



**Board of Education
Saskatoon School Division No. 13
Meeting of the
Saskatoon Board of Education**

**TUESDAY, SEPTEMBER 20, 2022
310 – 21st Street East - 6:30 p.m.**

Please Note: All public Board meetings are audio recorded

AGENDA

1. Roll Call

2. Acknowledgement

3. Agenda

3.1. Adoption of Agenda

Proposed Board Motion: Move approval of the agenda.

3.2. Declaration of Conflict of Interest

4. Celebrating Excellence:

4.1. Saskatoon Public Schools' Newcomer Student Centre

5. Consent Items

The Chair will ask for a motion to receive the items, and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request that a consent item be removed.

Proposed Board Motion: That the board approve the consent items as presented.

5.1. Approval of Minutes – June 21, 2022; August 8, 2022; August 30, 2022; and September 13, 2022

Proposed Board Motion (if removed from consent items): That the board approve the minutes of the Committee of the Whole and Regular Board meetings held June 21, 2022, the Special Board meetings held August 8, 2022 and September 13, 2022 and the Committee of the Whole Board meeting held August 30, 2022.

5.2. Secure Destruction of Records

Proposed Board Motion (if removed from consent items): That the board approve the secure destruction of two boxes of agreements and eight boxes of employee records eligible for destruction as per SSBA Records Retention and Disposal Guide (September 2019).

6. Reports from Administrative Staff

6.1. School Opening Update

Proposed Board Motion: That the board receive the School Opening Update for information.

6.2. City Centre Project Update

Proposed Board Motion: That the board receive the City Centre School Project Update for information.

7. Delegation

8. Business Arising from the Minutes

9. Unfinished Business

9.1. Items Arising from the Committee of the Whole

10. Reports of Committees and Trustees

11. New Business

11.1. Saskatchewan School Boards Association – Submission of Bylaw Amendments and Resolutions for the 2022 Annual General Meeting

11.2. Saskatchewan School Boards Association - Proposed Bylaw Amendments

11.3. Saskatchewan School Boards Association – Position Statements

11.4. Board Governance Committee – Trustee Remuneration

Proposed Board Motion: That the board approve the per annum honorarium adjustment of 2.0% effective September 1, 2022 to trustee remuneration.

12. Comments/Concerns/Questions from the Public

(Maximum 5 minutes per speaker; 20 minutes total; must be related to a specific agenda item)

13. Notices of Motion

14. Questions by Trustees

15. Adjournment

***Proposed Board Motion:** That the board adjourn to the call of the Chair or the meeting of Tuesday, October 11, 2022.*



MEETING DATE: SEPTEMBER 20, 2022

TOPIC: CELEBRATING EXCELLENCE: SASKATOON PUBLIC SCHOOLS' NEWCOMER STUDENT CENTRE

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Other: Celebrating Excellence	<input type="checkbox"/> Discussion

BACKGROUND

Academic excellence, character, engagement, and well-being of students are at the heart of Saskatoon Public Schools' strategic plan. The plan highlights our vision of each student being known, valued, and believed in. It emphasizes Saskatoon Public Schools' commitment to creating learning experiences that inspire all students to reach their potential and the importance of relationships, equity, and accountability.

CURRENT STATUS

The Newcomer Student Centre has played an active role in welcoming newcomer families since 2011. It is the first stop and the first introduction to Saskatoon Public Schools. The Newcomer Student Centre assists with the registration of students in prekindergarten through grade 12, assesses student language levels in English and recommends support and programming for students in English when required.

During the time of the initial appointment, families are connected with our partner, Saskatoon Open Door Society, who may provide additional support in their transition to a new community. Saskatoon Public Schools is a popular choice for families new to Canada and it is a privilege to have them in the public school communities across Saskatoon.

Travis Homenuk, EAL Consultant, will be joined by a family from Lebanon who registered through the Newcomer Student Centre this fall. They will share their experience and how the Newcomer Student Centre supported their registration to Walter Murray Collegiate. Their story is evidence of how the Newcomer Student Centre supports new Canadian families as they register at Saskatoon Public Schools.

PREPARED BY	DATE	ATTACHMENTS
Charlene Scrimshaw, Deputy Director of Education Jennifer Haywood, Superintendent of Education	September 13, 2022	None



MEETING DATE: SEPTEMBER 20, 2022
TOPIC: APPROVAL OF MINUTES

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Other: Approval of Minutes	<input type="checkbox"/> Information

BACKGROUND

CURRENT STATUS

Attached are the minutes from the following board meetings:

- June 21, 2022 Committee of the Whole and Regular Board meetings
- August 8, 2022 Special Board meeting
- August 30, 2022 Committee of the Whole meeting
- September 13, 2022 Special Board meeting

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer	September 6, 2022	Minutes (5)

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the board approve the minutes of the Committee of the Whole and Regular Board meetings held June 21, 2022, the Special Board meetings held August 8, 2022 and September 13, 2022 and the Committee of the Whole Board meeting held August 30, 2022.

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, June 21, 2022 at 3:30 p.m.

June 21 , 2022

MEMBERS PRESENT:

Trustees Angela Arneson, Donna Banks, Kathleen Brannen, Vernon Linklater, Colleen MacPherson, Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

Trustee Linklater joined the meeting at 4:20 p.m.

Following discussions in Committee of the Whole, Trustee Banks moved that the Board rise and report.

CARRIED (9)

The meeting adjourned at 5:01 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, June 21, 2022 at 6:30 p.m.

June 21, 2022

MEMBERS PRESENT:

Trustees Colleen MacPherson (Chair), Angela Arneson, Donna Banks, Kathleen Brannen, Vernon Linklater, Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

Chair MacPherson, called the meeting to order, read the roll call into the minutes, acknowledged National Indigenous Peoples Day and that the meeting was being held on Treaty Six territory and traditional territory of the Cree, Dene, Nakoda, Lakota, Dakota and Saulteaux nations, and the homeland of the Métis and Michif people.

Agenda: Trustee Pidwerbeski moved approval of the agenda.

Agenda

CARRIED (9)

There were no conflicts of interest declared by any Board members.

Celebrating Excellence – Saskatoon Public Schools Celebrates Indigenous Peoples History Month: Brent Hills, Deputy Director of Education, introduced Craig McCallum, teacher at Mount Royal Collegiate, Courtney Anaquod, Ensemble Mentor, Cody Nightraveller, student at Mount Royal Collegiate, and Jenny Bearss, student at Centennial Collegiate. The group shared how their involvement with the Indigenous Ensemble has enriched their lives and the lives of their families.

Celebrating Excellence - Saskatoon Public Schools Celebrates Indigenous Peoples History Month

Consent Items: Trustee Zwarych moved that the following consent agenda items be approved as presented.

Consent Items

CARRIED (9)

Approval of Minutes - June 7, 2022: Trustee Zwarych moved that the Board approve the minutes of the Committee of the Whole and Regular Board meetings held June 7, 2022.

Approval of Minutes

CARRIED (9)

Financial Results for the Period September 1, 2021 to May 31, 2022: Trustee Zwarych moved that the Board receive the financial results for the period September 1, 2021 to May 31, 2022 for information.

Financial Results for the Period September 1, 2021 to May 31, 2022

CARRIED (9)

Board Annual Work Plan Update: Trustee Zwarych moved that the Board receive the 2021-2022 Board Annual Work Plan Update.

Board Annual Work Plan Update

CARRIED (9)

Reports from Administrative Staff:

Strategic Plan Accountability Report: Equity: Brent Hills and Charlene Scrimshaw, Deputy Directors of Education, highlighted Strategic Plan Accountability Report: Equity.

