

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON MAY 9, 2002, COMMENCING AT 9:32 A.M.

PRESENT

JUDY FITZMAURICE-JOHNSON
BRENDA HERDER
MICHELE MULDER (arrived at 9:41 a.m.)
GERRY OBERG (left the meeting at 4:19 p.m.)
GWENDA POYSER
BILL SEARS
WAYNE THRONDSO
PATRICIA ZENIUK

ABSENT

ALSO PRESENT

WARREN PHILLIPS, Acting Superintendent of Schools
STEPHEN SMITH, Acting Chief Deputy Superintendent
BILL SCHULTE, Secretary-Treasurer
SYLVIA LAUBER, Recording Secretary

G. POYSER IN THE CHAIR

APPROVAL OF THE AGENDA

#100/02 J. FITZMAURICE-JOHNSON – That the agenda be approved with the distributed add-on sheet and the following:

Timed Items

2:00 p.m., May 23, 2002 – James Maher, Principal at Ryley School

CARRIED

APPROVAL OF THE MINUTES

#101/02 W. THRONDSO – That the minutes of the regular meeting held on April 10 and April 25, 2002 be approved as presented.

CARRIED

INTERNATIONAL TRAVEL CREDIT COURSE

Dr. Phillips, Acting Superintendent of Schools, informed the Trustees that students participating in International Travel at Camrose Composite High School take CTS courses to receive credit for their travel.

- #102/02 P. ZENIUK – That the Board direct administration to draft guidelines for student out-of-province trips, and further that the guidelines ensure that there are educational benefits of the trip based on curriculum.
- CARRIED

VISION STATEMENT

- #103/02 B. SEARS – That the Board accepts the Vision Statement 2002-03 as amended.
- CARRIED

SPARSITY AND DISTANCE

Several members of the Executive Committee reviewed the draft report on Sparsity and Distance and noted some concerns that Battle River Regional Division #31 is not receiving funding at the same level as some other districts. It was noted that the report is still in draft form, but does contain recommendations for changing the formula. The final version will be submitted to Alberta School Boards Association in June, 2002 and will go to the general membership in November 2002.

Trustees decided that the Board chairman will present these concerns to MLA's, and that the Acting Superintendent will write to the Deputy Minister.

CANADA DAY REQUEST FOR DONATION

- #104/02 M. MULDER – That the Board deny the request by the Camrose and District Canada Day 2002 Committee for a donation to help offset the expenses of this Committee.
- CARRIED

Brenda Johnson, Director of Transportation, and Wayne Bowman, Fleet Supervisor, joined the meeting at 10:02 a.m.

IN-CAMERA SESSION (10:04 a.m.)

- #105/02 W. THRONDSOON – That the regular meeting recess to allow the Trustees to meet in-camera, and that all persons except Acting Superintendent of Schools Phillips, Acting Chief Deputy Superintendent Smith, Secretary-Treasurer Schulte, Director of Transportation Johnson, Fleet Supervisor Bowman, and Recording Secretary Lauber be excluded.
- CARRIED

Ms Johnson and Mr. Bowman left the meeting at 10:21 a.m.

Ray Bosh, Associate Superintendent, and Imogene Walsh, Finance Manager, joined the meeting at 11:10 a.m. The above-noted persons left the meeting at 11:32 a.m.

The in-camera session recessed at 11:33 a.m. and the regular meeting reconvened at 11:33 a.m.

Director of Transportation, Brenda Johnson, joined the meeting at 11:34 a.m.

DELEGATION - TRANSPORTATION REQUEST

At 11:33 a.m. Chairman Poyser welcomed Susan Niehaus to the meeting and invited her presentation.

Ms Niehaus, resident of the Heisler School attendance area, requested bus transportation for her children to the Daysland School.

Ms Niehaus left the meeting at 11:50 a.m.

Ms Johnson left the meeting at 11:51 a.m.

RATIFICATION OF PAYMENT OF THE ACCOUNTS

#106/02 B. HERDER – That payment of the accounts for April 2002 be ratified.

CARRIED

PURCHASE OF TOW TRUCK – TRANSPORTATION DEPARTMENT

#107/02 W. THRONDSOEN – That the Board approves, to a maximum of \$100,000, the purchase of a tow truck for the transportation department, and further that this be funded out of transportation reserves.

CARRIED

MEETING RECESS

The regular meeting recessed at 11:58 a.m. and resumed at 1:10 p.m.

POLICY HHBA 'CLASSROOM LEARNING CONDITIONS'

Acting Chief Deputy Superintendent Smith, and Acting Superintendent of Schools Phillips, presented feedback from the school staffs and school councils with respect to policy HHBA 'Classroom Learning Conditions'.

#108/02 P. ZENIUK – That policy HHBA 'Classroom Learning Conditions' be approved as amended.

CARRIED

DELEGATION – ALLAN JOHNSTONE SCHOOL PLAYGROUND

Penny Wurz joined the meeting at 1:26 p.m. At 1:36 p.m., Chairman Poyser welcomed Ms Wurz to the meeting and invited her presentation.

