

**SASKATCHEWAN ASSOCIATION OF SCHOOL BUSINESS OFFICIALS**

***Executive Board Meeting Minutes***

**Held August 24, 25, 2023**

**Saskatoon – Greater Saskatoon Catholic Schools Boardroom**

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**Present:** President Matt Read, President Elect Kate Holmes, Daniel Burke, Keith Chapman, Jason Dunk, Stephen Bellacera, Joanne Booth, Jesse Green, Ryan Hall, Katherine Kowal, Cindy Lturnas, Laurier Langlois, Sean Leslie, Renee LaPlante, Ryan Martin, Jerrold Pidborochynski, Ashley Kuntz.

**Regrets:** Daniel Burke (Thurs p.m.), Sandy Kuglin, Ryan Martin (Thurs p.m.), Doug Sears, Carrie Stockbrugger, Andy Verhaeghe

**CALL TO ORDER** – President Matt called the meeting to order at 1:05 p.m. Introductions of the new executive members were made.

**55-08-24-23 2) Adopt Agenda**  
Laurier Langlois moved the adoption of the agenda.

*Carried*

**56-08-24-23 3) Adopt Minutes**  
Ryan Hall moved the adoption of the June 15, 2023 meeting minutes as presented.

*Carried*

**4) Governance Review**

Ted Amendt, Director, Board Development and Indigenous Education with Saskatchewan School Boards Association, presented on good governance practices.

**CONTINUING AGENDA ITEMS**

**5a) Strategic Planning**

The executive made appointments to the Strategic Planning committees for 2023-2024. Committee chairs provided updates on committee work.

**5b) Operational Reserves Committee Update**

Joel Lloyd presented to the executive on the work of the Operational Reserves subcommittees.

**5c) Mentorship Program**

The Mentorship Program was reviewed, and directors encouraged to promote the program with their functional groups.

**5d) Cybersecurity WAG update**

Technology Director Jason Dunk presented on update on the SSBA Cybersecurity WAG.

**56-08-24-23 5e) 2023-2024 Meeting Dates**

Katherine Kowal moved that the 2023-2024 Executive meeting dates be as follows:

- October 19, 2023 – virtual
- October 25, 2023 – new member orientation virtual
- December 14-15, 2023 – Regina, Prairie Valley
- February 14, 2024 - virtual
- March 14, 2024 – new member orientation virtual
- April 16, 2024 – Regina
- June 13, 2024 – virtual
- August 15-16, 2024 – Saskatoon Public Schools

*Carried*

**NEW BUSINESS**

**6a) Professional Standards Handbook**

The executive reviewed and updated the SASBO Professional Standards Handbook.

**57-08-24-23 6b) 2023-2024 Signing Authorities**

Jesse Green moved that Kate Holmes, Jason Dunk and Jaime Valentine be appointed as signing authorities for the Association for the 2023-2024 fiscal year.

*Carried*

**58-08-24-23 6c) MEPP Appointment**

Jerrold Pidborochynski moved that Rod Quintin be appointed as SASBO representative to MEPP for a four-year term.

*Carried*

**6d) Partnership Committees**

The Executive reviewed membership on the various committees that SASBO is involved with.

**6e) SASBO Policy – Expenses**

The policy on expense reimbursement was reviewed with the Executive.

**6f) 2022-2023 Financial Review**

The arrangements with the accounting firm Stewart, Gee, Murray and Sen were reviewed.

**6g) Safe and Inclusive Schools**

The Executive reviewed a proposed joint communication regarding safe and inclusive schools. SASBO will continue to support the Saskatchewan School Boards

Association  
in their advocacy efforts in this area.

- 6h) 2024 Elections Workshop**  
Arrangement for virtual workshops for the 2024 Board elections to be held in spring 2024 were reviewed.

**DECISION ITEMS**

- 59-08-25-23 7a) Approval of New Members**  
Laurier Langlois moved the approval of new members as listed: *Carried*

Division	Name	Position
Saskatoon Public	Nelson Slusar	Procurement Manager
Northern Lights	Carlene Bates Lee	HR Manager

- 60-08-25-23 7b) Approval of New Associate Members**  
Keith Chapman moved approval of the new associate members as listed. *Carried*

Division	Name	Position
North East	Pam Folder	Payroll Technician

- 61-08-25-23 7c) ASBO Changes**  
Katherine Kowal moved that SASBO contribute \$500 to Aubrey Kirkpatrick’s campaign for VP of ASBO. *Carried*

- 62-08-25-23 8) Financial Reports**  
Kate Holmes moved approval of the financial reports as presented. *Carried*

- 62-08-25-23**  
Laurier Langlois moved to reinvest GIC’s maturing in October 2023. *Carried*

- 63-08-25-23 9) Executive Director Report**  
Jason Dunk moved approval of the Executive Director report as presented. *Carried*

- 64-08-25-23 10) President’s/President Elect/Past President/Functional Group Director’s Reports**  
Ryan Martin moved approval of the reports as presented. *Carried*

- 65-08-25-23**  
Laurier Langlois moved to accept the retirement of Executive Director Jaime Valentine effective August 31, 2024. *Carried*

- 11) **Date/time for August Executive Meeting**  
Meeting to be held October 19, 2023 via MS Teams.

**ADJOURN**

**66-08-25-23** Jason Dunk moved that the meeting be adjourned.

*Carried*

The meeting adjourned at 11:24 a.m.



**Matt Read**  
**President**



**Jaime Valentine**  
**Executive Director**