

---

**Saskatchewan School Boards Association  
Executive Meeting Minutes  
October 24 & 25, 2019  
SSBA Boardroom  
Regina, Saskatchewan**

**Executive Members:**

Present – Dr. Davidson, Ms. Banks, Mr. Daigneault (via audio conference Oct 24 a.m.), Ms. Kotylak (October 24), Mr. Niezgod, Mr. Prince, Ms. Smith-Windsor; Ms. Young

**Association Staff:** Mr. McKee, Mr. Amendt, Ms. Lenius, Ms. Lerat (October 24), Mr. McNaughton, Ms. Welke, Ms. Vu

**1. Call to Order**

President Davidson called the meeting to order on Thursday, October 24, 2019 at 9:00 a.m.

**2. Moment of Reflection**

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

**19.10.01 PRINCE: That the agenda be approved as amended. CD**

**4. Declaration of Conflict of Interest - Ms. Young declared a conflict with 8.3 CUPE – Potential job action**

**5. In-Camera Session**

(Meeting with George Rathwell – 10:45 a.m. – 12:00 p.m.)

**19.10.02 PRINCE: That the Executive move into closed session. CD**

**19.10.03 YOUNG: That the Executive move into open session. CD**

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

**19.10.04 SMITH-WINDSOR: That the minutes of September 19 and 20, 2019 be approved as amended. CD**

**19.10.05      BANKS:      That the minutes of October 3, 2019 be approved as amended.      CD**

**7.      Business Arising from Minutes** - No business arising from the previous minutes.

**8.      Discussion Items**

**8.1      Provincial Bargaining Update**

An update was provided to the Executive with respect to Provincial Bargaining.

**8.2      Executive Composition, Voting, and Membership Fee Review**

An update was provided to the Executive on the progress of the Executive Composition, Voting and Membership Fee Review.

**8.3      CUPE – Potential job action**

President Davidson provided an update to the Executive with respect to the CUPE potential job action. Vice President Young left the meeting for this discussion.

**9.      Decision Items**

**9.1      Executive Self-Evaluation Report**

**9.2      Executive Director Evaluation Report**

The Executive met with George Rathwell with respect to the Executive Self-Evaluation Report and the Executive Director Evaluation Report.

**19.10.06      PRINCE:      That the Executive approve the Executive Self-Evaluation Report and the Executive Director Evaluation Report.      CD**

**9.3      Jan-Jun 2019 Executive and Senior Management Salaries and Travel Expenses Report**

The Executive reviewed and discussed the briefing note with respect to the Jan-Jun 2019 Executive and Senior Management Salaries and Travel Expenses Report.

- 19.10.07      BANKS:      That the Executive approve the limited distribution of the Jan-Jun 2019 Executive and Senior Management Salaries and Travel Expenses Report to the Board Chairs Council.      CD**

#### **9.4      Audit and Investment Committee Chair Terms of Reference**

The Executive reviewed and discussed the briefing note with respect to the Audit and Investment Committee Chair Terms of Reference.

- 19.10.08      SMITH-WINDSOR:      That the Executive approve the policy change to allow the external Financial Advisor to be appointed up to 5 years.      CD**

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

##### **10.1      Executive Work Plan**

The Executive reviewed and updated the Executive Work Plan for 2019.

##### **10.2      SSBA Strategic Plan Report - no report at this meeting**

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

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

President Davidson provided the Executive with an update on recent activities including participation at meetings or events with the Canadian School Boards Association (CSBA); the Government Trustee Bargaining Committee; the Provincial Education Plan Planning Team; Throne Speech; Saskatchewan Chamber Deputy Minister Lunch and, meetings with the Minister Wyant, Minister Carr, Minister Morgan, Official Opposition Education Critic Ms. Beck; and the Horizon and South East Cornerstone Boards. Other activity included participation and media related to the public release of the Connections Report and the launch of Local Government Week.

- 19.10.09      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 work related to Provincial Bargaining, CSBA, Vaping and the First Nation Education Transformation Summit.

