

**Saskatchewan School Boards Association
Executive Meeting Minutes
May 24 & 25, 2018
SSBA – Meeting Rooms
Regina, Saskatchewan**

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

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

1. Call to Order

President Davidson called the meeting to order Thursday May 24, 2018 at 9:00 a.m.

2. Moment of Reflection

3. Additions/Changes/Approval of Agenda

18.05.01 SMITH-WINDSOR: That the agenda be approved as amended. CD

4. Declaration of Conflict of Interest - no conflicts declared

5. In-Camera Session

18.05.02 KOTYLAK: That the Executive move into closed session. CD

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

6. Adoption of Minutes of the Previous Meeting

18.05.04 CORRIGAL: That the minutes of April 11, 2018 be approved. CD

7. Business Arising from Minutes

No business arising from Minutes.

8. Discussion Items

8.1 Management Opinion Letter to Auditor re: GIP and EBP Funds

The Executive reviewed and discussed briefing note with respect to the Sweatman Legal Opinion 2018 regarding the General Insurance Plan and the Employee Benefits Plan.

9. Decision Items

9.1 2018 AGM Guests

The Executive reviewed and discussed the briefing note with respect to the 2018 AGM Guests.

18.05.05 SMITH-WINDSOR: That the Executive approve the 2018 AGM guest invitation list as presented. CD

9.2 2017 Audited Financial Report

The Executive reviewed and discussed the 2017 Audited Financial Statements with the Auditors.

18.05.06 BANKS: That the Executive table the 2017 Audited Financial report until the meeting with the Auditor. CD

18.05.07 YOUNG: That the Executive moved to take from the table the draft SSBA 2017 Audited Financial report. CD

18.05.08 BANKS: That the Executive move into closed session to meet with Auditor. CD

18.05.09 BANKS: That the Executive move into open session. CD

18.05.10 SMITH-WINDSOR: That the Executive approve the Saskatchewan School Boards Association 2017 Audited Financial Statements and the Specific Land Claims 2017 Audited Financial Statements as presented. CD

9.3 Draft SSBA 2017 Annual Report

The Executive reviewed the briefing note with respect to the draft SSBA 2017 Annual Report.

- 18.05.11 SMITH-WINDSOR: That the Executive table the draft SSBA 2017 Annual Report until after the meeting with the Auditor. CD**
- 18.05.12 YOUNG: That the Executive moved to take from the table the draft SSBA 2017 Annual report. CD**
- 18.05.13 KOTYLAK: That the Executive approve the draft 2017 SSBA Annual Report as final with the audited financials. CD**

9.4 Updated SSBA 2018 Strategic Plan

The Executive reviewed the briefing note with respect to the updated SSBA 2018 Strategic Plan.

- 18.05.14 KOTYLAK: That the Executive approve the updated 2018 SSBA Strategic Plan as per the recent direction and discussion at the SSBA Strategic Planning Session held on April 23, 2018 as amended. CD**

9.5 Draft SSBA 2019 Strategic Plan

The Executive reviewed the briefing note with respect to the draft SSBA 2019 Strategic Plan.

- 18.05.15 SMITH-WINDSOR: That the Executive approve the Draft 2019 SSBA Strategic Plan as per the recent direction and discussion at the SSBA Strategic Planning Session held on April 23, 2018. CD**

9.6 2019 Budget

The Executive reviewed the briefing note with respect to the proposed 2019 Budget. Discussions took place in closed session.

- 18.05.16 KOTYLAK: That the Executive move into closed session. CD**
- 18.05.17 CORRIGAL: That the Executive move into open session. CD**
- 18.05.18 SMITH-WINDSOR: That the Executive approve the proposed 2019 Budget as amended for distribution to membership. CD**

9.7 MOU between SSBA and the Metis Nation - Saskatchewan

The Executive reviewed the briefing note with respect to the Memorandum of Understanding between SSBA and the Metis Nation – Saskatchewan.

18.05.19 CORRIGAL: That the Executive approve the signing of the Memorandum of Understanding between the SSBA and Metis Nation – Saskatchewan.

CD

9.8 Executive Director, Executive Evaluation and Positive Path Forward.

18.05.20 PRINCE: That the Executive approve the Executive Director Evaluation, Executive Evaluation and the Positive Path Forward.

CD

10. Strategic Plan and Work Plan Progress

10.1 Executive Work Plan

The Executive reviewed and discussed the Executive Work Plan.

10.2 SSBA Strategic Plan Report

The Executive reviewed and discussed the SSBA Strategic Plan Report for May.

