

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON NOVEMBER 27, 2008, COMMENCING AT 9:34 A.M.

PRESENT

PETER MILLER
KEN OFFORD (joined at 9:42 am)
VICTOR PETRUK (joined at 9:39 am)
KENDALL SEVERSON
CHERYL SMITH
HAMEED SYED
PATRICIA ZENIUK

ABSENT

REBECCA HEIBERG, TRUSTEE

ALSO PRESENT

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

C. SMITH IN THE CHAIR

CALL TO ORDER

Chair Smith called the meeting to order at 9:34 a.m.

TIMED ITEMS

Learning Together

Chair Smith welcomed Rick Jarrett, Assistant Superintendent and Ms Liz Befus of Flagstaff Learning Together Program. The Learning Together Program is directed towards young mothers to enhance their academic, parenting, life and employability skills. Dr. Larry Payne complimented Ms Befus on the thoroughness of her work and expressed gratitude for her perseverance through the challenges she has faced in working to implement the Learning Together Program in the Flagstaff ward.

Ms. Befus left the meeting at 10:00 am.

IN-CAMERA SESSION (10:00 a.m.)

#193/08 H. SYED - 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, Retiring Recording Secretary Lauber and Recording Secretary Fairall be excluded.

CARRIED

In camera session recessed at 10:26 a.m. and the regular meeting reconvened at 10:26 a.m.

SCHOOL CALENDAR

#194\08 V. PETRUK - That the Board of Trustees approves the amended School Calendar for the 2009 – 2010 school year as presented.

CARRIED

Mr. Jarrett left the meeting at 10:28 a.m.

MEETING RECESS

The regular meeting recessed at 10:28 a.m. and reconvened at 10:35 a.m.

ADDITIONS TO THE AGENDA

#195/08 K. OFFORD – That the additional items noted on the distributed agenda be approved and added to the agenda.

CARRIED

TIMED ITEMS

Setting the Direction for Special Education

At 10:36 a.m. Chair Smith welcomed Kathryn Graff, Director of Intervention Services, and invited her presentation. Ms Graff provided historical information on the delivery of special education in Alberta and summarized the new initiative “Setting the Direction for Special Education” designed as a priority by the Minister of Education, David Hancock. Implementation of the new special education framework is scheduled for September 2010. Chair Smith and Dr. Payne requested that Ms. Graff bring forth recommendations to the December 11 Board Meeting for discussion prior to the Board’s submission as requested by the Minister.

Ms. Graff left the meeting at 11:07 a.m.

Imogene Walsh, Treasurer, and Greg Wood, Auditor, joined the meeting at 11:11 a.m.

Mr. Wood presented the Audited Financial Statement for the 2007-08 school year.

Mr. Wood left the Meeting at 12:00 Noon.

MEETING RECESS

The regular meeting recessed at 12:01 p.m. & reconvened at 1:15 p.m.

At the time of reconvening of the meeting, Mr. Bosh was absent.

Imogene Walsh rejoined the meeting at 1:17 p.m.

RESERVE TRANSFERS

#196/08 H. SYED – That the Board approves the following transfers:

Funds in excess of the Special Education reserve cap of \$256,489.57 be transferred to Instructional Operating reserve.

Transfer of \$39,012.54 from Instructional Operating reserve to the PACE Outreach School Operating reserve to cover the accumulated deficit at August 31, 2008.

Transfer of \$18,323.56 from Computer Services reserve to Computer Services Self Insurance Equipment reserve.

Funds in excess of the Administration reserve cap of \$89,365.04 be transferred to Administration Building reserve.

Transfer of \$278,325.11 from Transportation Operating reserve to Transportation Bus Purchase reserve (budget \$188,917.00).

Transfer of \$70,000.00 from Operations & Maintenance Operating reserve to Cold Storage renovation reserve.

Transfer of \$15,000.00 from Operations & Maintenance Operating reserve to Playground reserve for funds allocated to schools, but not spent at August 31, 2008.

