

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
BATTLE RIVER REGIONAL DIVISION #31, HELD ON FEBRUARY 10, 2005,
COMMENCING AT 9:31 A.M.**

PRESENT

REBECCA HEIBERG
BRENDA HERDER
GERRY OBERG
KEN OFFORD (joined the meeting at 10:02 a.m.)
VICTOR PETRUK
CHERYL SMITH (left the meeting at 10:26 a.m. and returned at 11:03 a.m.)
HAMEED SYED
PATRICIA ZENIUK

ABSENT

ALSO PRESENT

RAY BOSH, Deputy Superintendent
BILL SCHULTE, Secretary-Treasurer
TIM CHAMBERLIN, Communications Officer
SYLVIA LAUBER, Recording Secretary

B. HERDER IN THE CHAIR

APPROVAL OF THE AGENDA

- #21/05 H. SYED – That the agenda be approved with the following changes:
- Item 7.1 be deferred to the March 10, 2005 Board meeting
- In-camera Session
- 5.2 Trustee Syed noted he wished to speak during the in-camera session.
- New Business
- 7.2 Staff/Teacher Appreciation Week

CARRIED

APPROVAL OF THE MINUTES

- #22/05 C. SMITH – That the minutes of the regular meeting held on January 13 and 27, 2005 be approved as presented.

CARRIED

IN-CAMERA SESSION (9:35 a.m.)

#23/05 H. SYED – That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Deputy Superintendent Bosh, Secretary-Treasurer Schulte, and Recording Secretary Lauber be excluded.

CARRIED

The in-camera session recessed at 10:11 a.m.

ASBA CALL FOR COMMITTEE REPRESENTATIVES

Chairman Herder reviewed a request from the Alberta School Boards Association (ASBA) for Trustee representatives to serve on the Primary Programs K-3 Advisory Committee and the 'Careers – The Next Generation' Committee. Trustees were advised to contact ASBA directly if he/she wishes to serve on either of the above-noted committees.

TERMS OF REFERENCE – CAPITAL PLANNING COMMITTEE

#24/05 G. OBERG – That the Board approves the Terms of Reference for the Capital Planning Committee as amended, and further that these be attached to, and forms a part of, these minutes.

CARRIED

VIKING SCHOOL TRAVEL CLUB REQUEST

#25/05 V. PETRUK – That the Board approves, in principle, the proposed trip to Italy by the Viking School Travel Club during the spring break of the 2005-06 school year, and further that the Travel Club adheres to the provisions outlined in Policy HGCB 'Travel Study'.

CARRIED

BOARD CONTRIBUTION TO SCHOLARSHIP FUND

Vice-Chairman Smith spoke to the possibility of the Board making a contribution to the automotives scholarship fund at Camrose Composite High School. Trustees felt that further information is needed on this item with a recommendation to be brought to the next Board meeting.

Ms Smith and Mr. Schulte, Secretary-Treasurer, will provide a recommendation.

MEETING RECESS

The regular meeting recessed at 10:26 a.m. and reconvened at 10:50 a.m.

Vice-Chairman Smith left the meeting at 10:26 a.m.

CEO ANNUAL EVALUATION

Trustees indicated their preference for an informal evaluation of the Superintendent of Schools, with a written summary to be placed in the Superintendent's personnel file.

PROFESSIONAL IMPROVEMENT LEAVE REQUEST – EMPLOYEE #3510-01

#26/05 V. PETRUK – That the Board grant a professional improvement leave to employee #3510-01 as outlined.
CARRIED

COMMUNITY RESOURCE OFFICER – FLAGSTAFF WARD

#27/05 H. SYED – That the Board expresses its intent to support the cost of the Community Resource Officer program in the Flagstaff Ward with a grant of \$20,000 per year for five years.
CARRIED

Vice-Chairman Smith returned to the meeting at 11:03 a.m.

ADMINISTRATIVE STRUCTURE 2005-06 PROPOSAL, CAMROSE COMPOSITE HIGH SCHOOL

#28/05 C. SMITH – That the Board accepts the recommendation of the Superintendent of Schools, which provides for the administrative structure at Camrose Composite High School to be one principal, two vice-principals, and four department heads.
CARRIED

STAFF/TEACHER APPRECIATION WEEK

Trustees discussed public recognition of staff and teachers in newspapers and a personal e-mail to each employee group.

PRACTICES RE INCLEMENT WEATHER

#29/05 H. SYED – That, in the event that a school must be closed due to inclement weather or impassable road conditions, the school administrators have in place a procedure to ensure that there is at least one person at the school from one-half hour prior to the normal opening time to one-half hour after the normal opening time to assist any students who may arrive at the school.
CARRIED

- #30/05 G. OBERG – That the Board directs school administrators to annually provide procedures to students and parents at every school with respect to school closures, buses not running, students not able to get in to write exams in inclement weather, and any other issue with respect to inclement weather.

CARRIED

MEETING RECESS

The regular meeting recessed at 12:06 p.m. and reconvened at 12:55 p.m.