**19.10.10 BANKS: 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, communications and advocacy.

**19.10.11 SMITH-WINDSOR: That the Executive receive and file the Communications Services Report. CD**

## **11.4 Corporate Services – no report at this meeting**

## **11.5 Board Development Services**

Ted Amendt provided the Executive with an update with respect to Human Resources/Employee Relations (HR/ER) and Legal Departments from February 2019 to September 2019.

**19.10.12 PRINCE: That the Executive receive and file the HR/ER Legal report. CD**

## **11.6 Enterprise Risk Management**

Jeff McNaughton provided the Executive with an update with respect to the Enterprise Risk Management Maturity Assessment and the SSBA Risk Register 2019.

**19.10.13 KOTYLAK: That the Executive receive and file the Enterprise Risk Management Report. CD**

## **12. Executive Members' Reports**

### **12.1 Vice-President**

The Vice-President provided an update on the work of the General Insurance Plan Design Team and raised concerns and discussed opportunities to clarify SSBA Executive Policies related to running for office, code of conduct and social media.

### **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.

**19.10.14 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 from the Resolutions and Policy Development Committee regarding the proposed Bylaw Amendments and Resolutions for the Annual General Meeting.

### **13.2 Executive Human Resources (HR) Committee Report**

An update was provided from the Executive HR Committee regarding the Staff Compensation presentation from MNP.

### **13.3 Board Development Committee Report – no report**

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

An update was provided by the Audit and Investment Committee which included the minutes of August 22, 2019 and the October 10, 2019 committee meetings. The committee will be reviewing the Financial Policies at their next meeting.

### **13.5 Education Vision Working Advisory Group**

This Working Advisory Group has completed the work needed and can be removed from the agenda.

**19.10.15 YOUNG: That the Executive receive and file the Committee Reports. CD**

**14. Presentations/Activity - No presentations at this meeting**

**15. Delegations**

### **15.1 Saskatchewan High School Athletics Association (SHSAA)**

The Executive met with the Executive Director Lyle McKellar, on Thursday October 24, 2019. He provided the Executive with an update on their recent activities and strategic priorities also presented Donna Banks with a plaque in recognition of her service on the SHSAA Executive.

Topics of shared interest that were raised or discussed included: an update on recent SHSAA Executive changes; highlights from the AGM and conference, update on sponsors and partners; School Sport Week; policy work; lack of officials; coach development; sport specialization; succession planning and student transfers.

### **15.2 OPPOSITION EDUCATION CRITIC**

The Executive met with the Opposition Education Critic Carla Beck on Friday October 25, 2019 and provided the Executive with an update on their recent activities, including the SK NDP Caucus Brighter Future Education Survey Results.

Topics of shared interest that were raised or discussed included: the Connections Report; engagement in education; investment required in education; importance of local voice; Indigenous voice; value of publicly funded education; and the future of education in Saskatchewan.

**16. Information Items**

- 16.1 2019 and 2020 Association Event Calendar
- 16.2 Committee List
- 16.3 2019 Activity Report – Mosaic Extreme School Makeover/Walk to Breakfast
- 16.4 SSBA Provincial Bargaining Advisory Committee – Terms of Reference 2019 updated
- 16.5 2019 Professional Development Tracking

**17. Identification of items for future agendas**

- 17.1 Provincial Bargaining Update
- 17.2 Executive Composition, Voting, and Membership Fee Review
- 17.3 Provincial Budget
- 17.4 PreK readiness
- 17.5 Education property tax mill rate setting – collaboration with school boards and government
- 17.6 Accessing Federal funding
- 17.7 Mental Health opportunities
- 17.8 Accreditation Advisory Committee
- 17.9 Review of Life/Honorary Members criteria

**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**

**19.10.16 SMITH-WINDSOR: That the meeting be adjourned. CD**

President Davidson adjourned the meeting at 1:25 p.m. on October 25, 2019.

  
\_\_\_\_\_  
Executive Director

  
\_\_\_\_\_  
President