

MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON OCTOBER 31ST, 2013, COMMENCING AT 9:02 A.M.

PRESENT

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

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

I WALSH IN THE CHAIR

CALL TO ORDER

Assistant Superintendent Walsh called the meeting to order at 9:02 a.m.

APPROVAL OF AGENDA

#137\13 R HEIBERG - That the Board of Trustees approves the agenda as presented.

CARRIED

METHOD OF VOTING

#138\13 J MAZANKOWSKI – That, in the event an election is required to fill various positions or offices, voting be conducted by secret ballot until a simple majority is determined.

CARRIED

TERM OF OFFICE

#139\13 T BOAST RADLEY – That the term of office for Chair, Vice-Chair and all committee positions be held until the Organizational Meeting of the Board of Trustees in 2014.

CARRIED

ELECTION OF BOARD CHAIR

Assistant Superintendent Walsh called for nominations for the position of Board Chair.

Trustee Andre nominated Trustee Severson.

Trustee Skori nominated Trustee Mazankowski.

Trustee Boast Radley nominated Trustee Heiberg. Trustee Heiberg declined the nomination.

Ms Walsh called twice for further nominations. There were no further nominations.

#140\13 L SITLER – That nominations cease.

CARRIED

Voting was conducted by ballots. Ballots were counted by Assistant Superintendent – Business Walsh, Assistant Superintendent – Instruction Jarrett, Assistant Superintendent – Student Services Bosh, Communications Coordinator Hutchinson, and Recording Secretary Fairall

Trustee Severson was elected Board Chair.

OATH OF OFFICE FOR BOARD CHAIR

Ms Walsh administered the Oath of Office for Board Chair to Trustee Severson. The Oath of Office is attached to and forms a part of these minutes.

Trustee Severson assumed the chair.

ELECTION OF BOARD VICE-CHAIR

Chair Severson called for nominations for the position of Board Vice-Chair.

Trustee Skori nominated Trustee Mazankowski.

Trustee Erickson nominated Trustee Sitler.

Trustee Boast Radley nominated Trustee Skori. Trustee Skori declined the nomination.

Chair Severson called twice for further nominations. There were no further nominations.

#141\13 J ANDRE – That nominations cease.

CARRIED

Voting was conducted by ballots. Ballots were counted by Assistant Superintendent – Business Walsh, Assistant Superintendent – Instruction Jarrett, Assistant Superintendent – Student Services Bosh, Communications Coordinator Hutchinson, and Recording Secretary Fairall resulting in a tied vote. Voting for the Vice Chair position resumed for a second time. Ballots were counted by Assistant Superintendent – Business Walsh, Assistant Superintendent – Instruction Jarrett, Assistant Superintendent – Student Services Bosh, Communications Coordinator Hutchinson, and Recording Secretary Fairall for a second time.

Imogene Walsh, Assistant Superintendent – Business, announced Trustee Sitler assumes the role of Vice Chair.

OATH OF OFFICE FOR BOARD VICE-CHAIR

Ms Walsh administered the Oath of Office for Board Vice Chair to Trustee Sitler. The Oath of Office is attached to and forms a part of these minutes.

Dr Larry Payne, Superintendent of Schools, congratulated the new Chair and Vice Chair and advised that Administration looks forward to working with the new Board and Board Executive.

For Dr Larry Payne’s Welcome Address see the attached Addendum.

IN-CAMERA SESSION (9:40 a.m.)

#142\13 L SKORI - That the Organizational 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

IN-CAUCUS SESSION (9:46 a.m. – 11:09 a.m.)

Chair Severson requested that Trustees meet In-Caucus, and that all persons except Trustees be excluded from the Organizational Meeting.

OUT OF IN-CAMERA SESSION (11:13 a.m.)

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

SIGNING AUTHORITY

Bank Accounts

#143\13 J ANDRE - That, in addition to the Chair or Vice Chair, the Superintendent of Schools, the Assistant Superintendent – Student Services, and the Assistant Superintendent - Business, be granted signing authority for all Division bank accounts.

CARRIED

Funding and Grant Applications

#144\13 R HEIBERG- That signing authorities for grant applications be any one of the following persons: Superintendent of Schools, Assistant Superintendent - Student Services, Assistant Superintendent – Instruction, or Assistant Superintendent - Business.

CARRIED

School Division Contracts

#145\13 L SITLER - That signing authorities for School Division contracts be any one of the following persons: the Chairman, Superintendent of Schools, Assistant Superintendent - Student Services, Assistant Superintendent – Instruction, or Assistant Superintendent – Business.