Dr. Payne, Assistant Superintendent, joined the meeting at 12:55 p.m.

UPDATE ON 'READY TO LEARN AND EARN' INITIATIVE

Dr. Payne updated Trustees with respect to the progress on the 'Ready to Learn and Earn' Initiative. Dr. Payne noted that a meeting was held with representatives from Human Resources and Skills Development Canada, Camrose Family Resource Centre, Children and Family Services and two representatives from Alberta Education. Dr. Payne further noted that Dr. Phillips and several trustees went to the Braemar School in Edmonton to seek information on the 'Terra' program for young mothers implemented by the Edmonton Public School Board.

- #31/05 H. SYED – That the Board provides \$15,000 from Innovations Funding for the pre-operational assistance of the 'Ready to Learn and Earn' initiative to facilitate the hiring of a coordinator from March 1 – August 31, 2005.

CARRIED

ASBA SPEECH AND DEBATE COMPETITION

Dr. Payne will be coordinating the ASBA Speech and Debate Competition in Battle River School Division #31 and requested trustee volunteers for judging the competitions in the Division.

Dr. Payne left the meeting at 1:21 p.m.

TRUSTEE REPORTS

Chairman Herder reported on the luncheon and subsequent meeting between the Trustees and five of the six MLAs represented within Battle River School Division #31 boundaries. This was held on February 9, 2005.

Trustee Syed noted that he will be absent from the March 10, 2005 regular meeting of the Board.

Trustees were provided reminders of the following upcoming events:

Tuesday, February 15, 2005 – meeting with the Minister of Education at 5:00 p.m. in Red Deer

Wednesday, February 16, 2005 – Task Force on Bargaining meeting with ASBA in Red Deer

Wednesday, February 23, 2005 – meeting with Strome School Council at 7:00 p.m.

Monday, February 28, 2005 – ASBA Zone 4 Labor Relations Meeting

INFORMATION ITEMS

The information items were circulated to, and reviewed by, Trustees during the meeting.

COMMITTEE REPORTS

Student Affairs Committee

The Student Affairs Committee met on January 14, 2005 to hear a recommendation for expulsion of a student. Trustee Zeniuk, Chair of the Student Affairs Committee, informed Trustees that the Committee upheld the recommendation for expulsion.

Negotiating Committee

The Negotiating Committee will have some discussions on February 24, 2005.

Executive Committee

The Executive Committee members met to finalize the agenda for this meeting and to review expense claims.

Small Schools Committee

The Small Schools Committee have not met as a Committee. There is a meeting in Rosalind on February 15, 2005 and a presentation of multi-age education on February 7, 2005 in Daysland.

Capital Planning Committee

Trustee Oberg, Chair of the Capital Planning Committee, reported on the work of this Committee.

Pea Gravel for School Playgrounds

- #32/05 G. OBERG – That the Board provides funding for pea gravel for school playgrounds to a maximum of \$10,000.

CARRIED

Letters will be sent to all school principals and school councils with respect to the assistance the Board will provide in playground equipment replacement.

Disposal of Heisler School and Grounds

- #33/05 G. OBERG – That the Board advertises for proposals for the Heisler School and surrounding school property.

CARRIED

Infrastructure Maintenance Program (IMF) Funds

- #34/05 G. OBERG – That the Board replaces the garage doors at the Camrose Maintenance shop to a maximum of \$5,500, and that \$2,800 be allocated for creating office space at Camrose Composite High School for the Career Transitions personnel.

CARRIED

Bawlf Community Hall Proposal

- #35/05 G. OBERG – That the Board not contribute \$50,000 to the capital costs of building a new Bawlf Community Hall, and further that the Board not enter into a cost-share of operating costs of the proposed community hall.

CARRIED

ASBA Reports and Information

Chairman Herder reported on her attendance at the ASBA Zone 4 meeting held on January 24, 2005.

ASEBP Report

Secretary-Treasurer Schulte noted that the Board of Directors of the Alberta School Boards Employee Benefit Plan is meeting on February 18, 2005.

Drug Response Task Force

Vice-Chairman Smith reported on a meeting she had with representatives from East Central Health and Camrose and District Support Services with respect to a grant that Battle River School Division #31 will host.

Administrators' Meeting

The Administrators' Meeting held on February 8, 2005 featured a guest speaker, Wayne Boss, and focused on collaboration. This session was an introduction to the Board/Administrators' Workshop on February 10 and 11, 2005.

ATA Liaison Committee

The ATA Liaison Committee met with the ATA Local Executive on February 3, 2005.

Dr. Payne joined the meeting at 2:35 p.m. and left at 2:44 p.m.

School Councils/Board Liaison Meeting

It was noted that there was an interesting discussion, but low attendance at the School Councils/Board Liaison meeting on February 2, 2005. Future formats of this meeting will need to be considered.

ADJOURNMENT

All items of business being complete, and there being no dissent, Chairman Herder declared the meeting adjourned at 2:45 p.m.

BRENDA HERDER, CHAIRMAN

WILLIAM SCHULTE, SECRETARY-TREASURER

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