

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
BATTLE RIVER REGIONAL DIVISION #31, HELD ON SEPTEMBER 9, 2004,
COMMENCING AT 9:35 A.M.**

PRESENT

BRENDA HERDER
MICHELE MULDER (left the meeting at 4:08 p.m.)
GERRY OBERG
GWENDA POYSER
BILL SEARS (joined the meeting at 9:42 a.m.)
CHERYL SMITH
WAYNE THRONDSO (left the meeting at 3:06 p.m.)
PATRICIA ZENIUK

ABSENT

ALSO PRESENT

WARREN PHILLIPS, Superintendent of Schools
RAY BOSH, Deputy Superintendent of Schools (left the meeting at 4:35 p.m.)
BILL SCHULTE, Secretary-Treasurer
TIM CHAMBERLIN, Communications Officer
SYLVIA LAUBER, Recording Secretary

G. POYSER IN THE CHAIR

APPROVAL OF THE AGENDA

#175/04 M. MULDER – That the agenda be approved with the addition of the distributed add-on sheet, and with moving item #6 from New Business to #5 Information Items.

CARRIED

APPROVAL OF THE MINUTES

#176/04 M. MULDER – That the minutes of the regular meeting held on August 26, 2004 be approved as presented.

CARRIED

ADMINISTRATIVE PRACTICES

Allocation of Provincial Class-Size Initiative Funds

#177/04 C. SMITH – That the Board accepts the recommendation of the Superintendent of Schools and approves the following:

1. The funds will be allocated to schools according to the following formula:
School Allocation = [Total Allocation] / [Total # Student F.T.E.'s on September 30] * [# Student F.T.E.'s in school on September 30]
 - a. All schools, including the outreach schools, would receive the allocation.
 - b. Senior high students that are enrolled in 20 or fewer credits for the year would be counted as .5 F.T.E.
 - c. Kindergarten students would count as .5 F.T.E.

(Note: The allocation will be approximately \$47 per F.T.E.)

2. The funds are ear-marked for the hiring of professional staff.
3. Principals must identify the position prior to being able to access the funds. This should be submitted to the Superintendent for approval.
4. Specific teachers must be identified, as we are required to report the actual salaries of those hired. This is to be reported to the Assistant Superintendent – Personnel, and copied to the Finance Manager.
5. Where a school is funding the current level of staffing by using reserves or has faced an unexpected drop in enrolment, it could choose to identify a staff member to “fund” from this allocation.
6. Funds could be used for other priorities than personnel in very small schools. Specific approval from the Superintendent is required.

CARRIED

Mr. Pat Spelliscy, Director of Operations and Maintenance, joined the meeting at 9:48 a.m.

REPORT FROM THE DIRECTOR OF OPERATIONS AND MAINTENANCE

Mr. Spelliscy provided an update of the work done at schools by the maintenance department during the summer months. It was noted that an extensive amount of work was done, and the maintenance department was commended for this.

Mr. Spelliscy left the meeting at 10:03 a.m.

APPOINTMENT – DAVID ANDERSON AND MAUREEN KUBINEC, ASBA

At 10:04 a.m. Chairman Poyser welcomed David Anderson, Executive Director of the Alberta School Boards Association (ASBA); and Maureen Kubinec, Vice-Chairman of the ASBA, to the meeting and invited their

presentation. Ms Kubinec indicated that their primary reason for attending this meeting was to honor Michele Mulder for her work with ASBA as President. The ASBA is providing a \$3000 scholarship to a student (or students) in Battle River School Division #31 in Ms Mulder's name. Trustee Mulder will determine the criteria for the receipt of the scholarship. Ms Kubinec noted that they will miss Trustee Mulder at ASBA and that she admires Ms Mulder's courage, dedication, hard work and ability to have fun. Ms Mulder piloted the ASBA through some difficult times with dignity and grace.

David Anderson also spoke in honor of Trustee Mulder. He expressed special thanks to the Board of Battle River School Division #31 for freeing Ms Mulder to assume ASBA duties. Mr. Anderson noted that he appreciated Ms Mulder's work and presented a plaque to the Board in Ms Mulder's name. Mr. Anderson went on to speak, as a staff member at ASBA, of Ms Mulder's leadership abilities.

Chairman Poyser thanked Mr. Anderson and Ms Kubinec for their words of thanks to the Board and noted that she felt that Trustee Mulder represented the ASBA extremely well.

Superintendent of Schools Phillips expressed his thanks to Trustee Mulder from an administrative point of view, noting that he particularly appreciated Ms Mulder's perspective and understanding of public education.

