

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON APRIL 13, 2006, COMMENCING AT 9:38 A.M.**

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**PRESENT**

REBECCA HEIBERG  
BRENDA HERDER  
GERRY OBERG  
KEN OFFORD (joined the meeting at 9:43 a.m.)  
VICTOR PETRUK  
CHERYL SMITH  
HAMEED SYED  
PATRICIA ZENIUK

**ABSENT**

**ALSO PRESENT**

WARREN PHILLIPS, Superintendent of Schools  
RAY BOSH, Deputy Superintendent (joined the meeting at 1:07 p.m.)  
BILL SCHULTE, Secretary-Treasurer  
SYLVIA LAUBER, Recording Secretary

**B. HERDER IN THE CHAIR**

**APPROVAL OF THE AGENDA**

#64/06 H. SYED – That the agenda be approved as distributed and with the addition of the following items:

- 6.15 Encounters Canada
- 6.16 MLA Meeting Request
- 6.17 ASBA Compensation Review for Management in Alberta School Boards
  
- 8.7 Thank You Card
- 8.8 Advanced Education 2006-09 Business Plan
- 8.9 2005 ASBA Member Survey
- 8.10 Analysis of School Jurisdiction 2004-07 Education Plans

CARRIED

**APPROVAL OF THE MINUTES**

#65/06 C. SMITH – That the minutes of the March 8 and 23, 2006 meeting be approved as presented.

CARRIED

**SUPERINTENDENT'S REPORT**

Dr. Phillips noted that a teacher resignation has been received. Dr. Phillips was pleased to report that two teachers from Battle River School Division #31 have been selected as finalists in the Excellence in Teaching Awards – Marlene Edwards from the Learning Together Program and Maria Schaade from Tofield School.

**ASBA COMPENSATION REVIEW FOR MANAGEMENT IN ALBERTA SCHOOLS**

The above-noted document was received by the Board and given to Trustee Syed to review with the goal of determining where Battle River School Division #31 fits into the compensation review.

**SCHOOL YEAR CALENDAR 2008-09**

Dr. Larry Payne, Assistant Superintendent, joined the meeting at 9:47 a.m.

Dr. Payne reviewed the three drafts of the 2008-09 school year calendar which Trustees received previously and that were sent out to staff for feedback.

After reviewing the feedback and consulting with senior administration, Dr. Payne recommended draft #2.

#66/06 K. OFFORD – That the Board approves draft calendar #2 for the 2008-09 school year.

CARRIED

Dr. Payne left the meeting at 10:01 a.m.

**PROFESSIONAL LEAVE REQUEST**

Dr. Phillips noted that he met with local ATA representatives to review the professional leave request for employee #4513-02 and that both representatives recommended the leave.

#67/06 H. SYED – That the Board approves professional improvement leave for employee #4513-03 for the 2006-07 school year.

CARRIED

**ASBA DIRECTIVES FOR ACTION**

Chairman Herder delegated individual Trustees to each accept and review one of the ASBA Directives for Action, and to report back to the Board on April 26, 2006.

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Imogene Walsh, Finance Manager, joined the meeting at 10:07 a.m.

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**RESPONSE TO AUDITOR'S MANAGEMENT LETTER**

Ms Walsh provided a response to the auditor's management letter, wherein a number of matters that could be changed to more accurately reflect what is being done were brought to the attention of the Board.

**OVERVIEW OF BUDGET**

Ms Walsh provided an overview of the budget in preparation for development of the 2006-07 school year budget.

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Ms Walsh left the meeting at 10:28 a.m.

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**MEETING RECESS**

The regular meeting recessed at 10:28 a.m. and reconvened at 10:38 a.m.

**COUNSELING POLICY PRESENTATION**

Dr. Larry Payne, Assistant Superintendent; Anne Taylor, representing the counselors in Battle River School Division #31; Rick Tews, Principal of CW Sears School representing Battle River School Division #31 administrators; Alexis Anderson, lead advisor in Career Transitions; and Nancy McLeod, Co-ordinator of the Family School Liaison workers, joined the meeting at 10:38 a.m. The delegation presented a revised counseling administrative procedure prepared by their committee.

