

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES
OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON AUGUST 28, 2008,
COMMENCING AT 9:42 A.M.**

PRESENT

REBECCA HEIBERG
PETER MILLER
KENDALL SEVERSON
VICTOR PETRUK
CHERYL SMITH
HAMEED SYED
PATRICIA ZENIUK

ABSENT

KEN OFFORD

ALSO PRESENT

LARRY PAYNE, Superintendent of Schools
RAY BOSH, Deputy Superintendent (left the meeting at 10:50 a.m.)
BILL SCHULTE, Assistant Superintendent - Business
DIANE HUTCHINSON, Communications Officer
SYLVIA LAUBER, Recording Secretary

W. SCHULTE IN THE CHAIR

CALL TO ORDER

Assistant Superintendent Schulte called the meeting to order at 9:42 a.m.

METHOD OF VOTING

#121/08 H. SYED – 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

#122/08 H. SYED – That the term of office for Chair, Vice-Chair and all committee positions be for one year.

CARRIED

ELECTION OF BOARD CHAIR

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

Trustee Syed nominated Trustee Smith.

Mr. Schulte called for further nominations twice more. There were no further nominations.

Cheryl Smith was declared elected by acclamation as Board Chair.

OATH OF OFFICE FOR BOARD CHAIR

Mr. Schulte administered the oath of office for Board Chair to Cheryl Smith.

Ms Smith assumed the chair and thanked everyone for their support and confidence. She noted that she is looking forward to the upcoming school year.

ELECTION OF BOARD VICE-CHAIR

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

Trustee Syed nominated Trustee Zeniuk.

Ms Smith called for further nominations twice more. There were no further nominations.

Patricia Zeniuk was declared elected by acclamation as Board Vice-Chair.

OATH OF OFFICE FOR BOARD VICE-CHAIR

Mr. Schulte administered the oath of office of Board Vice-Chair to Patricia Zeniuk.

SIGNING AUTHORITY

Bank Accounts

#123/08 P. MILLER - That, in addition to the Chairman or Vice-Chairman, the Superintendent of Schools, the Deputy Superintendent of Schools, and the Assistant Superintendent (Business), Trustees Syed and Severson be granted signing authority for all Division bank accounts.

CARRIED

Funding and Grant Applications

#124/08 R. HEIBERG - That signing authorities for grant applications be any one of the following persons: the Chairman, Superintendent of Schools, Deputy Superintendent of Schools, and/or the Assistant Superintendent (Business).

CARRIED

BORROWING RESOLUTION

#125/08 K. SEVERSON - 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

#126/08 K. SEVERSON - That the Board may borrow from time to time from the Bank of Montreal, (a) sum(s) up to but not exceeding One Million Dollars (\$1,000,000.00) 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

ESTABLISHMENT OF STANDING COMMITTEES

#127/08 P. ZENIUK – That the Board establishes the following committees:

Board Committee of the Whole
Budget Committee
Audit Committee
Capital Planning Committee
Communication Liaison Committee
Executive Committee
Liaison Committee – Alberta Teachers’ Association Local 32
Liaison – Non Union Support Staff
Negotiating Committee – Alberta Teachers’ Association
Negotiating/Liaison Committee – Caretakers and Bus Drivers
Policy Development/Review Committee
Small Schools Committee
Student Affairs Committee
Consultative Process Committee
Alternative Programming Committee

CARRIED

AUTHORITY OF STUDENT AFFAIRS COMMITTEE

#128/08 R. HEIBERG - 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 COMMITTEES

Standing Committees

#129/08 H. SYED – That the Standing Committee memberships remain the same as that of the 2007-08 school year with the exception of the ATA Negotiating Committee on which Trustee Miller replaced Trustee Petruk and with the exception of the Negotiating/Liaison Committee – Caretakers and Bus Drivers on which Trustee Severson replaced Trustee Petruk.

CARRIED

Board Representation on Outside Committees

#130/08 P. ZENIUK – That the membership of the Board on the following outside committees remain the same as 2007-08:

ASBA Zone 4
PSBAA
Canadian Parents for French
Stop the Violence Task Force
Drug Response Task Force
Family Literacy Management Committee
Performing Arts Centre Committee
City of Camrose Environmental Education Center Committee

CARRIED

Board Representation on Superintendent's Committees

#131/08 H. SYED – That the Board representation on the following superintendent's Committees remain the same as 2007-08, with the following exceptions:

- The Student Achievement and Inclusive Schools Committees be combined into one committee called the Pyramid of Success Committee (with two additional Trustees serving);
- The Learning Together Program Committee will have Trustee Miller servicing in place of Trustee Smith and Trustee Zeniuk added as an alternate;
- The addition of the Battle River School Division #31 Environmental Education Center Committee with Trustees Severson and Heiberg serving on this Committee;
- The addition of the Assessment Committee with the current members of the Policy Development/Review Committee serving on this Committee;
- The addition of the Teacher Advisory Group with the Board Chair and Trustee Offord serving on this Committee;
- The addition of the Rural Development Project Committee with Trustees Miller and Petruk serving on this Committee.

CARRIED

REVIEW OF THE BOARD ANNUAL PLAN

#132/08 V. PETRUK – That the Board approves the Board Annual Plan as presented.

CARRIED

TAPING OF MEETINGS

#133/08 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

#134/08 K. SEVERSON - That notes with respect to in-camera sessions of the Board not be kept.

CARRIED

MEETING DATES

#135/08 P. ZENIUK - 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 continuation of the Regular Meeting, if needed, or Committee meetings, with the exception of October 2008.

CARRIED

START AND FINISHING TIME FOR BOARD OF TRUSTEES' MEETINGS

#136/08 H. SYED - That, with respect to the meetings of the Board of Trustees, the start time be 9:30 a.m. and the finish time be 5:00 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 recessed at 10:34 a.m. and reconvened at 10:50 a.m.

Imogene Walsh, Treasurer, joined the meeting at 10:50 a.m.

REMUNERATION

Basic Honoraria and Per Diem Rates for Trustees

#137/08 P. MILLER – That, effective September 1, 2008, the Trustees compensation rates (basic honoraria and per diem rates) be adjusted by 4.53%.

CARRIED

Kilometer Rate

- #138/08 P. MILLER – That the kilometer rate be as per the Canada Revenue Agency Automobile Allowance rate which is set annually, therefore effective September 1, 2008, the rates will be \$.52/kilometer for the first 5000 kilometers and \$.46/kilometer thereafter.

CARRIED

Meals

- #139/08 H. SYED – That meals, without receipts, be compensated according to the following schedule:

Breakfast - \$9.00

Lunch - \$11.50

Supper - \$18.00

CARRIED

Ms Walsh left the meeting at 11:11 a.m.

BOARD ORGANIZATIONAL MATTERS

Ms Smith reviewed the process for committee reports to the Board, noting that each committee will prepare a written report that will be sent out with the agenda for next Board meeting.

ADJOURNMENT

- #140/08 P. ZENIUK – That the organizational meeting be adjourned.

CARRIED

The organizational meeting adjourned at 11:32 a.m.

CHERYL SMITH, CHAIR

WILLIAM SCHULTE, ASSISTANT SUPERINTENDENT – BUSINESS

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