

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON DECEMBER 3RD, 2009, COMMENCING AT 9:32 A.M.

PRESENT

REBECCA HEIBERG
PETER MILLER
VICTOR PETRUK
KENDALL SEVERSON
CHERYL SMITH
HAMEED SYED
PATRICIA ZENIUK

ABSENT

KEN OFFORD

ALSO PRESENT

DR LARRY PAYNE, Superintendent of Schools
RAY BOSH, Deputy Superintendent
BILL SCHULTE, Assistant Superintendent - Business
DIANE HUTCHINSON, Communications Coordinator
SHIRLEY FAIRALL, Recording Secretary

C. SMITH IN THE CHAIR

CALL TO ORDER

Chair Smith called the meeting to order at 9:32 a.m. and welcomed Hameed Syed back from his absence.

APPROVAL OF THE CONTINUATION AGENDA

#151\09 K SEVERSON – That the agenda be approved with the addition of the following items:

- 7.5 Dare To Care Presentation – New Norway School
- 7.6 Proposed Agreement of Battle River Maintenance Shops
- 7.7 Bailey Theatre Tour
- 7.8 Everactive Schools Conference \ Presentation.

CARRIED

APPROVAL OF THE MINUTES

#152\09 V PETRUK – That the minutes of the Regular Meeting of the Board of Trustees held on November 9th, 2009 be approved as presented.

CARRIED

IN-CAMERA SESSION (9:35 a.m.)

#153\09 P MILLER - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Payne, Deputy Superintendent Bosh, Assistant Superintendent - Business Schulte, Communications Officer Hutchinson and Recording Secretary Fairall be excluded.

CARRIED

MEETING RECESS

The regular meeting recessed at 10:27 a.m. and reconvened at 10:43 a.m.

Rick Jarrett, Assistant Superintendent - Instruction joined the meeting at 10:43 a.m.

ANNUAL EDUCATION RESULTS REVIEW

Chair Smith welcomed Mr Jarrett and invited his presentation. Mr Jarrett reviewed the Annual Education Results Review for the 2008 – 2009 school year.

#154/09 H SYED – That the Board accepts the Annual Education Results Review for the 2008 - 2009 school year as presented, signed by the Board Chair and Superintendent of Schools.

CARRIED

SURVEY QUESTIONS

Proposed changes to the survey questions for the 2009 – 2010 school year will be further discussed at the January 14th, 2010 Board meeting.

Greg Friend, Director of Personnel, joined meeting at 11:28 a.m.

STAFFING REVIEW

Chair Smith welcomed Mr Friend and invited his presentation. Mr Friend provided a detailed update on the personnel activity in the Battle River School Division for the start of the 2009 – 2010 school year. The report contained a summary of the transfers, resignations and requests for leaves of absence including the number of positions filled through competition. Mr Friend also reported on the Instructional Staffing Fund FTE allocations and the Mentorship Program.

Chair Smith and Vice Chair Zeniuk commended Mr Friend for the detailed compilation of information. Dr Payne complimented Mr Jarrett and Mr Friend for a job well done.

Mr Jarrett and Mr Friend left the meeting at 11:42 a.m.

ADMINISTRATIVE PROCEDURE #170 - HARASSMENT FREE WORK ENVIRONMENT

Dr Payne and Mr Schulte informed the Trustees of the revisions to Administrative Procedure #170 – Harassment Free Work Environment suggested by lawyers for Battle River School Division.

PSBAA DOCUMENTATION FROM 2009 ANNUAL GENERAL MEETING

Chair Smith brought to the attention of the Board the minutes and follow up information from the 2009 PSBAA Annual General Meeting received from David King, Executive Director of PSBAA.

PSBAA UPCOMING SCHOOL ACT REVIEW MEETING

Chair Smith submitted a copy of the letter to PSBAA compiled from input provided by the Trustees on the School Act Review previously forwarded to the Minister of Education, MLAs, Alberta Education and ASBA.

ALBERTA INFRASTRUCTURE'S 2008 – 2009 ANNUAL REPORT

A copy of the Alberta Infrastructure's 2008 – 2009 Annual Report was circulated to the Trustees for information.

SCHOOL CHRISTMAS CONCERTS

A list of the School Christmas Concerts was provided for the Trustees. Chair Smith encouraged attendance wherever possible.

MEETING WITH MINISTER

Chair Smith and Dr Payne reported on their meeting with the Minister of Education on November 25th, 2009.

CONSULTATIVE PROCESS COMMUNITY MEETINGS

The third and final Consultative Process Community meeting will take place December 3rd, 2009 at 6:30 p.m. in the Drama Room at the Charlie Killam School. Thirty six people are registered to attend. Chair Smith, Vice Chair Zeniuk and Trustees Severson and Miller will attend along with Dr Payne, Ms Hutchinson and Mr Dunlop, Division Principal.

