



2021/2022 Annual Report

SPTRB serves the public interest by ensuring Registered Teachers meet professional standards for certification, conduct and competence.

► Land Acknowledgment



We acknowledge that we are on Treaty 4 Territory and that our work occurs on Treaty 2, 4, 5, 6, 8 and 10 Territory and the Homeland of the Métis.

We are dedicated to ensuring that the spirit of Reconciliation and these Treaties are honored and respected.

We pay our respect to First Nations and Métis ancestors and reaffirm our relationship with one another.

▶ Letter of Transmittal

November 23, 2022

Honourable Dustin Duncan
Minister of Education
Room 361, Legislative Building
2405 Legislative Drive
Regina SK, S4S 0B3

To the Honourable Minister Duncan:

The Saskatchewan Professional Teachers Regulatory Board (SPTRB) is pleased to submit in accordance with *The Registered Teachers Act*, its 2022 Annual Report.

The report is an accounting of the SPTRB's activities for the fiscal year September 1, 2021, through August 31, 2022 and includes audited financial statements for the period.

Respectfully Submitted,



Robin Bellamy
Chair
Saskatchewan Professional
Teachers Regulatory Board

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► About the SPTRB

The Saskatchewan Professional Teachers Regulatory Board was established by *The Registered Teachers Act*.

Through our work at the board, committee, and staff level, we serve the public and the public interest by ensuring Registered Teachers in Saskatchewan:

- Meet requirements for certification for entry into the teaching profession; and
- Meet standards of conduct and competence.

The SPTRB receives and reviews applications for certification to teach in Saskatchewan, registers teachers annually, and administers the complaint management process related to professional conduct and competency.

We regulate individual Registered Teachers. This includes teachers and leadership in Saskatchewan's 27 publicly funded school divisions and teachers from other

organizations such as First Nation schools, post-secondary institutions, custody and care facilities, and independent schools.



The SPTRB is governed by a nine-person Board of Directors. Seven Registered Teachers are appointed by the Minister of Education (3), Saskatchewan Teachers' Federation (3), and League of Educational Administrators, Directors, and Superintendents (1). Two public representatives are appointed by the Lieutenant Governor in Council.

2021-2022 Board of Directors

Chairperson

- Robin Bellamy

Vice Chairperson

- Markus Rubrecht

Public Representatives

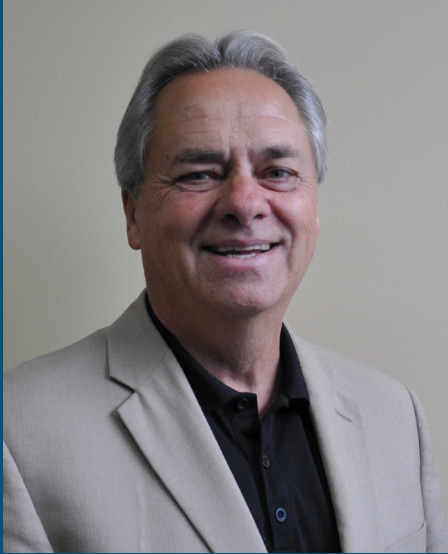
- Robin Bellamy
- Bruce Gibson

Registered Teachers

- Barclay Batiuk
- Linda Blaser-Fiddler
- Wanda Clare
- Luisa Giocoli Clark
- Murray Guest
- Randy MacLEAN*
- Markus Rubrecht

* Gord Husband replaced Randy MacLEAN on May 19, 2022

► Chairperson's Message



Robin Bellamy
SPTRB Board Chair

It has been a privilege to once again serve as the Saskatchewan Professional Teachers Regulatory Board (SPTRB) Chair over the past year. The Board has voted to extend my position as Chair for one more two-year term. I am very appreciative of not only their continued support but also for the support they have shown this position over the last four years.

During the past year we saw one Board member, Randolph MacLEAN leave the Board as he accepted a new position as Superintendent of Schools/CEO, Anglophone East School District, Moncton, New Brunswick. We want to thank Randy on behalf of the Board and staff for his work and wish him the best on his return to his home roots.

The SPTRB Board welcomes Gord Husband as the newest member of the Saskatchewan Professional Teachers Regulatory Board and look forward to his input on a wide range of discussion points. Gord is presently Deputy Director of Human Resources and Infrastructure for Southeast Cornerstone School Division in Weyburn, SK. Before this position Gord was a classroom teacher, Vice Principal, Principal, Superintendent of Human Resources and Superintendent of School Operations.

In the late spring we were once again able to meet together in person rather than virtually. It was great to be back together and able to connect in a more personal way. COVID continues to create some obstacles, but we are hoping that the worst is over. As the year progresses more of our committees will have a chance to meet in person on a regular basis as well.

Once again this past year the SPTRB had very few public complaints and there were no discipline hearings held. This confidence by the public in our more than 18,000 registered teachers goes a long way in reminding us that teachers are highly regarded in Saskatchewan and we look forward to this continuing in the upcoming year.

Thanks as well to our staff members who continue to show professionalism in all they do.