Trustee Mulder responded by expressing her thanks to the Board and to the ASBA for the tribute. Ms Mulder noted that working in public education has been a tremendous experience for her and noted the passion and dedication of non-elected people.

Mr. Anderson and Ms Kubinec left the meeting at 10:15 a.m.

MEETING RECESS

The regular meeting recessed at 10:15 a.m. and reconvened at 10:34 a.m.

ADMINISTRATIVE PRACTICES

Guidelines for the Innovations Fund

#178/04 P. ZENIUK – That the Board accepts the recommendation of the Superintendent of Schools and approves the following:

1. The funds can be accessed by the Board, central office administration or school administration.
2. Moneys will be allocated according to one of the following methods:
 - a. For a board initiative - Board motion.
 - b. Initiatives from either central office or school administration
 - i. For amounts of \$5,000 or less, application to a committee consisting of at least three members of the superintendency and either the secretary-treasurer or the finance manager.

1. Applications be reviewed on a monthly basis, beginning October 1, 2004, and will continue until the fund is expended.
 2. The committee is empowered to allocate funds up to \$5,000.
- ii. For amounts greater than \$5,000, application to the committee who will forward it to the Board of Trustees for a decision at its next regularly scheduled meeting.

CARRIED

REPORT ON MEETING WITH REPRESENTATIVES OF THE VILLAGE OF HEISLER

Secretary-Treasurer Schulte reported on a meeting with representatives from the Village of Heisler with respect to the possibility of the Village purchasing the Heisler School building. A response to this must be known by mid-December as Battle River School Division #31 has received funds from Alberta Infrastructure for the demolition of the building.

IN-CAMERA SESSION (10:46 A.M.)

#179/04 W. THRONDSO – 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

Dr. Larry Payne, Assistant Superintendent, joined the meeting at 11:20 a.m. and left at 11:54 a.m.

The in-camera session recessed at 11:54 a.m. and the regular meeting reconvened at 11:54 a.m.

MEETING RECESS

The regular meeting recessed at 11:54 a.m. and reconvened at 1:21 p.m.

MEMBERSHIP FEES IN THE ALBERTA HOME AND SCHOOL COUNCILS ASSOCIATION (AHSCA) FOR SCHOOL COUNCILS

#180/04 M. MULDER – That the Board pays the 2004-05 membership fee in the Alberta Home and School Councils Association for any School Council in Battle River School Division #31 that is interested in membership in the AHSCA.

CARRIED

FOREIGN STUDENT FEE REQUEST

- #181/04 M. MULDER – That, notwithstanding policy and for the 2004-05 school year, the foreign student fee for student #4507-02 be waived. CARRIED

PRO-RATING FOREIGN STUDENT FEE TO CREDITS TAKEN

- #182/04 G. OBERG – That, notwithstanding policy, the foreign student fee for student #4545-02 be pro-rated for the 2004-05 school year. CARRIED

DISTRICT TECHNOLOGY PLAN REPORT

Mr. Ray Bosh, Deputy Superintendent, updated Trustees with respect to the technology upgrades plan and the 2004-05 evergreening of computers at schools in Battle River School Division #31.

Brenda Johnson, Director of Transportation, joined the meeting at 1:55 p.m.

APPOINTMENT – TRANSPORTATION APPEAL

At 1:58 p.m. Chairman Poyser welcomed a delegation of five people to the meeting and invited their presentation. Mr. Don Steinwand served as spokesperson. The delegation requested an exemption to policy to permit a Battle River School Division #31 bus to cross the jurisdiction boundary to pick up their children who are resident in the Elk Island Public School Division. The children of the delegates are currently attending school in Tofield and are meeting a Tofield-bound bus on route.

Director of Transportation Johnson provided background information with respect to a previous Board motion regarding Elk Island Public School Division in that Battle River School Division #31 buses will not cross jurisdictional boundaries to pick up students.

The delegation left the meeting at 2:30 p.m.

- #183/04 W. THRONDSO – That, subject to approval from the Elk Island Public School Board and the payment of a fee, Battle River School Division #31 provides busing service to students in the Lakewood Acres subdivision to attend school in Tofield. DEFEATED

- #184/04 B. SEARS – That, for the 2004-05 school year, the Board provides transportation for the children of Don Steinwand, Carrie Dinter, Chantal Savard and Shelly Lazerman.

#185/04 G. OBERG – That motion #184/04 be deferred until the October 14, 2004 Board meeting.

