

**Saskatchewan School Boards Association
Executive Meeting Minutes
Sheraton Cavalier, Saskatoon
May 23 & 24, 2024**

Executive Members:

Present – Ms. Smith-Windsor, Mr. Bachmann, Ms. Banks, Dr. Davidson, Mr. Favel, Ms. Gradin, Ms. Greyeyes, Mr. Niezgoda, Ms. Perreault (Virtual).

Association Staff: Mr. McKee, Dr. Amendt, Ms. Horejda (Virtual), Ms. Lenius, Mr. McNaughton (24-Virtual), Ms. Vu, Ms. Welke (Virtual).

1. Call to Order

President Smith-Windsor called the meeting to order on Thursday May 23, 2024, at 9:01 a.m.

2. Treaty Land Acknowledgement and Moment of Reflection

3. Additions/Changes/Approval of Agenda

24.05.01 That the Executive approved the agenda as circulated. CD

4. Review/Discuss Delegation(s) Preparation –

The Executive prepared for their discussions with the Auditors from Virtus Group and LEADS.

4.1 Virtus Group (Auditors) and Audit and Investment Committee Chair

The Executive met with the Auditor Sheila Filion from Virtus Group and Audit and Investment Committee Chair Phil Benson. They gave an overview of the audit that had already been presented in detail to the SSBA Audit and Investment Committee and took questions from the Executive. As per standard process and due diligence, the Executive also went in-camera with the Auditor and Chair for discussion. The Auditors presented a clean audit opinion and the SSBA 2023 Annual Report and Audited Financial Statements were approved for distribution to the membership.

4.2 LEADS

The Executive met with LEADS Executive Director, Ben Grebinski, President, Ward Strueby, President Elect Stacy Lair, and Kevin Garinger. They provided an overview of LEADS, policies, organizational structure, strategic plan, membership update and key initiatives this year. They recognized the partnership with SSBA, including appreciation for the collaboration, good working

relationship, and valued SSBA services. Topics of shared interest that were also raised or discussed included: shared professional development opportunities, national and international partner work, advocacy, bargaining, and membership turnover/renewal.

5. Declaration of Conflict of Interest

Mr. Niezgodka declared a conflict - agenda item 10.6 Catholic Section Agreement.

6. In-Camera Session

(May 23, 2024 – 10:45-10:55 a.m. – meeting with Auditors)

24.05.02 That the Executive move into closed session. CD

24.05.03 That the Executive move into open session. CD

(May 23, 2024 – 3:32-4:02 p.m.)

24.05.04 That the Executive move into closed session. CD

24.05.05 That the Executive move into open session. CD

7. Adoption of Minutes of the Previous Meeting

7.1 April 10, 2024

24.05.06 That the minutes of April 10, 2024 be approved as circulated. CD

8. Business Arising from Minutes – no business arising.

9. Discussion Items

9.1 Public Section Agreement

The Executive reviewed and discussed the draft Public Section agreement that was submitted by Public Section to SSBA, as well as the feedback that was provided to the SSBA.

24.05.07 That the Executive approve a grant in the amount of \$20,000.00 to the Public Section in lieu of dollars for 2020 and 2021 on the conditional signing of the Agreement. CD

9.2 Proposed Executive Liaison List

The Executive discussed the briefing note with respect to the Executive Liaison assignments for committees. The listing will be effective July 1, 2024.

10. Decision Items

10.1 SSBA Enterprise Risk Management Review Working Advisory Group (WAG)

The Executive reviewed and discussed the briefing note with respect to creating a SSBA Enterprise Risk Management Review WAG and reviewed the Terms of Reference for the WAG.

24.05.08 That the Executive approve the following:

- 1. That an Enterprise Risk Management Review WAG be created.**
- 2. That the accompanying Terms of Reference be approved. CD**

10.2 Proposed School Community Councils Position Statement

The Executive reviewed and discussed the briefing note with respect to proposed SCC Position Statement that was drafted by a working committee in 2024.

24.05.09 That the Executive approve sponsoring the proposed School Community Councils Position Statement as Fall Assembly 2024. CD

10.3. Valley Christian Academy – New Membership Application

Ms. Greyeyes declared a conflict and left the meeting.
The Executive reviewed and discussed the briefing note with respect to the membership application and reference checks for Valley Christian Academy.

24.05.10 That the Executive not approve Affiliate membership to Valley Christian Academy. CD

10.4 2023 Audited Financial Statements - SSBA

The Executive reviewed and discussed the briefing note with respect to the 2023 SSBA Audited Financial Statements.

- 24.05.11 That the Executive approve the 2023 SSBA Financial Statements as presented. CD**

10.5 2023 Audited Financial Statements – Specific Land Claims

The Executive reviewed and discussed the briefing note with respect to the 2023 Audited Financial Statements for the Specific Land Claims fund.

- 24.05.12 That the Executive approve the 2023 Specific Land Claims fund Financial Statements as presented. CD**

10.6 Catholic Section Agreement

Mr. Niezgoda left the meeting for this agenda item.

The Executive reviewed and discussed the briefing note with respect to the renewal of the Catholic Section Agreement.

- 24.05.13 That the Executive approve in-principle, the renewal of the Catholic Section Agreement as amended. CD**

10.7 Multi-Year Funding Agreement (MYFA) Reporting Framework Working Advisory Group (WAG)

The Executive reviewed and discussed the briefing note with respect to the Multi-Year Funding Agreement Framework Working Advisory Group (WAG).