The administrative procedure was deferred for further discussion and approval until the April 26<sup>th</sup> meeting of the Board.

The delegation left the meeting at 12:01 p.m.

**MEETING RECESS**

The regular meeting recessed at 12:03 p.m. and reconvened at 1:09 p.m. Trustee Oberg was absent at the time of call to order and rejoined the meeting at 1:15 p.m.

**REPORT FROM MEETING WITH THE MINISTER OF EDUCATION**

Chairman Herder reported on her attendance at a meeting on March 24, 2006 with the Minister of Education and other Board chairs from Alberta. The discussion focused on a number of the recommendations from Alberta Commission on Learning and the process for follow-up on these.

**REPORT FROM MEETING WITH THE DEPUTY MINISTER OF EDUCATION**

Ray Bosh, Deputy Minister, reported on his attendance at a meeting on March 28, 2006 with the Deputy Minister of Education and other superintendents from Alberta.

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Imogene Walsh, Finance Manager, joined the meeting at 1:31 p.m.

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**FEES**

Ms Walsh provided Trustees with information with respect to the instructional materials fees for the 2005-06 school year.

Instructional Materials Fees

#68/06 K. OFFORD – That, for the 2006-07 school year, the instructional materials fees be as follows:

- a) for grades 1 - 9, \$50.00,
- b) for grades 10 - 12 students carrying a course load of 30+ credits (15+ credits per semester), \$100.00 (\$50.00 per semester), and includes charges for novels, workbooks and authorized CTS resources,
- c) for grades 10 - 12 students taking fewer than 30 credits (fewer than 15 credits per semester), \$3.50 per credit,
- d) that additional fees may be levied as necessary for the purchase of music, band instrument rental, the purchase of copyrighted material for drama, CTS project materials, and for materials needed by students registered in home economics and industrial arts courses;

That, for the 2006-07 school year, for high school students with a full course load (30+ credits) who leave the Battle River Regional Division #31 during the school year, fees be refunded according to the following schedule:

September	\$90.00
October	\$80.00
November	\$70.00
December	\$60.00
January	\$50.00
February	\$40.00
March	\$30.00
April, May and June	\$ 0.00;

That for students with a partial load (less than 30 credits) who leave the jurisdiction during the course of the school year, fees be reimbursed at a rate of 10% of their fee per month to March 31, 2007;

That, for the 2006-07 school year, for elementary and junior high students who leave the Battle River Regional Division #31 during the school year, fees be refunded according to the following schedule:

September	\$45.00
October	\$40.00
November	\$35.00
December	\$30.00
January	\$25.00
February	\$20.00
March	\$15.00
April, May and June	\$ 0.00;

That, for the 2006-07 school year, for high school students with a full course load (30+ credits), who enter the Battle River Regional Division #31 during the school year, fees be levied according to the following schedule:

September	\$100.00
October	\$ 90.00
November	\$ 80.00
December	\$ 70.00
January	\$ 60.00
February	\$ 50.00
March	\$ 40.00
April	\$ 30.00
May	\$ 20.00
June	\$ 10.00

That, for students with a partial load (less than 30 credits) who enter the jurisdiction during the course of the school year, fees be levied at a rate of 10% of their fee per month.

That, for the 2006-07 school year, for elementary and junior high students who enter the Battle River Regional Division #31 during the school year, fees be levied according to the following schedule:

September	\$50.00
October	\$45.00
November	\$40.00
December	\$35.00
January	\$30.00
February	\$25.00
March	\$20.00
April	\$15.00
May	\$10.00
June	\$ 5.00

CARRIED

Adult Student Fees

- #69/06 G. OBERG – That, for the 2006-07 school year, the Board of Trustees sets the tuition fees at CEU costs for an adult student, and further that this fee not include the instructional materials fee or the transportation fee.

