

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
BATTLE RIVER REGIONAL DIVISION #31, HELD ON SEPTEMBER 11, 2003,
COMMENCING AT 9:35 A.M.**

PRESENT

BRENDA HERDER
MICHELE MULDER
GERRY OBERG
GWENDA POYSER
BILL SEARS
WAYNE THRONDSO (left the meeting at 11:45 a.m., rejoined the meeting at 1:24 p.m.)
PATRICIA ZENIUK

ABSENT

ALSO PRESENT

WARREN PHILLIPS, Superintendent of Schools
STEPHEN SMITH, Chief Deputy Superintendent of Schools
BILL SCHULTE, Secretary-Treasurer
SYLVIA LAUBER, Recording Secretary

G. POYSER IN THE CHAIR

APPROVAL OF THE AGENDA

#220/03 B. HERDER – That the agenda be approved with the addition of the distributed add-on sheet and the following item:

New Business

13. Location of September 25, 2003 Board Meeting,

and further that the following items be deleted:

Timed Items:

10:00 a.m. – Director of Transportation Report

2:00 p.m. – Parent Transportation Appeal (#4712-04)

CARRIED

APPROVAL OF THE MINUTES

#221/03 M. MULDER – That the minutes of the Organizational Meeting held on August 27, 2003 be approved as presented.

CARRIED

#222/03 P. ZENIUK – That the minutes from the Regular Meeting held on August 27, 2003 be approved as presented.

CARRIED

PROCESS FOR PUBLIC CONSULTATIONS

Trustees reviewed a draft document with respect to the process for a consultative process with communities as noted in motion #128/03. A number of changes to the document were discussed and a list of school communities in which this will take place will be prepared for the September 25, 2003 Board meeting, as will timelines for the consultation process.

TERMS OF REFERENCE

Division Office and School-Support Staff Liaison Committee

#223/03 P. ZENIUK – That the terms of reference for the Division Office and School-Support Staff Liaison Committee be approved as presented, and further that this be attached to, and forms a part of, these minutes.

CARRIED

Bus Drivers Committee

#224/03 M. MULDER – That the terms of reference for the Bus Drivers Committee be approved as amended, and further that this be attached to, and forms a part of, these minutes.

CARRIED

Custodian Committee (CUPE)

#225/03 B. SEARS – That the terms of reference for the Custodian Committee (CUPE) be approved as amended, and further that this be attached to, and forms a part of, these minutes.

CARRIED

Executive Committee

#226/03 M. MULDER – That the terms of reference for the Executive Committee be approved as presented, and further that this be attached to, and forms a part of, these minutes.

CARRIED

Capital Planning Committee

#227/03 W. THRONDSOON – That the terms of reference for the Capital Planning Committee be approved as amended, and further that this be attached to, and forms a part of, these minutes.

CARRIED

Small Schools Committee

- #228/03 B. HERDER – That the terms of reference for the Small Schools Committee be approved as amended, and further that this be attached to, and forms a part of, these minutes.
- CARRIED

Budget Committee

- #229/03 G. OBERG – That the terms of reference for the Budget Committee be approved as amended, and further that this be attached to, and forms a part of, these minutes.
- CARRIED

ATA Negotiating Committee

- #230/03 B. SEARS – That the terms of reference for the ATA Negotiating Committee be approved as amended, and further that this be attached to, and forms a part of, these minutes.
- CARRIED

TERMS OF REFERENCE – TRUSTEES’ HANDBOOK

- #231/03 M. MULDER – That the terms of reference for the Board Committees be included in the Trustees’ Handbook.
- CARRIED

MEETING RECESS

The regular meeting recessed at 10:47 a.m. and reconvened at 11:00 a.m.

EVALUATION OF ACTIVITIES OF THE COMMUNICATIONS/ADVOCACY PLAN COMMITTEE 2002-03

Trustees reviewed a document that outlined the activities of the Board communications plan for the 2002-03 school year and provided input into a plan for the 2003-04 school year.

