

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON MAY 12<sup>TH</sup>, 2011, COMMENCING AT 9:04 A.M.**

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**PRESENT**

CHERYL SMITH  
DOUG BOWIE  
JIM FIELDING  
SHELLEY GRUNDBERG  
REBECCA HEIBERG  
PETER MILLER  
KENDALL SEVERSON

**ABSENT**

NOREEN METZ

**ALSO PRESENT**

DR LARRY PAYNE, Superintendent of Schools  
RAY BOSH, Assistant Superintendent  
RICK JARRETT, Assistant Superintendent - Instruction  
BILL SCHULTE, 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 9:04 a.m.

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Saya Tsuli, international student at Hay Lakes School, and Jerrit Brandt, teacher, Hay Lakes School, joined the meeting at 9:04 a.m.

**STUDENT SUCCESS**

Chair Smith welcomed Ms Tsuli and Mr Brandt, and invited their presentation on Saya's success as an international student at Hay Lakes School.

Ms Tsuli and Mr Brandt left the meeting at 9:25 a.m.

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**APPROVAL OF AGENDA**

#64\11 J FIELDING - That the agenda be approved as presented with the addition of the New Business Item 7.8 Global Partners.

CARRIED

**APPROVAL OF MINUTES**

#65\11 K SEVERSON - That the minutes of the Regular Meeting of the Board of Trustees held on April 14<sup>th</sup> and 28<sup>th</sup>, 2011 be approved as presented.

CARRIED

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Rick Jarrett, Assistant Superintendent – Instruction, joined the meeting at 9:29 a.m.

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**IN-CAMERA SESSION (9:29 a.m.)**

#66\11 D BOWIE - 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 – Instruction Jarrett, Assistant Superintendent - Business Schulte, Communications Officer Hutchinson, and Recording Secretary Fairall be excluded.

CARRIED

Mr Jarrett left the meeting at 10:06 a.m.

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**BAWLF AFTER SCHOOL PRE SCHOOL PROGRAM**

Trustees received a letter from Terry-Lynn Sereda, President, Bawlf Playschool Society, thanking them for their support in attaining modulars for the Bawlf Playschool and Out of School Care Programs.

**GLOBAL PARTNERS**

Clarification was provided to Trustees regarding the three programs offered by Global Partners Info, an agency that recruits Japanese students to Canada. Correspondence received by Trustees regarding this program is to be referred to the Superintendent for response.

**REQUEST FOR LEGAL SERVICES**

#67\11 P MILLER - That the Board approve the request for acquiring legal services in the event of staff hearings.

CARRIED

**SENIOR ADMINISTRATION NEGOTIATING COMMITTEE**

#68\11 R HEIBERG - That the Senior Administration Negotiating Committee be comprised of ATA Negotiating Committee Members Trustee Miller and Trustee Fielding, with Vice Chair Bowie sitting in place of Chair Smith.

CARRIED

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**MEETING RECESS**

The regular meeting recessed at 10:20 a.m. and reconvened at 10:40 a.m.

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Imogene Walsh, Treasurer, joined the meeting at 10:40 a.m.

**INTERIM FINANCIAL STATEMENTS**

Chair Smith welcomed Ms Walsh and invited her presentation. Ms Walsh provided Interim Financial Statements and Budget Reports as at March 31<sup>st</sup>, 2011 and reviewed a summary of the revenue and expenditures.

**SUPPORT STAFF INCREASES**

#69\11 J FIELDING - That the Board of Trustees approves a 4.54% salary increase on the 2011 – 2012 pay rates for all non-teaching staff effective September 1<sup>st</sup>, 2011. This includes Educational Assistants, Library Technicians, School Administrative Assistants, Division Office Staff, Technology Staff, Division Psychologist, Speech Language Pathologist, Operations and Maintenance Staff, Transportation Staff (including non-association bus drivers), Youth Worker Staff (Champ Staff, Family School Liaison Staff, Learning Together Program Staff, and Success Mentor Staff), and Learning Together Day Care Staff.

CARRIED

#70\11 P MILLER - That the Board of Trustees authorizes the Negotiating Committee to meet with the Beaver Bus Drivers' Association and offer a 4.54% salary increase on the 2011 – 2012 pay rates effective September 1<sup>st</sup>, 2011.

CARRIED

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Ms Walsh left the meeting at 10:19 a.m.

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**COMMUNICATIONS COMMITTEE UPDATE**

Trustee Severson provided an update on the Communications Committee. Meetings were held with representatives of parent councils from Strome on May 5<sup>th</sup> and Loughheed on May 6<sup>th</sup>, 2011, together with members of the Communication Committee, Dr Larry Payne, Superintendent of Schools, Bill Schulte, Assistant Superintendent - Business, Imogene Walsh, Treasurer, Diane Hutchinson, Communications Coordinator, and Kathryn Graff, Manager of Intervention Services, in Division Office. A meeting with Rosalind parents will be held on May 17<sup>th</sup>, 2011 in Division Office.

**STRATEGIC PLANNING DEBRIEF**

Trustees reported on their participation in the Strategic Planning Session held on May 4<sup>th</sup>, 2011 in the Division Office Board Room.

**SUPERINTENDENT'S EVALUATION**

#71\11 J FIELDING - That the Board contact Alberta School Boards Association to assist with completing the Superintendent's Evaluation for the school year of 2011 – 2012.

CARRIED

#72\11 D BOWIE - That the Board contract Mrs Shirley Stiles, Consultant, to assist with the self evaluation of the Battle River School Division Board of Trustees.