CARRIED

BORROWING RESOLUTION

#146\13 N ERICKSON - That whereas it is necessary for the purposes of the Board to borrow money or obtain other financial assistance on the credit of the Board from time to time from one of the chartered banks of Canada:

THEREFORE, BE IT ENACTED by the Board of Trustees of the Battle River Regional Division #31, as a resolution thereof:

1. That the Officers of the Board (Chairman, Vice-Chairman, Superintendent of Schools and the Assistant Superintendent - Business) of the Battle River Regional Division #31 be hereby authorized to borrow monies or obtain other financial assistance from time to time from the Bank of Montreal (the "Bank") (including without limitation through the issuance of bills of exchange drawn by the Board and accepted by the Bank) upon the credit of the Board in such amounts as they deem proper and by way of overdraft or otherwise.

2. That any promissory notes, bills of exchange or other negotiable paper (including renewals thereof in whole or in part) signed on behalf of the Board by the officers of the Board authorized from time to time to sign negotiable instruments on its behalf and granted to or accepted by the Bank for monies borrowed and interest thereon as may be agreed upon or other financial assistance obtained from the Bank shall be binding upon the Board.

3. That the Officers may from time to time, if they see fit to do so, grant securities by way of mortgage, hypothecation, pledge or otherwise covering all or any of the property and assets of the Board present and future as security for all or any monies borrowed by the Board from the Bank or any other liability of the Board to the Bank, and any such mortgage, hypothecation, pledge, or other security shall be valid and binding upon the Board if signed by any of the officers authorized to sign negotiable instruments on the Board's behalf.

4. All contracts, deeds, grants, assurances and documents reasonably required by the Bank or its Counsel for all or any of the purposes aforesaid shall be executed and carried into effect by the proper officers of the Board (and when necessary the seal of the Board shall be affixed thereto).

5. This resolution, when sanctioned by the Board, shall be irrevocable until a resolution repealing this resolution shall have been confirmed or sanctioned by the Board and a copy thereof duly certified (under the seal of the Board) delivered to the Bank, and meanwhile all the powers and authorities hereby conferred shall continue in force.

CARRIED

BORROWING MOTION

#147\13

J MAZANKOWSKI - That the Board may borrow from time to time from the Bank of Montreal, sum(s) up to but not exceeding \$1,200,000 (\$1,000,000 line of credit and \$200,000 Purchasing Card) which the Board deems necessary to expend to meet the current expenditures and obligations of the Board, and to pay or agree to pay interest thereon, or on so much thereof as remains from time to time unpaid.

CARRIED

TAPING OF MEETINGS

#148\13 R HEIBERG - That the regular meetings of the Board of Trustees be taped to assist the recording secretary in the preparation of accurate minutes, and further that when the minutes of a particular meeting have been approved, the tapes be erased.

CARRIED

NOTES FROM IN-CAMERA SESSION

#149\13 N ERICKSON - That notes with respect to in-camera sessions of the Board not be kept.

CARRIED

MEETING DATES

#150\13 T BOAST RADLEY - That the regular meetings of the Board of Trustees be held on the second Thursday of each month, and that the fourth Thursday be either a Regular Meeting, if needed, or Committee meetings.

CARRIED

COMMENCEMENT AND COMPLETION TIME FOR BOARD OF TRUSTEES' MEETINGS

#151\13 R HEIBERG - That, with respect to the meetings of the Board of Trustees, the commencement time be 9:00 a.m. and the completion time be 4:30 p.m., and further that if any meeting is to continue past the above-noted finish time, a motion to do so must be passed by a majority of the Trustees present.

CARRIED

MEETING RECESS

The Organizational Meeting of the Board of Trustees recessed at 11:54 a.m. and reconvened at 12:50 p.m.

IN-CAMERA SESSION (12:51 p.m.)

#152\13 L SKORI - That the Organizational 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 (1:01 p.m.)

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

PUBLIC TAPING OF MEETINGS

Dr Larry Payne, Superintendent of Schools, brought to the attention of the Trustees that a sign will be posted in the Board Room advising that anyone wanting to use a recording device at a public Board meeting shall obtain prior approval of the Chair as outlined in Policy 7 Board Operations.

ESTABLISHMENT OF STANDING COMMITTEES

#153\13 L SKORI – That the Board establishes the following standing committees:

Board Committee of the Whole
Audit Committee
Executive Committee
Negotiating Committee – Alberta Teachers’ Association (Not required for 2013 – 2014 school year.)
Negotiating Committee – Caretakers and Bus Drivers (Not required for 2013 – 2014 school year.)
Policy Development/Review Committee
Student Affairs Committee
Community Engagement Committee.

CARRIED

#154\13 L SKORI – That the Board of Trustees remove the Student Affairs Committee from the Standing Committees.

DEFEATED

AUTHORITY OF STUDENT AFFAIRS COMMITTEE

#155\13 T BOAST RADLEY - That the Student Affairs Committee be empowered to act on behalf of the entire Board in all matters pertaining to Student Affairs.