COMMUNICATION WITH THE MLAS

- #232/03 G. OBERG – That the MLAs encompassed by Battle River Regional Division #31 be invited to attend a meeting with the Board for the purpose of sharing information.
- CARRIED

IN-CAMERA SESSION (11:18 a.m.)

- #233/03 W. THRONDSOEN – That the regular meeting recess to permit the Trustees to meet in-camera and that all persons except Trustees, Superintendent of Schools Phillips, Chief Deputy Superintendent Smith, Secretary-Treasurer Schulte, and Recording Secretary Lauber be excluded.
- CARRIED

Assistant Superintendent (Personnel) Gillies joined the meeting at 11:25 a.m. and left at 11:45 a.m.

Trustee Thronson left the meeting at 11:45 a.m.

Deputy Superintendent Bosh joined the meeting at 11:39 a.m.

The in-camera session recessed at 11:45 a.m. and the regular meeting reconvened at 11:45 a.m.

TECHNOLOGY THREE-YEAR PLAN

Mr. Bosh presented the Technology Three-Year Plan and outlined the goals of the Division in technology for the next three years.

MEETING RECESS

The regular meeting recessed at 12:05 p.m. and reconvened at 1:14 p.m.

Trustee Thronson rejoined the meeting at 1:24 p.m.

TECHNOLOGY THREE-YEAR PLAN (continued)

Mr. Bosh completed his report on the Technology Three-Year Plan, noting the schedule for evergreening computers at the schools.

#234/03 P. ZENIUK – That the Board accepts the Technology Three-Year Plan as presented.

CARRIED

APPOINTMENT – CST ANDERSON AND CST BENNETT, CAMROSE POLICE SERVICE

At 1:32 p.m., Chairman Poyser welcomed Cst. Anderson and Cst. Bennett from the Camrose Police Service to the Board meeting, provided introductions and invited their presentation. Cst. Bennett was introduced as the new School Resource Officer for the schools in the City of Camrose.

Cst. Anderson, presented a proposal that she worked on as a problem-solving project required as part of her recruitment training. This project involved the proposal of an anti-bullying bylaw, which she is preparing to

take to City Council for adoption in the City of Camrose. Cst. Anderson requested a letter of support from the Board for her proposal.

#235/03 M. MULDER – That the Board provides a letter of support for the initiative of the Camrose Police Service by-law on bullying, which will be presented to City Council.

CARRIED

Constables Anderson and Bennett left the meeting at 2:00 p.m.

COMMUNICATIONS PLAN

#236/03 B. HERDER – That the Board adopts a communications/advocacy plan which involves ongoing communication with MLAs, the general public and other elected officials and service organizations, and further that the executive be directed to compile an information sheet to assist this endeavor.

CARRIED

IN-CAMERA SESSION (2:02 p.m.)

#237/03 W. THRONDSOON – That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Phillips, Chief Deputy Superintendent Smith, Secretary-Treasurer Schulte, Communications Officer Chamberlin, and Recording Secretary Lauber be excluded.

CARRIED

The in-camera session recessed at 2:09 p.m. and the regular meeting reconvened at 2:09 p.m.

SAFE AND CARING SCHOOLS INITIATIVES

Superintendent of Schools Phillips informed the Board that some initiatives are planned related to the concept of Safe and Caring Schools. Plans are underway to inform all employees about these initiatives.

Chief Deputy Superintendent Smith noted the following:

- Teachers ranked 'Safe and Caring Schools' as second on their requests for inservicing this year.
- The Committee is trying to provide guidelines and supports to schools in assisting in this area.
- The process of providing safe and caring schools is dependent on all employees in a school buying into the process.
- A number of different initiatives are currently being used, i.e. Lion's Quest, Developmental Assets Program, Effective Behavior Supports.
- This Committee will provide guidelines and outcomes that it would like all schools to achieve no matter what process the schools adopt.
- One concern to address is dealing with aggressors and making the entire school community aware that this type of behavior is not acceptable.