CARRIED

**AUGUSTANA MOU MEETING**

#73\11 P MILLER - That the Board of Trustees supports the Memorandum Of Understanding between Battle River School Division and University of Alberta, Augustana Campus, and authorizes the Board Chair and the Superintendent of Schools to sign the Memorandum Of Understanding prior to June 30<sup>th</sup>, 2011.

CARRIED

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**IN-CAMERA SESSION (11:53 a.m.)**

#74\11 J FIELDING - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Payne be excluded.

CARRIED

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Chair Smith left the meeting at 12:35 p.m.

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**MEETING RECESS**

The regular meeting recessed at 12:35 p.m. and reconvened at 1:33 p.m.

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**VICE CHAIR BOWIE IN THE CHAIR 1:33 P.M.**

**LOCALLY DEVELOPED COUSES**

#75\11 K SEVERSON - That, subject to approval by Alberta Education, Learning Strategies 15, 25, 35, as developed by the Calgary Catholic School Board, be authorized for use in Battle River School Division #31 until August 31<sup>st</sup>, 2014, subject to the conditions of use outlined by the developing Board and Alberta Education.

CARRIED

#76\11 K SEVERSON - That, subject to approval by Alberta Education, Pop Culture 25, 35, as developed by the Parkland School Division, be authorized for use in Battle River School Division #31 until August 31<sup>st</sup>, 2014, subject to the conditions of use outlined by the developing Board and Alberta Education.

CARRIED

**CAMROSE COUNTY SALE OF LAND**

#77\11 S GRUNDBERG - That the Board of Trustees accepts the Camrose County offer to purchase nine acres of land (Lot 3 Plan 832-1422 SW 12 – 48 – 21 W4; and Pt of SW 12 – 48 – 21 – W4) and building in Armena for \$112,000 GST included, subject to Ministerial approval and with the condition that the Battle River School Division be allowed to lease the existing bus barn located on the land for an indefinite period of time for \$1.00.

CARRIED

### **THREE YEAR PLAN REVIEWS**

Vice Chair Bowie reminded Trustees of the upcoming Three Year Plan Reviews with school teams on May 16<sup>th</sup> and 17<sup>th</sup>, 2011 at the Norsemen Inn in Camrose.

### **ASBA ZONE 4 MEETING**

Chair Smith together with Trustees Miller and Heiberg will be attending the ASBA Zone 4 meeting at the Red Deer Catholic School Division Office and Edwin Parr Award Banquet on May 30<sup>th</sup>, 2011 at the Black Knight Inn in Red Deer.

### **EMPLOYEE RECOGNITION BANQUET**

Dr Larry Payne, Superintendent of Schools, provided an overview of the format of the Employee Recognition Banquet scheduled for September 24<sup>th</sup>, 2011 at the Camrose Regional Exhibition.

### **ALBERTA ASSESSMENT CONSORTIUM ANNUAL FALL CONFERENCE**

Trustees will be attending the Alberta Assessment Consortium on October 21<sup>st</sup> and 22<sup>nd</sup>, 2011 at the Shaw Convention Center in Edmonton.

### **ADMINISTRATORS' MEETING**

Trustees Miller and Fielding reported on their attendance at the Administrators' Meeting on May 11<sup>th</sup>, 2011 at the Edgeworth Centre in Camrose.

### **MEETING WITH WETASKIWIN REGIONAL BOARD**

Trustees, together with Dr Larry Payne, Superintendent of Schools, reported on their meeting with the Wetaskiwin Regional School Board on May 4<sup>th</sup>, 2011 in Wetaskiwin.

### **CAPITAL PLANNING COMMITTEE REPORT**

Trustee Severson provided an update on the Capital Planning Committee. The Committee met with the Bawlf School Modernization Committee, together with Dr Larry Payne, Superintendent of Schools, Bill Schulte, Assistant Superintendent – Business, and Percy Roberts, Director of Operations and Maintenance, on May 11<sup>th</sup>, 2011 at Bawlf School.

**SUPERINTENDENT'S REPORT**

Dr Payne provided the Trustees with a summary of an evaluation completed by the participants at a recent Leadership Academy regarding Assessment, Literacy, 21<sup>st</sup> Century Learning, and Welcoming and Caring Schools.

Mr Ken O'Connor, noted author on assessment, has requested Battle River School Division sign a release allowing him to publish the BRSD assessment procedure in his next publication.

Dr Payne advised the Trustees that implementation of the new assessment procedure for Junior High and Senior High grades will not be mandatory for the 2011 – 2012 school year.

Battle River School Division will be featured in the Education Executive magazine along with five other Alberta school divisions. Dr Payne, Superintendent of Schools, and Ms Diane Hutchinson, Communications Coordinator, will be interviewed for this article on Thursday, May 19<sup>th</sup>, 2011.

Dr Larry Payne, Superintendent of Schools, Ray Bosh, Assistant Superintendent, Rick Jarrett, Assistant Superintendent – Instruction, Bill Schulte, Assistant Superintendent – Business, and Imogene Walsh, Treasurer, attended the CASS Leadership Conference on May 8<sup>th</sup> to 10<sup>th</sup>, 2011. The theme of the conference was 'Innovation, Transformation and Improvement'.

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**MEETING RECESS**

The regular meeting recessed at 2:39 p.m.

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**ADJOURNMENT**

All items of business being complete and there being no dissent, Chair Smith adjourned the meeting at 5:12 p.m.

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CHERYL SMITH, CHAIR

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WILLIAM SCHULTE, ASSISTANT SUPERINTENDENT, BUSINESS

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