Strategic Plan Accountability Report: Equity

Trustee Brannen moved that the Board approve the Strategic Plan Accountability Report: Equity, to be included as part of the director of education's 2021-2022 evaluation.

CARRIED (9)

Facilities Update: Stan Laba, Superintendent of Facilities, highlighted the annual listing of various projects in the facilities department.

Facilities Update

Disposal of Surplus Properties: Stan Laba, Superintendent of Facilities, highlighted the need to plan for the disposal of surplus properties related to the City Centre Project.

Disposal of Surplus Properties

Unfinished Business:

Board Subcommittee Minutes: Trustee Banks moved that the Board approve the minutes of the Board Audit and Risk Committee meeting held March 22, 2022.

Board Subcommittee Minutes

CARRIED (9)

Correspondence: Trustee Stranden moved that the Board receive the correspondence from the Committee of the Whole.

Correspondence

CARRIED (9)

Reports of Committees and Trustees:

Board Chair Reflections – 2021-2022 School Year: Chair MacPherson reflected on the 2021-2022 school year and shared challenges and opportunities facing the Board and the school division in 2022-2023.

Board Chair Reflections – 2021-2022 School Year

- Trustee Zwarych reported on her attendance at Ward 8 year end activities, including attending Nutrien Playland at Kinsmen Park with grade 1 students from École River Heights School. She also reported on her participation in the Pride Parade on June 18.
- Trustee Banks reported on her attendance at wâhkôhtowin School's band concert and school community council meeting and Lester B. Pearson School's outdoor band concert and track meet. She also was involved in meetings of the SSBA Executive and attended Saskatoon Public Schools' long service awards banquet on June 17.
- Trustee Stranden reported on her attendance at the École Dundonald School family barbeque and band concert, as well as school visits to Royal West and Mount Royal. She also participated in the Pride Parade and attended the long service awards banquet. Trustee Stranden also highlighted her upcoming attendance at graduation ceremonies at Royal West and Mount Royal Collegiate.
- Trustee Arneson reported on her attendance at the Pride Parade, the ceremonial walk with the Princess Alexandra students and community to King George School, and attending the long service awards banquet.

- Trustee Linklater reported his attendance at the Princess Alexandra ceremonial walk and the long service awards banquet.
- Board Chair MacPherson reported on her attendance at Saskatoon Public Schools' Pow Wow on June 7, the ceremonial walk with Princess Alexandra School students and community, the Pride Parade, and many year-end activities at Ward 5 schools.

New Business

Amendment to Preventative Maintenance and Renewal Three-Year Plan:

Trustee Tait moved that the Board approve the amendment to the three-year Preventative Maintenance and Renewal Plan to include the following project: "Various schools N2 controller upgrade phase I, at an estimated cost of \$240,000."

Amendment to
Preventative
Maintenance and
Renewal Three-
Year Plan

CARRIED (9)

Comments/Concerns/Questions from the Public:

There were no comments, concerns, or questions from the public.

Notice of Motion:

No Notices of Motion were brought forward.

Questions by Trustees:

No questions by Trustees were brought forward.

Adjournment:

Trustee Pidwerbeski moved that the Board adjourn to the call of the Chair or meeting of Monday, August 8, 2022.

CARRIED (9)

The meeting adjourned at 7:44 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A SPECIAL MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of August 8, 2022
Saskatchewan, held on Monday, August 8, 2022, at 3:00 p.m.

MEMBERS PRESENT: Trustees Colleen MacPherson (Board Chair), Donna Banks,. Kathleen Brannen,
Vernon Linklater, Michael Pidwerbeski,. Kim Stranden
. Ross Tait,. Suzanne Zwarych

Board Chair MacPherson, called the meeting to order, read the roll call into the minutes, and acknowledged the meeting was being held on Treaty Six territory and traditional territory of the Cree, Dene, Nakoda, Lakota, Dakota and Saulteaux nations, and the homeland of the Métis and Michif people.

Trustee Tait joined the meeting at 3:02 p.m.

Tender for Demolition of Princess Alexandra School: Trustee Linklater moved that the Board approve the tender for the demolition of Princess Alexandra School, in a total amount of \$278,030.00 plus applicable taxes to Silverado Demolition Inc.

Tender for
Demolition
of Princess
Alexandra
School

CARRIED (8)

Trustee Stranden moved that the Board adjourn to the call of the Chair or the Committee of the Whole meeting of Tuesday, August 30, 2022

CARRIED (8)

The meeting adjourned at 3:09 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, August 30, 2022 at 3:30 p.m.

August 30 , 2022

MEMBERS PRESENT:

Trustees Angela Arneson, Donna Banks, Charmaine Bellamy, Kathleen Brannen, Vernon Linklater, Colleen MacPherson, Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

Trustee Linklater joined the meeting at 3:35 p.m.

Trustee Pidwerbeski excused himself from the meeting at 4:38 p.m.

Trustee Zwarych excused herself from the meeting at 4:53 p.m.

Following discussions in Committee of the Whole, Trustee Banks moved that the Board rise and report.

CARRIED (8)

The meeting adjourned at 4:54 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A SPECIAL MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of September 13, 2022
Saskatchewan, held on Monday, September 13, 2022, at 4:00 p.m.

MEMBERS PRESENT: Trustees Colleen MacPherson (Board Chair), Angela Arneson,
Donna Banks, Charmaine Bellamy, Kathleen Brannen, Vernon Linklater,
Michael Pidwerbeski, Kim Stranden, Dr. Suzanne Zwarych

Board Chair MacPherson called the meeting to order, read the roll call into the minutes, and acknowledged the meeting was being held on Treaty Six territory and traditional territory of the Cree, Dene, Nakoda, Lakota, Dakota and Saulteaux nations, and the homeland of the Métis and Michif people.

Approval of the 2022-2023 Revised Budget Report: Trustee Pidwerbeski moved that the Board approve its revised annual operating and capital budget estimates for the fiscal year September 1, 2022 to August 31, 2023 as detailed in the revised 2022-2023 Budget Report subject to final minor edits.

Approval of
the 2022-2023
Revised
Budget Report

CARRIED (9)

Trustee Arneson moved that the Board adjourn to the call of the Chair or the Committee of the Whole meeting of Tuesday, September 20, 2022.

CARRIED (9)

The meeting adjourned at 4:10 p.m.

Secretary of the School Division

Board Chair



MEETING DATE: SEPTEMBER 20, 2022
TOPIC: SECURE DESTRUCTION OF RECORDS

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Other: Destruction of Records	<input type="checkbox"/> Information

BACKGROUND

Based on Administrative Procedure 175: Preservation and Disposal of Records, and the Saskatchewan School Boards Association's (SSBA) *Records Retention and Disposal Guide* (Sept 2019), certain records are eligible for destruction.

- Two boxes of agreements and contracts with end dates ranging from 2007 to 2018 are eligible for destruction.
- Eight boxes of employee files from 2015 that are eligible for destruction.
 - NT/SCEA – 1 box
 - CUPE 8443 – 1 box
 - Support sub files – 1 box
 - Teacher sub files – 2 boxes
 - Teacher – 3 boxes

Saskatoon Public Schools has a contract with Crown Store-All (formerly known as Crown Enterprises) for secure destruction that adheres to the policies and guidelines of both our school division and the SSBA.

CURRENT STATUS

A motion is required to securely destroy two boxes of agreements and eight boxes of employee records eligible for destruction as per SSBA Records Retention and Disposal Guide (Sept 2019).