Trustee Syed left the meeting at 12:04 p.m.

MEETING RECESS

The regular meeting recessed at 12:04 p.m. and reconvened at 1:22 p.m.

Percy Roberts, Director of Maintenance and Operations, joined the meeting at 1:22 p.m.

PROPOSED ALIGNMENT OF BATTLE RIVER MAINTENANCE SHOPS

Mr Roberts presented a proposal to realign three maintenance shops into one.

#155\09 V PETRUK - That the Capital Plan Committee recommends to the Board of Trustees that approval be given to administration to commence the upgrading and the addition to the Camrose maintenance shop, with up to \$800,000 to be taken from the Operations and Maintenance shop reserve.

CARRIED

Dr Payne commended Mr Roberts for his work on this proposal, his visionary thinking and foresight towards long term goals.

Mr Roberts left the meeting at 1:38 p.m.

CLASS SIZE REPORT

Dr Payne provided a report prepared by the Canadian Education Association in conjunction with the University of Toronto on research findings about class size reduction.

MEETING WITH CAMROSE CITY COUNCIL

A meeting with the Camrose City Council is tentatively scheduled for Monday, February 1st, 2010. The meeting will include an invitation to tour the newly renovated areas of the Camrose Composite High School.

LETTER TO DEPARTMENT OF TRANSPORTATION

Chair Smith provided a copy of the letter drafted on behalf of the Trustees to the Department of Transportation supporting the proposed changes to the “Use of the Highway and Rules of the Road Regulation” regarding School and Playground Zones.”

ASBA FALL GENERAL MEETING FOLLOW UP

The Board of Trustees individually reported on their attendance at the Alberta School Board Association Fall General Meeting held on November 22nd and 23rd, 2009 in Edmonton.

PROJECT UPDATE INFORMATION

Chair Smith brought to the attention of the Trustees a project update on *Setting The Direction* received from Keray Henke, Deputy Minister of Alberta Education.

CHAMP CHRISTMAS PARTY

The Trustees received an invitation to attend the CHAMP Christmas Party to be held on December 14th, 2009.

PSBAA MEMBERSHIP

The Trustees will evaluate their position on retaining the PSBAA Membership. Renewal of the membership must be decided by June 30th, 2010.

ASBA REQUEST FOR INPUT INTO STRATEGIC PLAN FOR 2010 - 2013

Chair Smith presented a request received from ASBA to provide input on the 2010 – 2011 Budget by identifying strategic priorities or initiatives. Chair Smith and Ms Hutchinson will submit a response summarizing input from the Trustees.

RESTORATIVE JUSTICE PRESENTATION – CHSPS

#156\09 P MILLER - The Board of Trustees approves from the Board Innovations Fund, the contribution of \$2,660.10 towards the cost of the Dare to Care Presentation in Sedgewick.

CARRIED

DARE TO CARE PRESENTATION – NEW NORWAY

#157\09 P ZENIUK - That the Board contributes \$500 from the Board Innovation Fund to support a Dare to Care Presentation at the New Norway School for the 2009 – 2010 school year.

CARRIED

BAILEY THEATRE TOUR

The Trustees are invited to tour the Bailey Theatre on January 14th, 2010.

EVERACTIVE SCHOOLS CONFERENCE \ PRESENTATION

Doug Gleddie, Director of Everactive Schools Organization has invited the Promoting Healthy Lifestyles Committee to participate in a presentation at the Everactive Schools Conference “Shaping the Future – A Healthy Promoting Schools Conference” on January 14th to 16th, 2010 at the Fantasyland Hotel in West Edmonton Mall.

IN-CAMERA SESSION (2:21 p.m.)

#158\09 K SEVERSON - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees be excluded.

CARRIED

MEETING RECESS

The regular meeting recessed at 2:55 p.m. and reconvened at 3:16 p.m.

ADMINISTRATORS’ MEETING

Vice Chair Zeniuk provided a report on her attendance at the Administrators’ Meeting on Tuesday, November 10th, 2009.

COMMITTEE REPORTS

Drug Response Task Force

Vice Chair Zeniuk provided an update on the Drug Response Task Force Committee.

Student Affairs Hearings

Chair Smith provided an update on the Student Affairs Committee. Twenty hearings have been held from start of school to November 30th, 2009.

Capital Plan Report

Trustee Petruk reported on the Capital Plan Committee including an update on the Camrose Composite High School project. Phase II of the project is targeted to be completed on time and within the budget. The Edberg Recreation Association will be renting the Edberg School gymnasium. The Mennonite Church group will begin holding church services in the Edberg School on December 6th, 2009.