11.1 President's Report

President Davidson provided the Executive with an update on recent activities including meetings attended, a meeting with the Minister, advocacy work, media relations and CSBA.

18.05.21 KOTYLAK: 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 to recent meetings and work with education partners.

12. Executive Members' Reports

- 12.1 Vice-President**
- 12.2 Aboriginal Constituency**
- 12.3 Catholic Constituency**
- 12.4 Central Constituency**
- 12.5 Conseil scolaire fransaskois 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.

18.05.27 SMITH-WIDNSOR: That the Executive receive and file the Executive Members' reports. CD

13. Committee Reports

13.1 Resolutions and Policy Development committee

Jaimie Smith-Windsor, Chair, provided an update with respect to the minutes of March 15, 2018, updates to the Rules of Procedures, Terms of Reference for the Teaching and Learning with Technology, e-voting, FMNE Position Statement and Inclusive Education

18.05.28 YOUNG: That the Executive receive and file the Resolutions and Policy Development Committee report. CD

13.2 Executive HR Committee Report

Aleana Young, Chair provided an updated with respect to the minutes of March 15, 2018 and April 11, 2018. The committee met to discuss the Executive and Executive Director Evaluations.

18.05.29 PRINCE: That the Executive receive and file the Executive HR Committee report. CD

13.3 Board Development Committee Report

Aleana Young, provided an update with respect to the minutes of March 16, 2018. The committee met on May 23, 2018 to review the feedback from Spring Assembly and discuss the Fall AGM.

18.05.30 BANKS: That the Executive receive and file the Board Development Committee Report. CD

13.4 Audit and Investment Committee Report

The Audit and Investment Committee provided an update with respect to the draft minutes from April 26 and May 11, 2018 committee meetings. The committee also met with the auditors to discuss the SSBA Financial Audit for 2017.

18.05.31 SMITH-WINDSOR: That the Executive receive and file the draft Audit and Investment Committee report. CD

14. Presentations

No Presentations at this meeting.

15. Delegations

15.1 Public Section

The Executive met with Public Section Chair, Bonnie Hope and Executive Director, Norm Dray on Thursday May 24, 2018 and provided the Executive with an update on their recent activities, upcoming General Meeting on June 7 & 8, strategic plan re-work and future plans. Topics of shared interest that were raised or discussed included: ensuring a strong education system, the education visioning work, education funding, importance of local voice and representation through trusteeship, Nova Scotia decision, advocating for governance education, and shared opportunities for advocacy, communication and governance training.

15.2 Catholic Section

The Executive met with Catholic Section Executive Director, Tom Fortosky and Chair, Vicky Bonnell on Thursday May 24, 2018 and provided the Executive with an update on their recent activities, student outcomes, their strategic plan and the success of their Fall Joint Conference. Topics of shared interest that were raised or discussed included: Truth and Reconciliation, the education visioning work, education funding, involvement and representation on SSBA committees, importance of a united provincial approach from the SSBA, and shared opportunities for advocacy related to Indigenous culture and mental health.

15.3 Deloitte

The Executive met the Auditors, Valerie Watson and Alexander Yevlanov from Deloitte who gave a presentation and took questions from the Executive related to the recent annual SSBA audit. As per standard process and due diligence they had already presented the audit in detail and met with the SSBA Audit and Investment Committee and provided an in-camera opportunity to discuss the audit with the Executive.

16. Information Items

16.1 2018 & 2019 Association Event Calendar

18.05.32 SMITH-WINDSOR: That the Executive approve the 2018 Association event calendar as amended. CD

16.2 Committee List

16.3 Liability Coverage for Guests/Visitors to the SSBA Building

16.4 A Review of School Community Councils

16.5 2018 Spring Assembly Evaluation

16.6 Management Opinion Letter to Auditor re: GIP and EBP Funds (moved to 8.1)

16.7 Spring Assembly Networking Groups Report

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
- 17.8 Funding for 1st Nation – INAC
- 17.9 Budget
- 17.10 Financial Statements-Audited/Annual Report
- 17.11 Evaluation of Executive Director
- 17.12 Child Advocate Report
- 17.13 Strategic Plan Update

18. Upcoming Events

Information regarding the upcoming Events was provided to the Executive.


19. Meeting Evaluation

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

Adjournment

18.05.33 KOTYLAK: That the meeting be adjourned. CD

President Davidson adjourned at 2:35 p.m. on May 25, 2018.



Executive Director



President