PREPARED BY	DATE	ATTACHMENTS
Mr. Jason Dunk, Chief Technology Officer	September 6, 2022	None

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the board approve the secure destruction of two boxes of agreements and eight boxes of employee records eligible for destruction as per SSBA Records Retention and Disposal Guide (September 2019).



MEETING DATE: SEPTEMBER 20, 2022
TOPIC: SCHOOL OPENING UPDATE

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Information

BACKGROUND

CURRENT STATUS

Saskatoon Public Schools is celebrating the start of another school year. Division staff members were busy preparing for the return of students and families when classes resumed Thursday, September 1. Some of the highlights include:

- In September 2021, Buena Vista School began prekindergarten and kindergarten nature-based programs. This year, they have expanded the program from prekindergarten to grade 5. As well, a nature-based prekindergarten and a kindergarten program were added to Lawson Heights School.
- A new Montessori (grades 1-3 and Casa) program is being offered at Lakeridge School that will operate parallel to the regular kindergarten to grade 8 program.
- Students living in the former Princess Alexandra School attendance are attending other schools. Transportation is offered to King George School from Riversdale.
- The annual Saskatoon Teachers Association (STA) convention was held on August 26. The morning consisted of presentations at Prairieland Park, including an address from Lieutenant Governor Russ Mirasty. The afternoon sessions included several Saskatoon Public Schools' teachers leading presentations.
- On August 30, elementary schools hosted an early registration day for families new to schools.
- Facilities staff worked diligently over the summer to prepare schools for the 2022-2023 school year. Some of the initiatives included:
 - Work on the City Centre School Project continues, with the development of a preferred design concept and site configuration options for the Princess Alexandra School site.
 - Renovations to accommodate the relocated daycare operation from Princess Alexandra School to W.P. Bate School were completed in late July, with the daycare operator moving into the school in early August.
 - Ventilation improvements have been undertaken at all existing schools with the installation of MERV 13 filters, as well as the provision of filter bank transducers for 147 HVAC units in various schools.
 - Partial roofing replacement work is underway at various schools including Brunskill, Dr J.G. Egnatoff, Henry Kelsey, Montgomery and River Heights schools, and Mount Royal Collegiate.
 - Phase 1 of a multi-year plan to upgrade or replace building automated control systems in existing schools was initiated in July, with work undertaken at six schools.

- The Newcomer Student Centre, located at central office, has assessed more than 623 students since it opened this August for the new school year. There were 221 students assessed at this same time last year.
- Saskatoon Public Schools Foundation
 - is preparing for “Lightly Grilled” which is taking place on October 1. The guest speaker is Kim Coates (Nutana Collegiate grad) and griller is Troy Davies (Mount Royal Collegiate grad),
 - is preparing for cheer crates that will go out in October,
 - is accepting applications from schools for Power Up Projects (formerly Programs of Excellence grants), and
 - has partnered with Tim Horton’s in Smile Cookie Week – September 19-25. All proceeds go to *Early Learning Equal Start*.
- Thanks to the Saskatoon Public Schools Foundation’s *Early Learning Equal Start* campaign, full-day prekindergarten is being offered at 12 schools and full-day kindergarten is being offered at 13 schools.
- Thanks to the Métis Nation for funding a full day kindergarten at Westmount School.

PREPARED BY	DATE	ATTACHMENTS
Shane Skjerven, Director of Education	September 13, 2022	None

RECOMMENDATION

Proposed Board Motion:

That the board receive the School Opening Update for information.



MEETING DATE: SEPTEMBER 20, 2022

TOPIC: CITY CENTRE SCHOOL PROJECT UPDATE

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Information

BACKGROUND

Administration continues to provide the board with regular updates on the City Centre School project and opportunities to discuss key project developments and aspects.

CURRENT STATUS

Demolition of the Princess Alexandra School is scheduled to begin on September 15, 2022 with all such work expected to be complete by no later than October 15, 2022.

Director Shane Skjerven, Chief Financial Officer Daniel Burke, and Superintendent of Facilities Stan Laba will be in attendance to discuss further with trustees.

PREPARED BY	DATE	ATTACHMENTS
Stan Laba, Superintendent of Facilities	September 13, 2022	None

RECOMMENDATION

Proposed Board Motion:

That the board receive the City Centre School Project Update for information.



MEETING DATE: SEPTEMBER 20, 2022

TOPIC: SASKATCHEWAN SCHOOL BOARDS ASSOCIATION – SUBMISSION OF
BYLAW AMENDMENTS AND RESOLUTIONS FOR THE 2022 ANNUAL
GENERAL MEETING

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Information

BACKGROUND

The Fall General Assembly of the Saskatchewan School Boards Association (SSBA) will be held in Regina November 13-15, 2022.

CURRENT STATUS

Please find attached the memorandum regarding the submission of bylaw amendments and resolutions for the 2022 AGM on November 13-15, 2022.

The Resolutions and Policy Development Committee have developed an SSBA Resolutions Costing Rubric to assist boards of education to more effectively identify costs associated with proposed resolutions. Boards of education are encouraged to review the rubric attached to determine the activity and costs most closely associated with the resolution they are proposing.

Boards of education will also need to identify the position statement that the proposed resolution relates to and how the resolution relates to the SSBA Strategic Plan or Provincial Education Plan.

Deadline for submission is September 28, 2022.

PREPARED BY	DATE	ATTACHMENTS
Shane Skjerven, Director of Education Daniel Burke, Chief Financial Officer	September 10, 2022	SSBA Memo

August 8, 2022

TO: Chairs, Boards of Education, Conseil scolaire fransaskois,
Directors of Education and Chief Financial Officers
cc. Resolutions and Policy Development Committee, Darren McKee, Executive
Tom Fortosky, Catholic Section
Norm Dray, Public Section

FROM: Resolutions and Policy Development Committee

RE: Submission of Bylaw Amendments and Resolutions for the 2022 AGM

The 2022 Fall General Assembly will be held in Regina at the DoubleTree by Hilton on November 13-15, 2022. Bylaw Amendments and Resolutions are a key part of the Association's Annual General Meeting, which is part of the Fall General Assembly. The AGM is tentatively set for November 14, 2022. The purpose of this memorandum is to remind boards of the bylaw amendments and resolutions process and to communicate deadlines for submission to the Committee for presentation by the Committee at the Annual General Meeting.

The Executive, a board of education, the Conseil scolaire fransaskois or a group established in accordance with Bylaw No. 8 are entitled to sponsor bylaw amendments and resolutions.

Bylaw Amendments:

1. Bylaw No. 13, Paragraph 4, states that bylaw amendments are to be submitted to the Resolutions and Policy Development Committee "at least 45 days prior to the day on which the annual general meeting commences".

This year the **deadline for submission of bylaw amendments** is 4:30 p.m., **September 28, 2022.**

Every bylaw amendment is to **be submitted in writing** by email (see below) and **accompanied by a rationale explaining the background and reasons for** the amendment containing sufficient detail so that members may form a reasonable judgment about it. An amendment to one provision of a bylaw may necessitate consequential changes to other parts of the bylaws, and those consequential amendments must also be included. If you have questions regarding Bylaw Amendments, please contact Krista Lenius at (306)569-0750 ext. 120 or klenius@saskschoolboards.ca.

2. The Committee will examine and edit proposed bylaw amendments.
3. The package of proposed bylaw amendments will be forwarded to boards and posted on the Association's website no later than October 27, 2022.

