

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
BATTLE RIVER REGIONAL DIVISION #31, HELD ON SEPTEMBER 11, 2008,
COMMENCING AT 9:34 A.M.**

PRESENT

REBECCA HEIBERG
PETER MILLER
KEN OFFORD (joined the meeting at 9:50 a.m.)
KENDALL SEVERSON
CHERYL SMITH
HAMEED SYED
PATRICIA ZENIUK

ABSENT

VICTOR PETRUK

ALSO PRESENT

LARRY PAYNE, Superintendent of Schools
RAY BOSH, Deputy Superintendent
BILL SCHULTE, Assistant Superintendent (Business)
DIANE HUTCHINSON, Communications Officer (joined the meeting at 9:46 a.m.)
SYLVIA LAUBER, Recording Secretary

C. SMITH IN THE CHAIR

CALL TO ORDER

Chair Smith called the meeting to order at 9:34 a.m.

APPROVAL OF THE AGENDA

#154/08 H. SYED – That the agenda be approved with the additions noted on the distributed add-on sheet and the following item:

10.5 ASBA External Committee (Professional Development That Matters)

CARRIED

APPROVAL OF THE ORGANIZATIONAL MINUTES

#155/08 H. SYED – That the minutes from the organizational meeting held on August 28, 2008 be approved as presented.

CARRIED

APPROVAL OF THE MINUTES OF THE REGULAR MEETING

#156/08 P. MILLER – That the minutes of the regular meeting held on August 28, 2008 be approved as presented.

CARRIED

IN-CAMERA SESSION (9:36 a.m.)

#157/08 K. SEVERSON – That the regular meeting recess to permit 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 Lauber be excluded.

CARRIED

Ms Hutchinson joined the meeting at 9:46 a.m.

Trustee Offord joined the meeting at 9:50 a.m.

Don Gillies, Assistant Superintendent (Personnel), joined the meeting at 10:08 a.m. and left at 10:35 a.m.

The in-camera session recessed at 10:35 a.m. and the regular meeting reconvened at 10:35 a.m.

Brenda Johnson, Director of Transportation, joined the meeting at 10:35 a.m.

APPOINTMENT – TRANSPORTATION APPEAL

At 10:35 a.m., Chair Smith welcomed Shelley Schuller to the meeting, requested introductions and invited her presentation.

Ms Schuller requested bus gate service from her residence at NE 16-48-20-W4, in the Round Hill School attendance area, to enable her children to attend Hay Lakes School.

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

#158/08 P. ZENIUK – That the Board adheres to policy and denies the request for school bus gate service from NE 16-48-20-W4 to the Hay Lakes School.

CARRIED

RATE OF PAY FOR PARENT PROVIDED TRANSPORTATION

#159/08 H. SYED – That the Board approves a rate of \$118.56 per day to Ms Michelle Thompson for the transport of her child to a program in Edmonton.

CARRIED

Ms Johnson left the meeting at 11:01 a.m.

MEETING RECESS

The regular meeting recessed at 11:01 a.m. and reconvened at 11:16 a.m.

IN-CAMERA SESSION (11:16 a.m.)

#160/08 P. MILLER – 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 Lauber be excluded.

CARRIED

The in-camera session recessed at 11:37 a.m. and the regular meeting reconvened at 11:37 a.m.

SCHOOL MEMBERSHIP IN ALBERTA HOME AND SCHOOL COUNCIL'S ASSOCIATION (ASCA)

#161/08 P. MILLER – That the Board purchases, on a pilot basis, a two-year district membership with ASCA for all its school councils, and further that the services be evaluated yearly.

CARRIED

MEETING RECESS

The regular meeting recessed at 11:43 a.m. and reconvened at 1:13 p.m.

FEEDBACK FROM THE LEARNING INSTITUTE

Maureen Parker, Director of Curriculum, and Rick Jarrett, Assistant Superintendent (Planning and System Improvement) joined the meeting at 1:13 p.m. and provided feedback with respect to the survey responses from the Learning Institute.

Ms Parker and Mr. Jarrett left the meeting at 1:41 p.m.