As a Board we continue to appreciate the opportunity to reach out to our First Nations and Métis Peoples by ensuring that the spirit of Reconciliation and the Treaties are honoured and respected. In part this is done by beginning each of our meetings by acknowledging that we are on Treaty 4 Territory and that our work occurs on Treaty 2, 4, 5, 6, 8 and 10 Territory and the Homeland of the Métis.

We appreciate the ongoing support of the other education sector organizations as we move forward.

Sincerely,

A handwritten signature in blue ink that reads "Robin Bellamy".

Robin Bellamy

SPTRB Board Chair

▶ Registrar & COO's Message

It is my pleasure to provide this report for the fiscal year September 1, 2021 through August 31, 2022. In addition to the regular work of the SPTRB, which is chronicled in this annual report, the past year included several matters that merit special mention.

This past year the SPTRB office moved to a hybrid work environment which allows staff to work from home a couple of days a week while also coming together for in-person collaboration at the office

In November, we welcomed Raeanne Skihar to the Assistant Registrar position. Raeanne worked previously in different administrative capacities at the University of Regina and brings a wealth of knowledge to the SPTRB. Raeanne replaced Jason Vogelsang who left the SPTRB to become the Registrar and Director of the Saskatchewan College of Physical Therapists.

At the end of May we bid farewell to Teacher Certification Analyst, Janice Krietemeyer. Janice came to the



Trevor Smith
Registrar & COO

SPTRB from the Student and Educator Services Branch at the Ministry of Education and had been with SPTRB from the very beginning. We wish Janice many happy years in her retirement. The vacancy in the Certification Analyst's role has been filled by Michelle Chapman, who previously held the position of Records Administrator with the SPTRB. The vacant Records Administrator position was filled by Katherine Somers, who previously worked at Regina Catholic School Division.

This past year we implemented a new electronic forms application. This was an extensive project that impacted nearly all facets of our work. The new application expands the capabilities of our online forms and will enhance user experience for both applicants and staff.

One final project worth mention is that of the Continual Professional Learning and Currency of Practice Working Group. The Centre for Education Research, Collaboration and Development, Faculty of Education, University of Regina was contracted to conduct the research for the working group. In June a survey of Saskatchewan's Registered Teachers was conducted in order to determine the current state of teachers' perceptions of currency of practice and continual professional learning. The next phase of the project will be a series of focus groups to be held throughout the province. The product of this working group will be a series of recommendations to the Teacher Education and Certification Committee.

The work of the SPTRB would not be possible without our staff, the Board of Directors and the numerous committees. The work of the SPTRB is important work and I thank each of you whose efforts have contributed to helping the SPTRB to fulfill its mandate.

It continues to be my privilege to serve the people of Saskatchewan as Registrar and COO of the SPTRB.

► Our Mission, Vision, and Values

Mission of the SPTRB

The SPTRB serves the public interest by ensuring Registered Teachers meet professional standards for certification, conduct and competence.

Values of the SPTRB

- Integrity
- Transparency
- Accountability
- Fairness
- Timeliness

Vision of the SPTRB

In Saskatchewan:

- Registered Teachers are qualified, competent and trustworthy;
- The public has confidence in the teaching profession;
- Students achieve their highest learning potential.



► Our Services

The services provided by the SPTRB revolve around our core activities of certification, registration, and complaint management.

Certification

Being issued a Saskatchewan teacher's certificate verifies that an individual has met the academic requirements for being a teacher in Saskatchewan. To this end, the SPTRB receives applications for, evaluates and issues:

- Teacher Certificates
- Temporary Teaching Permits
- Additional Qualification Certificates
- Statements of Professional Standing
- Replacement Certificates



Complaint Management

Complaint management, including concern/complaint intake and coordination of the investigation process, provides accountability and transparency as it relates to the conduct and competence of teachers.

Annual Registration

The annual registration process allows teachers to indicate their continuing commitment to the teaching profession by maintaining the standards of the profession and keeping public confidence strong. The resulting Public Registry informs the public about which teachers are certified and registered to teach in Saskatchewan.

Services related to annual registration include approval of registration renewal applications and the maintenance of the SPTRB Public Registry.

Public Registry

As part of our mandate and strong commitment to public transparency, the SPTRB maintains a public registry that lists all Registered Teachers in Saskatchewan for the practice year. The Public Registry displays the teacher's name, teaching certificate type, and other relevant information.

► 2021-2022 Organizational Chart



► Standards of Professional Conduct

Registered Teachers have a duty to uphold the professional standards and reputation of the teaching profession and to assist in the advancement of its goals, organizations and institutions.

Integrity is the fundamental quality of Registered Teachers. Integrity is the foundation of the commitment made by Registered Teachers to learners and to the reputation of the profession.

Public confidence in the teaching profession may be bolstered by professional conduct on the part of Registered Teachers. Accordingly, the conduct of Registered Teachers should reflect favorably on the profession and inspire the respect and trust of learners and the community.

Conduct on the part of a Registered Teacher in either public life or professional practice will reflect upon the integrity of the profession. Teacher conduct can directly impact public trust. Registered Teachers ensure public trust is upheld by adhering to these standards. Registered Teachers are also expected to adhere to all applicable policies and procedures set by their employing school division, the Ministry of Education, the STF, LEADS, or any other professional organization that relates to their work as a Registered Teacher.