CARRIED

Foreign Student Fees

- #70/06 H. SYED – That, for the 2006-07 school year, the Board of Trustees sets the tuition fee for foreign students, following receipt of grant announcements, on the same basis as determined in the 2005-06 school year, and further that this fee not include the instructional materials fee or the transportation fee.

CARRIED

**YOUTH-AT-RISK OUTDOORS ADVENTURE**

- #71/06 R. HEIBERG – That the Board sponsors three students in the Youth-At-Risk Outdoor Adventure during the 2005-06 school year, at a cost of \$700/student, with the funds to be accessed from the School Incentive fund; and further that Battle River School Division #31 pays the substitute teacher costs for those teachers involved in the project.

CARRIED

**RECLAIMING YOUTH CONFERENCE FUNDING REQUEST**

- #72/06 C. SMITH – That the Board provides funding in the amount of \$700/student for two grade eleven students from the Learning Together Program to attend the Reclaiming Youth Conference in Victoria at the end of April 2006, with funds to be accessed from the School Incentive fund.

CARRIED

**DATE FOR BOARD PLANNING WORKSHOP**

The Board set the date for the Board Planning Workshop to be October 19 and 20, 2006, starting at 3:00 p.m. on October 19, 2006 at the Village Park Inn at Pigeon Lake, if available.

**DATE FOR BOARD/ADMINISTRATORS WORKSHOP**

The Board set the date for the Board/Administrators Workshop to be February 22 and 23, 2007, starting at 6:00 p.m. with dinner, followed by a session, at the Mayfield Inn and Suites, if available.

CARRIED

**ADMINISTRATIVE PROCEDURE 'EMPLOYEE SUPERVISION WHERE PERFORMANCE MAY BE UNSATISFACTORY'**

Trustees reviewed the draft administrative procedure 'Employee Supervision Where Performance May be Unsatisfactory'. Changes were suggested by Trustees, and a revised draft will be brought back to the Board.

**INTERNATIONAL STUDENTS**

#73/06 G. OBERG – That the Board maintains the current fees for the 2006-07 school year for nonreciprocal exchange students; and that, effective September 2007, the Board charges the full foreign student fee for nonreciprocal exchange students (visiting students).

CARRIED

**ASBA DRUG AWARENESS PROJECTS**

The Alberta School Boards Association Trustee Committee on Drug Awareness is soliciting proposals for pilot projects in the creation of collaborative and comprehensive substance abuse prevention strategies for school youth and the communities in which they live.

This was referred to administration for review.

**REPLACEMENT FOR MEDIA CENTER VAN**

#74/06 H. SYED – That the Board approves the purchase of a new three-quarter ton van for the Instructional Media Center, at an approximate purchase price of \$27,000 with the funds to be accessed from the Instructional Operating Reserve Account.

CARRIED

**ALTERNATE GRADE SEVEN PROGRAM FOR CAMROSE (REGULAR STUDENTS AND THOSE WITH EXTREME BEHAVIOR PROBLEMS)**

Trustee Oberg questioned whether there is a desire to have an alternate grade seven program for students in one other school in the City of Camrose. This observation arises from a question from several parents at the consultative meeting held at the Jack Stuart School.

Concern was expressed about how this would affect the enrolment at Charlie Killam School, how this would affect other schools in Camrose, and what the concerns are that prompted a few parents to suggest this.

Dr. Phillips indicated that perhaps a greater concern the Board should consider is a program for students in junior high who have extreme behaviors and don't work well in a regular programming situation.

**MEETING RECESS**

The regular meeting recessed at 3:19 p.m. and reconvened at 3:38 p.m.