Resolutions:

1. Bylaw No. 12, Paragraph 4, states that resolutions are to be submitted to the Resolutions and Policy Development Committee “at least 30 days prior” to the commencement of the general meeting at which they will be voted on. This year the **deadline for submission of resolutions** is 4:30 p.m., **October 13, 2022**. Resolutions received by the deadline will be presented by the Committee at the AGM.

(Paragraph 5 of Bylaw No. 12 provides for submission of resolutions that “directly relate to a matter that has arisen after the deadline for submission” at least 5 days prior to the commencement of the general meeting.)

2. Every resolution is to **be in writing** and **accompanied by a rationale explaining the background and reasons for the resolution**.

Pursuant to Resolution 5-E passed at the 2010 AGM, the Committee asks sponsors to provide, where applicable, a simple estimate of the anticipated cost and staff resources that would be required to act on the resolution.

5-E BE IT RESOLVED that from time to time when proposals for projects or services to be carried out by the Saskatchewan School Boards Association are put to member Boards for approval and those projects or services may have a cost and time component that will impact Association finances and staff time, it be required that all such proposals put to member Boards for consideration include the cost and time requirements to conduct the project or provide the service.

The Resolutions and Policy Development Committee have developed an SSBA Resolutions Costing Rubric to assist Boards of Education to more effectively identify costs associated with proposed resolutions. Boards of Education are encouraged to review the rubric below to determine the activity and costs most closely associated with the resolution they are proposing. A copy of the SSBA Resolutions Costing Rubric is attached to this letter.

Boards of Education will need to identify the position statement that the proposed resolution relates to and how the resolution relates to the SSBA Strategic Plan or Provincial Education Plan.

3. The Committee will examine, edit, and, where considered necessary, combine similar resolutions.
4. The package of resolutions to be presented by the Committee at the AGM will be e-mailed to boards, posted on the Association website no later than October 27, 2022, and included in the Fall General Assembly registration package.
5. Resolutions provide directives for action to the Association by its members and direction for development of Association position statements. To increase the effectiveness of resolutions, the wording of a resolution should, whenever possible, describe what boards

of education or the Association will do, rather than directing others, over whom the Association has no control, to act.

6. Resolutions received by the deadline will be presented at the AGM by the Committee. Any board that wishes to present a resolution after the deadline for submission will have to obtain the consent of the delegates at the annual general meeting after all reported resolutions have been disposed of. (Bylaw No. 12, paragraph 6).

Bylaw amendments and resolutions must be submitted by email to Krista Lenius, Administrative Paralegal: klenius@saskschoolboards.ca. You will receive an email confirmation that your submission has been received.

SSBA Resolutions Costing Rubric

Purpose: To assist Boards of Education to more effectively identify costs associated with proposed resolutions. Boards of Education are encouraged to review the rubric below to determine the activity and costs most closely associated with the resolution they are proposing.

	Low Cost <\$1,000	Medium Cost \$1,000-\$10,000	High Cost >\$10,000
Advocacy	<ul style="list-style-type: none"> Minimal advocacy, potentially a letter to a government official or Ministry. 1-2 meetings of the President, Vice-President, other Executive/board members, and/or senior SSBA staff involved in the action(s). 	<ul style="list-style-type: none"> Moderate advocacy which may include letters to government officials or Ministries, and follow up. 2-4 meetings of the President, Vice-President, other Executive/board members, and/or senior SSBA staff involved in the action(s). 	<ul style="list-style-type: none"> Ongoing advocacy throughout the year. > 5 meetings of the President, Vice-President, other Executive/board members, and/or senior SSBA staff involved in the action(s). A working advisory group may be formed as a result of the resolution.
Services	<ul style="list-style-type: none"> The proposed resolution action will require minimal utilization of existing SSBA services/resources. 	<ul style="list-style-type: none"> The proposed resolution action will significantly draw upon SSBA services/resources. 	<ul style="list-style-type: none"> The proposed resolution action includes elements that require existing SSBA services/resources, and/or requires services and/or resources beyond those provided by the SSBA.
Unanticipated Costs	<ul style="list-style-type: none"> There is minimal likelihood of the resolution action resulting in unanticipated costs for Boards of Education and/or the SSBA as the cost factors of the resolution are generally known. 	<ul style="list-style-type: none"> There is a moderate likelihood that the resolution action may result in unanticipated costs for Boards of Education and/or the SSBA as the cost factors of the resolution are relatively anticipated or assumed. 	<ul style="list-style-type: none"> There is a high likelihood that the resolution action may result in unanticipated costs for Boards of Education and/or the SSBA as the cost factors of the resolution are primarily unknown.

**MEETING DATE:** **SEPTEMBER 20, 2022****TOPIC:** **SASKATCHEWAN SCHOOL BOARDS ASSOCIATION – PROPOSED BYLAW AMENDMENTS**

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Information

BACKGROUND

The Fall General Assembly of the Saskatchewan School Boards Association (SSBA) will be held in Regina November 13-15, 2022.

CURRENT STATUS

Attached is the correspondence from the SSBA with the proposed SSBA Bylaw Amendments the Executive is considering for 2022. The Executive flagged this to the membership at Spring Assembly in the networking groups, and in some of the recent meetings we are having with boards.

It is important to note that while the proposed amendments are numerous, the Executive deems these to be of a “housekeeping” nature, and not substantive changes to our existing bylaws. The primary changes proposed include:

- Replacing “school board” with “board of education” throughout.
- Adding in language to allow for varied formats of assemblies: in-person, hybrid, and virtual.
- Adding in language that reflects the historical practice at assemblies, where the bylaws are currently silent.
- Updating/correcting typos and number references.

Given the extent of the housekeeping amendments proposed, it will be important for boards to provide feedback to the SSBA, and to surface any concerns they may have with any of the proposed amendments. The SSBA is sending these out now, which is much earlier than the standard formal requirement, to facilitate additional time for boards to provide this feedback. Providing feedback at this stage will help the SSBA adjust if needed, prior to presenting these to the membership through the standard formal process to occur in the fall.

PREPARED BY	DATE	ATTACHMENTS
Shane Skjerven, Director of Education Daniel Burke, Chief Financial Officer	September 10, 2022	Proposed Amendments

Proposed SSBA Bylaw Amendments 2022 – “Housekeeping”

Existing November 2019	Proposed November 2022	Rationale
Bylaw No. 1: Interpretation (b) (vi) has its operations supervised by a person who meets the qualifications for a director of education as contained in the regulations under <i>The Education Act, 1995</i> and whose credentials have been approved by the Department of Education, Training and Employment.	Delete “and whose credentials have been approved by the Department of Education, Training, and Employment”.	This is an outdated reference to a former Department. The qualifications of a director of education are contained in s. 43 of <i>The School Division Administration Regulations</i> , already identified in this clause reference. It is not necessary to include a reference to Ministry approval.
Bylaw No. 1: Interpretation (c.1) "caucus group" means a group of school boards with common interests approved as a caucus group by Bylaw No. 9.1.	Delete “school”, add “of education”, delete “9.1” and replace with 7 B, so it reads “caucus group” means a group of boards of education with common interests approved as a caucus group by Bylaw No. 7.	For clarity, all references in the Bylaws to “school boards” are being replaced with “boards of education.” This change also reflects the accurate Bylaw number reference.
Bylaw No. 1: Interpretation (d) "council" means a group of trustees, by themselves or along with other persons sharing a special interest, who have been affiliated with the association under the provisions of Bylaw No. 9.	Delete “Bylaw No. 9” and replace with “Bylaw No. 7.	This change reflects the accurate Bylaw number reference.
Bylaw No. 1: Interpretation (e) "delegate" or "convention delegate" means a trustee appointed under the provisions of Bylaw No. 11.	Delete “Bylaw No. 11” and replace with “Bylaw No. 9”.	This change reflects the accurate Bylaw number reference.
Bylaw No. 1: Interpretation (g) ‘general assembly’ means a general assembly provided for in Bylaw No. 10.	Delete “Bylaw No. 10” and replace with “Bylaw No. 8”.	This change reflects the accurate Bylaw number reference.
Bylaw No. 1: Interpretation (g.2) "Research and Development Fund" means the fund established by the executive in the administrative policies of the association.	Delete (g.2) in its entirety.	There is no other reference to the “Research and Development Fund” in the bylaws. Research funding is approved through the Association budget and does not require this notation in the bylaws.