1

Registered Teachers base their relationships with learners on mutual trust and respect.

2

Registered Teachers have regard for the safety and academic, physical, emotional and spiritual well-being of learners.

3

Registered Teachers act with honesty and integrity.

4

Registered Teachers take responsibility for maintaining the quality of their practice.

5

Registered Teachers uphold public trust and confidence in the education profession.

► 2021-2026 Strategic Plan

The Saskatchewan Professional Teachers Regulatory Board (SPTRB) is an independent regulator, established by *The Registered Teachers Act, 2015*. We are one of two such regulators of teachers in Canada. Our public register of teachers is the largest of all regulated professions in Saskatchewan with over 18,000 registrants.

Strategic Objectives for 2021 - 2026

Objective 1: Be an effective regulator, working in the public interest and continually building confidence in the teaching profession.

- Maintain a register of teachers that is accurate and accessible.
- Operate robust, fair and transparent regulatory procedures which ensure that only those deemed suitable to practice do so.
- Have and promote Standards of Professional Conduct, Professional Competence, and related guidance which supports high standards from our registrants and shapes their practice.
- Work with stakeholders on initiatives to assure quality and continually improve standards in teaching and professional learning.
- Work with the Saskatchewan Government and other stakeholders to ensure that our governing legislation remains fit for purpose.

Objective 2: Promote learning and professionalism amongst Saskatchewan's Registered Teachers.

- Support continual improvement in Initial Teacher Education through robust endorsement processes and the provision of strategic direction.
- Lead and support initiatives to promote and encourage effective professional learning amongst Registered Teachers.
- Increase the visibility of, and participation in, the SPTRB's work amongst the public, our registrants, and stakeholder organizations through ongoing effective and accessible communication, and engagement.

Objective 3: Maintain organizational capability and capacity and deliver value to Saskatchewan's education sector.

- Manage resources to meet current and future needs in order to continually improve our services.
- Implement and review planning, performance and risk management, and compliance processes that incorporate best practices.
- Deliver timely and efficient customer focused services.
- Provide a comprehensive and inclusive development program for employees, board and committee members that meets the evolving needs of the organisation and promotes equity, inclusion, and well-being.

Objective 4: Be a valued, contributing member of Saskatchewan's education sector.

- Collaborate with stakeholder partners on timely matters such as diversity, cultural responsiveness, equity, and inclusion.
- Collaborate with First Nations to promote and expand First Nation involvement in the SPTRB's regulation of teachers.
- Collaborate with teacher education providers in their efforts to: support the teacher education needs of First Nation communities as well as those of Saskatchewan in general; and respond to the calls to action from the Truth and Reconciliation Commission.
- Collaborate with stakeholders to address shortages in identified teaching disciplines and geographic locations.

▶ SPTRB Committees

Statutory Committees

Professional Conduct Committee

The Professional Conduct Committee (PCC) reviews and investigates complaints of alleged professional misconduct, professional incompetence, or both, made about a Registered Teacher. The PCC determines the disposition of the complaint and any further action to be taken.

Discipline Committee

The Registered Teachers Act requires the SPTRB to administer the standards of competence and conduct of the teaching profession. It is the legislated responsibility of the Professional Conduct Committee to investigate complaints and the Discipline Committee to adjudicate complaints that are well-founded.

The Act requires that each Discipline Committee consist of five persons. The majority of the Committee must be Registered Teachers and one person on the Committee must be a public representative who is also a member of the Board of Directors.

Standing Committees

Appointments Committee

The appointments Committee is established for the purposes of:

- Reviewing applications and making recommendation to the Board of Directors for appointments to the Professional Conduct Committee Panel or Discipline Committee Panel.
- Appointing members of the Professional Conduct Committee Panel to a Professional Conduct Committee.
- Appointing members of the Discipline Committee Panel to a Discipline Committee.

Audit Committee

The SPTRB's Audit Committee is responsible for overseeing the accounting process of the Board and reviewing the effectiveness of the internal control, risk management, and both internal and independent audit systems.

Governance Committee

The SPTRB's Governance Committee is responsible for ensuring that the Board of Directors fulfills its responsibilities through effective governance of the SPTRB.

Human Resources Committee

The SPTRB Human Resources Committee is responsible for monitoring the implementation of the SPTRB salary schedule, advising and supporting the Board in the recruitment of the Chief Operating Officer (COO), coordinating a regular performance evaluation of the COO and advising on the SPTRB's Human Resource policies.

▶ SPTRB Committees

Standing Committees (cont)

Teacher Education and Certification Committee (TECC)

The SPTRB's Teacher Education and Certification Committee is responsible for setting the criteria for teacher education program endorsement, reviewing teacher education programs, and determining the qualifications, standards and procedures for the issuing of teacher's certificates. The TECC makes recommendations to the Board of Directors concerning matters related to teacher education and teacher certification.

Certification Decision Review Committee (CDRC)

This committee is a sub-committee of the TECC and hears and decides appeals of teacher certification decisions made by the Registrar on behalf of the SPTRB's Board of Directors.