**CAREER AND TECHNOLOGY STUDIES CEU SUBMISSIONS**

- #75/06 V. PETRUK – That the Board submits a letter to the Minister of Education expressing concern about the funding recovery for Career and Technology Studies (CTS) courses that did not have the appropriate pre-requisite, and further that this concern be taken to the Alberta School Boards Association with the suggestion for further provincial action.
- CARRIED

**EDWIN PARR NOMINEE**

- #76/06 H. SYED – That the Board approves Charlene Nickel from CW Sears School as the nominee from Battle River School Division #31 for the ASBA Edwin Parr Award.
- CARRIED

**SCHOOL SECURITY**

Dr. Phillips noted that principals were asked to consider the possibility of increasing the security in his/her own building, arising from concerns regarding incidents in Edmonton and Calgary.

**ENCOUNTERS CANADA**

Trustees were informed that federal funding for programs such as Encounters with Canada have been discontinued. This program has been a very successful program for Battle River School Division #31 students.

- #77/06 G. OBERG – That the Board sends a letter to the Prime Minister of Canada, the Minister of Canadian Heritage and Status of Women, and the local MPs expressing its concern about the withdrawal of funding for the 'Encounters with Canada' program for Canadian students.
- CARRIED

**MLA MEETING REQUEST**

Chairman Herder reported that she received a request for a meeting from MLA George Rogers, who expressed interest in what is happening in Battle River School Division #31. Trustees tentatively scheduled May 23, 2006 in the afternoon for this meeting, and May 16<sup>th</sup> as an alternate date.

Trustees expressed interest in inviting other MLAs to this meeting.

**UPDATE ON BASHAW SCHOOL**

At 4:15 p.m., Chairman Herder welcomed Pat Spelliscy, Director of Operations and Maintenance, and Dennis Dunlop, Principal at Bashaw School, to the meeting and invited their update on the concerns expressed at the Bashaw School regarding the odor in the school.

Dr. Phillips commended Mr. Dunlop and his staff for their endeavors in coping with the situation and continuing classes. He also commended the



work of Mr. Spelliscy, and Larry Meyer and other maintenance staff in investigating and accommodating this situation.

Mr. Spelliscy and Mr. Dunlop left the meeting at 4:36 p.m.

### **INFORMATION ITEMS**

The information items were circulated in a folder to Trustees during the meeting.

#### National Spelling Competition Winner

Trustees were informed that Finola Hackett won the National Spelling Competition and is now entered in the North American Competition.

#### Premier's Task Force on Crystal Meth

Dr. Phillips noted that he has been invited by the Premier's Task Force on Crystal Meth to a round table meeting on Monday, April 24, 2006 at the Norsemen Inn.

### **COMMITTEE REPORTS**

#### Student Affairs

The Student Affairs Committee met on April 5 and 10, 2006 to hear recommendations for expulsion for two students. Both recommendations were upheld.

#### Negotiating Committee

Trustee Syed noted that he had been contacted by the ATA Local with respect to background information re the letter of intent in the Collective Agreement.

#### Executive Committee

The members of the Executive Committee met on April 7, 2006 to set the agenda for this meeting.

#### Small Schools Committee

Dr. Phillips noted that he made a presentation, which was well received, on small schools at the Rural Education Congress held in Saskatoon on March 26-28, 2006.

#### Policy Development/Review Committee

Trustees were reminded that they have a meeting on April 25, 2006 with representatives from ASBA to review the new draft policy manual.

#### Capital Planning Committee

Trustee Oberg reported on the work of the Capital Planning Committee since the last meeting.

Hardisty ECS Society Portable

#78/06 G. OBERG – That the Hardisty Early Childhood Society be permitted to retain its portable classroom on the grounds of the Hardisty School.

CARRIED

Daysland School Playground

#79/06 G. OBERG – That the Board approves a payment of \$5,000 to the Daysland School Playground equipment, with the funds to be accessed from the Playground Budget item.

CARRIED

Town of Bashaw

Chairman Herder reported on her attendance at a meeting with the Town of Bashaw about the CPRL (Cooperative Project) Program, and a facility to house this and other possible projects.