CARRIED

#186/04 P. ZENIUK – That motion #183/04 be reconsidered.

CARRIED

#183/04 W. THRONDSOEN - That, subject to approval from the Elk Island Public School Board and the payment of a fee, Battle River School Division #31 provides busing service to students in the Lakewood Acres subdivision to attend school in Tofield.

CARRIED

Trustee Throndsen left the meeting at 3:06 p.m.

MEETING RECESS

The regular meeting recessed at 3:06 p.m. and reconvened at 3:23 p.m.

REQUEST FOR URBAN TRANSPORTATION – TOFIELD

#187/04 B. SEARS – That the request for urban bus service in Tofield for student #3508-04 be denied.

CARRIED

Ms Johnson left the meeting at 3:30 p.m.

PUBLIC CONSULTATION PROCESS

Mr. Rick Jarrett, Division Principal, joined the meeting at 3:34 p.m.

The public consultation this year will be a follow-up from what was started last year.

The Board Chair encouraged schools that did not participate in the public consultation process last year to do so this year.

Mr. Jarrett noted that:

- he researched what has been done during 2003-04;
- he feels that some schools are interested in beginning an exploration of consultation;
- he notes that multi-age and family of schools concepts seem to be of most interest;

- he has initiated a process to bring a presentation to those schools that have indicated an interest in a multi-age setting.

It was suggested that the process could start with meetings with the local trustee, school councils, school principals, and the Division Principal to determine where each community is at in their discussions.

Initially the consultations were to assist in the process of improving communications between the Board and various groups. There are a number of external factors causing schools to change and rather than letting events shape us, we work to shape events.

It was suggested for this year to group like schools together for consultations rather than by communities.

Administration will bring to the Board a document outlining what was done last year and what was discussed today.

Mr. Jarrett left the meeting at 4:07 p.m.

Trustee Mulder left the meeting at 4:08 p.m.

REQUEST FROM CAMROSE KODIAKS – READING PROGRAM

#188/04 G. OBERG – That the Board supports the Camrose Kodiaks Team in its “Read with the Kodiaks” program, and further that a donation of \$500 be given to the project to be used for the purchase of books for prizes.

CARRIED

TRUSTEE REPORTS

There were no Trustee reports for this meeting.

INFORMATION ITEMS

Trustees individually reviewed the information items included in the folder that was circulated during the meeting.

September 1, 2004 Enrolments

Dr. Warren Phillips, Superintendent of Schools, reviewed the enrolments in Battle River School Division #31 schools as of September 1, 2004.

Letter from Darrin and Cheryl Holben

Trustees received a letter from Darrin and Cheryl Holben as information. Chairman Poyser will respond to their letter.

COMMITTEE REPORTS

Negotiating Committee

Trustees were informed that, contrary to what was earlier believed, there is not Memorandum of Agreement with the Alberta Teachers' Association, Local #32.

Support Staff Liaison Committee

Contract Custodians and Gibson's Caretakers

#189/04 P. ZENIUK – That the Board grants contract custodians and Gibson's Caretakers a 2% increase to their contracts for the 2004-05 school year.

CARRIED

Long-Service Awards

The Committee appointed to review the awards for the long-service recognition met on August 30, 2004 to review catalogs and attempt to find standardized gifts. Another meeting will be needed to finalize the awards.

Small Schools Committee

A meeting of the Small Schools Committee is scheduled for September 20, 2004.

Capital Planning Committee

Trustee Sears, Superintendent of Schools Phillips, Secretary-Treasurer Schulte, and Director of Operations and Maintenance Spelliscy went to Carstairs to view a band room portable classrooms to glean ideas for the Tofield School band room.

ASBA Reports and Information

Superintendent of Schools Phillips and Vice-Chair Herder reported on their attendance at the Board Chairs and Superintendents meeting in Edmonton on September 7, 2004.

Deputy Superintendent Bosh left the meeting at 4:35 p.m.

Alberta School Employees and Benefits Plan (ASEBP)

Secretary-Treasurer Schulte noted that an ASEBP meeting is scheduled for Friday, September 17, 2004.

Drug Response Task Force

Trustee Zeniuk reported on the work being done at this time by the Drug Response Task Force.

Performing Arts Centre Committee

It was noted that work is progressing on obtaining a consultant to prepare a report for a performing arts centre in Camrose.

ADJOURNMENT

All items of business being complete and there being no dissent, Chairman Poyser adjourned the meeting at 4:54 p.m.

GWENDA POYSER, CHAIRMAN

WILLIAM SCHULTE, SECRETARY-TREASURER

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