

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON JUNE 27<sup>th</sup>, 2013, COMMENCING AT 8:43 A.M.**

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**PRESENT**

DOUG BOWIE  
JIM FIELDING  
SHELLEY GRUNDBERG  
REBECCA HEIBERG  
NOREEN METZ (joined the meeting at 9:02 a.m.)  
PETER MILLER  
KENDALL SEVERSON  
CHERYL SMITH

**ABSENT**

**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

**D BOWIE IN THE CHAIR**

**CALL TO ORDER**

Chair Bowie called the meeting to order at 8:43 a.m.

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**APPROVAL OF AGENDA**

#93\13 J FIELDING - That the Board of Trustees approves the agenda as presented.

CARRIED

**APPROVAL OF MINUTES**

#94\13 P MILLER – That the Board of Trustees approves the Minutes of the Regular Meeting of the Board of June 20<sup>th</sup>, 2013 as presented.

CARRIED

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**IN-CAMERA SESSION (8:45 a.m.)**

#95\13 K SEVERSON - 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 – Instruction Jarrett, Assistant Superintendent - Business Walsh, Communications Coordinator Hutchinson, and Recording Secretary Fairall be excluded.

CARRIED

**OUT OF IN-CAMERA SESSION (9:28 a.m.)**

The in-camera session concluded and the regular meeting reconvened.

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Cheryl Kropinske, Director of Finance, joined the meeting at 9:29 a.m.

**QUARTERLY FINANCIAL STATEMENT REVIEW**

Chair Bowie welcomed Ms Kropinske and invited her presentation. Ms Kropinske reviewed the Quarterly Financial Statements as of May 31<sup>st</sup>, 2013.

Ms Kropinske left the meeting at 9:57 a.m.

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**MEETING RECESS**

The Regular Meeting of the Board of Trustees recessed at 10:17 a.m. and reconvened at 10:29 a.m.

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**ELECTIONS**

#96\13 K SEVERSON – That the Board appoints Imogene Walsh, Assistant Superintendent – Business, as Returning Officer, and Michelle Hagel, Executive Assistant – Business, as Deputy Returning Officer, for the 2013 School Board Elections.

CARRIED

#97\13 J FIELDING – That the Board grant authority to Imogene Walsh, Returning Officer, to enter into agreements, if necessary, with the City of Camrose, Beaver County, Camrose County, Flagstaff County, and any other town or village within the borders of Battle River School Division for the purpose of conducting School Trustee elections on behalf of the Board.

CARRIED

#98\13 P MILLER – That the Board conduct advance polls and \ or institutional votes if necessary, on the same dates and time, and at the same locations as the City of Camrose, Beaver County, Camrose County, Flagstaff County, and at any other town or village within the borders of the Battle River School Division that the Board has contracted with to conduct School Trustee elections.

CARRIED

#99\13 R HEIBERG – That the Board approves the City of Camrose, Beaver County, Camrose County, Flagstaff County and any other Town or Village within the borders of the Battle River School Division to provide for the attendance of two deputies at the residence of an elector, during the hours an advance voting station is open or other times as determined by the city, county, town, or village that the Board has contracted with, to conduct School Trustee elections.

CARRIED

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Karla Breitreutz joined the meeting at 10:34 a.m.

**TRANSPORTATION APPEAL**

Chair Bowie welcomed Ms Breitreutz and invited her presentation.

Ms Breitreutz requested school bus service to her residence at SE 29–42–16–W4 which is currently within the Forestburg School area in order to have her children continue to attend the Daysland School, eliminate the cross boundary fees for her family, and have this bus service continue for the remainder of her family’s school years.

Ms Breitreutz left the meeting at 10:43 a.m.

#100\13 J FIELDING - That the Board of Trustees adhere to the Battle River School Division Policy #17 - Student Transportation Services, and deny Ms Karla Breitreutz’s appeal.

CARRIED

**AAC ASSESSMENT CONFERENCE**

#101\13 N METZ - That, for the 2013 – 2014 school year, the Board of Trustees will cover the cost of registration and hotel accommodation for eight parent representatives, with preference given to one representative from each ward and two from the Camrose Ward, to attend the Alberta Assessment Consortium Conference “Celebrating Success”, October 4<sup>th</sup> and 5<sup>th</sup>, 2013.

CARRIED

**ELECTIONS BY-LAW NO. 01\2013**

**BEING A BYLAW TO PROVIDE THAT A VOTING STATION IS  
TO BE OPEN BEFORE 10:00 A.M.**

Pursuant to the provisions on the *Local Authorities Election Act, Revised Statutes of Alberta 2000*, and the amendments as of December 10<sup>th</sup>, 2012 thereto, the Board of Trustees of the Battle River Regional Division No. 31, in the Province of Alberta, enacts as follows:

1. That to remain consistent with the other jurisdictions that the Board may contract with to hold the 2013 School Trustee elections, the Board of Trustees of the Battle River Regional Division No. 31 hereby give authority for voting stations to open prior to 10:00 a.m. on election day, October 21<sup>st</sup>, 2013.
2. Opening polling stations prior to 10:00 a.m. on election day is provided for under the provisions on the Local Authorities Election Act (Sec. 46 (2)).
3. This bylaw shall come into force and effect upon the date of the passing of the third and final reading.