Certificate Reinstatement Review Committee

This committee hears applications for reinstatement from persons who have either surrendered their teacher's certificate or had their teacher's certificate revoked.

Special Committees

Continual Professional Learning and Currency of Practice Working Group

The CPLCP working group is a sub-committee of the TECC and is established for the purposes of making recommendations to the TECC which will in turn make recommendation to the Board of Directors pertaining to:

- Continuing education for Registered Teachers.
- Currency of practice for Registered Teachers.

Select Committee Reports follow.

▶ SPTRB Committee Reports

Appointments Committee

Members:

Luisa Giocoli Clark
Randy MacLEAN
Markus Rubrecht (Chair)

The Appointments Committee met once during the 2021/2022 fiscal year.

The committee recommended that the Board of Directors re-appoint two members of the Professional Conduct Committee panel. These were panel members whose terms were due to expire, and who expressed interest in continuing this important committee work.

The committee also reviewed applications from prospective PCC and DC members and recommended that the Board appoint Lana Birnie, Janna Leel and Chris Mason to the Professional Conduct Committee panel and Leslie Cey and Noel Roche to the Discipline Committee panel.

All of the above recommendations were approved by the Board of Directors at their May meeting.

Finally, the committee also appointed five PCC panel members to the Professional Conduct Committee – Group 2022, for the purpose of receiving new complaints from September 2022 through August 2023.

Audit Committee

Members:

Robin Bellamy
Wanda Clare
Markus Rubrecht (Chair)

The Audit Committee met on November 15, 2021 and determined that they would recommend that the Board of Directors:

- approve the Audited Financial Statements for the fiscal year ended August 31, 2021;
- engage Virtus Group LLP as auditor of the SPTRB's accounts for the 2021/22 fiscal year.

Both recommendations were subsequently approved by the Board of Directors.

The Audit Committee will hold their 2021-22 audit planning meeting on September 14, 2022 with representatives from Virtus Group and the Office of the Provincial Auditor.

The Audit Engagement Agreement between the SPTRB and Virtus Group and the Audit Involvement Plan of the Provincial Auditor of Saskatchewan for the fiscal year ending August 31, 2022 were approved by Audit Committee Chairperson Markus Rubrecht.

The audited financial statement for the 12 months ending August 31, 2022 can be found on page 23 in the report. The SPTRB's finances were also subject to an audit by the Office of the Provincial Auditor.

▶ SPTRB Committee Reports

Discipline Committee

Panel Members

Public	Registered Teacher	
Sandy Antonini	Steven Boucher	Yasmina Lemieux
Robin Bellamy*	John Bumbac	Dean Mieziako
Trevor Forrest	Clark Bymoen	Darcy Sander
Bruce Gibson (Chair)*	Leslie Cey	
Noel Roche	Tracey Kiliwnik	

*Also a member of the SPTRB Board of Directors

The Discipline Committee did not receive a formal complaint from the Professional Conduct Committee during the 2021/2022 fiscal year.

Decisions of the Discipline Committee are posted on the SPTRB's website at www.sptrb.ca.



▶ SPTRB Committee Reports

Professional Conduct Committee

Highlights

- 14 Meetings
- 44 complaints received
- 28 matters not investigated or resulted in no further action
- 89.7% of matters concluded within 90 days
- 75% of investigations completed within 90 days

Panel Members

Registered Teacher		Public
Vince Ahenakew	Dan Mielke	Rory Griffith
Lana Birnie	Andrea Morphy	Sarah Loewen
David Cameron	Shawn Morris	Jacqueline Messer-LePage
Curtis Chester	Lindsay Munroe	
Natasha Cochran	Lisa Skorski	
Nora Findlay	Arlene Syrota	
Janna Leel	Taylor Volk	
Chris Mason	Kenneth (Dale) West	

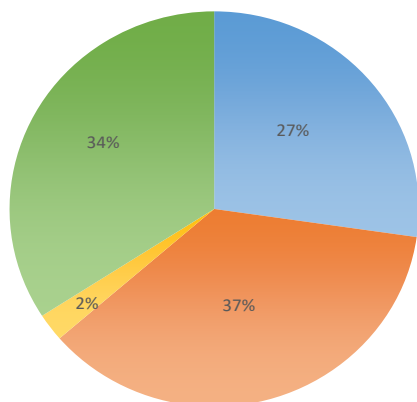
There were two Professional Conduct Committees (each consisting of 5 individuals) that received and/or managed complaints during the 2021-2022 fiscal year.

Update - Ongoing Matters

As of September 1, 2021, there were eleven ongoing matters remaining from previous years. Of these eleven matters, seven were concluded in the 2021-2022 year. One resulted in a successful consent resolution agreement, and six concluded with no further action. Of the four ongoing matters as of August 31, 2022: one investigation is on hold pending medical matters, one is on hold due to logistical matters, and two are on hold pending legal matters.

New Complaints

Between September 1, 2021 and August 31, 2022, the Professional Conduct Committee of the Saskatchewan Professional Teachers Regulatory Board has formally received 44 complaints: 28 from members of the public, 13 employer notices, and 3 from the SPTRB Board of Directors.