NO CHILD WITHOUT – CANADIAN MEDIC ALERT FOUNDATION

Trustees were informed about the possibility of a Division-wide participation in the 'No Child Without', which is a program of the Canadian Medic Alert Foundation wherein children ages 4-14 receive a free membership in MedicAlert, a MedicAlert wallet card, a MedicAlert bracelet or necklet, 24 hour access to the MedicAlert hotline, notification of personal emergency contacts at the time of an emergency, and a follow up with parents after an emergency call is made to the Hotline.

Dr. Payne and Mr. Bosh will discuss this with school administrators.

REVISION TO ADMINISTRATIVE PROCEDURE 261 'TRAVEL STUDY'

Dr. Payne informed Trustees that procedure #23 of Administrative Procedure 261 'Travel Study' has been added as a result of communication from Alberta Education and Alberta health indicating that students travelling internationally have their immunization up-to-date.

PURCHASING CARDS

#162/08 H. SYED – That the Board approves the acquisition of Bank of Montreal Purchasing Cards to be used by the Operations and Maintenance Department.

CARRIED

COMMITTEE REPORTS AND UPDATES**Consultative Process Committee**

Members of the Consultative Process Committee met on September 3, 2008, to plan for the Division-wide consultative process meetings scheduled on November 4 and 5, 2008. Chair Smith and Trustee Miller reported on their attendance at this meeting.

Public School Boards Association of Alberta (PSBAA) Meeting

Trustee Miller spoke to his written report on his attendance at the PSBAA meeting held in Elkwater, Alberta on September 4, 5, and 6, 2008.

Committee Chairs and Terms of Reference

Chair Smith inquired if the Board committees have met to choose the chairs of each committee and review the terms of reference. She requested that this be done by October 30, 2008.

Healthy Schools Initiative

Chair Smith reported on her attendance at the meeting of the Healthy Schools Initiative committee held on September 8, 2008. She updated Trustees with respect to the work of this committee, and noted that most schools in Battle River School Division #31 are part of this initiative.

INFORMATION ITEM**Document from the College of Alberta School Superintendents (CASS)**

Dr. Payne distributed a copy of a draft document from CASS entitled 'Moving and Improving'. This is a CASS initiative for building school system leadership and capacity initiative. This will provide an opportunity for school system leaders to collaborate and to develop a uniquely Alberta Framework for Success to improve student learning.

ADJOURNMENT

All items of business being complete and there being no dissent, Chair Smith adjourned the meeting at 2:30 p.m.

CHERYL SMITH, BOARD CHAIR

WILLIAM SCHULTE, ASSISTANT SUPERINTENDENT (BUSINESS)

TABLE OF CONTENTS

CALL TO ORDER..... 95

APPROVAL OF THE AGENDA..... 95

APPROVAL OF THE ORGANIZATIONAL MINUTES 95

APPROVAL OF THE MINUTES OF THE REGULAR MEETING..... 96

APPOINTMENT – TRANSPORTATION APPEAL..... 96

RATE OF PAY FOR PARENT PROVIDED TRANSPORTATION..... 96

SCHOOL MEMBERSHIP IN ALBERTA HOME AND SCHOOL COUNCIL’S ASSOCIATION (ASCA) 97

FEEDBACK FROM THE LEARNING INSTITUTE 97

NO CHILD WITHOUT – CANADIAN MEDIC ALERT FOUNDATION 97

REVISION TO ADMINISTRATIVE PROCEDURE 261 ‘TRAVEL STUDY’ 98

PURCHASING CARDS 98

COMMITTEE REPORTS AND UPDATES 98

 CONSULTATIVE PROCESS COMMITTEE..... 98

 PUBLIC SCHOOL BOARDS ASSOCIATION OF ALBERTA (PSBAA) MEETING 98

 COMMITTEE CHAIRS AND TERMS OF REFERENCE 98

 HEALTHY SCHOOLS INITIATIVE 98

INFORMATION ITEM..... 98

 DOCUMENT FROM THE COLLEGE OF ALBERTA SCHOOL SUPERINTENDENTS (CASS) 98