

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON MARCH 8, 2006, COMMENCING AT 9:33 A.M.**

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**PRESENT**

REBECCA HEIBERG  
BRENDA HERDER  
GERRY OBERG (left the meeting at 3:45 p.m.)  
KEN OFFORD  
VICTOR PETRUK (joined the meeting at 9:44 a.m.)  
CHERYL SMITH  
HAMEED SYED  
PATRICIA ZENIUK

**ABSENT**

**ALSO PRESENT**

WARREN PHILLIPS, Superintendent of Schools  
RAY BOSH, Deputy Superintendent (left the meeting at 11:55 a.m.)  
BILL SCHULTE, Secretary-Treasurer  
TIM CHAMBERLIN, Communications Officer  
SYLVIA LAUBER, Recording Secretary

**B. HERDER IN THE CHAIR**

**APPROVAL OF THE AGENDA**

#38/06 R. HEIBERG – That the agenda be approved with the addition of the distributed add-on sheet.

CARRIED

**APPROVAL OF THE MINUTES**

#39/06 H. SYED – That the minutes of the regular meeting held on February 9, 2006 be approved as presented.

CARRIED

**KUDOS TO TIM CHAMBERLIN, COMMUNICATIONS OFFICER**

Chairman Herder thanked Tim Chamberlin, Communications Officer, for the excellent service he provided to Battle River School Division #31 and noted that he will be missed as he assumes a communications officer position with Alberta Education on March 13, 2006.

**GOVERNANCE AGREEMENT, REGION 5 CHILD AND FAMILY SERVICES**

Chairman Herder and Deputy Superintendent Bosh reported on their attendance at a meeting of Child and Family Services on February 27, 2006 with respect to the possibility of cooperating on a governance agreement. This was a follow-up meeting to a previous one with Superintendents, and now the Board of Directors of Child and Family Services and school division Board chairs (or designates) met to formulate a master agreement. Mr. Bosh noted that the governance agreement that is proposed covers much of what Battle River School Division #31 is already doing with many other agencies within the Division.

Trustees were informed that the next step in this process is to form a committee to assist in organizing the next meeting.

#40/06

K. OFFORD – That the Board continues to participate in the governance agreement discussions initiated by Region 5 Child and Family Services Authority.

CARRIED

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Dr. Larry Payne and Mr. Don Gillies, Assistant Superintendents, joined the meeting at 10:16 am.

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**REPORT/FOLLOW-UP FROM THE BOARD/ADMINISTRATORS' WORKSHOP**

Chairman Herder thanked everyone who was involved in planning the workshop with the school administrators on March 2 and 3, 2006. Discussion followed with respect to follow-up from this workshop.

Dr. Payne spoke to the topics that were discussed at the workshop and indicated that the notes from these and the personal commitments that were made will be forwarded to administrators and trustees. Dr. Payne also noted that from all the information gathered at the workshop, he will prepare a draft mission statement, which will be brought back to the Board.

Dr. Payne spoke to the steps involved in schools preparing three year plans.

**MEETING RECESS**

The regular meeting recessed at 10:42 a.m. and reconvened at 10:59 a.m.

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Mr. Rick Jarrett, Division Principal, joined the meeting at 10:59 a.m.

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**CAPITAL PLAN COMMITTEE**

Purchasing of Natural Gas for Battle River School Division #31

#41/06 G. OBERG – That the Board accepts the recommendation of the Capital Planning Committee that Gas Alberta Energy be appointed the agent for Battle River School Division #31 for the purpose of purchasing natural gas, and further that the Secretary-Treasurer be directed to sign the agency agreement between Battle River School Division #31 and Gas Alberta Energy.

CARRIED

**REPORT/FOLLOW-UP FROM THE BOARD/ADMINISTRATORS' WORKSHOP (continued)**

Trustees continued their discussion with respect to the vision statement introduced at the Board/Administrators' workshop and the discussions from that time.