Transfer of \$225,000.00 from Operations & Maintenance Operating reserve to the Operations & Maintenance shop reserve for the planned Tofield Shop.

Transfer of \$134,176.19 from Operations & Maintenance Operating reserve to the Operations & Maintenance shop reserve for renovations on the Camrose Shops and transfer of \$134,176.19 from Operations & Maintenance Operating reserve to the Administration Building reserve.

CARRIED

AUDITED FINANCIAL STATEMENT

#197/08 K. OFFORD – That the Board approves the 2007-08 Audited Financial Statement as presented.

CARRIED

Mr. Bosh rejoined the meeting at 1:38 pm

Ms. Walsh left the meeting at 2:08 p.m.

POLICY DEVELOPMENT\REVIEW COMMITTEE

Policy 1 – ‘Division Foundation Statements’

The Strategic Priorities have been removed from Policy 1 and are attached to Policy 1 as Schedule A.

#198/08 P. ZENIUK - That Policy 1 ‘Division Foundation Statements’ be approved as amended.

CARRIED

Declaring a conflict of interest for the discussion with respect to Policy 7 ‘Board Operations’, Trustee Syed left the meeting at 2:10 p.m.

Policy 7 – Board Operations

Under point 11.7 add “If a Trustee is ineligible for AESBP benefits the Board will pay to the Trustee an amount equal to the benefit premium. This payment is subject to income tax.

#199/08 K. OFFORD - That Policy 7 ‘Board Operations’ be approved as amended.

CARRIED

Trustee Syed rejoined the meeting at 2:12 pm

REQUEST FOR FUNDING FOR BREAKFAST PROGRAM AT HOLDEN SCHOOL

#200/08 P. MILLER – That, for the 2008-09 school year, the Board provides \$2500 in support of the breakfast program at the Holden School.

CARRIED

At 2:16 p.m. Chair Smith welcomed Brenda Johnson, Director of Transportation to the meeting.

Declaring a conflict of interest with respect to the discussion of the Forestburg land purchase, Trustee Miller left the meeting at 2:17 p.m.

FORESTBURG LAND PURCHASE

Ms Johnson reported that the Town Council of Forestburg has accepted the offer made by Battle River Regional School Division No. 31 on the property in Forestburg for the purpose of storing and parking school buses. The acceptance contains a restriction that a building must be erected on the property within 5 years and electricity provided to the property within 1 year. The Board of Trustees recommended Ms Johnson respond to the Town Council with a counter proposal advising that we are still interested in the property but cannot commit to erecting a building for 10 years.

Trustee Miller rejoined the meeting at 2:26 p.m.

LEGAL CLARIFICATION OF TRANSPORTATION REGULATION

Ms. Johnson received clarification that Regulation #437-88 of the Traffic Safety Act does not permit transportation of preschoolers on a school bus unless the preschooler is a child of the operator.

#201/08 P. ZENIUK – That, in accordance with the Traffic Safety Act Regulation #437-86, the Board denies the request of Susan Davis for transportation for her preschool student home from playschool at the Daysland School.

CARRIED

Ms. Johnson left the meeting at 2:39 p.m.

MEETING RECESS

The regular meeting recessed at 2:41 p.m. and reconvened at 2:54 p.m.

IN-CAMERA SESSION (2:54 p.m.)

#202/08 P. MILLER - 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 Huchinson, Retiring Recording Secretary Lauber and Recording Secretary Fairall be excluded.

CARRIED

In camera session recessed at 3:19 p.m. and the regular meeting reconvened at 3:19 p.m.

PSBAA MEMBERSHIP

The Board of Trustees agreed that they would commit to another year of membership with the PSBAA and review their position on the membership next year at this time.

NUTRITION POLICY & ANAPHYLAXIS POLICY

The Board of Trustees determined it would be appropriate to document guidelines under policy and/or administrative procedure. Development of such was referred to the Policy Review Committee and the Superintendent.

LONG SERVICE & RETIREMENT BANQUET

The Board of Trustees discussed their assignments at the Long Service and Retirement Banquet.

