

**Saskatchewan School Boards Association
Executive Meeting Minutes
March 6 & 7, 2024**

Executive Members:

Present – Ms. Smith-Windsor, Mr. Bachmann, Ms. Banks, Dr. Davidson, Mr Favel, Ms. Gradin, Ms. Greeyes, Mr. Niezgod, Ms. Perreault.

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

1. Call to Order

President Smith-Windsor called the meeting to order on Wednesday March 6, 2024, at 9:01 a.m.

2. Treaty Land Acknowledgement and Moment of Reflection

3. Additions/Changes/Approval of Agenda

24.03.01 That the Executive approved the agenda as amended. CD

4. Review/Discuss Delegation(s) Preparation –

The Executive prepared for their discussions with the Saskatchewan Association of School Business Officials (SASBO), Public Section and the Saskatchewan Professional Teachers Regulatory Board (SPRTB).

4.1 Saskatchewan Association of School Business Officials (SASBO)

The Executive met with President Kate Holmes and Executive Director Jaime Valentine. They provided updates on their strategic plan including the mentorships program, diversity and inclusion initiatives, functional groups, and operational reserves work. We discussed our shared advocacy for investment in education and continued opportunities to work together on committees and priorities for the sector.

4.2 Public Section

The Executive met with Chair Linda Mattock and Executive Director Norm Dray. They provided updates related to their annual work plan, partnerships, and recent advocacy initiatives for public education. We discussed areas of shared interest and opportunities for shared advocacy related to SSBA resolutions and funding. We also discussed opportunities to strengthen communications

and relationships with the public section and using the SSBA liaison role as a main point of connection.

4.3 Saskatchewan Professional Teachers Regulatory Board (SPTRB)

The Executive also met with Registrar and COO Markus Rubrecht and Assistant Registrar Raeanne Skihar. They provided updates on bylaw amendments related to Indigenous/Truth & Reconciliation Courses, internationally educated teachers, CMEC's single entry point (Pathway to Teach Canada), temporary teaching permits, and they expressed appreciation for ongoing board participation on the Teacher Education Certification Committee. We discussed teacher certification and the importance of recognizing Indigenous world view when it comes to teaching land-based learning, culture, food sovereignty and languages.

5. Declaration of Conflict of Interest

Mr. Bachmann – acknowledged a possible conflict regarding the discussion about affiliate members.
Mr. Niezgodá – acknowledged a possible conflict regarding payments to sections.

6. In-Camera Session

(March 6, 2024 – 3:00 – 3:25 p.m.)

24.03.02 That the Executive move into closed session. CD

24.03.03 That the Executive move into open session. CD

(March 7, 2024 – 3:21-3:49 p.m.)

24.03.04 That the Executive move into closed session. CD

24.03.05 That the Executive move into open session. CD

7. Adoption of Minutes of the Previous Meeting

7.1 January 18 & 19, 2024

24.03.06 That the minutes of January 18 & 19, 2024 be approved as circulated. CD

8. Business Arising from Minutes – no business arising.

9. Discussion Items

9.1 Flex Ed Membership Fee

The Executive reviewed the briefing note regarding the Flex Ed membership fee with the SSBA. They discussed the different options provided regarding how to proceed with collection of payment and services provided to Flex Ed.

9.2 Scope of Legal Services Review 2024

The Executive reviewed the briefing note with respect to the review of the scope legal services. The Executive also discussed the four options outlined in the briefing note. This will be a discussion item at the Spring Assembly in the Networking groups.

9.3 Education Funding

The Executive reviewed and discussed the briefing note with respect to the next steps based on the analysis provided on Education Funding.

9.4 SSBA Renewed Strategic Plan for 2025-2030

The Executive reviewed and discussed the briefing note with respect to the draft renewed strategic plan for 2025 -2030. The new draft Vision, Mission statement, Guiding Principles and Strategic Priorities will be shared at Spring Assembly.

9.5 Multi-year funding Agreement

The Executive discussed the Multi-year funding agreement between SSBA and the Government.

24.03.07 That the Executive accept the Multi-year funding Agreement from the government on behalf of boards based on the support of 27 boards.

CD

9.6 Lifetime Membership – Code of Conduct

The Executive discussed the conduct of lifetime members.

10. Decision Items

10.1 Board Development Committee Terms of Reference

The Executive reviewed and discussed the briefing note with respect to Terms of Reference for the Board Development Committee.

24.03.08 That the Executive approve the Terms of Reference for the Board Development Committee. CD

10.2 Resolutions and Policy Development Committee Terms of Reference

The Executive reviewed and discussed the briefing note with respect to the Terms of Reference for the Resolutions and Policy Development Committee.

24.03.09 That the Executive approve the Terms of Reference for the Resolutions and Policy Development Committee. CD

10.3. 2024 Section Payments

The Executive reviewed and discussed the briefing note with respect to the annual payment to the Public Section, Catholic Section and CEF.

24.03.10 That the Executive approve the 2024 Section payments as presented. CD

10.4 Draft 2025 Strategic Plan

The Executive reviewed and discussed the briefing note with respect to the draft 2025 Strategic Plan.

24.03.11 The Executive approve the draft SSBA Strategic Plan for 2025 with amendments. CD

10.5 Executive Policy 2.0 and 16.0

The Executive reviewed and discussed the briefing note with respect to the Executive Policy 2.0 Role of the Executive and Executive Policy 16.0 Membership and Affiliate Membership Criteria.

