

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON JUNE 9<sup>TH</sup>, 2011, COMMENCING AT 9:05 A.M.**

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**PRESENT**

CHERYL SMITH  
DOUG BOWIE  
JIM FIELDING  
SHELLEY GRUNDBERG  
REBECCA HEIBERG  
NOREEN METZ  
PETER MILLER  
KENDALL SEVERSON

**ABSENT**

**ALSO PRESENT**

DR LARRY PAYNE, Superintendent of Schools  
RAY BOSH, Deputy Superintendent  
BILL SCHULTE, Assistant Superintendent - Business  
DIANE HUTCHINSON, Communications Coordinator  
SHIRLEY FAIRALL, Recording Secretary

**C. SMITH IN THE CHAIR**

**CALL TO ORDER**

Chair Smith called the meeting to order at 9:05 a.m.

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Heidi Bratrud, student, Chris Rooney, teacher, and Angus, canine, from Holden School, joined the meeting at 9:05 a.m.

**STUDENT SUCCESS**

Chair Smith welcomed Ms Rooney, Ms Bratrud, and Angus, and invited their presentation on the success of having Angus visit the Holden School and students on a regular basis. Angus is a participant in the *Connections With Canines* program that was initiated in 1999.

Ms Rooney, Ms Bratrud, and Angus left the meeting at 9:35 a.m.

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Rick Jarrett, Assistant Superintendent – Instruction, joined the meeting at 9:35 a.m.

Shara-Lynn Weller, Neil Hostler, Global Partners Regional Manager, Maureen Hall, Trinell Gillis, and Naomi Porter joined the meeting at 9:36 a.m.

**GLOBAL PARTNERS INSTITUTE**

Chair Smith welcomed Shara-Lynn Weller and the Global Partner representatives and invited their presentation. Ms Weller provided Trustees with background information on the Global Partners Institute and requested that the Board continue to offer a reduced international student fee for Global Partners AYP (All Year Program) students.

Chair Smith thanked the group for attending the meeting and advised that after Trustees discuss the information their response would be communicated to Ms Weller.

Ms Weller, Mr Hostler, Ms Hall, Ms Gillis, and Ms Porter left the meeting at 10:05 a.m.

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**MEETING RECESS**

The regular meeting recessed at 10:34 a.m. and reconvened at 10:40 a.m.

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Imogene Walsh, Treasurer, joined the meeting at 10:40 a.m.

**APPROVAL OF AGENDA**

#78\11 K SEVERSON - That the agenda be approved with addition of the following:

Information Item:

5.10 Letter from Town of Viking

New Business Items:

7.7 Kilometre Rate for School Field Trips

7.8 Ineligible Fees.

CARRIED

**APPROVAL OF MINUTES**

#79\11 R HEIBERG - That the minutes of the Regular Meeting of the Board of Trustees held on May 12<sup>th</sup>, 2011 be approved as presented.

CARRIED

**INTERNATIONAL STUDENTS**

Chair Smith welcomed Ms Walsh to the meeting. Ms Walsh provided Trustees with clarification on International Student Fees.

Ms Walsh left the meeting at 10:42 a.m.

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**SATISFACTION SURVEY RESULTS**

Mr Jarrett reviewed a summary of the Battle River School Division divisional results of the 2010 – 2011 Satisfaction Survey Results.

Chair Smith, on behalf of the Trustees, and Dr Larry Payne thanked Mr Jarrett for his extensive amount of work in this area.

Mr Jarrett left the meeting at 11:04 a.m.

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Debbie Thompson, Early Literacy Lead Teacher for BRSD, joined the meeting at 11:04 a.m.

**LITERACY PROJECT**

Chair Smith welcomed Ms Thompson and invited her presentation. Ms Thompson provided an overview of the Early Literacy Project and the introduction of the Fountas and Pinnell Benchmark Assessment process which is being implemented.

#80\11 P MILLER - That the Board contribute \$20,000 from the Board Innovation Fund to support the Early Literacy project; specifically for the support of grade one and two teachers throughout the Division to be trained in, and then administer the Fountas and Pinnell Benchmark Assessment to each of the grade one and two students within their classrooms.

CARRIED

Ms Thompson left the meeting at 11:26 a.m.

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Jackie Northey, Bashaw Adult Learning Coordinator, joined the meeting at 11:26 a.m.

**BASHAW ADULT LEARNING**

Chair Smith welcomed Ms Northey and invited her presentation. Ms Northey provided an overview of the Bashaw Adult Learning Council's mandate and recent accomplishments.

Chair Smith thanked Ms Northey for attending the meeting and commented on her proactive approach in this project. Trustees, together with Dr Larry Payne, Superintendent of Schools, have agreed to provide a letter and in kind support for the Bashaw Adult Learning Project.

Ms Northey left the meeting at 11:45 a.m.

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**ADULT STUDENT FEES**

#81\11 K SEVERSON - That the adult student fee for 2011 – 2012 be set at \$185.62 \ credit taken, and further that this fee not include the instructional materials fee or the transportation fee.

CARRIED

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Brenda Johnson, Director of Transportation, joined the meeting at 11:46 a.m.

