

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON FEBRUARY 9<sup>TH</sup>, 2012, COMMENCING AT 9:00 A.M.**

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**PRESENT**

CHERYL SMITH  
DOUG BOWIE  
SHELLEY GRUNDBERG  
REBECCA HEIBERG  
NOREEN METZ  
PETER MILLER  
KENDALL SEVERSON

**ABSENT**

JIM FIELDING

**ALSO PRESENT**

DR LARRY PAYNE, Superintendent of Schools  
RAY BOSH, Assistant Superintendent – Student Services  
RICK JARRETT, Assistant Superintendent - Instruction  
IMOGENE WALSH, 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 9:00 a.m.

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Matthew Andreassen, student, Ryan Galenza, teacher Charlie Killam School, and Cathy Andreassen, mom, joined the meeting at 9:00 a.m.

**STUDENT SUCCESS**

Chair Smith welcomed Mr Andreassen, Mr Galenza, and Mrs Andreassen, and invited their presentation on Matthew's success in the Hockey Academy at the Charlie Killam School.

Mr Andreassen, Mr Galenza, and Mrs Andreassen left the meeting at 9:26 a.m.

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Maureen Parker, Director of Curriculum, joined the meeting at 9:27 a.m.

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**APPROVAL OF AGENDA**

#14\12 P MILLER – That the agenda be approved with the following additions:

Information Items:

5.6 Minister of Education - Teleconference Budget Announcement

Superintendent's Report:

13.4 Alberta Education.

CARRIED

**APPROVAL OF MINUTES**

#15\12 D BOWIE – That the minutes of the Regular Meeting of the Board of Trustees of January 12<sup>th</sup> and 26<sup>th</sup>, 2012 be approved as presented.

CARRIED

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Kathleen Scheu, teacher, joined the meeting by teleconference from Ryley School at 9:29 a.m.

**SCIENCE ALBERTA FOUNDATION**

Chair Smith welcomed Maureen Parker and Kathleen Scheu, and invited their presentation. Ms Parker informed Trustees of the origin of the partnership between Battle River School Division and Science Alberta Foundation in 2008. Since that time Science Alberta Foundation has provided:

- a secondary science leaders cohort of three full days per year;
- funded up to four teachers per year to attend the National Science Teachers' Association;
- arranged for sponsorship of over one hundred crates of hands-on learning materials for BRSD teachers; and
- provided a grant of \$3,500.00 for science-related presenters at our Learning Institute in 2011.

Ms Scheu emphasized the positive impact that this partnership has had on herself as a teacher and the benefit to her students.

Chair Smith and Dr Larry Payne, Superintendent of Schools, thanked Maureen Parker and Kathleen Scheu for their dedication to students.

Ms Scheu signed off from the meeting at 10:05 a.m.

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### **ALBERTA INITIATIVE FOR SCHOOL IMPROVEMENT**

Chair Smith welcomed Ms Parker's presentation on the AISI project. Ms Parker advised that Battle River School Division is currently in year three of Cycle 4 and will be progressing into the next three year cycle, Cycle 5, in September 2012. Twenty five schools within the Division receive AISI funding for Lead Teacher time, in-school collaboration time and resource purchases. Two schools in Battle River School Division, Tofield and Forestburg, will be presenting at the Annual AISI Conference on February 13<sup>th</sup> and 14<sup>th</sup>, 2012 in Edmonton.

Chair Smith, on behalf of the Trustees, together with Dr Larry Payne, Superintendent of Schools, thanked Ms Parker for the extensive work and leadership she has shown in this area.

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Ms Parker left the meeting at 10:16 a.m.

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### **JURISDICTION INFORMATION**

Chair Smith brought to the Trustees' attention a one page summary report of the Battle River School Division prepared by Alberta Education. This summary contains an overview of the jurisdiction including number of schools, student demographics, operational funding, an area map, and is linked to the Three Year Plan and Annual Educational Results Review.

### **PROVINCIAL FUND RAISING FUNCTIONS**

Chair Smith brought to the Trustees' attention correspondence received from the Chief Electoral Office of Elections Alberta defining the appropriate payment policies for administrators attending political fund-raisers.