24.03.12 1. That the Executive approve the updated Executive Policy 2.0 Role of the Executive; and

2. That the Executive approve Executive Policy 16.0 Membership and Affiliate Membership Criteria. CD

10.6 Trustee Remuneration Report

The Executive reviewed and discussed the briefing note with respect to the Trustee Remuneration report. The report will be shared at Board Chairs' Council.

24.03.13 That the Executive approve the SSBA Executive Trustee Remuneration Report 2023 for distribution to the membership. CD

10.7 Executive HR Committee Terms of Reference

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

24.03.14 That the Executive approve the 2024 Terms of Reference for the Executive HR Committee. CD

10.8 SSBA Compensation Grid Adjustment

The Executive reviewed and discussed the briefing note with respect to the SSBA Compensation Grid Adjustment.

24.03.15 That the Executive approve to implement a salary grid adjustment of 1.5% for 2024, based on the Gallagher Salary Planning Survey Highlights 2024. CD

10.9 Executive and Executive Director Evaluation Process Proposal

The Executive reviewed and discussed the briefing note with respect to Executive and Executive Director process proposal. Ted Amendt provided a presentation to the Executive on Using Indigenous Methodologies in Evaluations.

24.03.16 That the Executive approve that the annual Executive and Executive Director evaluation be conducted using a group engagement model on May 22, 2024 in Saskatoon. CD

10.10 2024 Enterprise Risk Management Report

The Executive reviewed and discussed the briefing note with respect to the 2024 Enterprise Risk Management report.

24.03.17 That the Executive receive and file the SSBA ERM report for 2024. CD

10.11 Actuarial Reserving Practice and Minimum Capital Requirement

The Executive reviewed and discussed the briefing note with respect to actuarial reserving practice and minimum capital requirement.

24.03.18 That the General Insurance Plan (GIP) use an actuarial reserving practice to set reserve levels in the loss pools. CD

24.03.19 That the Executive increase the Minimum Capital Requirement (MCR) to 200%. CD

10.12 GIP Loss Pool Surplus Deployment

The Executive reviewed and discussed the briefing note with respect to General Insurance plan loss pool surplus deployment.

24.03.20 That the Executive retain the existing surplus in the GIP to improve risk management. CD

11.1 Executive Work Plan

The Executive reviewed Executive 2024 work plan.

11.2 SSBA Strategic Plan Report

The Executive reviewed the March 2024 SSBA Strategic Plan Report. The report was received and filed.

12. Reports from President and Administration

12.1 President's Report

The President provided updates related to recent correspondence, media relations, recent research/reports, committees, and advocacy. She also provided updates from the Canadian School Boards Association (CSBA), Provincial Bargaining - Government Trustee Bargaining Committee and the recent engagements and feedback from boards and members, and meetings with the Minister of Education, Jeremy Cockrill, and Board Chairs. The report was received and filed.

12.2 Executive Director's Report

The Executive Director's report highlighted recent activity related to the SSBA Strategic Plan, bargaining, CSBA and a national School Food Nutrition Program, scope of Legal Services and establishing a Workplace Violence Committee. The report was received and filed.

12.3 Communications and Strategic Services

The Executive reviewed the briefing note from Communications and Strategic Services with an update with respect to recent activity, communications, and media requests. The report was received and filed.

12.4 Board Development Services – no report

12.5 Corporate Services – no report

The Executive reviewed the briefing note from Corporate Services and the December Financial reporting. The report was received and filed.

12.6 Employee Benefits Plan and General Insurance Plan – no report

12.7 Legal Services and Labour and Employee Relations

The Executive reviewed the report provided by Employee and Labour Relations. The report was received and filed.

13. Executive Members' Reports

13.1 Vice-President

13.2 Catholic Constituency

13.3 Central Constituency

- 13.4 Conseil scolaire fransaskois Constituency**
- 13.5 Indigenous Constituency**
- 13.6 Northern Constituency**
- 13.7 Southern Constituency**
- 13.8 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. The Executive member reports were received and filed.

14. Committee Reports

14.1 Resolutions and Policy Development Committee

An update was provided from the Resolutions and Policy Development Committee regarding their meetings of January 12, 2024. The committee report was received and filed.

14.2 Executive Human Resources (HR) Committee Report

An update was provided from the Executive HR Committee regarding their meeting of January 11, 2024 and the Executive Director HR Accountability Report to the Executive HR Committee for 2023. The committee report was received and filed.

14.3 Board Development Committee Report

An update was provided from the Board Development Committee regarding their meeting of January 16, 2024. The committee report was received and filed.

14.4 Audit and Investment Committee Report – no report

14.5 General Insurance Plan Committee Report

An update was provided from the General Insurance Plan Committee regarding their meeting of January 23, 2024 and a stakeholder engagement strategy to inform a new GIP Strategic Plan. The committee report was received and filed.

14.5.1 Cyber Risk Committee – no report

14.6 Executive Policy Review Committee Report

An update was provided from the Executive Policy Review Committee regarding their meetings of November 24, 2023 and February 6, 2024. The committee report was received and filed.

14.7 EBP Advisory Committee – no report

14.8 Provincial Bargaining Committee – no report

15. Presentations/Activity

16. Information Items

- 16.1 2024 Association Event Calendar
- 16.2 Committee List and Committee Liaison List
- 16.3 2024 Trustee Academy Evaluations
- 16.4 Final Update for SSBA Office Relocation
- 16.5 2023 Professional Development Report

17. Identification of future agenda items

The Executive reviewed and discussed the future agenda items.

18. Meeting Evaluation

The Executive reviewed the Evaluation results from the January meeting. The link for the March Evaluation form was provided to the Executive.

Adjournment

President Smith-Windsor adjourned the meeting on March 7, 2024 at 3:49 p.m.



Executive Director



President