Vision Statement

#42/06 K. OFFORD – That the Board formally adopts the new Battle River School Division #31 vision statement, which states: "Every student, every day, a success", with a corresponding tag line of "Growing to Greatness".

CARRIED

Belief Statements

Trustees reviewed, discussed and reinforced their support of the seven belief statements introduced at the workshop.

#43/06 P. ZENIUK – That the Board formally adopts the new seven belief statements, which are as follows:

1. Our fundamental purpose is to promote student learning, growth and understanding.
2. When a student is in the greatest need, we will provide the greatest support.
3. All staff needs to be committed and dedicated to their own continuous learning.
4. Passion and skill are central to being an influential and successful educator.
5. Everyone will be treated with dignity and respect in a safe and caring environment.
6. Character education is an essential component of a child's development.
7. Optimal learning occurs when it is engaging, meaningful and active.

CARRIED

The above-noted vision and belief statements will be discussed with the school administrators at a meeting on March 14, 2006.

**DIRECTOR OF CURRICULUM**

Dr. Phillips announced that, effective August 2006, Mr. Rick Jarrett, currently Division Principal, is appointed as the Director of Curriculum for Battle River School Division #31.

Chairman Herder congratulated Mr. Jarrett and indicated appreciation for the work he has done for the Division.

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Mr. Jarrett left the meeting at 11:44 a.m.

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**STUDENT ACHIEVEMENT COMMITTEE**

Dr. Payne and Mr. Gillies updated Trustees with respect to the work of the Student Achievement Committee and a meeting of this Committee held on February 27, 2006.

**MEETING RECESS**

The regular meeting recessed at 11:55 a.m. and reconvened at 1:09 p.m.

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Ms Imogene Walsh, Finance Manager, joined the meeting at 1:10 p.m.

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**BANKING SERVICES**

#44/06 H. SYED – That the Board requests banking proposals for the next five years from the Chartered Banks, the Treasury Branch, and the Battle River Credit Union (City of Camrose).

CARRIED

**AUDIT SERVICES**

#45/06 G. OBERG – That the Board requests audit proposals from the Chartered Accountant firms located in the City of Camrose for a period of five years commencing with the 2006-07 school year.

CARRIED

**ACCEPTANCE OF THE AUDIT MANAGEMENT LETTER**

#46/06 K. OFFORD – That the Board accepts the management letter from Harberg Nikiforuk Wood, and further that the Board directs administration to bring back a response to the Board.

CARRIED

**APPOINTMENT – NEIGHBOUR AID PROGRAM**

At 1:20 p.m., Chairman Herder welcomed Pat Hagen, Program Director for Neighbour Aid, and Karen Sollid, Nutritionist with East Central Health, to the meeting and invited their presentation.

Ms Sollid spoke to the 'Food for Kids' program in Camrose, noting that many students in Camrose are coming to school hungry. Ms Sollid outlined the history of the program, the roles and responsibilities of those who work with the program, the community partnerships and school survey results.

Ms Hagen spoke to the audited revenues and expenditures of the program, outlined the donations given by the local grocery stores and the work done by volunteers to pick up the supplies. Ms Hagen finished her presentation by requesting financial support to cover the supervision fees for the 'Breakfast for Kids' program at the Sparling and Charlie Killam Schools.

Ms Hagen and Ms Sollid left the meeting at 1:47 p.m.

#47/06 H. SYED – That the Board provides \$7,000 for the supervision of the 'Food for Kids' program at the Charlie Killam and Sparling Schools as requested by the coordinator of the Neighbour Aid program.

CARRIED

**SCHOOL FEES AND COLLECTIONS**

Finance Manager Walsh spoke to the process of the collection of school fees, noting that the initial collection is done through the schools in November and January. At the end of January, schools send in a list of those students having outstanding fees. Battle River School Division #31 then sends out a letter of request for payment. The letter notes that if payment is not received within 30 days, the outstanding fee will be forwarded to a collection agent.