### **STUDENT WELLNESS CONFERENCE**

ASBA is hosting a National Student Wellness Conference '*Time For A Student Health Revolution*', September 30<sup>th</sup> to October 2<sup>nd</sup>, 2012 in Banff.

**INVITATION TO RURAL EDUCATION SYMPOSIUM**

Chair Smith together with Trustees Metz and Severson will be attending the Rural Education Sustainability Symposium hosted by Alberta Education on March 2<sup>nd</sup>, 2012 in Red Deer. Dr Larry Payne, Superintendent of Schools, and Mr Rick Jarrett, Assistant Superintendent – Instruction, also attending, will present on the success and challenges of an alternative school calendar and division wide time tables on behalf of the Battle River School Division.

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**MEETING RECESS**

The regular meeting recessed at 10:25 a.m. and reconvened at 10:39 a.m.

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**IN-CAMERA SESSION (10:39 a.m.)**

#16\12 R HEIBERG - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Payne, Assistant Superintendent – Student Services Bosh, Assistant Superintendent - Business Walsh, Communications Coordinator Hutchinson, and Recording Secretary Fairall be excluded.

CARRIED

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**OUT OF IN-CAMERA SESSION (11:34 a.m.)**

The In-Camera session concluded and the regular meeting reconvened.

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**ALBERTA EDUCATION CONSULTATION AND INFORMATON SESSIONS**

Chair Smith together with Mr Ray Bosh, Assistant Superintendent – Student Services, will be attending the Zone 4 Alberta Education Consultation and Information Sessions on March 27<sup>th</sup>, 2012 in Red Deer.

**CRITICAL MINIMUM ENROLLMENTS**

#17\12 P MILLER - That the Board accepts for information the following schools/grade configurations (in red italics) that have currently reached critical minimum enrolments as per Policy 15:

- 1) Allan Johnstone School
  - K-3: 38 students
  - 4-6: 38 students
  - 7-9: *31 students*
  - 
  - K-9: 107 students (Sept, 2011)                      106 students (Sept, 2010)
  
- 2) Cornerstone Christian School
  - K-3: 37 students
  - 4-6: 23 students
  - 7-9: *34 students*
  - 10-12: *33 students*
  - 
  - K-12: 127 students (Sept, 2011)                      145 students (Sept, 2010)
  
- 3) Loughheed School
  - 1-3: *20 students*
  - 4-6: *14 students*
  - 7-9: *13 students*
  - 
  - 1-9: *47 students (Sept, 2011)*                      *61 students (Sept, 2010)*
  
- 4) Rosalind School
  - 1-3: 24 students
  - 4-6: *11 students*
  - 7-9: *19 students*
  - 
  - 1-9: *54 students (Sept, 2011)*                      *52 students (Sept, 2010)*
  
- 5) Round Hill School
  - 1-3: 27 students
  - 4-6: 23 students
  - 7-9: *29 students*
  - 
  - 1-9: *79 students (Sept, 2011)*                      *90 students (Sept, 2010)*
  
- 6) Strome School
  - 1-3: *16 students*
  - 4-6: *23 students*
  - 7-9: *20 students*
  - 
  - 1-9: *59 students (Sept, 2011)*                      *70 students (Sept, 2010)*

CARRIED

Dr Larry Payne, Superintendent of Schools, recommended that no school/program closures be brought forward during the 2011/2012 school year. However, the Superintendent shall inform staff and school councils of this recommendation, their current CME numbers and that, as per Policy 15, during the 2012/2013 school year the enrollment will be monitored and evaluated in light of changing educational programming requirements and the fiscal landscape of education in the province of Alberta.

**ASSISTANT SUPERINTENDENT - BUSINESS**

#18\12 R HEIBERG - That Imogene Walsh be appointed as Assistant Superintendent – Business and be authorized as a signing authority for all Division bank accounts, grant applications and contracts.

CARRIED

**POLICY REVIEW COMMITTEE**

Trustee Heiberg, Chair of the Policy Review Committee will schedule a meeting and provide updated Policies for review by the Trustees at the next Board Meeting on February 23<sup>rd</sup>, 2012.