- The Committee has brainstormed ways to support schools no matter what process is chosen and the development of a policy to reflect this is in progress.
- The Committee wants total involvement of the school community.

APPOINTMENT – NEIGHBORHOOD LINK ‘FOOD FOR KIDS’

At 2:25 p.m., Chairman Poyser welcomed Ms Pat Hagen and Ms Lana Moore to the meeting, provided introductions and invited their presentation.

Ms Moore and Ms Hagen provided information to the Trustees with respect to the ‘Food for Kids’ breakfast program at Charlie Killam and Sparling Schools. It was noted that approximately 40-50 students participate in this program at Charlie Killam School and approximately 60 students participate at Sparling School. The program budget is \$14,500 and has a shortfall of \$7000 this year. The request was made for financial assistance, specifically for the supervisor/ coordinator costs to maintain this program long-term. The program itself cannot provide these funds. Therefore, the program is currently running at Charlie Killam School from that school’s budget, but is not in effect at Sparling School, and will not be provided at Sparling School unless supervision costs can be covered. The program will not be provided at Charlie Killam School next year unless funds can be found other than from the school budget or the ‘Food for Kids’ program.

Ms Hagen and Ms Moore left the meeting at 2:48 p.m.

MEETING RECESS

The regular meeting recessed at 2:48 p.m. and reconvened at 2:59 p.m.

Director of Transportation Johnson joined the meeting at 3:01 p.m.

TRANSPORTATION APPEAL – DAVE AND LORINDA TWITCHELL

Trustee Thronson declared a perceived bias and left the meeting during the presentation by Mr. and Mrs. Twitchell and the ensuing discussion.

At 3:02 p.m., Chairman Poyser welcomed Dave and Lorinda Twitchell to the meeting, performed introductions and invited their presentation.

The Twitchell family, residents in the Round Hill School attendance area, requested gate bus service in order for their children to attend school in the City of Camrose. The attendance boundary for the Camrose schools is 400 yards from their residence.

Mr. and Mrs. Twitchell left the meeting at 3:28 p.m.

Trustee Thronson returned to the meeting at 3:30 p.m.

Ms Johnson left the meeting at 3:32 p.m.

'FOOD FOR KIDS' FINANCIAL ASSISTANCE REQUEST

#238/03 W. THRONSON – That, because the Board strongly supports the program and for the 2003-04 school year only, the Board provides financial assistance to the 'Food for Kids' program to provide a breakfast program to students at Charlie Killam and Sparling Schools, and further that NeighbourLink be encouraged to seek funding from other sources to cover any shortfall in 'Food for Kids' budget for future years.

CARRIED

CU WATER AUTHORIZATION PAYMENT

Secretary-Treasurer Schulte informed Trustees that CU Water provides water to the Ryley and Holden area. CU Water billing dates do not coincide with the cheque run dates in Battle River Regional Division #31, thereby causing some difficulty in processing timely payments to CU Water.

The Board directed administration to deal with this issue.

Director of Transportation Johnson joined the meeting at 3:51 p.m.

MOTION ON TRANSPORTATION APPEAL

#239/03 B. SEARS – That the Board moves the attendance boundary east to the center of section 26-47-19-W4M, then south to the center of section 23-47-19.

DEFEATED

Trustee Thronson abstained from voting on motion #239/03.

#240/03 P. ZENIUK – That the Board adheres to policy and deny the request by Dave and Lorinda Twitchell for gate bus service from their residence in the Round Hill School attendance area to a school in the City of Camrose.

CARRIED

Trustee Thronson abstained from voting on motion #240/03.

DATE FOR SCHOOL COUNCILS/BOARD OF TRUSTEES LIAISON MEETING

The date for the School Councils/Board of Trustees Liaison meeting was confirmed for October 28, 2003.