**KILOMETER RATE FOR SCHOOL FIELD TRIPS**

#82\11 D BOWIE - That the rate to be charged to schools for use of buses for field trips be established at \$ .92 \ kilometer for the 2011 – 2012 school year.

CARRIED

#83\11 N METZ - That the rate to be charged to charter groups for the use of school buses be established at \$ .97 \ kilometer for the 2011 – 2012 school year.

CARRIED

**INELIGIBLE FEES**

#84\11 P MILLER - That the Board set the fee for ineligible transportation services at \$325.00 for the 2011 – 2012 school year to a maximum charge per family of \$800.00.

CARRIED

Ms Johnson left the meeting at 11:53 a.m.

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**INTERNATIONAL TRAVEL REQUEST – CAMROSE COMPOSITE HIGH SCHOOL**

#85\11 D BOWIE - that the Board approves, in principal and subject to Administrative Procedure 261 'Travel Study', the international travel trip to England and France by the Camrose Composite High School students during spring break 2012, specifically March 31<sup>st</sup> to April 10<sup>th</sup>, 2012.

CARRIED

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**MEETING RECESS**

The regular meeting recessed at 11:54 a.m. and reconvened at 1:15 p.m.

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**MINISTER'S BLOG**

Chair Smith brought to the Trustees' attention a recent article posted by the Honourable Dave Hancock, Minister of Education, which discusses focusing on successful student outcomes.

**LETTER OF INTENT**

Trustees received a Letter of Intent from the Beaver Ward Bus Drivers Association. Bill Schulte, Assistant Superintendent – Business, will schedule a meeting to commence negotiations.

**ALBERTA SCHOOL COUNCIL ASSOCIATION**

Chair Smith brought to the attention of the Trustees a reply from Marilyn Sheptycki, President of Alberta School Council Association, to their letter of April 6<sup>th</sup>, 2011 summarizing the responses received through the "Tell the Board What You Think" website link. The responses centred around the ASCA discussion paper which questioned the fund raising role of school councils.

**LETTER FROM TOWN OF VIKING**

Trustees reviewed and provided input in response to a letter received from the Town of Viking, stressing the importance of the school to the community.

### **READING UNIVERSITY**

Ray Bosh, Assistant Superintendent, and Diane Hutchinson, Communications Coordinator, provided an update on the 2011 Reading University. To date, 43 students are enrolled in the Camrose program and 12 students are enrolled in the Tofield program.

### **GROWING TO GREATNESS**

Dr Larry Payne, Superintendent of Schools, provided an update on the Growing to Greatness Meetings held on March 14<sup>th</sup>, 2011 at Ryley School, March 21<sup>st</sup>, 2011 at Killam School, and March 23<sup>rd</sup>, 2011 at Chester Ronning School.

### **TALK TO THE TRUSTEES**

Trustees discussed correspondence that has been received through the 'Talk To The Trustees' portion of the BRSD website.

### **UPCOMING EVENTS**

Chair Smith reviewed the list of upcoming events and brought to the Trustees' attention the Board Organizational Meeting scheduled on August 25<sup>th</sup>, 2011 and the Administrators' Meeting on August 26<sup>th</sup>, 2011 from 9:00 a.m. to Noon.

### **SUPERINTENDENT'S EVALUATION**

The Board agreed that Chair Smith should contact Jim Gibbons, ASBA Senior Education Advisor, and request that he meet with Trustees in Fall 2011 to review the process to completing the Superintendent Evaluation process.

### **SUPERINTENDENT'S REFLECTIONS**

Dr Layne Payne, Superintendent of Schools, will provide to the Board at its June 23<sup>rd</sup>, 2011 Board Meeting an overview and reflections on his administrative challenges and successes for the 2010 – 2011 school year.

### **SENIOR ADMINISTRATION NEGOTIATION COMMITTEE**

The Negotiations Committee will meet on Friday, June 10<sup>th</sup>, 2011 at 2:00 p.m. and present a proposal to the Trustees at the June 23<sup>rd</sup>, 2011 Board Meeting.

**STRATEGIC PLAN FOLLOW UP**

The Board agreed that Chair Smith should arrange for an ASBA facilitated session for Trustees to provide further clarification around the Board's role in the strategic planning and budget processes, as well as individual Trustee roles, the role of the Board Chair, and meeting efficiency and protocols.

**ALBERTA SCHOOL COUNCILS ASSOCIATION CONFERENCE**

Trustee Metz reported on her attendance at the 2011 Alberta School Councils Association Conference held at the Delta Edmonton South Hotel on April 15<sup>th</sup> to 17<sup>th</sup>, 2011.

**THREE YEAR PLAN MEETINGS DEBRIEF**

Trustees shared their views of the Three Year Plan Review meetings with the individual schools on May 16<sup>th</sup> and 17<sup>th</sup>, 2011. They expressed appreciation of meaningful dialogue with participants.

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**MEETING RECESS**

The regular meeting recessed at 2:28 p.m. and reconvened at 2:37 p.m.

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Rick Jarrett, Assistant Superintendent – Instruction, Imogene Walsh, Treasurer, and Greg Friend, Manager, Human Resources, joined the meeting at 2:37 p.m.

