

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE  
BATTLE RIVER REGIONAL DIVISION #31, HELD ON DECEMBER 9, 2004,  
COMMENCING AT 9:32 A.M.**

---

**PRESENT**

REBECCA HEIBERG  
BRENDA HERDER  
GERRY OBERG  
KEN OFFORD  
VICTOR PETRUK  
CHERYL SMITH  
HAMEED SYED  
PATRICIA ZENIUK

**ABSENT**

**ALSO PRESENT**

WARREN PHILLIPS, Superintendent of Schools  
BILL SCHULTE, Secretary-Treasurer  
TIM CHAMBERLIN, Communications Officer  
SYLVIA LAUBER, Recording Secretary

**B. HERDER IN THE CHAIR**

**APPROVAL OF THE AGENDA**

#271/04 H SYED – That the agenda be approved with the following additions:

**Business Arising From the Minutes**

4.3 Coach Purchase at Camrose Composite High School

**Information Items**

- 9.8 Analysis of School Jurisdiction 2003-2006 Education Plans, Alberta Learning
- 9.9 Annual Education Results Report, Edmonton Catholic Schools
- 9.10 AISI Conference
- 9.11 Programme for International Student Assessment (PISA) Results

CARRIED

**APPROVAL OF THE MINUTES**

#272/04 C. SMITH – That the minutes of the regular meeting held on November 25, 2005 be approved with the following amendment:

Letter of Congratulations, Page 152, Motion #270/04: addition of Mr. Lloyd Snelgrove as the MLA for Vermilion-Lloydminster.

CARRIED

**SCHEDULE FOR CONSULTATIVE PROCESS**

Division Principal, Rick Jarrett, joined the meeting at 9:36 a.m., and presented a proposal for the scheduling of the upcoming consultative process.

#273/04 G. OBERG – That the proposed schedule for the consultative process be approved as presented, and further that this be attached to, and forms a part of, these minutes.

CARRIED

Mr. Jarrett left the meeting at 9:53 a.m.

**MEETING WITH STROME SCHOOL COUNCIL**

Superintendent of Schools Phillips noted that the next School Council meeting at Strome School will be January 18, 2005. Dr. Phillips has requested some agenda time at that meeting to discuss the enrolment trends and the condition report of the Strome School in preparation for exploring alternatives, and the next steps. The executive of the Strome School Council has been informed of these agenda items.

**CAMROSE COMPOSITE HIGH SCHOOL COACH**

#274/04 H. SYED – That the \$112,000 for the coach bus purchase by Camrose Composite High School be taken from the instructional reserves with repayment by Camrose Composite High School to be made within a term not to exceed five years.

CARRIED

**IN-CAMERA SESSION (9:58 a.m.)**

#275/04 P. ZENIUK – That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Phillips, Deputy Superintendent Bosh, Secretary-Treasurer Schulte, and Recording Secretary Lauber be excluded.

CARRIED

The in-camera session recessed at 10:14 a.m. and the regular meeting reconvened at 10:14 a.m.

**COMPASSIONATE LEAVE**

#276/04 H. SYED – That the Board grants five days of compassionate leave for employee #4507-03.

CARRIED

**UPDATE ON BUDGET AND INNOVATIONS FUND**

Finance Manager, Imogene Walsh, joined the meeting at 10:16 a.m. to present an update on the Instruction Budget and Innovations Fund. Each Trustee received a budget information binder.

Ms Walsh left the meeting at 10:52 a.m.

**MEETING RECESS**

The regular meeting recessed at 10:52 a.m. and reconvened at 11:03 a.m.

**INNOVATIONS FUND**

#277/04 G. OBERG – That the funds in the Innovations Fund be expended.

CARRIED

**COMMUNICATIONS PLAN**

Internal Staff Newsletter

Dr. Phillips distributed a mock-up of a district newsletter prepared by Communications Officer, Tim Chamberlin, that could be prepared three or four times per year that would profile staff within the Division. Submissions would be solicited Division-wide from schools and staff.

#278/04 K. OFFORD – That the Board initiates a 11” x 17” internal newsletter.

CARRIED

Trustee School Visits

Trustees, along with a member from Division Office, will pay a pre-Christmas visit to the schools to deliver Christmas greetings.

Communication Liaison Committee

#279/04 G. OBERG – That the Board establishes a Board Communication Liaison Committee with a membership of two Trustees for the purpose of communicating information from the Board to all stakeholders.

CARRIED

Trustees Smith and Zeniuk volunteered to serve on this Committee.

## **SCHOOL CALENDAR**

### **Report on Alternate School Year Conference**

The persons planning to attend the Alternate School Year Conference were unable to do because of unsafe weather conditions, therefore there was no report.

### **Principles for Developing a School Year Calendar**

A letter written by former Chief Deputy Superintendent of Schools, Stephen Smith, to the Viking School Council, and copied to all School Council chairs, with respect to the 2006-07 school year calendar was referenced as it outlined the principles for developing a school year calendar.