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**MEETING RECESS**

The regular meeting recessed at 11:51 a.m. and reconvened at 1:05 p.m.

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**COMMUNICATION SCENARIOS**

Trustees discussed communication to be distributed on the impact of the 2012 Provincial Education Budget released today by the Honourable Thomas A Lukaszuk, Minister of Education.

Chair Smith reviewed with Trustees the process to follow with correspondence received of an administrative nature.

**BOARD \ ADMINISTRATORS' PLANNING SESSION**

Dr Larry Payne, Superintendent of Schools, presented a preliminary outline of the Board \ Administrators' Planning Session scheduled on February 27<sup>th</sup>, 2012 at the Norsemen Inn in Camrose. The focus will be on the concept of quality instruction from different perspectives with a key component on instructional leadership.

### **ASBA ZONE 4 MEETING**

Trustees discussed possible showcase presentations at the upcoming ASBA Zone 4 Meeting in Camrose on March 26<sup>th</sup>, 2012.

### **ASBA BYLAW AMENDMENTS AND POLICY POSITIONS**

Chair Smith brought to the Trustees' attention the call for Proposed Bylaw Amendments to be discussed at the ASBA Spring General meeting in June 2012 and the call for Proposed Policy Positions to be discussed at the ASBA Fall General meeting in November 2012.

### **COMMUNITY ENGAGEMENT FORUMS**

Trustees reported on their participation at the Community Engagement Forums held on February 2<sup>nd</sup>, 2012 at the Daysland Community Hall with School Council Representatives, on February 3<sup>rd</sup>, 2012 in Division Office with Special Education Parents, on February 6<sup>th</sup>, 2012 at the Daysland Community Hall with students and staff, and the first Parent and Community night on February 8<sup>th</sup>, 2012 at the Allan Johnstone School.

Additional meetings will be held with parents and community members on February 15<sup>th</sup>, 2012 at Ryley School and February 23<sup>rd</sup>, 2012 at Round Hill School.

### **BOARD CHAIR'S REPORT**

Chair Smith thanked Trustees and Senior Administration for their support while she assumed the role of Acting President of the Alberta School Board Association.

### **SUPERINTENDENT'S REPORT**

#### **Battle River Community Foundation**

Dr Larry Payne, Superintendent of Schools, informed Trustees that two cheques were presented to Battle River School Division from Battle River Community Foundation.

One cheque in the amount of \$4387.00 on behalf of the MacDonald family will be divided between two students; one enrolling in an academic post-secondary program and one enrolling in a technical post-secondary program.

A second cheque in the amount of \$1907.00 covering six different scholarships; three general scholarships, one specifically for a cosmetology student, one specifically for a culinary arts student, and one specifically for a music student, will be awarded to students from Camrose Composite High School.

Changes To Division Leadership

Dr Larry Payne, Superintendent of Schools, announced that Kathryn Graff, Manager of Intervention Services, will be stepping down from her position March 1<sup>st</sup>, 2012. Nancy McLeod, Director of Student Services, will assume the responsibility of lead role in healthy school communities and workplaces initiative.

Small Schools Technology

Dr Larry Payne, Superintendent of Schools, provided Trustees with a copy of Small Schools Innovation Letter of Understanding outlining the ownership, management, and associated costs of the devices.

Alberta Education

Dr Larry Payne, Superintendent of Schools, informed Trustees that Battle River School Division has been approached by Alberta Education representatives to participate in a pilot project of data analysis to gain a better understanding of the data generated by a school division. Alberta Education will provide a conditional funding grant to ensure participants' expenses are covered.

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**MEETING RECESS**

The regular meeting recessed at 2:26 p.m. and reconvened at 2:35 p.m.

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**IN-CAMERA SESSION (2:38 p.m.)**

#19\12 R HEIBERG - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Payne, Assistant Superintendent – Student Services Bosh, Assistant Superintendent - Business Walsh, Communications Coordinator Hutchinson, and Recording Secretary Fairall be excluded.

CARRIED

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**OUT OF IN-CAMERA SESSION (3:59 p.m.)**

The In-Camera session concluded and the regular meeting reconvened.

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**MEETING RECESS**

The regular meeting recessed at 3:59 p.m.

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