

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON DECEMBER 11, 2008, COMMENCING AT 9:38 A.M.**

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**PRESENT**

REBECCA HEIBERG  
KEN OFFORD (joined the meeting at 9:55 a.m.)  
PETER MILLER  
VICTOR PETRUK  
KENDALL SEVERSON  
CHERYL SMITH  
HAMEED SYED  
PATRICIA ZENIUK

**ABSENT**

**ALSO PRESENT**

DR LARRY PAYNE, Superintendent of Schools  
RAY BOSH, Deputy Superintendent  
BILL SCHULTE, Assistant Superintendent (Business) (joined the meeting at 1:14 p.m.)  
DIANE HUTCHINSON, Communications Officer  
SHIRLEY FAIRALL, Recording Secretary

**C. SMITH IN THE CHAIR**

**CALL TO ORDER**

Chair Smith called the meeting to order at 9:38 a.m.

**APPROVAL OF THE AGENDA**

#207/08 K. Severson – That the agenda be approved with the additions noted on the distributed add-on agenda sheet.

CARRIED

**APPROVAL OF THE MINUTES**

#208/08 P. Miller - That the minutes from the regular meeting held on November 13 & 27, 2008 be approved as presented.

CARRIED

**IN-CAMERA SESSION (9:39 a.m.)**

#209/08 H. SYED - 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 Officer Hutchinson, and Recording Secretary Fairall be excluded.

CARRIED

In-camera session recessed at 10:16 a.m. and the regular meeting reconvened at 10:16 a.m.

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**TIMED ITEMS**

ASBA Trustee Remuneration Report

Chair Smith welcomed Imogene Walsh, Treasurer, to the meeting. Ms. Walsh reviewed the ASBA 2008 Trustee Remuneration Report with the Board of Trustees and presented additional information she received from the Labour Relations Division of ASBA to assist with clarification of the report.

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Ms. Walsh left the meeting at 10:33 a.m.

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Brenda Johnson, Director of Transportation joined the meeting at 10:36 a.m.

Purchase of Vehicle for Transportation Assistant

#210/08 P. Zeniuk - That the Board of Trustees approves the purchase of a vehicle in the amount of \$29,099 + GST, to be used by the Transportation Assistant, and that the Board authorize a transfer from the Transportation Bus Purchases Reserve to cover this amount.

CARRIED

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Ms. Johnson left the meeting at 10:50 a.m.

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**MEETING RECESS**

The regular meeting recessed at 10:50 a.m. and reconvened at 11:05 a.m.

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**TIMED ITEMS**

Personnel Update

Chair Smith welcomed Don Gillies, Assistant Superintendent (Personnel) to the meeting. Mr. Gillies reported on the current personnel activity, including changes since September 1, 2008 in the numbers of FTE teacher positions and increased numbers of support staff, and provided comparisons to the same information of last year. In addition, Mr. Gillies also provided information on the current number of teachers on leave, and an update on BRSD's mentorship program.

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Mr. Gillies left the meeting at 11:29 a.m.

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**IN-CAMERA SESSION (11:29 a.m.)**

#211/08 K. SEVERSON - 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 Officer Hutchinson, and Recording Secretary Fairall be excluded.

CARRIED

In-camera session recessed at 11:58 a.m.

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**MEETING RECESS**

The regular meeting recessed at 11:58 a.m. and reconvened at 1:14 p.m.

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**TRANSPORATION ASSISTANT**

Ms. Johnson joined the meeting and introduced Yvette Doutré. Ms. Doutré has been hired as the Transportation Assistant for Battle River Regional School Division.

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Ms. Johnson and Ms. Doutré left the meeting at 1:17 p.m.

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**SETTING THE DIRECTION FOR SPECIAL EDUCATION**

Chair Smith welcomed Kathryn Graff, Director of Intervention Services to the meeting. Ms. Graff reviewed the objectives of Phase 1 of “Setting the Direction for Special Education” an initiative designated as priority by the Minister of Education, David Hancock. Ms Graff gathered information from the Trustees to assist with formulating a response from the Board of Trustees to the Minister of Education. Chair Smith and Dr. Larry Payne, Superintendent of Schools, thanked Ms. Graff for her work and contribution to Special Education needs.

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Ms. Graff left the meeting at 2:21 p.m.

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**MEETING RECESS**

The regular meeting recessed at 2:21 p.m. and reconvened at 2:30 p.m.

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**TRIBUTE TO LEROY JOHNSON**

The Board of Trustees agrees to purchase eight tickets to attend the Leroy Johnson tribute held at the Camrose Regional Exhibition on January 29, 2009.

It is recorded in the minutes of December 11, 2008 that Trustee Miller in principle is not in favour of supporting the event.

