



**SSBL Annual General Meeting
May 31, 2025**

9:00am – 11:00pm
Ecole St. Elizabeth
5149 E. Green Brooks Way

SSBL Executive Members (2024-2025)	Jackie Peat, Carol Sarich, Tricia Erlendson, Natalie Mitchell, Erin Jones, Matt Brown, Cristin Dorgan Lee, Joe Filson, Lee Garinger, Nevin Halyk, Tricia Shynkaruk
In attendance:	Jackie Peat, Carol Sarich, Tricia Erlendson, Natalie Mitchell, Erin Jones,
Regrets:	Matt Brown, Cristin Dorgan Lee, Joe Filson, Lee Garinger, Nevin Halyk, Tricia Shynkaruk
Welcome & Land Acknowledgement	
Approval of the Minutes from the March 8, 2025 online meeting:	Motion to approve the Minutes as circulated: Carol Seconded: Natalie
Approval of the Agenda as circulated:	Motion to approve the agenda as circulated/amended: Tricia Seconded: Natalie
Around the table, what is happening in your world?	<p>Staffing and Teacher Allocation</p> <ul style="list-style-type: none"> - Divisions navigating staffing and defining of classroom complexity teacher (CCT) role. <p>Funding and Resource Allocation</p> <ul style="list-style-type: none"> - Arbitration/complexity funding – looking at 15 new complexity teachers, funding will increase supports, but largest impact is the discontinuation of Jordan's Principle funding. <p>Behaviour and Support Models</p> <ul style="list-style-type: none"> • Behaviour issues continue to be a challenge. • Positive Learning Behaviour initiative – a team works with staff on language to address dysregulation challenges. • Looking at changing the model for how support is allocated. <p>Program Expansion and Infrastructure</p> <ul style="list-style-type: none"> - Adding special classrooms this school year, additional classrooms in the fall. - Addition ELIS seats in the pre-kindergarten program.

	<ul style="list-style-type: none"> - Addition of complexity classrooms in several schools. - New home construction has caused increases in neighbourhood populations
<p>SSBL Executive Elections</p>	<ul style="list-style-type: none"> • Treasurer: Nominations: Paul Owens – current Treasurer of CAP conference Second: Carol Vote: Won by acclamation • All other terms (President, Vice President, Secretary) will enter the second year of their respective two-year-terms if desired. • Members at Large: <ul style="list-style-type: none"> ○ Natalie ○ Matt ○ Nevyn ○ Tricia S. Lifetime Member: <ul style="list-style-type: none"> ○ Carol
<p>President’s Report</p>	<ul style="list-style-type: none"> • 192 SSBL members registered • CAP 2025 in Winnipeg (May 13-16, 2025) – 410 Registrations • Saskatchewan Night, May 14, 2025, in Winnipeg • CAP 2026 in Regina – further information later in the meeting • No applications received for the Principal Award nor the Vice Principal Award. • Student Achievement Award to be presented to Roshni Pandey from Centennial Collegiate in Saskatoon. • People for Education research – a national survey for principals coming <p>Motion to accept the report as presented: Jackie Peat Seconded: Carol</p>
<p>Treasurer’s Report (Erin Jones)</p>	<ul style="list-style-type: none"> • See attached report <p>Motion to accept the report as presented: Erin Jones Seconded: Tricia</p>

	<p>Will need to change signing authority at the bank. Need a copy of the Minutes stating the new treasurer and signers. Three signatures needed: Paul Owens, Jackie Peat, and Cristin Dorgan Lee.</p>
<p>CAP Report (Carol Sarich & Jackie Peat)</p>	<ul style="list-style-type: none"> • April – Summit at Broadbent Institute in Ottawa – Carol attended as CAP President. Dean McInnis, CAP President Elect from NWT also attended. • Discussion – violence in classroom, lack of succession planning • Positive spin with everything happening with the US (tariffs), reinforcing Canada’s place in the world/opportunities • CAP conferences • 2025 = Winnipeg • 2026 = Regina • 2027 = New Brunswick – 50th anniversary of CAP • 2028 = Quebec – still in conversations; some concerns regarding hotel bookings and American happenings • Carol and Dean to attend the ESHA conference in Rome. (European School Heads Association) • A few research projects: Public for Education and one about health of principals – both out of Ontario • Looking to do a presentation at LEADS to get directors and superintendents interested in sending administrators to CAP 2026. • UN Report -
<p>SPDU Report: (Tricia Erlendson)</p>	<ul style="list-style-type: none"> • The Principal’s Short Course is moving to a 3-day format for this year, it will continue to be offered both in person and online. The theme is: <i>"The First 100 Days: Stewarding People, Learning & Resources with Confidence and Competence"</i>. • Nevyn will be presenting on behalf of SSBL.
<p>PGN Advisory Committee Report:</p>	<ul style="list-style-type: none"> • Working on the website, first draft is in place