#102\13 P MILLER – Read a First Time This 27<sup>th</sup> Day of June, 2013.

CARRIED

#103\13 N METZ – Read a Second Time This 27<sup>th</sup> Day of June, 2013.

CARRIED

#104\13 P MILLER – That the Board of Trustees moves to agree to three readings of By-Law 01\2013 this 27<sup>th</sup> Day of June, 2013.

CARRIED UNANIMOUSLY

#105\13 R HEIBERG – Read a Third Time This 27<sup>th</sup> Day of June, 2013.

CARRIED

**ELECTIONS BY-LAW NO. 02\2013**

**BEING A BY-LAW TO ADOPT A MODIFIED VOTING PROCEDURE**

Pursuant to the provisions on the Local Authorities Election Act, Revised Statutes of Alberta 2000, and the amendments as of December 10<sup>th</sup>, 2012, thereto, and under the authority of Ministerial Order No. 029\2013, the Board of Trustees of the Battle River Regional Division No. 31, in the Province of Alberta, enacts as follows:

1. The Board of Trustees of the Battle River Regional Division No. 31 hereby adopt the modified system of conducting an election as prescribed by Alberta Regulation 5\2007 and amendments.
2. The modified voting procedure shall be used for the purpose of conducting elections pursuant to the provisions on the Local Authorities Election Act.
3. This bylaw shall come into force and effect upon the date of the passing of the third and final reading.

#106\13 R HEIBERG – Read a First Time This 27<sup>th</sup> Day of June, 2013.

CARRIED

#107\13 J FIELDING – Read a Second Time This 27<sup>th</sup> Day of June, 2013.

CARRIED

#108\13 N METZ - That the Board of Trustees move to agree to three readings of By-Law 02\2013 this 27<sup>th</sup> Day of June, 2013.

CARRIED UNANIMOUSLY

#109\13 K SEVERSON – Read a Third Time This 27<sup>th</sup> Day of June, 2013.

CARRIED

**ART ROOM BUILDING – NEW NORWAY SCHOOL**

#110\13 K SEVERSON - That the Board of Trustees approves the Assistant Superintendent – Business to request ministerial approval for the demolition and removal of instructional space from utilization calculations of the New Norway School “Art” building.

CARRIED

**DISPOSAL OF OLD SCHOOL SITE**

#111\13 P MILLER - That the Board of Trustees declares the property located at SW 13-39-12-W4 (Old School Site – Doupe School District) as surplus and authorizes Assistant Superintendent – Business to advertise the property for sale.

CARRIED

**SUPPORT STAFF 0% INCREASE**

#112\13 J FIELDING - That the Board of Trustees approves a 0% salary increase on the 2012 – 2013 pay rates for all non-teaching staff and non-unionized staff, effective September 1<sup>st</sup>, 2013.

CARRIED

**INTERNATIONAL TRAVEL REQUEST – CAMROSE COMPOSITE HIGH SCHOOL**

#113\13 C SMITH - That the Board approves, in principle and subject to Administrative Procedure 261 'Travel Study', the international travel trip to Berlin, Prague, Budapest, and Vienna by the Camrose Composite High School students during 2013 – 2014 spring break.

CARRIED

**INTERNATIONAL TRAVEL REQUEST – VIKING SCHOOL**

#114\13 C SMITH - That the Board approves, in principle and subject to Administrative Procedure 261 'Travel Study', the international travel trip to Italy by the Viking School International Travel Club students during 2013 – 2014 spring break, specifically April 11<sup>th</sup> to 21<sup>st</sup>, 2014.

CARRIED

**INTERNATIONAL TRAVEL REQUEST – TOFIELD SCHOOL**

#115\13 R HEIBERG - That the Board of Trustees approves, in principle and subject to Administrative Procedure 261 'Travel Study', the international travel trip to Italy by the Tofield School International Travel Club students during spring break 2014.

CARRIED

**MEETING RECESS**

The regular meeting of the Board of Trustees recessed at 11:58 a.m. and reconvened at 12:04 p.m.

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**IN-CAMERA SESSION (12:23 p.m.)**

#116\13 K SEVERSON - 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 – Instruction Jarrett, Assistant Superintendent - Business Walsh, Communications Coordinator Hutchinson, and Recording Secretary Fairall be excluded.

CARRIED

**OUT OF IN-CAMERA SESSION (12:34 p.m.)**

The in-camera session concluded and the regular meeting reconvened.

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**NEXT BOARD MEETING**

The next regular meeting of the Board of Trustees is scheduled for September 12<sup>th</sup>, 2013.

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**ADJOURNMENT**

All items of business being complete and there being no dissent, Chair Bowie adjourned the meeting at 12:34 p.m.

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DOUG BOWIE, CHAIR

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DR LARRY PAYNE, SUPERINTENDENT OF SCHOOL