Summary

Investigations not initiated	12	27%
No further Action After Investigation	16	37%
Refer to the Discipline Committee	0	0%
Successful Consent Resolution	1	2%
In Progress Consent Resolution	0	0%
Ongoing Investigation	15	34%
Total Complaints	44	

▶ SPTRB Committee Reports

Teacher Education and Certification Committee (TECC)

Members

The Teacher Education and Certification Committee is comprised of representatives appointed by members of Saskatchewan's education sector partner organizations.

Barclay Batiuk, Chairperson	SPTRB Board of Directors
Angelina Weenie	First Nations University of Canada
Michael Relland	Gabriel Dumont Institute
Dave Carter	LEADS
Gerry Craswell	Ministry of Education
Bob Simpson	Saskatchewan School Boards Association
Elizabeth Hutton	Saskatchewan Teachers' Federation
Twyla Salm	University of Regina
Dawn Wallin	University of Saskatchewan

Decisions:

- Temporary Teaching Permits

In response to continued shortages of substitute teachers, TECC passed the following motion as a means of balancing the interests of the students, the teacher education providers and the school divisions:

That the SPTRB be given the latitude to approve Temporary Teaching Permits (TTPs) for 4th year education students who have completed the internship. Those TTPs may be issued when the applying employer provides evidence (course schedule) that the student is available for at least one full day or two half-days during the week, and commits to employing the student only on days/times where they do not have classes. The SPTRB would require Institutional signature/approval on the TTP application prior to issuance of the TTP.

- Distance Education Policy

The SPTRB's registrar shall recognize all online, blended, web-based or remote courses completed at an approved university (excluding the minimum 8-week internship), for the purposes of meeting the requirements for teacher certification in Saskatchewan.

- The TECC directed the Registrar to proceed with a proposal to make a course or courses concerning First Nation, Métis and Inuit peoples a requirement for certification as a teacher in Saskatchewan (for teacher applicants from other jurisdictions).

▶ SPTRB Committee Reports

Certification Decision Review Committee (CDRC)

Members:

Barclay Batiuk(Chairperson)
Gerry Craswell
Elizabeth Hutton

Decisions:

The committee heard two appeals

- The committee denied an appeal requesting that the RCMP Cadet Training Program be recognized for a Technical/Vocational AQC.
- In the second appeal, the appellant’s application for a teacher’s certificate had been denied on the grounds that they required a teaching methods course in the minor teaching area and a practicum in the area of Social Studies for a Professional A certificate. The appeal was denied.

Continuing Professional Learning and Currency of Practices (CPLCP) working group

Members	
Barclay Batiuk	Chair of TECC
Gerry Craswell	TECC member
Elizabeth Hutton	TECC member
Mike Chase	Registered Teacher (Chairperson)
Jody Dahlen	Registered Teacher
Azalea Parisien	Registered Teacher
Suzanne Vance	Registered Teacher

The Continual Professional Learning and Currency of Practice Working Group approved a survey on the status of teacher professional learning in Saskatchewan. In June, the SPTRB distributed the survey on behalf of Dr. Pamela Osmond-Johnson and her team at the University of Regina, Faculty of Education’s Center for Education Research, Collaboration and Development. The survey was open for two weeks. Next steps in the project include focus groups to be held in the late fall.

► Statistics

1,024
Certificates Issued*

Certification

September 1, 2021 to August 31, 2022

Descriptions of certificate types are available on the [website](#).

Certificates Issued By Type

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Permanent Professional A	860	749	709	859	767
Provisional Professional A	161	146	145	155	165
Permanent Professional B	2	2	0	5	1
Provisional Professional B	5	1	6	6	4
Standard A	1	0	0	0	0
Technical	1	0	3	0	1
Vocational	2	2	5	4	1
AQC	91	71	89	135	85

*Note: Provisional and permanent certificates issued in same year are counted twice.

Temporary Teaching Permits Issued

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Initial	91	102	65	274 ⁺	235
Re-Issue	129	124	117	147 ⁺	129

⁺This number is re-stated.

► Statistics

2,143
Applications Received

Applications
September 1, 2021 to August 31, 2022

Applications Received

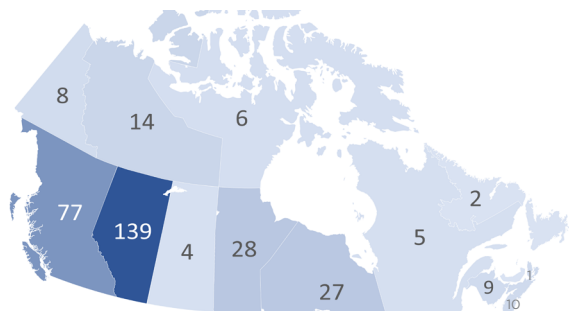
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Certificates (incl.AQC)	999	891	894	1,246 ⁺	1,230
TTP	243	245	197	468 ⁺	425
SPS	409	412	320	333	343
Replacement Certificates	143	150	116	145	145
Total	1,794	1,698	1,527	2,192	2,143

⁺This number is re-stated.