CARRIED

ELECTION OF TRUSTEES TO STANDING COMMITTEES

Standing Committees

#156\13 L SKORI – That the memberships on the Board Standing Committees will be as follows:

Board Committee of the Whole

All Trustees

Audit Committee

Vice Chair Sitler, Trustee Boast Radley, Trustee Heiberg

Executive Committee

Chair Severson, Vice Chair Sitler

Policy Development \ Review Committee

Trustee Boast Radley, Trustee Erickson, Trustee Skori

Student Affairs Committee

Trustee Andre, Trustee Heiberg, Trustee Mazankowski
Chair Severson (Alternate)

Community Engagement Committee

Vice Chair Sitler, Trustee Boast Radley, Trustee Mazankowski, Trustee Skori.

CARRIED

Board Representation On Outside Committees

#157\13 J ANDRE – That the Board of Trustees will have representation on the following outside committees as listed:

ASBA Zone 4

Trustee Heiberg
Trustee Boast Radley (Alternate)

ASBA Second Languages Task Caucus

Trustee Boast Radley

Canadian Parents for French

Trustee Erickson

Drug Response Task Force

Vice Chair Sitrler

Community Adult Learning Council

Trustee Skori
Trustee Mazankowski (Alternate)

C2 Committee

Trustee Erickson.

CARRIED

BOARD REPRESENTATION ON ASBA TASK FORCE

#158\13 N ERICKSON – That the Board of Trustees appoint Trustee Mazankowski to be the BRSD Trustee Representative on the ASBA Task Force on Strengthening the Provincial Voice of School Boards.

CARRIED

MEETING RECESS

The Organizational Meeting of the Board of Trustees recessed at 1:47 p.m. and reconvened at 2:18 p.m.

IN-CAMERA SESSION (2:35 p.m.)

#159\13 L SITLER - That the Organizational 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 (2:59 p.m.)

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

ADJOURNMENT

All items of business being complete and there being no dissent, Chair Severson adjourned the meeting at 2:59 p.m.

KENDALL SEVERSON, CHAIR

DR LARRY PAYNE, SUPERINTENDENT OF SCHOOL

TABLE OF CONTENTS

CALL TO ORDER.....1

APPROVAL OF AGENDA1

METHOD OF VOTING1

TERM OF OFFICE2

ELECTION OF BOARD CHAIR.....2

OATH OF OFFICE FOR BOARD CHAIR.....2

ELECTION OF BOARD VICE-CHAIR.....2

OATH OF OFFICE FOR BOARD VICE-CHAIR3

SIGNING AUTHORITY4

 BANK ACCOUNTS4

 FUNDING AND GRANT APPLICATIONS.....4

 SCHOOL DIVISION CONTRACTS.....4

BORROWING RESOLUTION4

BORROWING MOTION.....5

TAPING OF MEETINGS6

NOTES FROM IN-CAMERA SESSION6

MEETING DATES6

COMMENCEMENT AND COMPLETION TIME FOR BOARD OF TRUSTEES’ MEETINGS6

PUBLIC TAPING OF MEETINGS.....7

ESTABLISHMENT OF STANDING COMMITTEES7

AUTHORITY OF STUDENT AFFAIRS COMMITTEE8

ELECTION OF TRUSTEES TO STANDING COMMITTEES8

 STANDING COMMITTEES8

BOARD REPRESENTATION ON ASBA TASK FORCE9

WELCOMING COMMENTS FROM DR LARRY PAYNE, SUPERINTENDENT OF SCHOOLS

Good Morning,

Now that the oath of office has been taken, let me be the first to officially offer congratulations. To the eight elected individuals at the table, I welcome you. Collectively, you are now one corporate body of governance - The Battle River School Division Board.

It is of policy and public record, your fundamental obligation is to preserve, if not enhance, the public trust and its operations.

During the next four years, I'm confident you will be a strong advocate for all of us in BRSD.

I think that you will find public education, and your role in moving forward the new Education Act to be challenging but also extremely rewarding.

The vision/road map of Alberta's education system has been clearly identified to me as Chief Executive Officer. I am committed to ensuring the principles of the Ministerial Order on student learning and curriculum redesign are fully supported and evident in every single classroom.

This Order has been signed and law effected, therefore, time is of the essence for your consultative process on this topic. Trustees are a vital conduit to community dialogue, parental understanding and ultimately, support for this transformation to competency based schooling.

As the Chief Executive Officer, I know with full conviction, our operational work is enhanced, effective and efficient through two avenues;

1) professional relationships – you with each other, and you as a Board with me and my senior staff. There is no more powerful tool for the entire Division than the modeling of expected behaviors.

2) transparent communication channels between this Board Room and my office. Rightfully so, the public deserves and demands that the School Division business is conducted in one place to ensure equity and fairness – right here.

There is one exception to this as per Board Policy 7 – any business that is subject to privacy requirements must be conducted in-camera. These are grouped into three categories; land, labor and law – these are often emergent in nature.