- 24.05.14 That the Executive table agenda item 10.7 to an appropriate time that it can be considered with political context. CD**

10.8 2024 AGM Guests

The Executive reviewed and discussed the briefing note with respect to the 2024 Annual General meeting guest.

- 24.05.15 That the Executive approve the 2024 AGM guest invitation list as presented. CD**

10.9 AGM Rules of Procedures

The Executive reviewed and discussed the briefing note with respect to the revised Rules of Procedure for the annual general meeting.

- 24.05.16 That the Executive approve the revised AGM Rules of Procedure document as amended. CD**

10.10 2023 Annual Report

The Executive reviewed and discussed the briefing note with respect to the 2023 Annual Report.

- 24.05.17 That the Executive approve the draft 2023 Annual Report. CD**

10.11 Audit and Investment Committee Chair Reappointment

The Executive reviewed and discussed the briefing note with respect to the reappointment of the external Financial Advisor for the Audit and Investment Committee.

- 24.05.18 That the Executive reappoints Mr. Phil Benson as the external Chair for the Audit and Investment Committee for the September 1, 2024 – August 31, 2025 year. CD**

10.12 2025 SSBA Budget

The Executive reviewed and discussed the briefing note with respect to the 2025 SSBA Budget.

- 24.05.19 That the Executive approve the 2025 SSBA Budget with the endorsed options for distribution to the membership. CD**

10.13 Education Funding Discussion Paper

The Executive reviewed and discussed the briefing note with respect to the discussion paper on Education Funding and the distribution of the paper.

- 24.05.20 That the Executive approve the distribution of the Education Funding Discussion Paper to share with the Minister of Education, Boards and LEADS and SASBO. CD**

11.1 Executive Work Plan

The Executive reviewed Executive 2024 work plan.

11.2 SSBA Strategic Plan Report – May

The Executive reviewed the 2024 SSBA Strategic Plan report for May. 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, meeting with the Public Section Chair, recent engagements and feedback from boards and members, and attendance at LEADS conference, National School Boards Association conference, STF Spring Council, and meetings with Métis Nation – SK and the Canadian School Mental Health Leadership Network. The President’s report was received and filed.

12.2 Executive Director’s Report

The Executive Director’s report highlighted the SSBA Strategic Plan, meetings with LEADS, SASBO and Ministry, bargaining, CSBA and a national School Food Nutrition Program, National Gathering on Indigenous Education and SSBA services update. The Executive Director’s 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 Executive also reviewed the draft media release. The report was received and filed.

12.4 Board Development Services – Indigenous Education Services Report

The Executive reviewed the briefing note from SSBA Indigenous Education Services for January to May 2024. The report was received and filed.

12.5 Corporate Services

The Executive reviewed the briefing note from Corporates Services and the financial reporting for the month of March 2024. The report was received and filed.

12.6 Employee Benefits Plan and General Insurance Plan – GIP Loss Prevention Survey report

The Executive reviewed the survey report from the GIP Loss Prevention seminar. The report was received and filed.

12.7 Legal Services and Employee and Labour Relations – no report

13. Executive Members' Reports

13.1 Vice-President

The Vice-president provided an update on his attendance at the SUMA, SARM and SASBO conventions on behalf of the 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 meeting of May 8, 2024. The committee report was received and filed.

14.2 Executive Human Resources (HR) Committee Report

An update was provided from the Executive Human Resources Committee regarding their meeting of February 26, 2024. The committee report was received and filed.

14.3 Board Development Committee Report – no report

14.4 Audit and Investment Committee Report

An update was provided from the Audit and Investment Committee regarding their meeting of May 2, 2024. The committee report was received and filed.

14.5 General Insurance Plan Committee Report

An update was provided from the General Insurance Plan Committee regarding their meeting of April 23, 2024. The committee report was received and filed.

14.5.1 Cyber Risk Committee

An update was provided from the Cyber Risk Committee regarding their meeting of April 17, 2024. The committee report was received and filed.

14.6 Executive Policy Review Committee Report - no report

14.7 EBP Advisory Committee

An update was provided from the Employee Benefits Plan Advisory Committee regarding their meeting of May 7, 2024. The committee report was received and filed.

14.8 Provincial Bargaining Committee – no report

14.9 Working Advisory Groups

14.9.1 Student Transportation WAG – no report

14.9.2 SCC Position Statement WAG

An update was provided from the SCC Position Statement working advisory group regarding their meeting of April 26, 2024. The committee report was received and filed.

15. Presentations/Activity – no presentations or activities

16. Information Items

- 16.1 2024 Association Event Calendar
- 16.2 Committee List and Committee Liaison List
- 16.3 2024 Spring Assembly Evaluation
- 16.4 2024 Board Meeting Schedule
- 16.5 Operational Reserves Committee Final Report
- 16.6 SSBA Indigenous Council Update
- 16.7 Extension to Temporary employment
- 16.8 SSBA 2024 Spring Assembly Networking Groups Notes

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 April meeting. The link for the May Evaluation form was provided to the Executive.

Adjournment

President Smith-Windsor adjourned the meeting on May 24, 2024 at 2:42 p.m.



Executive Director



President