Bylaw No. 1: Interpretation	<p>Add (e. 1) “in-person” means where an assembly or meeting is held in-person only with no arrangements made for hybrid or virtual participation.</p> <p>Add (e. 2) “hybrid” means participating in Association business by means of telephone or electronic device or in-person.</p> <p>Add (e. 3) “virtual” means participating in Association business by means of telephone or electronic device.</p>	The pandemic resulted in a need to move to virtual assemblies and meetings. This clarifies terminology used to describe “in-person”, “hybrid”, or “virtual” pertaining to assemblies or meetings.
Bylaw No. 1: Interpretation (h) "school board" means a board of education.	Delete (h) in its entirety.	For clarity, all references in the Bylaws to “school boards” are being replaced with “boards of education”, therefore this definition is no longer required.
Bylaw No. 1: Interpretation (i) "section" means a group of school boards designated a section by Bylaw No. 8.	Delete (i) in its entirety, and replace with (h) “section” means a group of boards of education designated a section by Bylaw No. 7.	For clarity, all references in the Bylaws to “school boards” are being replaced with “boards of education.” This change also reflects the accurate Bylaw number reference.
Bylaw No. 1: Interpretation (j) "trustee" or "school trustee" means a person elected as a member of a school board.	Delete (j) in its entirety, and replace with (i) “trustee” or “school trustee” means a person elected as a member of a board of education.	For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.” This change also reflects the accurate Bylaw number reference.
Bylaw No. 2: Membership 2. Affiliate Members: (1) (a) the board of an historical high school as defined in <i>The Independent Schools Regulations</i> ; (1) (b) the board of an associate school within the meaning of section 6 of <i>The Independent Schools Regulations</i> ;	<p>To (1) (a) Add “Registered” after “The”.</p> <p>To (1) (b) Add “Registered” after “The”.</p> <p>To (1) (c) Add “Registered” after “The”.</p>	The regulation cited is named <i>The Registered Independent Schools Regulations</i> .

(c) the board of an independent school within the meaning of <i>The Independent Schools Regulations</i> that meets the following criteria:		
Bylaw No. 2: Membership 3. Honorary Members: (1) The Minister of Education, the Deputy Minister of Education and directors of education and secretary-treasurers employed by member school boards are honorary members of the Association.	Delete “secretary-treasurers”, and replace with “chief financial officers”.	This change reflects current terminology.
Bylaw No. 2: Membership 3. Honorary Members: (2) Honorary members have the privilege of attending General Assemblies of the Association, but have no right to vote at general meetings or to be present during closed portions of Association meetings.	Add “or to address the assembly at” so it reads “but have no right to vote at or to address the assembly at general meetings or to be present during closed portions of Association meetings.”	This change reflects the historical practice at Association assemblies and meetings.
Bylaw No. 2: Membership 4. Honorary Life Member (2) Honorary life members have the privilege of attending General Assemblies of the Association, but have no right to vote at general meetings or to be present during closed portions of Association meetings.	Add “or to address the assembly at general meetings” so it reads “but have no right to vote at general meetings or to address the assembly at general meetings or to be present during closed portions of Association meetings.	This change reflects the historical practice at Association assemblies and meetings.
Bylaw No. 3: Association Finance and Membership Fees A. 5. If the budget resolution as presented or amended does not pass, the Executive shall bring another budget resolution with a revised amount to the assembly to be voted on prior to the conclusion of the annual general meeting.	Add “If the revised budget is not adopted by the assembly, the approved operating budget of the Association for the previous fiscal year will be deemed adopted by the assembly.”	The current bylaws are silent on what occurs if a budget, and revised budget, is not approved by the membership. This proposed amendment aligns to the practice that has occurred in the Association’s history when this circumstance happened.

<p>Bylaw No. 4.1 Election of Executive 1. A member of a school board may stand for nomination for more than one Executive position at the same time, but, if elected to one of the positions, is deemed to have withdrawn from nomination for election to other positions.</p>	<p>Delete “school”, and add “of education”, so it reads “A member of a board of education may stand for nomination for more than one Executive position at the same time, but, if elected to one of the positions, is deemed to have withdrawn from nomination for election to other positions.”</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>
<p>Bylaw No. 4.1 Election of Executive 2. Advance nomination of a member of a school board for election to the Executive, except for representatives from the Catholic and Conseil scolaire fransaskois constituencies, shall: (a) be received at the Association office no later than 4:30 p.m. on the first business day in November; (b) be in writing, signed by a member of a school board who is making the nomination, and signed by the member of a school board who is being nominated; and (c) include information and comply with the procedures approved by the Executive.</p>	<p>In 2 and 2 (b), delete “school”, and add “of education”, so it now reads 2. Advance nomination of a member of a board of education for election to the Executive, except for representatives from the Catholic and Conseil scolaire fransaskois constituencies, shall: (a) be received at the Association office no later than 4:30 p.m. on the first business day in November; (b) be in writing, signed by a member of a board of education who is making the nomination, and signed by the member of a board of education who is being nominated; and (c) include information and comply with the procedures approved by the Executive.</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>
<p>Bylaw No. 4.1 Election of Executive 4. Voting in elections of the Executive is by secret ballot using the formal ballot.</p>	<p>Add “in-person or conducted virtually or by hybrid means” so it reads “Voting in elections of the Executive is in-person or conducted virtually or by hybrid means by secret ballot using the formal ballot.”</p>	<p>This change clarifies voting in elections at assemblies through various means defined in bylaw 1: in-person, virtual, or hybrid.</p>
<p>Bylaw No. 4.1 Election of Executive 6. Election of the President and Vice-president: (1) All members of school boards are eligible for election for President and Vice-president, and are eligible for re-election.</p>	<p>In 6. (1) delete “school”, and add “of education” so it now reads (1) All members of boards of education are eligible for election for President and Vice-president, and are eligible for re-election.</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>

