

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
BATTLE RIVER REGIONAL DIVISION #31, HELD ON OCTOBER 10, 2007,
COMMENCING AT 8:46 A.M.**

PRESENT

REBECCA HEIBERG
GERRY OBERG
KEN OFFORD
VICTOR PETRUK
CHERYL SMITH
HAMEED SYED (left the meeting at 11:58 a.m.)

ABSENT

PATRICIA ZENIUK

ALSO PRESENT

LARRY PAYNE, Superintendent of Schools
RAY BOSH, Deputy Superintendent
BILL SCHULTE, Secretary-Treasurer
DIANE HUTCHINSON, Communications Officer
SYLVIA LAUBER, Recording Secretary

C. SMITH IN THE CHAIR

CALL TO ORDER

Chair Smith called the meeting to order at 8:46 a.m.

Ms Smith thanked everyone for changing their schedules in order to have the meeting today and for their attendance.

As this was the last meeting of this Board and Gerry Oberg is retiring from the Board, Ms Smith thanked Trustee Oberg for his dedication and commitment to the Board for the past nine years and indicated her appreciation for the support Mr. Oberg has given. Ms Smith presented Mr. Oberg with a gift from the Board.

APPROVAL OF THE AGENDA

#158/07 K. OFFORD – That the agenda be approved with the addition of the following items:

- 5.2 Bus Driver Concern
- 7.16 Trip to British Columbia/Seattle, Washington (Bawlf School)

CARRIED

APPROVAL OF THE MINUTES

#159/07 H. SYED - That the minutes of the regular meeting of the Board held on September 13, 2007 be approved as presented.

CARRIED

Imogene Walsh, Finance Minister, joined the meeting at 8:50 a.m.

FALL (REVISED) BUDGET

Ms Walsh distributed a revised budget for September 1, 2007 to August 31, 2008 and spoke to the items noted thereon.

MEETING RECESS

The regular meeting recessed at 10:08 a.m. and reconvened at 10:20 a.m.

INTRODUCTION OF SAFETY OFFICER

Secretary-Treasurer Schulte introduced Jason Van Hyfte to the Board as the new Safety Officer for Battle River School Division #31. Trustees introduced themselves and welcomed Mr. Van Hyfte to the Division.

REVISED BUDGET (continued)

#160/07 V. PETRUK – That the Board approves the transfer of \$9,199 from the Special Education Reserve to cover a shortfall in SHIP funding for the Family School Liaison Program.

CARRIED

#161/07 H. SYED – that the Board approves the transfer of \$88,000 from Accumulated Surplus to cover funding required for Alliance (\$31,000) and Edberg Schools (\$57,000).

CARRIED

#162/07 G. OBERG – That the Board discontinues the Classroom Learning Conditions Fund, and that Administrative Procedure 501 'Classroom Learning Conditions Fund' be reviewed/amended.

CARRIED

#163/07 G. OBERG – That the Board establishes a School-Based Staffing Contingency Reserve Fund in the amount of 1% of previous year's annual expenditure for salaries and benefits on instructional certificated staff, and further that Administrative Procedure 501 'Classroom Learning Conditions Fund' be amended to reflect this change.

CARRIED

#164/07 K. OFFORD – That the Board accepts the 2007-08 budget as amended.

CARRIED

Ms Walsh left the meeting at 10:41 a.m.

IN-CAMERA SESSION (10:41 a.m.)

#165/07 H. SYED – That the regular meeting recess to permit Trustees to meet in-camera and that all persons except Trustees, Superintendent of Schools Payne, Deputy Superintendent Bosh, Secretary-Treasurer Schulte, Communications Officer Hutchinson, and Recording Secretary Lauber be excluded.

CARRIED

The in-camera session recessed at 11:28 a.m. and the regular meeting reconvened at 11:28 a.m.

VIKING SCHOOL TRAVEL CLUB REQUEST

#166/07 V. PETRUK – That the Board approves, in principle and subject to the conditions outlined in Administrative Procedure 261 'Travel Study', the request by the Viking School Travel Club for students to travel to Costa Rica during spring break 2008, pending submission of the final itinerary to the Superintendent of Schools.

CARRIED

SUMMER GAMES 2010 MEETING

Ms Smith reported on a meeting with the Director of Transportation and the Director of Technology with respect to the possible expectations on each of those departments if the City of Camrose were to be successful in its bid to host the 2010 summer games. A meeting with the local games Society was postponed until the Society is informed as to whether or not Camrose will be permitted to bid on the 2010 Summer Games as it hosted the summer games less than 10 years ago.

