Saskatoon Public Schools Inspiring Learning

Board of Education of Saskatoon School Division No. 13

Inaugural Meeting of the Saskatoon Board of Education

Tuesday, November 3, 2026
310 – 21ST Street East – W.B. Doyle Board Room
Please note that all public board meetings are video recorded and live streamed.

Trustees:

- Angela Arneson
- Donna Banks
- Kirk Jones
- Vernon Linklater
- Tanya Napper
- Anne-Marie Rollo
- Kevin Schmidt
- Kim Stranden
- Ross Tait
- Janet Uchacz-Hart

The purpose of the inaugural meeting is to accommodate the requirement of Part 4 of The School Division Administration Regulations and Policy 6, Section 1 of the Board Policy Handbook. It also serves as the board's organizational meeting for the forthcoming year.

AGENDA

1. **Call to Order**
   Chair – Daniel Burke, chief financial officer

2. **Acknowledgement**

3. **Declaration of Office**
   The chief financial officer shall read the return from the city clerk certifying as to the election of the new Ward 5 member and shall call for Declaration of Office (Please see Appendix B).

   The Declaration of Office will be read aloud at the meeting by the Ward 5 trustee and will be signed in the presence of the notary public.

4. **Election of Board Chair**
   In accordance with Part 4 Section 14.2 of The School Division Administration Regulations and Policy 6, Section 1.4, of The Board Policy Handbook the board is required to elect the board chair at its inaugural meeting.
   Section 1.4 states: "…Nominations will be made by the board members for the office of chair and need not be seconded. A vote upon the nominees shall be taken by ballot. The nominee who receives the most votes of the members present will be declared elected and will take office immediately. In the event of a tie vote the board will move into committee of the whole. Following discussions in committee of the whole the board will conduct a maximum of another two votes by secret ballot. If a tie remains the board will direct the returning officer to follow the tie vote procedure specified in Section 141(1) of the Local Government Election Act."

   The newly elected board chair takes the chair.

5. **Comments of the Newly Elected Chair**

6. **Election of the Vice Chairs**
   Vice chairs for the year shall be elected at the inaugural meeting of the board. A trustee shall be elected vice chair to take office immediately following the election and serve six months; one other trustee shall be elected to serve for the subsequent six months or until the next inaugural meeting or organizational meeting of the board.

   The following is a list of the vice chairs for the last four years for your information:

2025-2026	Anne-Marie Rollo	First Six-Month Term
	Kevin Schmidt	Second Six-Month Term
2024-2025	Ross Tait	First Six-Month Term
	Angela Arneson	Second Six-Month Term
2023-2024	Angela Arneson	First Six-Month Term
	Donna Banks	Second Six-Month Term
2022-2023	Kim Stranden	First Six-Month Term
	Suzanne Zwarych	Second Six-Month Term

Nominations required:

Vice chair	First Six-Month Term
Vice chair	Second Six-Month Term

7. Minutes of the November 4, 2025 Meeting

Minutes of November 4, 2025, organizational board meeting were approved at the November 25, 2025 public board meeting. LINK

8. Confirmation of Professional Services

Policy 6: Board Operations, Section 1.7 states that the board appoints such professional service providers as are deemed necessary at its inaugural or organizational meeting.

a. Confirmation of Board Solicitor

A request for proposals for legal services was issued September 5, 2024. At the regular board meeting of October 15, 2024, a motion was passed to award the contract to Robertson Stromberg LLP for a three-year term ending December 11, 2027, with an option to extend for an additional two-years. **Therefore, no motion for board solicitor is required at this time.**

b. Confirmation of Insurance Broker

AON Reed Stenhouse Inc. was appointed the insurance broker for the Saskatchewan School Boards Association.

