

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON NOVEMBER 28<sup>TH</sup>, 2013, COMMENCING AT 9:09 A.M.**

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**PRESENT**

TRACEY BOAST RADLEY  
NORMAN ERICKSON  
REBECCA HEIBERG  
JUDITH MAZANKOWSKI  
KENDALL SEVERSON  
LORRIE SITLER  
LAURIE SKORI

**ABSENT**

DR LARRY PAYNE, Superintendent of Schools

**ALSO PRESENT**

RAY BOSH, Assistant Superintendent – Student Services  
RICK JARRETT, Assistant Superintendent – Instruction  
IMOGENE WALSH, Assistant Superintendent - Business  
DIANE HUTCHINSON, Communications Coordinator  
SHIRLEY FAIRALL, Recording Secretary

**K SEVERSON IN THE CHAIR**

**CALL TO ORDER**

Chair Severson called the meeting to order at 9:09 a.m.

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**IN-CAMERA SESSION (9:10 a.m.)**

#166\13 L SITLER - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, 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 (9:15 a.m.)**

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

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**APPROVAL OF AGENDA**

#167\13 T BOAST RADLEY – That the Board of Trustees approve the agenda with the following addition:

**Trustee Matters:**

11.8 Meeting Date Change

CARRIED

**APPROVAL OF MINUTES**

#168\13 R HEIBERG - That the Board of Trustees approves the Minutes of the Special Meeting of November 12<sup>th</sup>, 2013 as presented.

CARRIED

#169\13 L SITLER – That the Board of Trustees approves the Minutes of the Regular Meeting of November 14<sup>th</sup>, 2013 as presented.

CARRIED

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Cheryl Kropinske, Director of Finance, and Jolene Kobi, Chartered Accountant for Girzel Krejci Dand Peterson, joined meeting at 9:18 a.m.

**AUDITED FINANCIAL STATEMENTS**

Chair Severson welcomed Ms Kropinske and Ms Kobi, and invited their presentation. Ms Kropinske and Ms Kobi reviewed with Trustees the Statement of Financial Position, Revenues and Expenses, and Summary of Reserves.

#170\13 L SKORI- That the Board approves the following reserve transfers:

**Allocation of Operating Surplus \ (Deficit)**

Instruction Operating	\$1,868,384.00
Maintenance Operating	864,521.83
Transportation Operating	686,202.00
Admin Operating	73,716.00
External Operating	3,503.00
Inclusive Ed Operating	351,445.33
School Generated Funds	126,273.00
School Budget Operating	<u>728,280.26</u>
	<u>\$4,702,325.42</u>

CARRIED

#171\13 T BOAST RADLEY - That the Board approves the following reserve transfers:

Colony Pool Correction

Instructional Operations	\$191,197.00
Maintenance Operations	<u>(191,197.00)</u>
	<u>                  -</u>

CARRIED

#172\13 J MAZANKOWSKI - That the Board approves the following reserve transfers:

Learning Together Program

School Budgets	\$32,461.28
Instructional Operations	<u>(32,461.28)</u>
	<u>                  -</u>

CARRIED

#173\13 R HEIBERG – That the Board approves the 2012 – 2013 Audited Financial Statements as presented.

CARRIED

Ms Kropinske and Ms Kobi left the meeting at 10:15 a.m.

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**INTERNATIONAL TRAVEL REQUEST – NEW NORWAY SCHOOL**

#174\13 L SITLER - That the Board approves in principle and subject to Administrative Procedure 261 'Travel Study', the international travel trip to Italy, Croatia, and Slovenia by the New Norway School International Travel students during summer break 2015 (July 8<sup>th</sup>, 2015 to July 20<sup>th</sup>, 2015).

CARRIED

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**MEETING RECESS**

The Regular Meeting of the Board of Trustees recessed at 10:27 a.m. and reconvened at 10:52 a.m.

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**BOARD COMMITTEE UPDATE**

#175\13 L SKORI - That the Board approves adding Trustee Erickson to the Student Affairs Committee effective immediately.

CARRIED

**FALL BUDGET**

Imogene Walsh, Assistant Superintendent - Business, reviewed with the Trustees the Fall Budget update for the 2013 – 2014 school year.

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**MEETING RECESS**

The Regular Meeting of the Board of Trustees recessed at 11:59 a.m. and reconvened at 1:25 p.m.

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**IN-CAMERA SESSION (1:26 p.m.)**

#176\13 J MAZANKOWSKI - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Assistant Superintendent – Student Services Bosh, Assistant Superintendent – Instruction Jarrett, Assistant Superintendent - Business Walsh, Communications Coordinator Hutchinson, and Recording Secretary Fairall be excluded.

CARRIED

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Assistant Superintendent Bosh, Assistant Superintendent Jarrett, Assistant Superintendent Walsh, Communications Coordinator Hutchinson, and Recording Secretary Fairall left the meeting at 1:27 p.m.

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Assistant Superintendent Bosh, Assistant Superintendent Jarrett, Assistant Superintendent Walsh, Communications Coordinator Hutchinson, and Recording Secretary Fairall returned to the meeting at 1:55 p.m.

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**OUT OF IN-CAMERA SESSION (2:37 p.m.)**

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

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**SUPERINTENDENT RESPONSIBILITIES**

#177\13 L Sitler - THAT when the Superintendent of School is absent from his duties for a prolonged period of time, the Assistant Superintendent of Schools – Instruction shall, on a temporary basis, fulfill the duties of the Superintendent of Schools, including, but not limited to, those duties identified in Policy 11: Board Delegation of Authority and Policy 12: Role of the Superintendent.

CARRIED

**MODULAR CLASSROOM SUBMISSION**

#178\13 R HEIBERG - That the Board of Trustees approves the recommendation to not request any modulars from Alberta Education for 2014 – 2015.

CARRIED

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**MEETING RECESS**

The Regular Meeting of the Board of Trustees recessed at 3:27 p.m. and reconvened at 3:39 p.m.

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**BOARD MEETING DATE CHANGE**

The Battle River School Division Board Meeting previously scheduled for March 27<sup>th</sup>, 2014 has been rescheduled for 9:00 a.m. on March 20<sup>th</sup>, 2014.

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**ADJOURNMENT**

All items of business being complete and there being no dissent, Chair Severson adjourned the meeting at 4:25 p.m.

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KENDALL SEVERSON, CHAIR

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IMOGENE WALSH, ASSISTANT SUPERINTENDENT – BUSINESS

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