CRITICAL MINIMUM ENROLMENTS

Dr. Payne noted that five schools have enrolments below the critical minimum enrolments noted in policy 15 'School/Program Closure'. These are: Alliance School (elementary level); Edberg School (elementary and junior high level); Loughheed School (elementary level); Rosalind School (elementary and junior high level); and Strome School (elementary and junior high level).

POLICY REVISIONS

#167/07 R. HEIBERG – That the Board approves the policy revisions as presented, and further that this document be attached to, and forms a part of, these minutes.

CARRIED

APPOINTMENT OF CONSULTATIVE PROCESS COMMITTEE

The above-noted item was deferred to the November Board meeting following elections for school board members.

ASBA FALL GENERAL MEETING

Trustees were reminded that the Alberta School Boards Association (ASBA) fall general meeting will be held from November 18-20, 2007 in Edmonton.

PSBAA ANNUAL GENERAL MEETING AND ISSUES SESSIONS

The general meeting for the Public School Boards Association of Alberta (PSBAA) will be held from November 17-18, 2007. Trustees are to let the Executive Secretary-Operations know by the end of the day on October 11, 2007 if he/she wishes to attend this meeting.

PSBAA UNIVERSITY

A brochure with respect to the courses being offered by the PSBAA was distributed to Trustees. Any trustee who wishes to participate in this is to notify the Executive Secretary-Operations by the end of the day on October 12, 2007.

RURAL DEVELOPMENT FUND INITIATIVE PROPOSAL

Dr. Warren Phillips, Retired Superintendent and author of the Rural Development Fund Initiative Proposal, reviewed the proposal with Trustees on September 27, 2007.

#168/07 R. HEIBERG – That the Board accepts the Rural Development Fund Initiative Proposal as prepared and presented to the Board on September 27, 2007, and submitted to the Rural Development Fund by Dr. Warren Phillips, Retired Superintendent.

CARRIED

SALARY INCREASE FOR FAMILY SCHOOL LIAISON WORKERS AND CAREER TRANSITION ADVISORS

#169/07 H. SYED – That, effective September 1, 2007, the Board provides a 3.25% increase to the salaries of the Family School Liaison workers and the Career Transition advisors.

*dd
was
motion
#198)07*

CARRIED

Trustee Syed left the meeting at 11:58 a.m.

MEETING RECESS

The regular meeting recessed at 11:58 a.m. and reconvened at 1:37 p.m.

RESULTS REPORT

Rick Jarrett, Assistant Superintendent, joined the meeting at 1:37 p.m. and provided Trustees with the results of the June writing of the achievement and diploma exams in the Division.

CTS MECHANICS TRAINING AT HUTTERITE COLONIES

The above-noted item was deferred to the next regular meeting of the Board, pending receipt of further information.

EARLY LITERACY/NUMERACY

At 2:15 p.m. Joannie Zimmer, Division Principal, joined the meeting and spoke to a proposal with respect to early literacy and numeracy and some of the specific goals and projected outcomes.

#170/07 K. OFFORD – That the Board approves \$14,000 from the Innovations Fund to support the early literacy/numeracy proposal as presented by Division Principal, Joannie Zimmer.

CARRIED

Ms Zimmer and Mr. Jarrett left the meeting at 2:37 p.m.

CLASSROOM LEARNING CONDITIONS REPORT

Don Gillies, Assistant Superintendent, joined the meeting at 2:38 p.m. and updated Trustees with respect to the assignments through the Classroom Learning Conditions Fund, and an update on staffing since August 15, 2007, professional growth plans from principals, evaluations of teachers and administrators, and the mentorship program.

Mr. Gillies left the meeting at 2:53 p.m.

MEETING RECESS

The regular meeting recessed at 2:53 p.m. and reconvened at 3:08 p.m.

TRUSTEE LIBRARY

Trustees noted that there have been a number of books which would be useful for them to read in understanding current programming and instruction and would like to be able to access these as professional development.

- #171/07 V. PETRUK – That the Board approves \$1000 from the Innovations Fund to start a professional library for Trustees.

CARRIED

Brenda Johnson, Director of Transportation, joined the meeting at 3:10 p.m.