**INTERNATIONAL STUDENT FEES**

Chair Smith welcomed Mr Jarrett, Ms Walsh, and Mr Friend and invited them to provide clarification on international student fees and funding.

Ms Walsh and Mr Friend left the meeting at 2:54 p.m.

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**SCHOOL CALENDAR**

Mr Jarrett will present the 2012 – 2013 school year calendar to the Trustees at the June 23<sup>rd</sup>, 2011 Board Meeting.

**IN-CAMERA SESSION (2:55 p.m.)**

#86\11 R HEIBERG - That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except Trustees, Superintendent of Schools Payne, Deputy Superintendent Bosh, Assistant Superintendent - Business Schulte, Communications Coordinator Hutchinson, and Recording Secretary Fairall be excluded.

CARRIED

Mr Jarrett left the meeting at 3:47 p.m.

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**ASBA ZONE 4 MEETING**

Trustee Heiberg reported on her attendance with Chair Smith and Trustee Miller, at the ASBA Zone 4 Meeting and Edwin Parr Award Ceremony in Red Deer on May 30<sup>th</sup>, 2011.

**ASBA SPRING GENERAL MEETING**

Trustees shared their reflections on the Alberta School Board Association Spring General Meeting held June 5<sup>th</sup> to 7<sup>th</sup>, 2010 in Red Deer.

**AUDIT COMMITTEE**

Trustee Miller reported on the Audit Committee Meeting held on June 1<sup>st</sup>, 2011. The Terms of Auditor Engagement were reviewed with Ms Jolene Kobi, Chartered Accountant with the firm of Gitzel Krejci Dand Peterson, who will be conducting the 2010 – 2011 audit for BRSD.

**BOARD CHAIR REPORT**

**Meeting With Minister In Red Deer**

Chair Smith, together with Dr Larry Payne, Superintendent of Schools, and Diane Hutchinson, Communications Coordinator reported on their attendance with Imogene Walsh, Treasurer, at a meeting with the Minister of Education on May 26<sup>th</sup>, 2011. The Minister announced the plans for a new school to be constructed in Bawlf.

Meeting with Verlyn Olson

Chair Smith, Vice Chair Bowie, and Dr Larry Payne, Superintendent of Schools, met with Honorable Verlyn Olson, MLA for Wetaskiwin-Camrose, on May 27<sup>th</sup>, 2011 in Camrose to discuss issues that the Battle River School Division is currently facing due to declining enrollments and accompanying budget concerns.

Children's' Resource Centre

Chair Smith and Trustee Miller reported on their attendance with Dr Larry Payne, Superintendent of Schools, at the Grand Opening of the Children's Resource Centre in Camrose on June 2<sup>nd</sup>, 2011.

Bashaw Student Letters

Chair Smith brought to the attention of the Trustees letters received from students in Bashaw School regarding the arts program.

**CONTINUATION OF MEETING BEYOND 4:30 PM**

#87\11 N METZ – That the regular meeting continue beyond 4:30 pm.

CARRIED

**SUPERINTENDENT'S REPORT**

Parent Meetings

Dr Larry Payne, Superintendent of Schools, reported on his meeting with individual parents on June 18<sup>th</sup>, 2011 in an effort to provide a better understanding of the assessment process.

Cornerstone Meeting

Chair Smith, Trustee Grundberg, Dr Larry Payne, Superintendent of Schools, Bill Schulte, Assistant Superintendent – Business, and Imogene Walsh, Treasurer reported on their annual liaison meeting with council representatives from the Cornerstone Christian Academy.

New Norway Meeting

Chair Smith and Dr Larry Payne reported on correspondence received through Talk to the Trustees and follow up to a community meeting held in New Norway.

Depth Chart Announcements

Dr Larry Payne, Superintendent of Schools provided an update to Trustees on administrative changes in Battle River School Division for the 2011 – 2012 school year.

Chester Ronning's Grandson's Visit

Dr Larry Payne, Superintendent of Schools, reported on his attendance together with Diane Hutchinson, Communications Coordinator, to greet Chester Ronning's grandson during his visit to Camrose on June 5<sup>th</sup>, 2011 from China.

MOU Agreement

A Memorandum of Understanding Agreement between Augustana Campus of the University of Alberta and Battle River School Division will be signed by Chair Smith and Dr Larry Payne, Superintendent of Schools, on June 24<sup>th</sup>, 2011.

CASS Conference

Dr Larry Payne, Superintendent of Schools, and Rick Jarrett, Assistant Superintendent – Instruction, have been requested to provide a presentation on the recently completed data audit recently to the August 2011 CASS conference.

Alberta Science Foundation

As a member of the Board for Alberta Science Foundation, Dr Larry Payne, Superintendent of Schools, was requested to accept a Webby Award on their behalf for winning the animated technology category on June 12<sup>th</sup>, 2011.

Virtual School Concept

Dr Larry Payne, Superintendent of Schools, provided an update to the Trustees on discussions with parents from Loughheed, Rosalind, and Strome Schools on the virtual school concept.

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**MEETING RECESS**

The regular meeting recessed at 4:50 pm.

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