Ms Wurz presented a plan for the installation of a playground at the Allan Johnstone School and requested Board approval for the plan.

Several Trustees expressed concern about the soil condition at that site and the availability of water for an irrigation system that would be required to maintain the grass.

Further information is needed with respect to this project, and was referred to the Facilities Committee.

Ms Wurz left the meeting at 2:03 p.m.

SCHOOL REVIEWS

At 2:06 p.m. Chairman Poyser welcomed Jim Rubuliak, Division Principal; Ray Bosh, Associate Superintendent; Doug Munro, Principal at Killam School; Nathan Freed, Vice-Principal at Killam School; and Mark Yuha, Principal at Sparling School.

Killam Public School (KPS) Review

Jim Rubuliak, Division Principal, presented the review of the Killam School, noting that the review team enjoyed the time they spent in the Killam School.

The following commendations and recommendations were noted:

Commendations

- Killam Public School is to be commended for the positive manner in which school staff, students and administration treated the review team. The members of the review team enjoyed being at KPS, felt welcome at the school, and learned a great deal about this fine school.

- The staff, students, parents, and community are proud of the school and its accomplishments. The school receives lots of positive feedback from visiting community members, coaches, players and teachers. The school appears to operate as a “family unit”.
- KPS is to be commended for their track record of excellent communication with parents and the community. This includes such things as the Student-Parent Handbook, school and class web sites, weekly newsletters, notices to parents, regular phone calls, and frequent dialogue or meetings with parents.
- The staff has high standards and expectations for the students at KPS at all times. Students rise to the occasion by demonstrating positive overall academic, athletic, and citizenship qualities.
- KPS is seen to have a great bunch of kids who display positive school citizenship and a strong sense of school spirit. This is where the “Cougars rule”.
- The students are cooperative, polite, friendly, and well mannered which is a reflection on the staff, administration and parents.
- The school’s track record of successful academic performance and top-notch sports is not by accident or luck; it is due to the commitment and hard work of students and staff.
- There is an awesome athletic program in the school. This is felt by the entire school community.
- There is a distinctly positive and caring relationship between students and staff. The school is seen as a safe and caring place.
- There is a feeling of pride in student work and it is displayed proudly in hallways and classrooms. Students are eager to share their work, talents and special projects with visitors to the school.
- The use of the library as a joint school and public facility is a great idea. What a good way to acquire resources, have longer hours and have more community members in the school!
- School administration and teachers are to be commended for their work on analyzing standardized and achievement tests and jointly coming up with ways to improve teaching and enhance student learning.
- The school has a high degree of “on task” behavior in classrooms with efficient use of time, and effective movement of students in hallways and between classes. Effective supervision is in place.
- The school staff is to be commended for their strong work ethic and for providing additional programs, support and extra-curricular activities for students. The grade nine canoe trip is a great activity as is the rich swimming component.
- The special education programs are excellent and the school goes to great lengths to ensure that no students slip between the cracks.
- Students riding buses are to be commended for their cooperation. Drivers indicated that KPS students are at the “top of the list”. Transportation services are well taken care of and there is excellent support of bus drivers by parents, teachers, school administration and district staff.
- The scheduling of shorter breaks during the day and allowing for catch-up time or extra help time at 3:05 p.m. is highly effective and well appreciated at KPS.

- Many great things are happening at KPS – it is a top-notch school!

Recommendations

- Continue to look at ways to broaden the curricular, co-curricular, and extra-curricular fine arts and complementary offerings. This might include French, art in junior high, and more drama in the school.
- School administration and staff should continue looking at different splits or alternate ways of combining classes in order to avoid class sizes of over 30 in core or complementary subjects. Where possible it is best to reduce or eliminate situations where a combined class is working in two different rooms and supervised by one teacher.
- A greater coordination of activities and programs between elementary and junior high staff would lead to even greater unity and teamwork in the school. Also, continued inclusion activities where all staff participates would enhance staff relations.
- Additional information and perhaps a school workshop for every staff member on the role of teacher aides in the classroom and the needs of special students would be helpful.
- The school might explore ways, such as scheduling more morning computer lab periods, to ensure that computer use is more equalized and to accommodate the teaching of technology outcomes in core subjects for all students / grades.
- The school could review the process of communicating maintenance and custodial needs and perhaps take a few minutes at the start of every staff meeting to touch base on important items. This might also include the discussion regarding student respect of school property and ways to enhance ownership and responsibility.
- Several areas relating to facility use, maintenance, and organization might be reviewed by staff and perhaps with the assistance of the Division maintenance department. (Reorganization and greater utilization and storage capacity of the science lab; Conduct or request a thorough inspection of the school playground equipment to ensure student safety; Explore ways to optimize the limited storage space and remove obsolete or seldom used materials and desks/chairs; Extra maintenance, janitorial, and organization of the music portable)
- Greater emphasis might be placed on additional programs or ways to satisfy the needs of gifted students.

Chairman Poyser asked the administrators from the Killam School to convey congratulations to the staff on the positive review of their school.