Proposed Board Motion: *That the board appoint AON Reed Stenhouse Inc. to serve as its insurance broker for 2026-27.*

c. Confirmation of External Audit Services

A request for proposals for audit services was issued on November 14, 2023. At the regular board meeting of February 13, 2024, a motion was passed to award the contract to KPMG LLP for a three-year term ending June 30, 2027 with an option to extend for two additional years. **Therefore, no motion for audit services is required at this time.**

d. Banking Authority

The following approvals are required for banking purposes and to facilitate fiscal transactions:

i. Transfers of funds between bank accounts are primarily handled by electronic transmission. The Accounting Branch has been given the security access to enable transfer of funds. If transfers are effected by way of paper transmittals that the chief financial officer be authorized on his signature alone to transfer funds, as may be necessary, between any and all bank accounts in the name of the Saskatoon School Division No. 13 of Saskatchewan.

ii. That the form required by the bank for signing authorities and temporary borrowing power be duly completed; the chair or vice chair, together with the chief financial officer, act as signing authorities for the board.

iii. That payroll cheques be issued on the signature of the chief financial officer alone, provided that both the chair and chief financial officer signs the cheque and voucher register each month for the total paid from General Account into Payroll Account.

Proposed Board Motion: *That the requirements with regard to Banking Authority be approved as above, and that they be effective until the next inaugural meeting or organizational meeting of the board.*

9. Borrowing Authority

Policy 1: Role of the Board, Section 9.4 states that each year the board must pass a resolution authorizing the chair or vice chair and chief financial officer to borrow funds to cover the expenditures of the board pending receipt of taxes and grants. The specific resolution on school division borrowing, which would be approved to take effect January 1, 2027, is attached as Appendix A.

Proposed Board Motion: *That the School Division Borrowing Resolution attached be approved, and that the chair or vice-chair and chief financial officer be authorized to complete and sign the borrowing form required by the bank.*

10. Committees of the Board

Policy 6: Board Operations, Section 1.8 indicates that the board will name representatives to internal and external committees. The process for selecting candidates will be determined by the board.

Section 1.8.1 states decisions for selection will be based on involving as many trustees as possible, keeping in mind which trustees have held these positions and which trustees have not yet held positions. Section 1.8.2 also indicates the chair and vice chair may suggest voting by ballot if more trustees are interested in a position than can be accommodated for the year.

Policy 7: Committees of the Board, Section 1 indicates that at its inaugural meeting the board shall name such standing committees as it deems necessary for the discharge of board business. Specifically, the standing committees named are:

a. Board Audit and Risk Committee
b. Board Governance Committee
c. Board Human Resources Committee

In addition to these, other appointments may be made. The following is a list of board committees and appointments for 2026-2027. The director or designated administrator(s) works with all committees in an advisory capacity.

Three to five nominations are required for each committee. The chair of each committee will be appointed at the first meeting of the committee.

a. Board Audit and Risk Committee

Assists the board in fulfilling its oversight responsibilities relating to financial reporting, external and internal audit, internal controls, enterprise risk management, legislative and regulatory compliance and other matters assigned by the board, including any inquiry or investigation authorized by the board.

Proposed Board Motion: *That Trustees _____, be appointed to the Board Audit and Risk Committee.*

b. Board Governance Committee

Assists the board in maintaining effective governance, accountability and integrity by reviewing the board's governance framework; reviewing and recommending board policies and bylaws;

coordinating board planning, evaluation and development processes; and addressing other governance matters assigned by the board.

Proposed Board Motion: *That Trustees _____, be appointed to the Board Governance Committee.*

c. Board Human Resources Committee

Assists the board in fulfilling its responsibilities for the recruitment, selection, evaluation, development, compensation and employment relationship of the director of education within the parameters established by board policy, and in reviewing out of scope compensation and recommending collective bargaining mandates for board approval.

Proposed Board Motion: *That Trustees _____, be appointed to the Board Human Resources Committee.*

11. Board Representatives

Policy 8: Board Representatives indicates that at its inaugural meeting the board shall consider naming representatives to various external boards or committees in response to requests from external organizations or agencies. Board representatives shall be appointed to the following:

i. Public Schools of Saskatchewan

One member of the board is entitled to serve on the Saskatchewan School Boards Association (SSBA) Public Section executive as a member at large or in the capacity of an elected table officer (chair, vice chair or secretary treasurer). This member could be the board chair, or another member elected by the board. In addition, at general meetings each board will have one voting member. Therefore, the board should elect a member at large to the Public Section executive who will exercise a vote at general meetings. In 2025, Trustee Schmidt was appointed to the SSBA Public Section.

