

**Saskatchewan School Boards Association
Executive Meeting Minutes
March 7 & 8, 2019
SSBA Boardroom
Regina, Saskatchewan**

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

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

1. Call to Order

Vice-President Young called the meeting to order on Thursday, March 7, 2019 at 9:05 a.m.

2. Moment of Reflection

3. Additions/Changes/Approval of Agenda

19.03.01 SMITH-WINDSOR: That the agenda be approved as circulated. CD

4. Declaration of Conflict of Interest - no conflicts declared

5. In-Camera Session

March 7, 2019 (1:47 – 2:10 p.m.)

19.03.02 BANKS: That the Executive move into closed session. CD

19.03.03 CORRIGAL: That the Executive move into open session. CD

6. Adoption of Minutes of the Previous Meeting

19.03.04 SMITH-WINDSOR: That the minutes of January 17 & 18, 2019 be approved as amended. CD

7. Business Arising from Minutes

An update was provided regarding French teacher hiring – this has been raised with the Deputy Minister and the Ministry.

8. Discussion Items

8.1 2019 Partial Payment of Membership Fee (Regina Roman Catholic Separate School Division)

The Executive reviewed and discussed the briefing note with respect to the 2019 partial payment of membership fees received from Regina Roman Catholic Separate School Division. A meeting will be arranged with the Board of Education of the Regina Roman Catholic Separate School Division to discuss the outstanding payment.

8.2 SSBA Building – Own vs. Rent Analysis

The Executive reviewed and discussed the briefing note with respect to the SSBA Building. Information was provided with respect to pros and cons of owning or renting the building and financial implications.

8.3 Mental Health Summary of Activity

The Executive reviewed and discussed the briefing note with respect to the Mental Health Summary from the Ministry of Health and Ministry of Education. This information was collected as part of the work plan in support of the SSBA Strategic Plan Priorities and Resolutions.

8.4 SSBA Executive contact information

The Executive reviewed and discussed the briefing note with respect to the Executive contact information. A decision item will be prepared for the April Executive meeting to confirm what executive members are comfortable sharing. An information item will also be prepared to provide the costs associated with upgrading the phone system.

9. Decision Items

9.1 Jan-Dec 2018 Executive and Senior Management Salaries and Travel Expenses Report

The Executive reviewed and discussed the briefing note with respect to the January to December 2018 Executive and Senior Management Salaries and Travel Expenses report.

19.03.05 YOUNG: That the Executive approve the limited distribution of the Jan-Dec 2018 Executive and Senior Management Salaries and Travel Expenses Report to the BCC. CD

9.2 Board Chairs Council Meeting Schedule 2019

The Executive reviewed the briefing note with respect to the Board Chairs Council meeting schedule for 2019. President Davidson will review and revise the list of dates for the Board Chair Council meetings and teleconferences.

19.03.06 SMITH-WINDSOR: That the Executive approve the Board Chair Council teleconference meetings with a schedule to be determined by the President. CD

9.3 Implications caused by 2020 municipal election date change on SSBA's Bylaws and 2020 AGM

The Executive reviewed the amended briefing note with respect to changing the date of the SSBA AGM because of implications caused by the 2020 election date change.

19.03.07 BANKS: That the Executive approve that the SSBA AGM dates should be changed to November 25 – 27, 2020. CD

9.4 Spring Assembly Networking Meeting Guide

The Executive reviewed and discussed the briefing note with respect to the Spring Assembly Networking Meetings Guide. The networking meetings are now structured according to constituencies.

- 19.03.08 YOUNG: That the Executive approve the Draft Spring Assembly Networking Meetings Guide. CD**

9.5 Draft SSBA Strategic Plan for 2020

The Executive reviewed and discussed the briefing note with respect to the draft SSBA Strategic Plan for 2020. The draft plan has been developed to guide the budget development and planning for 2020.

- 19.03.09 KOTYLAK: That the Executive approve in principle the Draft SSBA Strategic Plan for 2020. CD**

9.6 2018 Reserves Allocations

The Executive reviewed and discussed the briefing note with respect to the 2018 Reserves Allocations. Discussion took place regarding the Provincial Collective Agreement Bargaining and Arbitration Reserve, the Association Mandate and Bylaw Review Reserve, the Restricted Building Fund and the Unappropriated Reserve.

- 19.03.10 YOUNG: That the Executive allocate \$50,000.00 of unappropriated surplus to the Provincial Collective Agreement and Arbitration Reserve. CD**

- 19.03.11 KOTYLAK: That the Executive approve the Association Mandate and Bylaw Review Reserve is dissolved and the remaining funds of \$21,346.00 be allocated to the unappropriated surplus. CD**

- 19.03.12 YOUNG: That the Executive allocate \$400,000 of the unappropriated surplus to the Restricted Building Fund. TABLED**

- 19.03.13 SMITH-WINDSOR: That the Executive motion 19.03.12 be TABLED to the April Executive Meeting. CD**

9.7 Seatbelts on School Buses

The Executive reviewed the information that was provided regarding the use of seatbelts on school buses. Discussion took place regarding creating a working advisory group to collect data. The working advisory group would consist of members from SSBA, LEADS, SASBO, Ministry of Education and FSIN. President Davidson will chair the working advisory group and Donna Banks was appointed as the SSBA member.

- 19.03.14 KOTYLAK: That the Executive create a Student Transportation Safety Working Advisory Group and put out a call to the membership for participants for the Working Advisory Group. CD**

10. Strategic Plan and Work Plan Progress

10.1 Executive Work Plan

The Executive reviewed the Executive Work Plan for 2019.

10.2 SSBA Strategic Plan Report

The Executive reviewed the SSBA Strategic Plan Report 2019 – March report.