Consultative Process Committee

The Consultative Process Committee met several times in September and October in preparation for the forums held on November 3rd and 4th, 2009 in Daysland. Community meetings have been held in Holden, Killam and Camrose. The information gathered from these meetings will be forwarded to the Minister of Education and MLAs as well as posted on the website.

Executive Committee

Chair Smith provided an update on the Executive Committee. The Committee meets regularly to set the agenda for Board Meetings and to plan the Board \ Senior Administration \ Administrators' Retreats.

Policy Committee

Trustee Heiberg reported that the Policy Committee is currently working on policies with the Assessment Committee and the Promoting Healthy Lifestyle Committee. The next Policy Committee meeting is scheduled for January 4th, 2010.

ASBA INFRASTRUCTURE TASK FORCE ON-LINE SURVEY

Bill Schulte, Assistant Superintendent - Business will respond to the on-line survey on the ASBA Infrastructure Task Force, on behalf of the Board of Trustees.

Rick Jarrett, Assistant Superintendent - Instruction joined the meeting at 3:27 p.m.

ATA NEGOTIATING COMMITTEE

Trustee Zeniuk and Mr Jarrett provided an update on the recent agreement between ATA and Battle River School Division to forego steps in the grievance procedure and proceed straight to arbitration.

Mr Jarrett left the meeting at 3:30 p.m.

Trustee Severson and Ray Bosh, Deputy Superintendent, left the meeting at 3:30 p.m.

MEETINGS WITH MLAS

Chair Smith and Dr Payne reported on their meeting with Ray Prins, MLA for Lacombe – Ponoka Constituency on Friday, November 27th, 2009. Trustee Severson was also in attendance.

LONG SERVICE AND RETIREMENT BANQUET

Trustee Zeniuk provided an update on plans for the Long Service and Retirement Banquet to be held on December 5th, 2009 at the Camrose Regional Exhibition.

Rick Jarrett, Assistant Superintendent - Instruction joined the meeting at 3:39 p.m.

BOARD \ ADMINISTRATORS' RETREAT

Dr Payne and Mr Jarrett suggested three items 1) results reviews \ three year plan reviews; 2) supervision and evaluation; and 3) alignment of resources, to form a proposed agenda for the Board \ Administrators' Retreat scheduled for February 18th and 19th, 2010.

Mr Jarrett left the meeting at 3:47 p.m.

INVITATION FROM ZONE 1

Chair Smith received an invitation on behalf of the Trustees to deliver the presentation showcased at the ASBA Zone 4 meeting on September 28th, 2009 to the ASBA Zone 1 meeting on January 28th, 2010. Due to a previous meeting scheduled for the Board, Trustees participating in this presentation will now do so through video conferencing from 9:00 a.m. to 9:30 a.m.

THREE YEAR PLAN REVIEW

Shirley Stiles will facilitate a meeting with the Trustees on April 22nd, 2010 to prepare for upcoming three year plan discussions with school teams.

INSPIRING EDUCATION REPORT

Trustee Miller provided a written report on his attendance at the Inspiring Education Conference on October 18th to 20th, 2009 in Edmonton.

PSBAA FALL GENERAL MEETING

Trustee Miller provided a written report on his attendance at the Public School Board Association of Alberta Fall General Meeting on October 22nd to 24th, 2009 in Edmonton.

ASBA ZONE 4 MEETING AND MELRA AWARDS

Vice Chair Zeniuk reported on her attendance at the ASBA Zone 4 Meeting on November 30th, 2009 in Wetaskiwin. Trustees Miller, Offord and Heiberg were also in attendance at the meeting and awards presentation. They reported two information items: the Public Speaking Competition will be held on May 8th, 2010 at the Community Fine Arts Centre in Olds; and the Edwin Parr Awards Ceremony will be held on May 31st, 2010 at the Black Knight Inn in Red Deer.

Chair Smith and Dr Payne were in attendance to accept the Minister's Education Leadership Recognition Award for Achievement and Improvement for Battle River Regional Division #31.

WALL OF FAME

Vice Chair Zeniuk reported on her attendance at the Camrose Composite High School Wall of Fame Presentation on November 20th, 2009.

IN-CAMERA SESSION (4:15 p.m.)

#159\09 P MILLER - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Payne, Deputy Superintendent Bosh, Assistant Superintendent - Business Schulte, Communications Officer Hutchinson and Recording Secretary Fairall be excluded.

CARRIED

ADJOURNMENT

All items of business being complete and there being no dissent, Chair Smith adjourned the meeting at 4:49 p.m.

CHERYL SMITH, CHAIR

WILLIAM SCHULTE, ASSISTANT SUPERINTENDENT - BUSINESS

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