One nomination is required for the Public Schools of Saskatchewan.

Proposed Board Motion: *That Trustee _____ be appointed the member at large to the SSBA Public Schools of Saskatchewan.*

ii. Saskatchewan High Schools Athletic Association

Representation alternates from year to year between the Saskatoon Board of Education and the Greater Saskatoon Catholic Board of Education. Trustee Jones represented Saskatoon Public Schools in 2025-2026.

One nomination is required for the Saskatchewan High Schools Athletic Association.

Proposed Board Motion: *That Trustee _____ be appointed the representative to the Saskatchewan High Schools Athletic Association.*

iii. Saskatoon Public Schools Foundation Inc.

In 2025-2026 Board Chair Stranden and Trustee Napper were appointed to the board of Saskatoon Public Schools Foundation Inc.

Two nominations are required for the board of Saskatoon Public Schools Foundation Inc.

Proposed Board Motion: *That Trustees _____ and _____ be appointed to serve on the board of Saskatoon Public Schools Foundation Inc.*

Note:	Policy 4, Section 15 of the *Board Policy Handbook* provides for the Board chair to be an Ex-Officio member of all committees of the Board.

12. Disposal of Ballots

It has been the practice of the board to pass a resolution requiring the destruction of the ballots used during the inaugural meeting, if necessary.

Proposed Board Motion: *That the board approve the destruction of the ballots used during the inaugural meeting.*

13. Adjournment

Proposed Board Motion: *That the board adjourn to the call of the Chair or the meeting of Tuesday, November 24, 2026.*

SASKATCHEWAN

SCHOOL DIVISION BORROWING RESOLUTION

Whereas pursuant to Section 319 of *The Education Act, 1995* states:

*"**319**(1) Subject to subsection (2), a board of education or the conseil scolaire may, by resolution, authorize its chairperson and its chief financial officer to borrow, on behalf of the board of education or conseil scolaire, as the case may be, a sum of money that may be required to meet its current operating expenditures.*

(2) A board of education or the conseil scolaire may act pursuant to subsection (1) only if it has obtained the consent of the minister to do so."

Now, therefore, be it resolved by the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, (hereinafter referred to as "the board") as follows:

1. That the board chair or vice chair and chief financial officer on behalf of the board are hereby authorized to borrow from institutions approved under the laws of Canada, up to $20,000,000 to meet the expenditures of the said school division until the proceeds of taxes and operating grants payable to the said school division are available and to pay or agree to pay interest on the monies borrowed either in advance or at maturity, at such rates as may be agreed upon at the time of borrowing

2. The said sum of $20,000,000 and interest shall be repayable and shall be a first charge upon the uniform tax levy for the fiscal year in which the loan was made and in addition shall be secured by operating grants which may be payable to the school division at any time.

3. That the said loan may be secured by the promissory note or an operating loan agreement of the said chair or vice chair and chief financial officer given on behalf of the said board and the said chair or vice chair and treasurer are hereby authorized and empowered to execute and give such promissory note or an operating loan agreement on behalf of the said board as may be required by the said Bank.

4. That this resolution shall take effect on January 1, 2027.

FORM A

[*Subsection 71(1) of the Act*]
[*Subsection 9(1) of the Regulations*]

Declaration of Office

I,Janet Uchacz-Hart , do hereby accept the office of member of the Board of Education of the Saskatoon School Division No.13 of Saskatchewan, to which I have been elected, and I will, to the best of my ability, honestly and faithfully discharge the duties devolving on me as a member.

Dated at Saskatoon, Saskatchewan, this 3rd day of November 2026.

_____
Member, Board of Education

FORM B
[Subsection 71(2) of the Act]
[Subsection 9(2) of the Regulations]

Endorsement Certificate by Commissioner for Oaths

I, Megan Shockey, of Saskatoon, Saskatchewan, do hereby certify that Janet Uchacz-Hart, a person elected as a member of the Board of Education of the Saskatoon School Division No. 13, has this day made before me the required declaration of office.

Dated at Saskatoon, Saskatchewan, this 3rd day of November 2026.

_____
Commissioner for Oaths

My appointment expires April 30, 2030