MEETING WITH MINISTER & MELRA AWARD

On November 24, 2008, Chair Smith, Trustee Offord, and Dr. Larry Payne, Superintendent of Schools attended the MELRA Awards presentation in Wetaskiwin. The Battle River Regional School Division No. 31 was presented two awards; one in recognition of significant improvement in drop out rate and healthful living, and another in recognition of very high achievement in drop out rate and transition rate.

Chair Smith and Dr. Payne reported on a meeting they attended with the Minister which followed the MELRA awards presentation.

LEADING & LEARNING CONFERENCE

P. ZENIUK reported on her attendance at the Leading and Learning Conference held on November 20, 21 and 22, 2008 in Red Deer.

TERMS OF REFERENCE*Negotiating /Liaison Committee – Caretakers & Bus Drivers*

#203/08 P. MILLER – That the terms of reference for the Negotiating/Liaison Committee – Caretakers & Bus Drivers be adopted as amended, and further that these be attached to, and forms a part of, these minutes.

CARRIED

Negotiating Committee – Alberta Teacher's Association

#204/08 P. ZENIUK – That the terms of reference for the Negotiating Committee – Alberta Teachers' Association be adopted as amended, and further that these be attached to, and forms a part of, these minutes.

CARRIED

#205/08 H. SYED – That the Board approves the terms of reference as presented for the following committees:

Alternative Programs Committee
Communication Liaison Committee
Consultative Process Committee
Executive Committee
Policy Development/Review Committee
Small Schools Committee
Student Affairs Committee

CARRIED

ALBERTA SCHOOL BOARD ASSOCIATION – FALL GENERAL MEETING

The Board of Trustees individually reported on their attendance at the ASBA Fall General Meeting held on November 16, 17, and 18, 2008 in Edmonton.

MEETING RECESS

The regular meeting recessed at 4:17 p.m. and reconvened at 4:26 p.m.

Rick Jarrett, Assistant Superintendent, joined the meeting at 4:26 p.m.

ANNUAL EDUCATION RESULTS REPORT

Mr. Jarrett reviewed the Annual Education Results Report for the 2007-08 school year.

#206/08 P. ZENIUK – That the Board accepts the Annual Education Results Report for the 2007-08 school year as presented.

CARRIED

Mr. Jarrett left the meeting at 4:46 p.m.

ADJOURNMENT

All items of business being complete and there being no dissent, Chair Smith adjourned the meeting at 4:47 p.m.

CHERYL SMITH, CHAIR

WILLIAM SCHULTE, ASSISTANT SUPERINTENDENT (BUSINESS)

TABLE OF CONTENTS

CALL TO ORDER.....121

TIMED ITEMS.....121

 LEARNING TOGETHER 121

SCHOOL CALENDAR122

ADDITIONS TO THE AGENDA122

TIMED ITEMS.....122

RESERVE TRANSFERS.....123

AUDITED FINANCIAL STATEMENT124

POLICY DEVELOPMENT\REVIEW COMMITTEE124

 POLICY 1 – ‘DIVISION FOUNDATION STATEMENTS’ 124

 POLICY 7 – BOARD OPERATIONS..... 125

REQUEST FOR FUNDING FOR BREAKFAST PROGRAM AT HOLDEN SCHOOL.....125

FORESTBURG LAND PURCHASE.....125

LEGAL CLARIFICATION OF TRANSPORTATION REGULATION126

PSBAA MEMBERSHIP126

NUTRITION POLICY & ANAPHYLAXIS POLICY.....126

LONG SERVICE & RETIREMENT BANQUET.....127

MEETING WITH MINISTER & MELRA AWARD127

LEADING & LEARNING CONFERENCE127

TERMS OF REFERENCE.....127

 NEGOTIATING /LIAISON COMMITTEE – CARETAKERS & BUS DRIVERS..... 127

 NEGOTIATING COMMITTEE – ALBERTA TEACHER’S ASSOCIATION 127

ALBERTA SCHOOL BOARD ASSOCIATION – FALL GENERAL MEETING128

ANNUAL EDUCATION RESULTS REPORT128