**MEETING RECESS**

Chairman Herder recessed the meeting at 5:07 p.m. until 9:30 a.m. on April 26, 2006.

## TABLE OF CONTENTS

<b>APPROVAL OF THE AGENDA.....</b>	<b>38</b>
<b>APPROVAL OF THE MINUTES .....</b>	<b>38</b>
<b>SUPERINTENDENT’S REPORT .....</b>	<b>39</b>
<b>ASBA COMPENSATION REVIEW FOR MANAGEMENT IN ALBERTA SCHOOLS.....</b>	<b>39</b>
<b>SCHOOL YEAR CALENDAR 2008-09.....</b>	<b>39</b>
<b>PROFESSIONAL LEAVE REQUEST .....</b>	<b>39</b>
<b>ASBA DIRECTIVES FOR ACTION .....</b>	<b>39</b>
<b>RESPONSE TO AUDITOR’S MANAGEMENT LETTER.....</b>	<b>40</b>
<b>OVERVIEW OF BUDGET .....</b>	<b>40</b>
<b>COUNSELING POLICY PRESENTATION .....</b>	<b>40</b>
<b>REPORT FROM MEETING WITH THE MINISTER OF EDUCATION.....</b>	<b>40</b>
<b>REPORT FROM MEETING WITH THE DEPUTY MINISTER OF EDUCATION .....</b>	<b>41</b>
<b>FEES.....</b>	<b>41</b>
INSTRUCTIONAL MATERIALS FEES .....	41
ADULT STUDENT FEES.....	43
FOREIGN STUDENT FEES .....	43
<b>YOUTH-AT-RISK OUTDOORS ADVENTURE.....</b>	<b>43</b>
<b>RECLAIMING YOUTH CONFERENCE FUNDING REQUEST .....</b>	<b>43</b>
<b>DATE FOR BOARD PLANNING WORKSHOP .....</b>	<b>43</b>
<b>DATE FOR BOARD/ADMINISTRATORS WORKSHOP .....</b>	<b>43</b>
<b>ADMINISTRATIVE PROCEDURE ‘EMPLOYEE SUPERVISION WHERE PERFORMANCE MAY BE UNSATISFACTORY’ .....</b>	<b>44</b>
<b>INTERNATIONAL STUDENTS.....</b>	<b>44</b>
<b>ASBA DRUG AWARENESS PROJECTS.....</b>	<b>44</b>
<b>REPLACEMENT FOR MEDIA CENTER VAN.....</b>	<b>44</b>
<b>ALTERNATE GRADE SEVEN PROGRAM FOR CAMROSE (REGULAR STUDENTS AND THOSE WITH EXTREME BEHAVIOR PROBLEMS).....</b>	<b>44</b>
<b>CAREER AND TECHNOLOGY STUDIES CEU SUBMISSIONS .....</b>	<b>45</b>
<b>EDWIN PARR NOMINEE .....</b>	<b>45</b>
<b>SCHOOL SECURITY .....</b>	<b>45</b>
<b>ENCOUNTERS CANADA .....</b>	<b>45</b>
<b>MLA MEETING REQUEST .....</b>	<b>45</b>
<b>UPDATE ON BASHAW SCHOOL.....</b>	<b>45</b>
<b>INFORMATION ITEMS .....</b>	<b>46</b>
NATIONAL SPELLING COMPETITION WINNER .....	46
PREMIER’S TASK FORCE ON CRYSTAL METH .....	46
<b>COMMITTEE REPORTS .....</b>	<b>46</b>
STUDENT AFFAIRS .....	46

NEGOTIATING COMMITTEE ..... 46  
EXECUTIVE COMMITTEE ..... 46  
SMALL SCHOOLS COMMITTEE ..... 46  
POLICY DEVELOPMENT/REVIEW COMMITTEE..... 46  
CAPITAL PLANNING COMMITTEE ..... 46  
    *Hardisty ECS Society Portable*..... 47  
    *Daysland School Playground* ..... 47  
    *Town of Bashaw*..... 47