## **DISCUSSION PAPER RE ALTERNATIVES FOR PROFESSIONAL DEVELOPMENT**

Dr. Phillips reviewed a discussion paper outlining a possible alternative for professional development in the Division.

## **MEETING RECESS**

The regular meeting recessed at 12:11 a.m. and reconvened at 1:28 p.m.

## **“READY TO LEARN AND EARN”**

Dr. Phillips introduced a preliminary document to the Trustees with a working title of “Ready to Learn and Earn” with respect to providing assistance and education to young single mothers under the age of 22 and their young children. Dr. Phillips sought Board input and noted that this proposal would be the work of a number of organizations which would include Battle River School Division #31. Further discussion on this item will take place later in this meeting.

## **BAWLF COMMUNITY CENTER**

At 1:58 p.m., Chairman Herder welcomed Brian Austrom, spokesperson, and a delegation of three other persons to the meeting and invited their presentation. Mr. Austrom outlined a proposal for the Bawlf Community to build a new hall and requested Board support for the following:

1. A letter of support from the Board to accompany the application to the Community Facility Enhancement Program for \$125,000 in funding in 2004-05 and \$125,000 in funding in 2005-06.
2. Board agreement to rent or sell for \$1.00 a portion of the lot across from the Bawlf School to the Village and/or Bawlf Lions Club for purposes of building the Bawlf Centennial Hall.
3. A financial contribution from the Board in the amount of \$50,000 plus to assist with the capital required to build the Bawlf Centennial Hall.
4. Board commitment to provide financial assistance for hall operational costs, including assistance with utilities and janitorial services.

The delegation left the meeting at 2:19 p.m.

#300/04 V. PETRUK – That the Board provides a letter of support to the Bawlf Centennial Hall Planning Committee in their application to the Community Facility Enhancement Program.

CARRIED

#301/04 G. OBERG – That requests #2, 3, and 4 as noted above be referred to the Capital Planning Committee for further study.

CARRIED

### **TRANSPORTATION APPEAL – SUSAN JONES-KUPKA**

At 2:43 p.m., Chairman Herder welcomed Susan Jones-Kupka to the meeting and invited her presentation. Joy-Anne Murphy, President of the Camrose Chapter of the Canadian Parents for French, joined the meeting.

Director of Transportation, Brenda Johnson, joined the meeting at 2:45 p.m.

Ms Jones-Kupka requested that the Board considered revising its transportation policy to permit students wishing to access the French Immersion Program to be permitted to access transportation on current bus routes. She requested that the Board consider “directing” children to the French Immersion Program to permit them to access transportation and transportation funding. Ms Jones-Kupka further requested transportation for her children, as well as any others interested, to the French Immersion Program at École Sifton School.

Ms Jones-Kupka and Ms Murphy left the meeting at 3:20 p.m.

#302/04 H. SYED – That the transportation request by Susan Jones-Kupka be deferred for discussion to the January 13, 2005 board meeting in order to permit administrators to seek further clarification with respect to transportation funding to the French Immersion Program.

CARRIED

Ms Johnson left the meeting at 3:47 p.m.

### **MEETING RECESS**

The regular meeting recessed at 3:20 p.m. and reconvened at 3:37 p.m.

### **“READY TO LEARN AND EARN” (further discussion)**

#303/04 V. PETRUK – That the Board directs administration to proceed with determining the interest of other partners with respect to the “Ready to Learn and Earn” proposal.

CARRIED

### **UPDATE ON LABOR MARKET SURVEY**

Dr. Phillips provided an update on the upcoming labor market survey, noting that he is meeting with the partners on December 10, 2004 to determine financial input and then will meet with the contractors to discuss the proposal. The survey would apply to the entire Battle River School Division #31 region.

#304/04 H. SYED – That the Board contributes a maximum of \$2,000 for its participation in the Labor Market Survey, and further that the funds be taken from the Administration Budget.

CARRIED

### **TRUSTEE REPORTS**

Trustee Syed notified the Board that he is unable to attend the January 27, 2005 meeting of the Board.

### **PROGRAMME FOR INTERNATIONAL STUDENT ASSESSMENT (PISA) RESULTS**

Dr. Phillips circulated a report of the PISA results showing the ranking of 15-year old Alberta students with other students in Canadian provinces and around the world. The report showed Alberta students ranking at the top in the test results.

### **IDENTITY OF STRATEGIC PRIORITIES AND KEY RESULTS**

Dr. Larry Payne, Assistant Superintendent, joined the meeting at 3:59 p.m. to provide the Trustees with information on the process with respect to identifying strategic priorities and key results for the upcoming Three-Year Education Plan.

Dr. Payne left the meeting at 4:07 p.m.

### **INFORMATION ITEMS**

Trustees individually reviewed the information items circulated in a folder at the meeting.

#### **Alberta Initiatives for School Improvement (AIS) Conference**

The annual AISI conference is scheduled for February 13-15, 2005 in Calgary at the Hyatt Regency Inn. In addition to Division Office staff, Trustees Smith, Petruk and Zeniuk will attend.