Statements of Professional Standing Sent To

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
AB	151	153	97	92	139
BC	136	138	109	122	77
MB	23	32	19	28	28
ON	33	31	30	26	27
SK	11	9	7	9	4
NT	14	9	10	12	14
NS	9	3	11	15	10
NU	5	7	12	6	6
QC	7	6	6	2	5
YT	4	1	4	5	8
NB	4	4	2	1	9
NL	1	7	4	1	2
PE	6	2	2	9	1
Outside of Canada	5	9	6	5	1
Total	409	411	319	333	331

Statements of Professional Standing Sent Within Canada

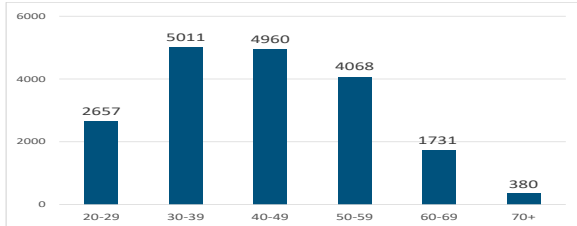


▶ Statistics

18,807
Registered Teachers

Registration
September 1, 2021 to August 31, 2022

Registrants By Age



Registrants By Gender



Registrants By Gender

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Female	13,686	13,718	13,794	13,978	14,047
Male	4,875	4,807	4,705	4,740	4,748

*In order to protect anonymity X and 'choose not to disclose' are not reported due to the low number of responses.

Registrants By Age

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
20-29	3,073	2,938	2,799	2,787	2,657
30-39	4,779	4,853	4,955	5,096	5,011
40-49	4,766	4,802	4,816	4,877	4,960
50-59	3,715	3,759	3,777	3,927	4,068
60-69	1,927	1,859	1,807	1,689	1,731
70+	301	315	348	348	380

Registrants By # of Years SK Certificated

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
0-5	4,483	4,374	4,037	4,142	3,927
6-10	2,826	2,875	3,064	2,979	2,949
11-15	2,234	2,305	2,360	2,569	2,607
16-20	2,085	2,181	2,269	2,296	2,326
21-25	2,127	2,025	2,014	2,033	1,963
26-30	1,781	1,816	1,927	1,957	2,029
31-35	1,689	1,580	1,410	1,350	1,079
36-40	1,321	1,187	1,150	1,074	1,051
41+	1,205	1,227	1,200	1,129	876

*More than one type of certificate may be held at a time (i.e. Professional A and AQC).

▶ Finances

**Saskatchewan
Professional
Teachers
Regulatory
Board**

Financial Statements

August 31, 2022

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL STATEMENTS

The accompanying financial statements of **Saskatchewan Professional Teachers Regulatory Board** have been prepared by the Organization's management in accordance with Canadian public sector accounting standards for government not-for-profit organizations and necessarily include some amounts based on informed judgement and management estimates.

To assist management in fulfilling its responsibilities, a system of internal controls has been established to provide reasonable assurance that the financial statements are accurate and reliable and that assets are safeguarded.

The board of directors have reviewed and approved these financial statements.

These financial statements have been examined by the independent auditors, **Virtus Group LLP**, and their report is presented separately.



Markus Rubrecht
Chair, Audit Committee



Trevor Smith
Chief Operating Officer & Registrar

INDEPENDENT AUDITORS' REPORT



To the Members, Saskatchewan Professional Teachers Regulatory Board

Opinion

We have audited the financial statements of **Saskatchewan Professional Teachers Regulatory Board**, which comprise the statement of financial position as at August 31, 2022, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at August 31, 2022, and its results of operations, changes in net assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards for government not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Saskatchewan, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Information Other than the Financial Statements and Auditors' Report Thereon

Management is responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and our auditors' report thereon. The annual report is expected to be made available to us after the date of this auditors' report.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

When we read the annual report, if we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards for government not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

INDEPENDENT AUDITORS' REPORT continued

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

November 23, 2022
Regina, Saskatchewan

VIRTUS GROUP LLP
Chartered Professional Accountants



STATEMENT OF FINANCIAL POSITION
AS AT AUGUST 31, 2022
(with comparative figures for 2021)

ASSETS		<u>2022</u>	<u>2021</u>
Current assets			
Cash	\$	722,294	\$ 705,514
Investments (Note 3)		201,172	200,215
Accounts receivable		9,196	9,303
Prepaid expenses		43,216	25,671
		975,878	940,703
Investments (Note 3)		843,707	834,922
Tangible capital assets (Note 4)		490,545	552,254
		\$ 2,310,130	\$ 2,327,879
LIABILITIES			
Current liabilities			
Accounts payable and accrued liabilities	\$	26,024	\$ 25,677
Deferred revenue		11,925	6,925
		37,949	32,602
NET ASSETS			
Invested in tangible capital assets		490,545	552,254
Accumulated surplus		1,781,636	1,743,023
		2,272,181	2,295,277
		\$ 2,310,130	\$ 2,327,879
Contractual rights (Note 6)			
Contractual obligations (Note 7)			

See accompanying notes to the financial statements.

