 Executive Work Plan**

The Executive received the Executive Work Plan for 2019.

### **10.2 SSBA Strategic Plan Report – no report**

## **11. Reports from President and Administrative Staff**

### **11.1 President's Report**

President Davidson provided the Executive with an update on recent activity, including meeting with Horizon School Division, Education Vision Planning meetings, Mosaic Extreme School Makeover Challenge 3-year commitment, Board Chairs Council, and recent correspondence.

**19.01.12 PRINCE: That the Executive receive and file the President's Report. CD**

### **11.2 Executive Director's Report**

Darren McKee provided the Executive with an update with respect to the past month's activities around bargaining, Christmas holidays, and the correspondence provided in the Executive Package.

**19.01.13 KOTYLAK: That the Executive receive and file the Executive Director's report. CD**

### **11.3 Communications Services**

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



## **12.7 Southern Constituency**

## **12.8 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.

**19.01.18 CORRIGAL: That the Executive receive and file the Executive Members' Reports. CD**

## **13. Committee Reports**

### **13.1 Resolutions and Policy Development Committee**

Jaimie Smith-Windsor provided an update with respect to the minutes of the December 6, 2018 committee meeting.

**19.01.19 BANKS: That the Executive receive and file the Resolutions and Policy Development Committee report. CD**

### **13.2 Executive HR Committee Report**

Donna Banks provided an update regarding the Executive Director review, the 2019 work plan, the staff organizational culture survey, and succession planning for the organization.

**19.01.20 KOTYLAK: That the Executive receive and file the Executive HR Committee report. CD**

### **13.3 Board Development Committee Report**

Jansen Corrigan provided an update with respect to the Board Development Committee meeting including creating a vision for 2020 and beyond, the agenda from Spring Assembly and professional development opportunities for Boards.

- 19.01.21 PRINCE: That the Executive receive and file the Board Development Committee report. CD**

#### **13.4 Audit and Investment Committee Report**

President Davidson provided an update with respect to the Audit and Investment Committee meeting including budget, Scotiabank extension review of Financial policies and the meeting with the Investment Manager.

- 19.01.22 DAIGNEAULT: That the Executive receive and file the Audit and Investment Committee report. CD**

#### **14. Presentations/Activity**

Jeff McNaughton led an Enterprise Risk Assessment Activity with the Executive to assess likelihood and impact of the key risks identified at the last Executive meeting.

#### **15. Delegations**

##### **15.1 CUPE Education Workers' Steering Committee**

The Executive met with Chairperson Jackie Christianson, Vice chairperson Omar Murray, Recording Secretary Marie Moore, and Secretary Treasurer Russ Tocker on Friday January 18, 2019.

The CUPE Education Workers' Steering Committee members provided the Executive with an update on recent activity and topics of shared interest that were raised or discussed included violence in the workplace, WCB workplace injuries, Saskatchewan Safe Workplaces program, attendance management pilot project, education funding, and a vision for education going forward.

#### **16. Information Items**

- 16.1 2019 Association Event Calendar
- 16.2 Committee List
- 16.3 Fall Assembly

- 16.4 April Blondeau – Exit Interview
- 16.5 Education Vision Working Advisory Group (WAG)

**19.01.23 YOUNG: That the Executive receive and file the Education Vision Working Advisory Group report. CD**

**17. Identification of items for next agenda**

- 17.1 Child Advocate Report
- 17.2 Provincial Bargaining – Class Size and Composition (December)
  - Strategies for the next round of bargaining
  - Work better with Government Trustee Bargaining
  - Effective board engagement
  - Mechanism for feedback
- 17.3 Executive composition, voting, and membership fee review
- 17.4 Spring Assembly:
  - Trustee Engagement
  - Breakout/Networking groups – geographic/constituency rooms
- 17.5 Provincial Budget
- 17.6 PreK readiness
- 17.7. Increase number of BCC meetings – monthly teleconference meeting when there is no in-person meeting
- 17.8 Education property tax mill rate setting – collaboration with school boards and government
- 17.9 Accessing Federal funding

**18. Upcoming Events**

Information regarding upcoming Events was provided to the Executive.

**19. Meeting Evaluation**

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



**Adjournment**

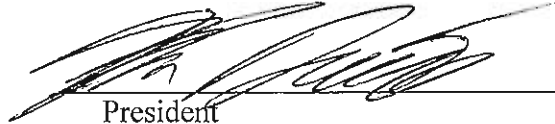
**19.01.24 PRINCE: That the meeting be adjourned. CD**

President Davidson adjourned the meeting at 3:00 p.m. on January 18, 2019.



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Executive Director



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President