<p>(Natalie Mitchell)</p>	<ul style="list-style-type: none"> • SSBL members should submit a bio • Proof Digital is creating the website at no cost because the STF is paying for two PGNs per year to move over to the new format. Any costs would only be associated with additional apps. • Yearly fees will be paid by STF • Links for registration for CAP conference will be placed on the first page as soon as it is available
<p>Principal/Vice Principal Advisory Committee Report: (Carol Sarich & Tricia Shynkaruk & Jackie Peat)</p>	<ul style="list-style-type: none"> • Last meeting: April 11, 2025 • Round table from across the province – key topics included arbitration, retro pay, and CCT. • Data and Research – looking at EAL teachers, ratios, and hirings over time • Presentations by the U of R and U of S regarding the internship experience. Recruitment and Retention of Cooperating Teachers is a concern. The universities are recognizing that the mental health struggles of the adult students should not be impacting the classrooms. • STF Leadership Symposium in March had about 150 registrations; 30 were affected by weather issues. • Angela Banda joined online to talk about the PCBA and arbitration.
<p>Principal Modules Revamp (Tricia Erlendson & Nevin Halyk)</p>	<ul style="list-style-type: none"> • May 2nd – Professional Development for module; low registration numbers.
<p>Planning PD for the 2024-2025 year:</p>	<ul style="list-style-type: none"> • 4 dates for Admin Chats • Tuesday, January 21, 7:00pm – Cancelled due to low registration numbers <ul style="list-style-type: none"> Teacher morale New Ministry assessment plan roll-out in divisions? What has been shared? How are administrators feeling about it? Implementation of PEP Mental Health and Wellbeing

	<ul style="list-style-type: none"> • Tuesday, March 4, 7:00pm – cancelled due to lack of report and lack of registrations Angela Banda to discuss Arbitration report, process, next steps (if timing is accurate) • Thursday, May 7, 7:00pm • Discrepancy with the May Admin Chat dates. The correct date is Thursday May 29, 7:00pm. • May 13-16 - CAP 2025 in Winnipeg • SSBL meetings: <ul style="list-style-type: none"> • Sept. 14 – 9:00-11:00 - online • Oct. 5 – 9:00-1:00 in Regina • Nov. 30 – 9:00-11:00 - online • January 18, 9:00-11:00 - online • March 8, 9:00-11:00 - online • May 31, 9:00-1:00 – Regina, in person (AGM) Executive positions up for renewal: Treasurer
<p>Planning for 2025-2026</p>	<p>SSBL Meetings:</p> <ul style="list-style-type: none"> - Be cautious financially since there will be additional costs related to CAP meetings – will offer all meetings virtually but effort for in-person • September 20th - SSBL and new admin message • October – new administrator chat/event – potential collaboration with SPDU • November meeting – 15th – 9-11 (online) • January – Admin Chat/Online PD – Legal, Meeting 17th • March 21 meeting • May 7th – AGM 8:00am (Reports and Elections) <p>Admin Chats:</p> <ul style="list-style-type: none"> • October – new administrator focus • January • March <p>PD Event?</p> <ul style="list-style-type: none"> • Online or in-person • Topics • Dates