APPROVED BY:



Director



Director

SASKATCHEWAN PROFESSIONAL TEACHERS REGULATORY BOARD
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED AUGUST 31, 2022
(with comparative figures for the year ended August 31, 2021)

	Invested in tangible capital assets	Accumulated surplus	Total 2022	Total 2021
Beginning balance	\$ 552,254	\$ 1,743,023	\$ 2,295,277	\$ 1,902,395
Excess (deficiency) of revenue over expenses	-	(23,096)	(23,096)	392,882
Amortization	(106,189)	106,189	-	-
Additions to tangible capital assets	44,514	(44,514)	-	-
Loss on disposal of tangible capital assets	(34)	34	-	-
Ending balance	<u>\$ 490,545</u>	<u>\$ 1,781,636</u>	<u>\$ 2,272,181</u>	<u>\$ 2,295,277</u>

See accompanying notes to the financial statements.

SASKATCHEWAN PROFESSIONAL TEACHERS REGULATORY BOARD
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED AUGUST 31, 2022
(with comparative figures for the year ended August 31, 2021)

	<u>2022</u>	<u>2021</u>
Revenue		
Interest	\$ 14,413	\$ 8,436
Registration fees	1,511,413	1,762,858
Rental revenue	98,293	94,200
Services	193,506	207,275
	<u>1,817,625</u>	<u>2,072,769</u>
Expenses		
Advertising and promotion	7,096	4,570
Amortization	106,189	92,270
Board and committee meetings	24,784	21,837
Computer technology	292,550	160,597
Dues and memberships	1,024	2,028
Insurance	30,068	26,016
Interest and bank charges	9,197	9,354
Loss on disposal of tangible capital assets	34	2,734
Office and general	13,675	22,704
Professional fees	100,824	107,012
Special project	36,914	-
Rent	293,546	285,345
Telephone	10,953	12,333
Training	12,785	6,619
Travel	5,833	2,851
Wages and benefits	895,249	923,617
	<u>1,840,721</u>	<u>1,679,887</u>
Excess (deficiency) of revenue over expenses	<u>\$ (23,096)</u>	<u>\$ 392,882</u>

See accompanying notes to the financial statements.

SASKATCHEWAN PROFESSIONAL TEACHERS REGULATORY BOARD
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED AUGUST 31, 2022
(with comparative figures for the year ended August 31, 2021)

	<u>2022</u>	<u>2021</u>
Cash provided by (used in) operating activities:		
Excess (deficiency) of revenue over expenses	\$ (23,096)	\$ 392,882
Items not involving cash:		
- Amortization	106,189	92,270
- Loss on disposal of tangible capital assets	34	2,734
	83,127	487,886
Non-cash operating working capital (Note 5)	(12,091)	(3,479)
	71,036	484,407
Cash provided by (used in) investing activities:		
Additions to investments	(210,502)	(1,002,700)
Proceeds on maturity of investments	200,760	-
Additions to tangible capital assets	(44,514)	(236,802)
Proceeds on disposal of tangible capital assets	-	150
	(54,256)	(1,239,352)
Increase (decrease) in cash	16,780	(754,945)
Cash position - beginning of year	705,514	1,460,459
Cash position - end of year	\$ 722,294	\$ 705,514

See accompanying notes to the financial statements.

SASKATCHEWAN PROFESSIONAL TEACHERS REGULATORY BOARD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2022
(with comparative figures for the year ended August 31, 2021)

1. Nature of operations

Saskatchewan Professional Teachers Regulatory Board (the "Organization") was incorporated under *The Registered Teachers Act* in the province of Saskatchewan on July 6, 2015. The Organization serves the public interest by ensuring registered teachers meet professional standards for certification, conduct and competence. The Organization is a not-for-profit organization and is exempt from income tax under Section 149(1)(l) of the *Income Tax Act*.

2. Summary of significant accounting policies

The financial statements are prepared in accordance with Canadian public sector accounting standards for government not-for-profit organizations. The financial statements require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they become known. The financial statements reflect the following policies:

Financial instruments

Financial assets and financial liabilities are recorded on the statement of financial position when the Organization becomes party to the contractual provisions of the financial instrument. The Organization initially measures its financial assets and financial liabilities at fair value, except for certain related party transactions that are measured at the carrying amount or exchange amount, as appropriate.

The Organization subsequently measures all its financial assets and financial liabilities at cost or amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value of these financial instruments are recognized in net income. Fair value is the amount at which a financial instrument could be exchanged at arm's length between willing, unrelated parties in an open market. A statement of remeasurement gains and losses has been omitted as there were no relevant transactions to report.

Tangible capital assets

Tangible capital assets are recorded at cost less accumulated amortization. Amortization is provided on the diminishing balance basis over the estimated useful life of the assets at the following annual rates:

Computer equipment	55 %
Furniture and fixtures	20 %

Leasehold improvements and computer software are amortized on the straight-line basis over 10 years.

Revenue recognition

Registration fees are recognized in the year in which the member is registered with the Organization. Services revenue consists of fees related to certificates, statements of professional standing, permits and other miscellaneous services to members, and is recognized at the time the related applications are received. Rental revenue is recognized in the period to which the service is provided. Interest revenue is recognized as it is earned. Other revenues are recognized as the services are provided.