<p>Bylaw No. 4.1 Election of Executive 7. Election of members of the Executive from constituencies: (3) Members of school boards that are part of the constituency are eligible for election to the Executive from the constituency, and are eligible for re-election.</p>	<p>In 7 (3) delete “school”, and add “of education” so it now reads (3) Members of boards of education that are part of the constituency are eligible for election to the Executive from the constituency, and are eligible for re-election.</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>
<p>Bylaw No. 4.1 Election of Executive 7. Election of members of the Executive from constituencies: (5) Members of school boards who are First Nations, Métis, or Inuit are eligible for election and to vote in the election of the representative to the Executive and alternate from the Indigenous constituency, and shall be elected by a majority of votes cast in an election in the constituency to be held during the annual general meeting.</p>	<p>In 7 (5) delete “school”, and add “of education” so it now reads (5) Members of boards of education who are First Nations, Métis, or Inuit are eligible for election and to vote in the election of the representative to the Executive and alternate from the Indigenous constituency, and shall be elected by a majority of votes cast in an election in the constituency to be held during the annual general meeting.</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>
<p>Bylaw No. 4.1 Election of Executive 8. In any election to the Executive when there are more than two candidates for the position, if no candidate receives a majority of votes cast on the first ballot, the candidate receiving the lowest number of votes on the first ballot shall be dropped from the list of candidates for the second ballot, and this provision applies for any subsequent ballots that may be necessary.</p>	<p>Add a new item (8.1), to this section. (8.1) In any election to the Executive where there are two candidates for the position of representative or alternate to a constituency, and if no candidate receives a majority of votes cast on the first ballot resulting in a tie vote, the constituency will cast votes on a second ballot. If no candidate receives a majority of votes cast on the second ballot resulting in a tie vote, the candidates’ names will be placed in a container and the official conducting the election will draw one of the candidate’s names and that person will be the constituency’s representative or alternate to the Executive (as the case may be).</p>	<p>The existing bylaws do not include a process to resolve a tie. This proposed language reflects the practice effectively used to resolve those situations where tie votes occurred in constituency elections in 2014 and 2021.</p>

<p>Bylaw No. 4.1 Election of Executive 10. If a member of the Executive loses re-election or does not seek re-election in a school board election: (a) that member of the Executive shall continue in office on the Executive until the conclusion of the annual general meeting in the year in which the school board election was held; and (b) if the member of the Executive is in the first year of the term of office, that member shall continue in office on the Executive in accordance with clause (a), and the alternate for the constituency shall take office and serve for the remainder of the term, and, if the alternate loses re-election or does not seek re-election in a school board election, an election for the constituency representative shall be held at the annual general meeting in that year to serve for the remainder of the term of the vacant office.</p>	<p>In 10 (a), and (b) delete “school”, and add “of education” so it now reads 10. If a member of the Executive loses re-election or does not seek re-election in a board of education election: (a) that member of the Executive shall continue in office on the Executive until the conclusion of the annual general meeting in the year in which the board of education election was held; and (b) if the member of the Executive is in the first year of the term of office, that member shall continue in office on the Executive in accordance with clause (a), and the alternate for the constituency shall take office and serve for the remainder of the term, and, if the alternate loses re-election or does not seek re-election in a board of education election, an election for the constituency representative shall be held at the annual general meeting in that year to serve for the remainder of the term of the vacant office.</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>
<p>Bylaw No. 4.1 Election of Executive 11. If the President ceases to be a member of a school board or vacates office during a term:</p>	<p>In 11, delete “school”, and add “of education” so it now reads 11. If the President ceases to be a member of a board of education or vacates office during a term:</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>
<p>Bylaw No. 4.1 Election of Executive 12. If the Vice-President ceases to be a member of a school board or vacates office during a term, clauses 11(b) and (c) apply, with necessary changes, to fill the vacancy.</p>	<p>In 12, delete “school”, and add “of education” so it now reads 12. If the Vice-President ceases to be a member of a board of education or vacates office during a term, clauses 11(b) and (c) apply, with necessary changes, to fill the vacancy.</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>

<p>Bylaw No. 4.1 Election of Executive</p> <p>13. If a member of the Executive, who represents one of the constituencies, ceases to be a member of a school board or vacates office during a term:</p>	<p>In 13, delete “school”, and add “of education” so it now reads</p> <p>13. If a member of the Executive, who represents one of the constituencies, ceases to be a member of a board of education or vacates office during a term:</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>
<p>Bylaw No. 7: Members’ Council</p> <p>(a) A Members’ Council is established which is comprised of:</p> <ul style="list-style-type: none"> (i) not more than two members of each board of education that is a member of the Association, at least one of whom shall be the Chair of the board or a designate; (ii) the Director of Education for each board of education that is a member of the Association or a designate; and (iii) the Chair of each Section, or designate, and the Executive Director of each Section established pursuant to Bylaw No. 8. <p>(b) The purposes of the Members’ Council are:</p> <ul style="list-style-type: none"> (i) a forum for two-way communication between member boards of education and the Executive; (ii) a forum for advocacy with MLAs and others; (iii) an advisory group to help direct the work of the Association; (iv) a forum for discussion and development of policy. 	<p>Delete Bylaw No. 7: Members’ Council in its entirety.</p>	<p>The SSBA dispensed with Members’ Council in 2017, following an internal review.</p>

<p>(c) The Members' Council has no authority to make decisions which bind any board of education.</p> <p>(d) The Members' Council shall meet at least two times per year as scheduled by the Executive.</p> <p>(e) The Executive may call additional meetings of the Members' Council on written notice to member boards of education setting out the reasons for the meeting.</p> <p>(f) The Executive may cancel any regularly scheduled meeting of the Members' Council if it determines that there are not sufficient issues of substance to warrant the holding of the meeting.</p>		
Bylaw No. 8: Organization of Groups within the Framework of the Association	Delete "8" and replace with "7".	This change reflects the accurate Bylaw number reference as a result of changes herein.
Bylaw No. 8: Organization of Groups within the Framework of the Association A. Section: 1. A group of members that shares a unique legal status or possesses a distinctive position within the legal framework for education in Saskatchewan, or a member that has a unique legal status, may apply to the Executive for approval as a Section of the Association.	In A 1., add "board of education" so it now reads A. Section: 1. A group of board of education members that shares a unique legal status or possesses a distinctive position within the legal framework for education in Saskatchewan, or a member that has a unique legal status, may apply to the Executive for approval as a Section of the Association.	For clarity, all references in the Bylaws to "school boards" are being replaced with "board of education."
Bylaw No. 8: Organization of Groups within the Framework of the Association A. Section: 11. (c) if a majority of the boards eligible to participate in the Section choose not to belong to the Section;	In A 11 (c) add "of education" so it now reads A 11. (c) If a majority of the boards of education eligible to participate in the Section choose not to belong to the Section;	For clarity, all references in the Bylaws to "school boards" are being replaced with "board of education."

<p>Bylaw No. 8: Organization of Groups within the Framework of the Association</p> <p>B. Caucus: 1. A group of members, who share a special interest and serve an identifiable need appropriately and directly connected to the aims and objectives of the Association, may apply to the Executive for approval as a Caucus of the Association.</p>	<p>In B 1, add “of education” so it now reads B 1. A group of board of education members who share a special interest and serve an identifiable need appropriately and directly connected to the aims and objectives of the Association, may apply to the Executive for approval as a Caucus of the Association.</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>
<p>Bylaw No. 8: Organization of Groups within the Framework of the Association</p> <p>B. Caucus: 2. The purpose of a Caucus is to: (a) provide a forum for members of the Caucus to network an discuss issues related to the special interest and identifiable need that they share; and</p>	<p>In B 2 (a) replace “an “ with “and” so it now reads B 2 (a) provide a forum for members of the Caucus to network and discuss issues related to the special interest and identifiable need that they share; and</p>	<p>This change corrects a typo in the Bylaws.</p>
<p>Bylaw No. 8: Organization of Groups within the Framework of the Association</p> <p>C. Council 1. A group of school board members, who share a special interest and serve an identifiable need appropriately and directly connected to the aims and objectives of the Association, may apply to the Executive for approval as a Council of the Association.</p>	<p>In C 1, delete “school” and add “of education” so it now reads: C. Council 1. A group of board of education members, who share a special interest and serve an identifiable need appropriately and directly connected to the aims and objectives of the Association, may apply to the Executive for approval as a Council of the Association.</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>
<p>Bylaw No. 8: Organization of Groups within the Framework of the Association</p> <p>C. Council</p> <p>3. The application of school board members pursuant to this section shall: (a) clearly identify the special interest and identifiable need of the school board members;9 18 (b) list the criteria for eligibility of school board members who could be part of the Council;</p>	<p>In 3, 3 (a), and 3 (b) delete “school”, and add “of education” so it now reads 3. The application of board of education members pursuant to this section shall: (a) clearly identify the special interest and identifiable need of the board of education members;9 18 (b) list the criteria for eligibility of board of education members who could be part of the Council;</p>	<p>For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”</p>