Teacher Conventions	<ul style="list-style-type: none"> • Regina Convention: November 3, 2025 – Proposal to RCSTA to have presentations for SSBL and CAP • Saskatoon Convention: August – Not sure of format; maybe a combination of online and in-person.
Communications: (Natalie Mitchell)	<ul style="list-style-type: none"> • Website: In progress • Facebook group/page: In progress
Vision and Strategic Planning	<ul style="list-style-type: none"> • What are we doing to support school-based administrators? What more can we do? • PD event • Newsletter – has been replaced with Facebook page, looking at Instagram • Bulletin articles – will have an article in September bulletin which will highlight SSBL dates and CAP
STF Connections (Withman Jaigoban)	<ul style="list-style-type: none"> • Will look at inviting him to meetings moving forward • Will be added to the agenda
CAP 2026 Planning (Natalie)	<ul style="list-style-type: none"> • Registration links will go live shortly • Info will be added to the SSBL website • Sponsorship letters are being distributed • Venue and 3 keynotes have been determined • Registration forms and breakout session forms are in progress • Treasurer: bank accounts have been created • Pre-conference – looking at school tours • Sask. Night was very successful in Winnipeg, looking at Mosaic stadium for social opportunity in 2025 • Next meeting June 18th – online
Adjournment	<ul style="list-style-type: none"> • Motion for adjournment: Natalie – 12:10 • Seconded: Carol

2024-2025:

President/Chairperson – Jackie Peat
Vice President – Cristin Dorgan Lee
Treasurer – Erin Jones

Secretary – Tricia Erlendson

Members at Large:

Natalie Mitchell

Carol Sarich

Joe Filson

Nevin Halyk

Matt Brown

Lee Garinger

Tricia Shynkaruk

**Statement of
Revenue and
Expenditures
2024-25**

April 30 2025			
Revenue	2024-2025 Budget	2024-2025 Actual	Difference
Membership Fees	\$0.00	\$0.00	\$0.00
Grants	\$2,500.00	\$3,432.50	\$932.50
Interest Income	\$100.00	\$409.05	\$309.05
Workshop Registration	\$0.00	\$0.00	
Other	\$0.00	\$10,400.00	\$10,400.00
Total Revenue	\$2,600.00	\$14,241.55	\$11,641.55

EXPENSES	2024-2025 Budget	2024-2025 Actual	Difference
ADMINISTRATION			
Newsletter	\$0.00	\$0.00	\$0.00
CAP Director Exp	\$5,000.00	\$4,968.78	-\$31.22
Auditor	\$300.00	\$250.00	-\$50.00
Other	\$200.00	\$10,430.23	\$10,230.23
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
Total Administration	\$5,500.00	\$15,649.01	\$10,149.01

COMMUNITY SUPPORT			
CAP Dues	\$1,500.00	\$1,830.00	\$330.00
Pr. St. Course	\$1,000.00	\$1,000.00	\$0.00
Total Community Support	\$2,500.00	\$2,830.00	\$330.00

MEETING EXPENSES			
Travel Expense	\$2,500.00	\$1,441.25	-\$1,058.75
Accommodations	\$1,500.00	\$0.00	-\$1,500.00
Meals	\$600.00	\$0.00	-\$600.00
Hospitality	\$300.00	\$0.00	-\$300.00
Rel. Time	\$2,000.00	\$0.00	-\$2,000.00
Misc	\$0.00	\$127.26	\$127.26
Total Meeting Expenses	\$6,900.00	\$1,568.51	-\$5,331.49

CONFERENCE EXP			
CAP Affiliation Gift	\$100.00	\$0.00	-\$100.00
CAP Seed Money	\$0.00	\$0.00	\$0.00
SSBL Seed Money	\$0.00	\$0.00	\$0.00

Exec PD	\$5,400.00	\$700.00	-\$4,700.00
Workshop Expense		\$0.00	\$0.00
CAP Expenses		\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00

Total Member Services Expenses	\$5,500.00	\$700.00	-\$4,800.00
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Total Expenditures	\$20,400.00	\$20,747.52	\$347.52
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NET REVENUE	-\$17,800.00	-\$6,505.97	\$11,294.03
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General Fund		\$53,517.99	\$53,517.99
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Operating Reserve Fund	\$0.00	\$0.00	\$0.00
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	<u>2024-2025</u> <u>Budget</u>	<u>2024-2025</u> <u>Actual</u>	<u>Difference</u>
BALANCE	-\$17,800.00	\$47,012.02	\$29,212.02

Treasurer's Report

- SELU cheque for \$1000 came out
- Still to come out: CAP affiliate gift; CAP expenses for Jackie