ROLE DESCRIPTIONS FOR DIVISION OFFICE CERTIFICATED STAFF

#241/03 M. MULDER – That the Board approves the role descriptions for the Chief Deputy Superintendent of Schools, the Deputy Superintendent, the Assistant Superintendent (Personnel), and the Director of Curriculum as presented, and further that the Board reviews the role description of the Superintendent of Schools.

CARRIED

LOCATION OF BOARD MEETING – SEPTEMBER 25, 2003

#242/03 W. THRONDSOON – That the location of the Board meeting be changed from the Division Office to Hardisty on September 25, 2003 to permit Trustees to attend the ceremonies of the presentation by Scholastic Books to the students at Allan Johnstone School whose book was published.

CARRIED

TRUSTEE REPORTS

During the summer Vice-chairman Herder attended the 100th anniversary of the Edberg School, noting that it was a very good celebration. Ms Herder also attended Edberg School on September 8, 2003 for Literacy Day to read to the grades seven and eight classes.

Trustees Mulder and Sears attended a meeting at Ryley with respect to the possible closure of the Ryley Swimming Pool. Attendants at the meeting encouraged schools to use the pool for physical education classes.

Trustee Thronpson, Chairman Poyser, Superintendent of Schools Phillips and Secretary-Treasurer Schulte met with City Council in the City of Camrose council chambers during an in-camera session.

Trustee Thronpson also met with LeRoy Johnson, MLA.

INFORMATION ITEMS

The information items were distributed in a folder to Trustees during the meeting.

Enrolments

Superintendent of Schools Phillips distributed and reviewed enrolment information comparing enrolments from the first day of school 2002 and the first day of school 2003.

Possibilities for Higher Education - Colony Schools

Trustees were informed that some interest is being expressed at the Colony Schools for some high school education classes.

COMMITTEE REPORTSASBA Zone 4

The next meeting of the ASBA Zone 4 is scheduled for September 22, 2003 at Chinook's Edge School Division.

Negotiating Committee

Trustee Sears noted that a letter with respect to negotiations was delivered to the chairman of the ATA Local. The Negotiating Committee has a meeting scheduled on September 26, 2003 with Mac MacDonald from ASBA Labor Relations.

Capital Planning Committee (CPC)

The Capital Planning Committee reported on a short meeting held this morning, noting a concern at the Heisler School building with the colder weather approaching.

#243/03

B. SEARS – That the Board provides time until December 1, 2003 for any person or organization to notify Battle River Regional Division #31 of their interest in purchasing the Heisler School building.

CARRIED

The Forestburg School modernization resulted in a surplus of approximately \$150,000, which will be used for further work at the school. The CPC recommends collecting all requests for projects at the school, placing these in priority and proceeding with the prioritized projects.

The work on the Tofield School parking lot will cost more than what was allocated to the projects, therefore the site preparation will be done this year and the paving of the lot will take place next year.

ASBA submitted an inquiry with respect to participating with other school boards to have a power audit. Because Battle River Regional Division #31 is working with the CAPS program, the Committee decided not to join the power audit.

The fall conference of the Council of Educational Facility Planners International, Alberta Chapter, will be held in Red Deer on October 9 and 10, 2003.

Drug Response Task Force

Trustee Zeniuk reported on her attendance at the Drug Response Task Force meeting held on September 2, 2003, noting that the handbooks should be out by mid-September. Wetaskiwin and Wainwright have requested a presentation from the Task Force. This Committee is providing a presentation to the provincial governments Standing Policy Committee.

Administrators' Meeting

Chairman Poyser reported on her attendance at the Administrators' Meeting held on September 9, 2003.

French Immersion

There is a workshop in Red Deer on October 30th with respect to establishing a successful French Immersion program.

RATIFICATION OF PAYMENT OF ACCOUNTS

#244/03 M. MULDER – That the Board ratifies payment of the accounts for the month of August 2003.

CARRIED

MEETING RECESS

The regular meeting recessed at 4:58 p.m. until September 25, 2003 at Hardisty, Alberta.