Bylaw No. 10: General Assemblies	Delete “10” and replace with “8” so it now reads Bylaw No. 8: General Assemblies.	This change reflects the accurate Bylaw number reference as a result of changes herein.
Bylaw No. 10 General Assemblies (e) Only accredited delegates in attendance at the time a vote is taken shall be entitled to vote at a general assembly. Absentee voting shall not be allowed.	Delete (e) in its entirety.	This reference is improperly placed in General Assemblies as it relates to voting. It is repetitious of Bylaw No. 11 Delegates and Voting 5 and 6.
Bylaw No. 10 General Assemblies (f) Voting at general assemblies shall be by ballot except in the following instance when voting shall be by show of hands: (1) on motions with respect to procedural matters unless, at the discretion of the chairman, a vote by show of hands is inconclusive.	Delete (f) in its entirety. Collapse into language in Bylaw No. 11 Delegates and Voting 7 as identified below in the proposed change to Bylaw No. 11 7.	This reference is improperly placed in General Assemblies as it relates to voting. This change also removes the outdated language of “chairman”.
Bylaw No. 10 General Assemblies (h) In the election of association officers, each candidate shall be permitted to name an agent to observe the counting of the ballots.	Delete (h) in its entirety.	This is not a practice at SSBA General Assemblies. Given electronic voting options, this reference may be unnecessary and irrelevant.
Bylaw No. 11: Delegates and Voting 1. School board members who register and pay the registration fee are delegates at the general meetings of the Association. 2. Every member shall inform the Association as to which of its delegates it has authorized to be accredited delegates to cast the votes of the member on questions for which a formal ballot is used, and the number of votes each accredited delegate is authorized to cast.	Delete “11” and replace with “9” so it now reads Bylaw No. 9: Delegates and Voting. To 1. Delete “School board members” and replace with “Members”. Delete 2 and replace with 2. Every board of education shall inform the Association as to which of its delegates it has authorized to be accredited delegates to cast the board of education’s votes on questions for which a formal ballot is used, and the number of votes each accredited delegate is authorized to cast.	The heading change reflects the accurate Bylaw number reference as a result of changes herein. The change to 1 is required as all “members” are eligible to register and attend general meetings. The change to 2 is required as only board of education members are eligible to vote at general assemblies. Also, for clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”
Bylaw No. 11 Delegates and Voting	Delete 7 and replace with “7. At in-person assemblies, voting at general assemblies shall	The proposed new language includes the previous language from Bylaw 10 (f), (f) (1)

7. On matters where voting is by show of hands, such as motions on procedural matters, each delegate in attendance at the time the vote is taken shall be entitled to vote, and shall have one vote.	be by ballot except voting shall be by show of hands on motions with respect to procedural matters unless, at the discretion of the Chair, a vote by show of hands is inconclusive. On matters where voting is by show of hands, each delegate in attendance at the time the vote is taken shall be entitled to vote, and shall have one vote.” Add “7.1 At virtual or hybrid assemblies, voting at general assemblies shall be by ballot except voting may be by show of hands and/or by electronic means such as polling on motions with respect to procedural matters unless, at the discretion of the Chair, this vote is inconclusive. Only delegates in attendance at the time a vote is taken shall be entitled to vote, and shall have one vote.”	and Bylaw No. 11 7, and provides clarity around the role of the Chair in this matter. The addition of 7.1 allows for the same procedure from 7 to be replicated during virtual or hybrid assemblies through electronic means, or a combination of show of hands/electronic means.
Bylaw No. 12: Resolutions	Delete “12” and replace with “10” so it now reads Bylaw No. 10: Resolutions.	This change reflects the accurate Bylaw number reference as a result of changes herein.
Bylaw No. 12: Resolutions 2. The Executive, a school board or a group established pursuant to these Bylaws may submit a resolution to the Resolutions and Policy Development Committee for presentation to the annual general meeting of the Association or other general meeting at which the Executive decides to include a business component during which resolutions will be considered.	Delete “school”, and add “of education” so it now reads 2. The Executive, a board of education, or a group established pursuant to these Bylaws may submit a resolution to the Resolutions and Policy Development Committee for presentation to the annual general meeting of the Association or other general meeting at which the Executive decides to include a business component during which resolutions will be considered.	For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”
Bylaw No. 12: Resolutions 5. Where the Executive, a school board, or a group established pursuant to these Bylaws	Delete “school”, and add “of education” so it now reads	For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”

wishes to sponsor a resolution that directly relates to a matter that has arisen after the deadline for submission of resolutions pursuant to section 4, the resolution shall be submitted as an emergent resolution to the Resolutions and Policy Development Committee, in accordance with the procedures specified above, at least five days prior to the day the general meeting at which it will be considered commences, and the Committee will present the resolution to the general meeting of the Association.	5. Where the Executive, a board of education, or a group established pursuant to these Bylaws wishes to sponsor a resolution that directly relates to a matter that has arisen after the deadline for submission of resolutions pursuant to section 4, the resolution shall be submitted as an emergent resolution to the Resolutions and Policy Development Committee, in accordance with the procedures specified above, at least five days prior to the day the general meeting at which it will be considered commences, and the Committee will present the resolution to the general meeting of the Association.	
Bylaw No. 13: Amendments to Bylaws	Delete “13” and replace with “11” so it now reads Bylaw No. 11: Amendments to Bylaws.	This change reflects the accurate Bylaw number reference as a result of changes herein.
Bylaw No. 13: Amendments to Bylaws 2. The Executive, a school board or a group established pursuant to these Bylaws may submit a Bylaw amendment to the Resolutions and Policy Development Committee for presentation to the annual general meeting of the Association.	Delete “school”, and add “of education” so it now reads 2. The Executive, a board of education, or a group established pursuant to these Bylaws may submit a Bylaw amendment to the Resolutions and Policy Development Committee for presentation to the annual general meeting of the Association.	For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”
Appendix “A” (7) Indigenous constituency: School board members who are First Nations, Métis, or Inuit	Delete “school”, and add “of education” so it now reads (7) Indigenous constituency: Board of education members who are First Nations, Métis, or Inuit	For clarity, all references in the Bylaws to “school boards” are being replaced with “board of education.”

**MEETING DATE:** **SEPTEMBER 20, 2022****TOPIC:** **SASKATCHEWAN SCHOOL BOARDS ASSOCIATION – POSITION STATEMENTS**

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Information

BACKGROUND

The Saskatchewan School Boards Association (SSBA) is requesting feedback from boards of education on position statements. Reviewing the feedback has resulted in drafts of the following position statements:

1. Position Statement on “Education Equity”;
2. Position Statement on “Collective Bargaining” – minor changes;
3. Position Statement on “Partnership Agreements” – minor changes; and
4. New Position Statement on Inclusive Education.

A new proposed position statement on Inclusive Education was developed as part of the SSBA 2021 Strategic Plan and sent to boards of education in March seeking board engagement and feedback. The position statement on inclusive education was discussed in the breakout rooms at Spring Assembly and it was also discussed at the Board Chairs Council. Following the Spring Assembly the document has been updated based on the feedback.