**SALARY INCREASES 2008 - 09**

#212/08 P. Zeniuk – That the Board rescind motion #114 / 08 which reads:

That effective September 1, 2008, the Board provides a 4.53% salary increase plus an annual health spending account of \$350.00/person to the following staff: non-union bus drivers, Division Office staff, maintenance staff, mechanics, school secretaries, educational assistants, and librarians.”

CARRIED

#213/08 P. Zeniuk – That effective September 1, 2008, the board provides a 4.53% salary increase plus an annual health spending account of \$350.00/person to the following staff: Division Office staff, maintenance staff, mechanics, school secretaries, educational assistants, and librarians.

CARRIED

#214/08 P. Zeniuk – That effective September 1, 2008, the Board provides a 4.53% salary increase to the non-union bus drivers.

CARRIED

**ASBA HEALTH INITIATIVES**

The Board of Trustees agreed that student health and wellness should be included as a priority in the ASBA 2009 – 2012 strategic plan. Chair Smith will reply to the Alberta School Board Association.

**ALBERTA SCHOOLS FOR SUSTAINABLE ENERGY DEVELOPMENT INITIATIVE**

#215/08 V. PETRUK - That the Board of Trustees direct administration to sign the letter of intent between the Enmax Energy Corporation and the Board to participate in the Alberta Schools for Sustainable Energy Initiative.

CARRIED

**ASBA STRATEGIC PLAN 2009 – 2010 & 2009 – 2010 BUDGET**

Chair Smith presented a request received from the ASBA to provide input to the 2009 \ 2010 budget by identifying strategic priorities that have not previously been identified. The 2008 – 2011 strategic plan is available for viewing on the ASBA website.

**TOFIELD'S 100 BIRTHDAY**

Trustee Heiberg has been approached by the Tofield Planning Committee inquiring if the Board of Trustees of the Battle River Regional School Division would like to participate in Tofield's 100<sup>th</sup> Birthday event. The Board agreed that other communities may be having similar celebrations and individually Trustees may want to attend these events to say a few words on behalf of the Battle River Regional School Division.

**SATISFACTION SURVEY QUESTIONS**

Dr. Larry Payne advised the Board that the questions on the Satisfaction Survey are currently being reviewed to determine their relevance to Battle River's priorities and growth over the next 5 years.

**COMMITTEE REPORTS**

Audit Committee Report

Trustee Miller, as Committee Chair, and Chair Smith reported on their meeting with Greg Wood, Accountant, to review the Audited Financial Statements.

Capital Planning Committee

Trustee Petruk reported that the Capital Planning Committee Members along with Chair Smith attended a presentation by Bob Deschene of ITD, Innovative Trailer Design, on modular CTS units for consideration as a solution for schools to provide additional space.

ATA Liaison Committee Meeting

The Board of Trustees reported on their attendance at the ATA Liaison Committee Meeting held December 3, 2008.

Alternative Programming Committee - Two Hills Visit

The Alternative Program Committee and the Capital Planning Committee with Dr. Larry Payne visited the Two Hills Mennonite School on December 5, 2008.

Communication Liaison Committee

The Communication Liaison Committee reported on their meeting in October 2008 wherein they reviewed and re-affirmed the Terms of Reference.

Consultative Process Committee

The Consultative Process Committee met several times in September and October in preparation for the forums held on November 4 and 5, 2008 in Daysland.

Executive Committee

The Executive Committee reported on meeting to plan the retreat held in Pigeon Lake on October 16 & 17, 2008 and regularly to plan the Board meeting agendas.

Drug Response Task Force

Trustee Zeniuk provided an update on an information evening sponsored by the Drug Response Task Force on November 26, 2008 and fund raising initiatives.

Family Literacy Management Committee

The Family Literacy Management Committee reported on a meeting held in October 2008 wherein a review of the programs being offered in 2008 \ 2009 was completed together with an update on finances.

Performing Art Centre

Chair Smith and Dr. Payne attended a meeting on December 8, 2008 on the Performing Art Centre. The architects are currently meeting with user groups to determine their requirement for the facility.

Administrators' Meeting

Trustee Offord reported on attending the Administrators' Meeting held on December 9, 2008 at the Mirror Lake Centre.

**LETTER FROM ALBERTA EDUCATION**

Dr. Payne received a letter from Alberta Education indicating that Bawlf, Phoenix and Daysland School have been identified as having an excellent record in effectively administering diploma examinations with no test misconduct over the past year.

**LONG SERVICE & RETIREMENT BANQUET**

The Board of Trustees provided reflections on the Long Service and Retirement Banquet of December 6, 2008.

**ADJOURNMENT**

All items of business being complete and there being no dissent, Chair Smith adjourned the meeting at 4:12 p.m.

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CHERYL SMITH, CHAIR

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WILLIAM SCHULTE, ASSISTANT SUPERINTENDENT (BUSINESS)

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