REVIEW OF EXPRESS AND CTS TRIPS

Ms Johnson reported on her review of the rates of pay for Express buses (those buses that take students from one school to another both morning and afternoon) and the “flat rates” that have been in effect for CTS trips.

- #172/07 V. PETRUK – That the Board approves an adjustment to the rates for Express runs to reflect 2 hours of pay at the current hourly rate as determined from time to time.

CARRIED

- #173/07 G. OBERG – That the Board approves an adjustment to the rates for CTS runs to reflect a minimum of 3 hours of pay at the current hourly rate as determined from time to time.

CARRIED

- #174/07 R. HEIBERG – That the Board approves an adjustment to the rate for wheelchair pickup to reflect a one-half hour of pay per student per day at the current hourly rate as determined from time to time.

CARRIED

Ms Johnson left the meeting at 3:23 p.m.

REPORT FROM THE AUDIT COMMITTEE

Trustees Oberg and Heiberg reported on their attendance at a meeting of the Audit committee on October 9, 2007. Trustee Heiberg noted that the following items were discussed: holiday pay for Superintendents with a report on this at the beginning of a school year, during the year, and at the end of the year on what has happened in this area; developing an orderly procedure for inventory in the maintenance and electrical departments; regular review of expense claims on a rotation basis with all Trustees.

The next meeting of the Audit Committee is scheduled for November 26, 2007 at 8:30 a.m.

REPORT FROM THE CAPITAL PLANNING COMMITTEE

Secretary-Treasurer Schulte noted that the Committee met with two individuals from Alberta Education and Alberta Infrastructure with respect to the modernization of Camrose Composite High School (CCHS). Mr.

Schulte noted the Battle River School Division #31 will receive an advance of 90-100% of the funding for this project upfront and that there will be no additional funding in the event of a cost overrun. The Committee is currently looking for a liaison with the teachers at CCHS to work with the Committee on this project. Mr. Schulte further noted that because of the time that is required to go through the tendering process for architects and the rising cost of construction, Battle River School Division #31 will use the architect with whom it has been working for the past several years for this project.

The next meeting of the Capital Planning Committee is scheduled for Friday, October 12, 2007 with lunch at the Mirror Lake Center and a tour of this facility following lunch.

MEMBERSHIP FEES – ALBERTA HOME AND SCHOOL COUNCILS ASSOCIATION (AHSCA)

- #175/07 K. OFFORD - That the Board pays the 2007-08 membership fees for any School Council in Battle River School Division #31 that is interested in membership in the Alberta Home and School Councils Association.
CARRIED

TRIP TO BRITISH COLUMBIA AND SEATTLE, WASHINGTON, USA. (BAWLF SCHOOL)

- #176/07 K. OFFORD - That the Board approves, in principle and subject to the conditions outlined in Administrative Procedure 261 'Travel Study', the request by the Bawlf School Boys' High School Basketball Team for students to travel to British Columbia, Canada, and Seattle, Washington, USA from December 27, 2007 to January 6, 2008, pending submission of the final itinerary to the Superintendent of Schools.
CARRIED

REPORT ON CENTRAL ALBERTA HEALTH REGION MEETING

Deputy Superintendent Bosh reported on his attendance at a meeting on September 27, 2007 in Red Deer with all the agencies represented within the Central Alberta Health Region. Mr. Bosh noted that Battle River School Division #31 no longer has any schools represented in this region.

INFORMATION ITEMS

The information items were circulated in a folder for Trustees to review.

Children's Health and Mentorship Project Coordinator (CHAMP)

The coordinator's position for the Children's Health and Mentorship Project was advertised. Trustees were informed that Deanna Shepherd, who currently works for Child and Family Services, was hired. Her office will be housed in the Sparling School. Funding for this project is through Mental Health based on a proposal submitted by Battle River School Division #31. This project will promote the identification of the mental and physical

health needs of children, youth and families in Sparling, Charlie Killam and PACE Outreach Schools.

FAREWELL

Trustee Oberg noted that, as he is retiring, this is his last Board meeting and that he has enjoyed working with this Board. He further noted that the Board has worked on some very interesting projects and he will continue to be interested in this work.

ADJOURNMENT

All items of business being complete and there being no dissent, Chair Smith adjourned the meeting at 3:58 p.m.

CHERYL SMITH, CHAIR

WILLIAM SCHULTE, SECRETARY-TREASURER

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