Sparling School Review

Ray Bosh, Associate Superintendent, presented the review of the Sparling School, emphasizing that the report, when speaking of staff, includes every staff person in the school.

Commendations

- Warm, welcoming and open atmosphere.

- Care and concern for everyone:
 - staff/staff
 - staff/students
 - staff/parents
- Support staff and teaching staff function as one group.
- The integration of special needs students is seamless. There is no differentiation between regular and special needs students.
- All staff go well beyond regular classroom duties:
 - Breakfast program
 - Sparling Spirit
 - Skip-it
 - Dances
 - Dance lessons
 - Intramural sport
 - Ski trip
 - Popcorn Council
 - Choir Chimes club
- Caring Buddies Program which involves staff and students. Staff take ownership for the well-being of certain students.
- Administration is very supportive without being obtrusive.
- ICT outcomes are being addressed in a positive manner. Student research and presentations are used extensively.
- The variety of sources for student evaluation is outstanding. Students are very aware of the course requirements. The focus of teaching is on the student first rather than the subject matter.
- The library is an excellent instructional center.
- Teachers encourage sharing of resources and ideas. There is outstanding collaborative support among all staff.
- Professional development for this year is centered around comprehension. After a review of the provincial achievement tests, staff determined that comprehension would be their focus. During the professional development day, a reading specialist from Edmonton Public Schools was brought in to work with staff to develop a common focus. Administration supported it and teachers bought into it.

Recommendations

- Review ACT and Special Education programs.
- Develop a Teacher Assistant Handbook.
- Continue to seek ways to promote a safe and caring school.
- Continue to enhance student access to computers.

Chairman Poyser asked the administrator from the Sparling School to pass on to his staff Board congratulations on a positive review of their school.

All those involved in the school reviews left the meeting at 2:51 p.m.

MEETING RECESS

The regular meeting recessed at 2:51 p.m. and reconvened at 3:02 p.m.

DRAFT POLICY HGBB 'GIFTED EDUCATION'

Mr. Smith, Acting Chief Deputy Superintendent of Schools, reviewed the feedback received from school staffs and school councils with respect to policy HGBB 'Gifted Education'.

#109/02 W. THRONDSOON – That the Board approves policy HGBB 'Gifted Education' as amended.

CARRIED

DRAFT POLICY GBEB/ICFA 'SEXUAL HARASSMENT'

Mr. Smith reviewed the feedback received from school staffs and school councils with respect to policy GBEB/ICFA 'Sexual Harassment'.

Amendments were suggested, which will be submitted for legal advice and returned to the Board table at a future meeting.

FOUR-DAY SCHOOL WEEK – HOLDEN AND RYLEY SCHOOLS

Mr. Smith reviewed the background of the four-day school week at the Holden and Ryley Schools.

#110/02 M. MULDER – That the four-day week continue in Holden and Ryley Schools, subject to meeting all government requirements, students achieving acceptable standards, and continued support by the Holden and Ryley communities.

CARRIED

COMMITTEE REPORTS

ASBA (Alberta School Boards Association) Zone 4

Trustee Oberg reported on his attendance at the ASBA Zone 4 meeting in Wetaskiwin on April 29, 2002.

Facilities Committee

Secretary-Treasurer Schulte notified the Trustees with respect to an amendment to the Capital Plan.

BAND FEES

Acting Superintendent Phillips informed Trustees that he had received a request from Sparling School to implement band fees for elementary students in the amount of approximately \$20.

Trustees will consider this with the budget.

Trustee Oberg left the meeting at 4:19 p.m.

LETTER FROM THE LOCAL ALBERTA TEACHERS' ASSOCIATION

Trustees supported the response given in the local papers by Chairman Poyser with respect to a letter from the Local Alberta Teachers' Association requesting the resignation of the Board members.

INFORMATION ITEMS

Update of Grade Nine Registrations in Camrose

Acting Superintendent Phillips noted that as of May 8, 2002, there were nine students registered to take grade nine courses at Charlie Killam School.

Letters Received re Boundary Change, Round Hill School

Trustees reviewed letters received from the Reeve, Beaver County; the Chairman of the C. W. Sears School Council; the Chairman of the Tofield School Council; the Principal at the Tofield School; the Tofield Town Council; the Chairman of the Round Hill School Council; and a parent.

Chairman Poyser and Acting Superintendent Phillips will respond to the concerns expressed in the letters.

Other information items

Chairman Poyser noted the remaining information items as noted on the distributed copies of the agenda.

IN-CAMERA SESSION (4:35 p.m.)

- #111/02 W. THRONDSOON – That the regular meeting recess to allow the Trustees to meet in-camera, and that all persons except Acting Superintendent of Schools Phillips, Acting Chief Deputy Superintendent Smith, Secretary-Treasurer Schulte, and Recording Secretary Lauber be excluded.
CARRIED

The in-camera session recessed at 5:42 p.m. and the regular meeting reconvened at 5:42 p.m.

MEETING RECESS

The regular meeting recessed at 5:43 p.m. until May 23, 2002 at 9:30 a.m.