SASKATCHEWAN PROFESSIONAL TEACHERS REGULATORY BOARD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2022
(with comparative figures for the year ended August 31, 2021)

3. Investments

	<u>2022</u>	<u>2021</u>
ScotiaBank Guaranteed Investment Certificate, non-redeemable, bearing interest at 0.38%, maturing on May 21, 2022.	\$ -	\$ 200,215
ScotiaBank Guaranteed Investment Certificate, non-redeemable, bearing interest at 0.45%, maturing on May 21, 2023.	201,172	200,254
ScotiaBank Guaranteed Investment Certificate, non-redeemable, bearing interest at 0.60%, maturing on May 21, 2024.	202,086	200,339
ScotiaBank Guaranteed Investment Certificate, non-redeemable, bearing interest at 1.92%, maturing on August 31, 2024.	33,708	33,060
ScotiaBank Guaranteed Investment Certificate, non-redeemable, bearing interest at 0.80%, maturing on May 21, 2025.	202,562	200,451
ScotiaBank Guaranteed Investment Certificate, non-redeemable, bearing interest at 1.45%, maturing on May 21, 2026.	203,786	200,818
ScotiaBank Guaranteed Investment Certificate, non-redeemable, bearing interest at 3.15%, maturing on May 27, 2027.	201,565	-
Total investments	<u>\$ 1,044,879</u>	<u>\$ 1,035,137</u>

Investments are classified on the Statement of Financial Position as:

	<u>2022</u>	<u>2021</u>
Current	\$ 201,172	\$ 200,215
Long term	843,707	834,922
Total investments	<u>\$ 1,044,879</u>	<u>\$ 1,035,137</u>

4. Tangible capital assets

	<u>2022</u>		<u>2021</u>	
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Computer equipment	\$ 73,506	\$ 59,108	\$ 14,398	\$ 23,552
Computer software	853,628	409,085	444,543	489,405
Furniture and fixtures	85,991	65,707	20,284	25,355
Leasehold improvements	34,101	22,781	11,320	13,942
	<u>\$ 1,047,226</u>	<u>\$ 556,681</u>	<u>\$ 490,545</u>	<u>\$ 552,254</u>

SASKATCHEWAN PROFESSIONAL TEACHERS REGULATORY BOARD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2022
(with comparative figures for the year ended August 31, 2021)

5. Non-cash operating working capital

Details of net change in each element of working capital relating to operations excluding cash are as follows:

	<u>2022</u>	<u>2021</u>
(Increase) decrease in current assets:		
Accounts receivable	\$ 107	\$ (4,153)
Prepaid expenses	(17,545)	(450)
	(17,438)	(4,603)
Increase (decrease) in current liabilities:		
Accounts payable and accrued liabilities	347	4,499
Deferred revenue	5,000	(3,375)
	5,347	1,124
	\$ (12,091)	\$ (3,479)

6. Contractual rights

The Organization has an agreement to lease a portion of its premises to a third party through July 31, 2025 for \$98,400 per year.

7. Contractual obligations

The Organization leases premises under agreements requiring aggregate minimum payments over the next three years as follows:

2023	\$ 278,507
2024	278,507
2025	255,298

The Organization is also committed to pay service contracts of \$180,429 in fiscal 2023.

SASKATCHEWAN PROFESSIONAL TEACHERS REGULATORY BOARD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2022
(with comparative figures for the year ended August 31, 2021)

8. Financial risk management

The Organization has a risk management framework to monitor, evaluate and manage the principal risks assumed with financial instruments. The significant financial risks to which the Organization is exposed are:

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Organization's exposure to liquidity risk is dependent on the receipt of funds from its operations, external borrowings and other related sources. Funds from these sources are primarily used to finance working capital and capital expenditure requirements, and are considered adequate to meet the Organization's financial obligations.

9. Related party transactions

These financial statements include transactions with related parties. The Organization is related to all Saskatchewan Crown agencies such as ministries, corporations, boards and commissions under the common control of the Government of Saskatchewan. Also, the Organization is related to non-Crown enterprises that the Government jointly controls or significantly influences. Related parties of the Organization also include its key management personnel, close family members of its key management personnel, and entities controlled by, or under shared control of any of these individuals. Transactions with related parties have occurred and are settled on normal trade terms.

During the year, the Organization paid \$132,878 (2021 - \$107,558) to certain government related parties including school divisions for reimbursement of costs related to the activities of the Organization, as well as to Crown agencies for services such as telephone and group benefits. At August 31, 2022, there was \$92 (2021 - \$135) owing to these related parties and \$1,160 (2021 - \$0) receivable from these related parties.

10. Pension plan

Substantially all of the Saskatchewan Professional Teachers Regulatory Board's employees participate in the Public Employees Pension Plan which is a defined contribution plan. The Saskatchewan Professional Teachers Regulatory Board's financial obligation to the plan is limited to making required payments to match amounts contributed by employees for current services. Included in salaries and benefits is pension expense of \$98,900 (2021 - \$105,700) for the year.



SPTRB

*Saskatchewan Professional
Teachers Regulatory Board*