**LOCAL AUTHORITIES PENSION PLAN (LAPP) PARTICIPATION POLICY**

Ms Walsh presented two draft policies with respect to participation by school support staff in the Local Authorities Pension Plan (LAPP), with the understanding that one of these will be presented to the school support staff on March 21, 2006.

Trustees provided direction to Ms Walsh, who noted that the draft policy will be forwarded to LAPP for review and brought back to the Board at a later date.

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Ms Walsh left the meeting at 2:45 p.m.

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**IN-CAMERA SESSION (2:46 p.m.)**

- #48/06 R. HEIBERG – That the regular meeting of the Board of Trustees recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Phillips, Secretary-Treasurer Schulte, and Recording Secretary Lauber be excluded.

CARRIED

The in-camera session recessed at 3:27 p.m. and the regular meeting reconvened at 3:27 p.m.

**APPOINTMENT – CRYSTAL MENDIUK**

At 3:48 p.m., Chairman Herder welcomed Crystal Mendiuk to the meeting and invited her presentation.

Ms Mendiuk indicated that she would like her daughter, DOB February 25, 2002, to have the opportunity that many students have in Alberta of attending ECS in September 2006 when their fifth birthdate occurs after December 31<sup>st</sup> and before March 1<sup>st</sup>. She requested that the Board consider reviewing its policy on student entrance age.

Ms Mendiuk left the meeting at 4:04 p.m.

- #49/06 C. SMITH – That the Board upholds its current policy with respect to the ECS entrance age, and further that policy IEB 'Entrance Age' be reviewed by June 30, 2006.

CARRIED

**VIKING SCHOOL TRAVEL CLUB REQUEST**

- #50/06 V. PETRUK – That the Board approves, in principle and subject to the conditions outlined in policy HGCB 'Travel Study', the proposed trip by the Viking School Travel Club to Berlin, Prague and the Alps during spring break in the 2006-07 school year.

CARRIED

**IMPLEMENTATION OF A SECOND LANGUAGE**

Trustee were informed that Alberta Education has lifted its mandatory implementation of a second language, which was to become effective in September 2006.

- #51/06 H. SYED – That, effective with the start of the 2006-07 school year, the Board implements mandatory second language instruction at the grade four level in Battle River School Division #31.

CARRIED

**GRADE LEVEL OF ACHIEVEMENT UPDATE**

Dr. Phillips provided an update of grade level achievement from a meeting he attended in Red Deer on March 2, 2006.

**MINISTER'S UPDATE ON ALBERTA COMMISSION ON LEARNING RECOMMENDATIONS**

Chairman Herder noted that an invitation has been received from the Minister of Education to meet with Board chairs in the province to discuss unresolved recommendations from the Alberta Commission on Learning report. The meeting is scheduled for March 24, 2006.

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Mr. Rick Jarrett, Division Principal, joined the meeting at 4:36 p.m.

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**CONSULTATIVE PROCESS – STUDENT FORUM**

Mr. Jarrett informed Trustees that a student forum is scheduled for April 6, 2006 at the Norsemen Inn from 1:00 – 3:30 p.m. as part of this year's consultative process.

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Mr. Jarrett left the meeting at 4:42 p.m.

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**ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA) MEETING – MARCH 2, 2006**

Chairman Herder, Trustee Syed, Superintendent of Schools Phillips, and Secretary-Treasurer Schulte will be attending an ASBA meeting in Edmonton on March 9, 2006 for the purpose of focusing on identifying strategies to advance the ASBA's policies with regard to establishing an Employer Bargaining Association. Ms Herder requested Trustee input.

**MARCH 2006 ENROLMENTS**

Dr. Phillips updated Trustees with respect to enrolments in the Division as of March 1, 2006.

**MEETING RECESS**

The regular meeting recessed at 5:04 p.m. until March 23, 2006 at 9:30 a.m.

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