- 19.03.15 BANKS: That the Executive receive and file the SSBA Strategic Plan Report – March. CD**

11. Reports from President and Administrative Staff

11.1 President's Report

President Davidson provided the Executive with an update on recent activity including meetings with the Minister of Education as well as meetings or events attended including: the Provincial Education Planning Team, SK Chamber of Commerce Political Forum, CSBA Board of Directors, SUMA Convention, Board Chair Council, and the LEADS Annual Policy Convention. Other activity included advocacy and outreach efforts related to SSBA priorities and resolutions and board expectations for the provincial budget.

- 19.03.16 YOUNG: 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 engagement at both the provincial and national levels, including the significant uptake of SSBA supports and services by member boards.

19.03.17 SMITH-WINDSOR: 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.

19.03.18 BANKS: That the Executive receive and file the Communications Services report. CD

11.4 Corporate Services – Financial Report for November 2018

Catherine Vu provided the Executive with an update with respect to Corporate Services and the monthly financial results. The Executive also reviewed Information Item 16.6 Financial Reporting December 2018.

19.03.19 KOTYLAK: That the Executive receive and file the Corporate Services Report and the Financial Reporting December 2018 report. CD

11.5 Board Development Services

Ted Amendt provided the Executive with an update with respect to Legal Services and HR & Employee Relations Services.

19.03.20 PRINCE: That the Executive receive and file the Board Development Services report. CD

11.6 Insurance/Risk Management

Jeff McNaughton provided the Executive with an update with respect to the General Insurance Plan and the Risk Management Activity.

19.03.21 DAIGNEAULT: That the Executive receive and file the Insurance/Risk Management report. CD

12. Executive Members' Reports

12.1 Vice-President

Vice-President Young provided an update on the work of the General Insurance Plan Design Team as well as the advocacy participation with the President at the events and meetings.

12.2 Catholic Constituency

12.3 Central Constituency

12.4 Conseil scolaire fransaskois Constituency

12.5 Indigenous Constituency

12.6 Northern Constituency

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.

19.03.22 BANKS: That the Executive receive and file the Executive Members' Reports. CD

13. Committee Reports

13.1 Resolutions and Policy Development Committee

An update was provided by the Resolutions and Policy Development Committee with respect to the minutes of January 18, 2019 committee meeting and the committee's Annual Work Plan.

- 19.03.23 NEIZGODA: That the Executive receive and file the Resolutions and Policy Development Committee report. CD**

13.2 Executive HR Committee Report

An update was provided from the Executive HR Committee regarding the minutes of January 17, 2019. The committee met on March 7, 2019. Topics discussed included the Executive and Executive Director mid-year review, and the 2019 staff compensation review.

- 19.03.24 BANKS: That the Executive receive and file the Executive HR Committee report. CD**

13.3 Board Development Committee Report

An update was provided from the Board Development Committee regarding the minutes of the January 16, 2019 meeting, Spring Assembly and the networking groups, Trustee Academy and Vision Working Advisory Group.

- 19.03.25 NIEZGODA: That the Executive receive and file the Board Development Committee report. CD**

13.4 Audit and Investment Committee Report

An update was provided by the Audit and Investment Committee which included the Terms of Reference, the Insurance Design Team, information systems and internal controls and the financial statements.

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

13.5 Education Vision Working Advisory Group

An update was provided by the Education Vision Working Advisory Group regarding the minutes January 16, 2019.

19.03.27 PRINCE: That the Executive receive and file the Education Vision Working Advisory Group report. CD

14. Presentations/Activity

No presentations at this meeting.

15. Delegations

15.1 LEADS

The Executive met with Executive Director Ben Grebinski on Thursday March 7, 2019. He provided the Executive with an overview and history of the LEADS organization as well as an update on their strategic plan and recent focus of activity, status of membership and the modules.

Topics of shared interest that were raised or discussed included: the Education Visioning Project; enhancing the skill set and rigor of LEADS members through modules and high standard of training; opportunities for more governance training and more SSBA involvement with modules; as well as opportunities to extend and grow membership for First Nations and Métis education professionals and partners.

15.2 MINISTER OF EDUCATION

The Executive met with the Honourable Gordon Wyant, Assistant Deputy Minister Clint Repski and Chief of Staff Julie Leggott on Friday March 8, 2019. The Minister provided updates from the Ministry of Education. The Minister also shared his priorities, including: relationships and engagement, the Education Visioning Project and opportunities for innovation connected to student outcomes.

Topics that were also raised or discussed included: mental health; education funding; land-based education, the NORTEP model and the opportunity to meet with the SSBA Indigenous Council. Engagement with CMEC and at the federal level related to Indigenous education, student transportation, teacher recruitment, and minority languages was also discussed.

16. Information Items

- 16.1 2019 Association Event Calendar
- 16.2 Committee List
- 16.3 SSBA Provincial Bargaining Advisory Committee Terms of Reference
- 16.4 Renewal Recommendation to the Executive Director 2019-2020
- 16.5 2019 SSBA Risk Register and Heat Map
- 16.6 Financial Reporting December 2018 – moved to Corporate Services Report

17. Identification of items for next agenda

- 17.1 Child Advocate Report
- 17.2 Provincial Bargaining
- 17.3 Executive composition, voting, and membership fee review
- 17.4 Provincial Budget
- 17.5 PreK readiness
- 17.6 Education property tax mill rate setting – collaboration with school boards and government
- 17.7 Accessing Federal funding
- 17.8 Data Warehouse
- 17.9 ERB Operating Manual

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

19.03.28 CORRIGAL: That the meeting be adjourned. CD

President Davidson adjourned the meeting at 4:45 p.m. on March 8, 2019.



Executive Director



President