CURRENT STATUS

The proposed position statements will be voted upon as Resolutions at the Fall General Assembly in November 2022.

PREPARED BY	DATE	ATTACHMENTS
Shane Skjerven, Director of Education Daniel Burke, Chief Financial Officer	September 10, 2022	SSBA Position Statements

Adopted Position 3.3: Education Equity	Date Approved: November 2017
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Education equity for students is a fundamental principle of public education. Equity is about outcomes, results, and opportunities.

1. Boards of education are proactive in defining, assessing and taking steps to achieve equity of opportunity and of outcomes for their students regardless of students' individual or family circumstances.
2. Education Equity for Saskatchewan boards of education requires the fair distribution of necessary resources to ensure all students have access to school programs, facilities and services for students to achieve to their full potential regardless of where they live in the province and their personal circumstances.
3. Education equity recognizes that some students need additional or specialized programming to achieve to their full potential.
4. Education equity recognizes that boards of education operate with very different circumstances and situations.

Boards of education are responsible to their constituents for transparency of education in Saskatchewan. Funding should be monitored for adequacy and equity and should be publicly reported on a regular basis by the Province and by boards of education.

Adopted Position 4.1: Collective Bargaining	Date Approved: November 2017
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- A. Elected boards of education are responsible and accountable for the delivery of educational services. Boards as employers hire professional and support staff to carry out this responsibility and ensure that education is provided for all their students. As part of their governance responsibilities, boards enter into collective bargaining agreements with their employees.

As well, representing boards of education, the Saskatchewan School Boards Association has a statutory role in collective bargaining with respect to the Provincial Collective Bargaining Agreement for teachers.

- B. Principles according to which collective bargaining by the Association should be undertaken, and that are also recommended to boards as they approach their collective bargaining:
1. The education interests and **well-being** of students must guide the collective bargaining process.
 2. The collective bargaining process must respect the integrity of the board of education in its role as employer.
 3. The local and provincial collective bargaining processes must provide for adequate representation of the interests of the board(s) of education.
 4. There should be an effective and efficient bargaining process, characterized by the highest standard of labour relations professional practice.
 5. Productive and harmonious working relationships between board of education and their employees are critical to the success of the educational endeavour, and the collective bargaining process should reflect the importance of those relationships and be directed to support and sustain them.
 6. Collective bargaining must be conducted with a clear understanding of the impacts of finances on boards of education. Collective bargaining agreements must be sustainable in relation to education funding and consistent with the fundamental principles described in the Adopted Position Statement 3.1: Education Finance.
 7. Collective bargaining must be done prudently, in compliance with legislated requirements, and in conformity to currently accepted labour relations practices, and professional and ethical standards.
- C. In working according to these principles, the Association undertakes in particular that:

1. The Association will endeavour to have representatives on the provincial bargaining team who have experience in labour relations negotiations.
2. Representatives of boards of education on the provincial bargaining committee will utilize an effective strategy for **engaging** and gathering input from boards of education in approaching the collective bargaining process, and communication with boards of education during collective bargaining, in order to provide adequate representation of board interests.
3. The Association's staff is available to support boards of education in their collective bargaining processes.
4. The Association will advocate for boards of education to be fully consulted by the Province and that the Province be transparent regarding local agreements.
5. The Association will advocate to ensure that the **representatives of** boards of education on the provincial bargaining committee are an effective voice on that committee.

Adopted Position 5.2: Partnership Agreements	Date Approved: November 2017
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Individual boards of education and the Association can work effectively with partners from the education sector and from the community to create opportunities for furthering board of education capacity to enhance student achievement.

1. Partners will include those agencies and organizations whose goals and objectives are compatible with the goals of the boards of education or the Association.
2. Partnership agreements will be consistent with the strategic plans of the board of education or the Association.
3. Allocation of resources to partnerships will not compromise the standards of services and administration of the boards of education or the Association.
4. Partnership agreements will be transparent and clearly defined and committed to in writing.

**Proposed Position 2.5:
Inclusive Education**

Date Approved: NEW

Proposed SSBA Position Statement on Inclusive Education

Diversity enriches school culture and increases knowledge and understanding of similarities and differences. Within an education sector **and system**, diversity applies to a range of contexts such as cultures, socio-economic situations, languages, learning needs, sexual orientation and gender identity. Education in Saskatchewan is founded on a principle of respect for the diversity of all students and families. It is through conversations with students and families that educators, administration, staff, and boards of education develop a growing awareness and understanding of the diverse cultures and communities in their schools.

In Saskatchewan “**inclusive education**” is used to describe education for students with diverse **backgrounds**. The ministry defines inclusive education as “providing equitable treatment and appropriate, high-quality education to all students. It encompasses a blend of philosophical beliefs, practices and processes to create flexible support systems and learning environments based on students’ strengths, abilities, interests and needs.”

Ultimately, the goal of inclusive education is **to presume the competence and strength of the learner**, reduce exclusion by eliminating barriers to one’s school success, and enhancing participation and sense of belonging in one’s community. **Including anti-racist, anti-oppressive and equity practices.**

Inclusionary Philosophy and Beliefs:

1. All students and families are welcomed and respected.
2. All students have opportunities to experience positive interpersonal interactions that support the development of authentic relationships.
3. All students have access to activities that promote positive self-esteem, engagement and a sense of belonging.
4. Individual interests, backgrounds, life experiences and identities are valued.
5. Schools engage parents/guardians in meaningful ways (e.g., parents/guardians are provided ways to support their child’s learning and development).
6. Curricula are used as the starting point for developing and implementing adaptations to support student learning. This may include referring to previous grade-level curricula to support individualized learning needs.
7. Differentiated instruction is used, including multi-level instructional approaches, so all learners in a classroom can participate and are engaged.

8. Ensure resources, practices are reflective of students - where students can see themselves in the resources and assessment/instructional practices.
9. Learning opportunities are provided that are: challenging; engaging; culturally and linguistically affirming and responsive; developmentally fitting; and, age appropriate.
10. **Accessibility** - barriers to learning are reduced or eliminated by: providing access to appropriate learning opportunities and resources identifying and implementing supports (including technology) to optimize student learning; and, supporting the development and attainment of competencies and independence.
11. School, classroom, common learning areas and other learning spaces: provide emotionally safe environments; acknowledge the cultures, languages and backgrounds of students and families; and incorporate physical adaptations as necessary.



MEETING DATE: SEPTEMBER 20, 2022

TOPIC: BOARD GOVERNANCE – TRUSTEE REMUNERATION

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input type="checkbox"/> Information

BACKGROUND

Policy 6: Board Operations, Section 9.1.1 states: “...Per annum honorarium adjustments at the start of the new budget year shall be tied to the lesser of the provincially negotiated increase to teacher salaries or Cost of Living Adjustment (COLA) and are listed in the Schedule of Remuneration, Allowances and Expenses.”

CURRENT STATUS

The Board Governance Committee met on September 13, 2022 and is recommending an increase to the base salary of board members of 2.0% effective September 1, 2022. This increase will match the provincially negotiated increase to teacher salaries on September 1, 2022.

For information, teacher’s salary increase on September 1, 2022 was 2.0%. Cost of Living Allowance (COLA), as defined by the annual Consumer Price Index for Saskatoon, Saskatchewan, on September 1, 2022 was 2.5%.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer	September 13, 2022	None

RECOMMENDATION

Proposed Board Motion:

That the board approve the per annum honorarium adjustment of 2.0% effective September 1, 2022 to trustee remuneration.