

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON JANUARY 8, 2009, COMMENCING AT 9:30 A.M.**

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**PRESENT**

REBECCA HEIBERG  
KEN OFFORD (joined the meeting at 9:55 a.m.)  
PETER MILLER  
VICTOR PETRUK  
KENDALL SEVERSON  
CHERYL SMITH  
HAMEED SYED  
PATRICIA ZENIUK

**ABSENT**

**ALSO PRESENT**

DR LARRY PAYNE, Superintendent of Schools  
RAY BOSH, Deputy Superintendent  
BILL SCHULTE, Assistant Superintendent (Business)  
DIANE HUTCHINSON, Communications Officer  
SHIRLEY FAIRALL, Recording Secretary

C. SMITH IN THE CHAIR

**CALL TO ORDER**

Chair Smith called the meeting to order at 9:30 a.m.

**APPROVAL OF THE AGENDA**

#01/09 P Miller – That the agenda be approved with the additions noted on the distributed add-on agenda sheet and the amendment to the ‘Information Items’ wherein 10.6 is corrected to 10.2 “Family Literacy Day” and the addition of Information Item 10.3 “Leroy Johnson Tribute Dinner”.

CARRIED

**APPROVAL OF THE MINUTES**

#02/09 P Miller - That the minutes from the regular meeting held on December 11, 2008 be approved as presented.

CARRIED

Imogene Walsh, Treasurer, joined the meeting at 9:32 a.m.

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**IN-CAMERA SESSION (9:32 a.m.)**

#03/09 P ZENIUK - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Payne, Deputy Superintendent Bosh, Assistant Superintendent (Business) Schulte, Communications Officer Hutchinson, Treasurer Walsh and Recording Secretary Fairall be excluded.

CARRIED

Ms Walsh left the meeting at 9:47 a.m.

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In-camera session recessed and the regular meeting reconvened at 10:20 a.m.

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**MEETING RECESS**

The regular meeting recessed at 10:21 a.m. and reconvened at 10:35 a.m.

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Kathryn Graff, Director of Intervention Services and Nancy McLeod, Director of Student Services, joined the meeting at 10:35 a.m.

**CFSA – SCHOOL PROTOCOL**

Chair Smith welcomed Ms Graff and Ms McLeod to the meeting and invited their presentation. Ms Graff began the presentation by informing the Board that the purpose of the CFSA – School Protocol is to facilitate educational success and a smooth transition into or out of the school system for children in foster care. Ms McLeod and Ms Graff advised that this initiative is advantageous in that it outlines the process and directs all the people involved to work collaboratively for the success of the student.

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Ms Graff and Ms McLeod left the meeting at 10:53 a.m.

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#04/09 P Miller - That the Board of Trustees approve Chair Smith and Dr. Larry Payne, Superintendent of Schools, signing of the CFSA \ School protocol agreement as presented.

CARRIED

**TRUSTEE PROFILE OF EXCELLENCE**

#05/09 P Zeniuk – That the Board of Trustees approve the Trustee Profile of Excellence as amended and that it becomes a part of Policy 3 ‘Role of the Trustee’.

CARRIED

**FCSS YOUTH OUTREACH – TOFIELD**

#06/09 P Miller – That the Board of Trustees approve an additional \$4,000 contribution toward the Youth Outreach Worker position for Tofield/Ryley/Beaver Family and Community Support Services. These funds will be allocated from the Board Innovation Fund.

CARRIED

**BOARD INPUT TO AGENDA**

The Board of Trustees has requested that the form titled ‘Agenda Input’ be forwarded by the Executive Secretary, Operations through email to the Trustees 10 days prior to the Board meeting.

**SETTING THE DIRECTION FOR SPECIAL NEEDS – PHASE 2**

Attendance at the February 5, 2009 Phase 2 – ASBA Session of Setting the Direction for Special Needs meeting was discussed and will be determined at the Board of Trustees meeting on January 22, 2009.

**TALK TO THE SUPERINTENDENT**

Dr Larry Payne, Superintendent of Schools, informed the Board of Trustees that the website ‘Talk to the Superintendent’ is up and running. A notice of the website’s availability has gone out to the schools to be included in next week’s newsletters to students and parents. Ms Hutchinson, Communications Officer, has contacted towns and villages within the Battle River Regional School Division to have the notice included in community newsletters where possible.

**CHANGE OF DATE FOR BOARD MEETINGS**

The Board of Trustees agreed to keep the scheduled Board meeting dates for March and April 2009 as previously approved. Chair Smith will be away from March 23 to April 16, 2009 during which time Vice-Chair Zeniuk will chair the meetings.

**CONSULTATIVE PROCESS COMMITTEE**

Chair Smith reported on the January 6, 2009 meeting of the Consultative Process Committee. The Committee reviewed the results of the four consultative process forums held in November 2008 and discussed possible ways to gather input and enhance involvement with education stakeholders in future forums.

**MEETING RECESS**

The regular meeting recessed at 11:56 a.m. and reconvened at 1:29 p.m.

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Rick Jarrett, Assistant Superintendent (Planning/System Improvement) joined the meeting at 1:29 p.m.

**BOARD \ ADMINISTRATION PLANNING RETREAT**

Chair Smith welcomed Mr. Jarrett to the Board of Trustees meeting. Mr. Jarrett presented a draft of the proposed agenda for the Board \ Administration Planning Retreat scheduled for February 19 and 20, 2009 in Red Deer, Alberta.

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Mr Jarrett left the meeting at 1:59 p.m.

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**THREE YEAR EDUCATION PLAN SUMMARY**

Dr Payne, Superintendent of Schools, provided an update to the Board on the results of a review on the 2008 – 2011 Three Year Education Plan for Battle River Regional School Division No. 31 completed by Loraine Steele, Director for Zone 4 Services of ASBA. Dr. Payne and Mr. Jarrett met with Ms. Steele in November 2008 to review the plan to confirm its compliancy and ensure it meets required elements.

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Dr Warren Phillips and Donna Phillips joined the meeting at 2:08 p.m.

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**BATTLE RIVER INITIATIVE FOR TRADES**

Chair Smith welcomed Dr. Phillips and Ms. Phillips to the meeting and invited their presentation. Dr. and Ms. Phillips reviewed the background of the project, provided a summary of activities to date and the future goals for proceeding with the Battle River Initiative for Trades.

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Dr Philips and Ms. Phillips left the meeting at 2:42 p.m.

**MEETING RECESS**

At 2:47 p.m. the regular meeting recessed until 9:30 a.m. on January 22, 2009.

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CHERYL SMITH, CHAIR

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WILLIAM SCHULTE, ASSISTANT SUPERINTENDENT (BUSINESS)

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