#### **New Trustee Orientation Conference**

A 'new Trustee' orientation conference, sponsored by ASBA, is scheduled for January 9 and 10, 2005.

## COMMITTEE REPORTS

### Executive Committee

The Executive Committee met once in the past month to set the agenda for this meeting and to prepare for the Staff Recognition evening.

### Small Schools Committee

A Small Schools workshop is scheduled for December 14, 2004 with guest speaker Sheila Sterns from Prairie Rose School Division. The workshop will be held at the Rosalind School and will feature instructional approaches for multi-age, multi-grade instruction.

### Capital Planning Committee

The Capital Planning Committee will be meeting with Alberta Infrastructure on December 14, 2004 at 10:00 a.m.

Trustees were notified that the school tours schedule was revised. February 3, 2005 was the date set for the last set of tours.

### ASBA Reports and Information

The Board is to submit to ASBA the most important issues which the Board feels must be addressed by any New Bargaining Model, which is to be developed. Trustee Smith will serve as the liaison for Battle River School Division #31.

### ASBA Zone 4

Trustee Oberg presented the highlights of the ASBA Zone 4 meeting held on November 29, 2004.

### ASEBP

Secretary-Treasurer, Bill Schulte, noted that the next meeting of the Board of Directors of ASEBP is December 13, 2004.

### Drug Response Task Force

Trustee Smith provided an update on the Drug Response Task Force.

### ATA Liaison Committee Meeting

The first meeting of the Board and the ATA Liaison Committee meeting was held on November 29, 2004.

### Performing Arts Centre Committee

The Performing Arts Centre Committee held a strategic planning session and adopted a mission statement.

**ADJOURNMENT**

All items of business being complete and there being no dissent, Chairman Herder adjourned the meeting at 5:09 p.m.

---

BRENDA HERDER, CHAIRMAN

---

WILLIAM SCHULTE, SECRETARY-TREASURER



## TABLE OF CONTENTS

<b>APPROVAL OF THE AGENDA.....</b>	<b>155</b>
<b>APPROVAL OF THE MINUTES .....</b>	<b>156</b>
<b>SCHEDULE FOR CONSULTATIVE PROCESS.....</b>	<b>156</b>
<b>MEETING WITH STROME SCHOOL COUNCIL .....</b>	<b>156</b>
<b>CAMROSE COMPOSITE HIGH SCHOOL COACH.....</b>	<b>156</b>
<b>COMPASSIONATE LEAVE.....</b>	<b>157</b>
<b>UPDATE ON BUDGET AND INNOVATIONS FUND.....</b>	<b>157</b>
<b>INNOVATIONS FUND .....</b>	<b>157</b>
<b>COMMUNICATIONS PLAN .....</b>	<b>157</b>
INTERNAL STAFF NEWSLETTER .....	157
TRUSTEE SCHOOL VISITS.....	157
COMMUNICATION LIAISON COMMITTEE .....	157
<b>SCHOOL CALENDAR .....</b>	<b>158</b>
REPORT ON ALTERNATE SCHOOL YEAR CONFERENCE .....	158
PRINCIPLES FOR DEVELOPING A SCHOOL YEAR CALENDAR .....	158
<b>DISCUSSION PAPER RE ALTERNATIVES FOR PROFESSIONAL DEVELOPMENT .....</b>	<b>158</b>
<b>“READY TO LEARN AND EARN” .....</b>	<b>158</b>
<b>BAWLF COMMUNITY CENTER .....</b>	<b>158</b>
<b>TRANSPORTATION APPEAL – SUSAN JONES-KUPKA .....</b>	<b>159</b>
<b>“READY TO LEARN AND EARN” (FURTHER DISCUSSION) .....</b>	<b>159</b>
<b>UPDATE ON LABOR MARKET SURVEY .....</b>	<b>160</b>
<b>TRUSTEE REPORTS.....</b>	<b>160</b>
<b>PROGRAMME FOR INTERNATIONAL STUDENT ASSESSMENT (PISA) RESULTS .....</b>	<b>160</b>
<b>IDENTITY OF STRATEGIC PRIORITIES AND KEY RESULTS.....</b>	<b>160</b>
<b>INFORMATION ITEMS .....</b>	<b>160</b>
ALBERTA INITIATIVES FOR SCHOOL IMPROVEMENT (AIS) CONFERENCE .....	160
NEW TRUSTEE ORIENTATION CONFERENCE .....	160
<b>COMMITTEE REPORTS .....</b>	<b>161</b>
EXECUTIVE COMMITTEE .....	161
SMALL SCHOOLS COMMITTEE .....	161
CAPITAL PLANNING COMMITTEE.....	161
ASBA REPORTS AND INFORMATION.....	161
ASBA ZONE 4 .....	161
ASEBP .....	161
DRUG RESPONSE TASK FORCE.....	161
ATA LIAISON COMMITTEE MEETING .....	161
PERFORMING ARTS CENTRE COMMITTEE .....	161