

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES
OF THE BATTLE RIVER REGIONAL DIVISION #31, HELD ON OCTOBER 29, 2007,
COMMENCING AT 6:27 P.M.**

PRESENT

REBECCA HEIBERG
PETER MILLER
KEN OFFORD
KENDALL SEVERSON
VICTOR PETRUK
CHERYL SMITH
HAMEED SYED
PATRICIA ZENIUK

ABSENT

ALSO PRESENT

LARRY PAYNE, Superintendent of Schools
RAY BOSH, Deputy Superintendent
BILL SCHULTE, Secretary-Treasurer
DIANE HUTCHINSON, Communications Officer
SYLVIA LAUBER, Recording Secretary

W. SCHULTE IN THE CHAIR

CALL TO ORDER

Secretary-Treasurer Schulte called the meeting to order at 6:27 p.m.

OATH OF OFFICE

Mr. Schulte administered the oath of office to each Trustee.

METHOD OF VOTING

#177/07 V. PETRUK - That, in the event an election is required to fill various positions or offices, voting be conducted by secret ballot until a simple majority is determined.

CARRIED

TERM OF OFFICE

#178/07 H. SYED – That the term of office of Chair and Vice-Chair of the Board be for a period of three years, and that the term of office for committee members be one year.

DEFEATED

#179/07 V. PETRUK – That the term of office for Chair, Vice-Chair and all committee positions be for one year.

CARRIED

ELECTION OF BOARD CHAIR

Secretary-Treasurer Schulte called for nominations for the position of Board Chair.

Trustee Syed nominated Trustee Smith.

#180/07 K. OFFORD – That nominations cease.

CARRIED

Cheryl Smith was declared elected as Board Chair by acclamation.

OATH OF OFFICE

Mr. Schulte administered the oath of office of Board Chair to Cheryl Smith.

Ms Smith assumed the chair and thanked everyone for their support.

ELECTION OF BOARD VICE-CHAIR

Ms Smith called for nominations for the position of Vice-Chair of the Board.

Trustee Syed nominated Trustee Zeniuk.

#181/07 K. OFFORD – That nominations cease.

CARRIED

Patricia Zeniuk was declared elected as Board Vice-Chair by acclamation.

OATH OF OFFICE

Mr. Schulte administered the oath of office of Board Vice-Chair to Patricia Zeniuk.

Ms Zeniuk noted that she is looking forward to working with Chair Smith and the Board.

SIGNING AUTHORITY

Bank Accounts

#182/07 K. OFFORD – That, in addition to the Chairman or Vice-Chairman, the Superintendent of Schools, the Deputy Superintendent of Schools, and the Secretary-Treasurer, Trustees Syed and Severson be granted signing authority for all Division bank accounts.

CARRIED

Funding and Grant Applications

- #183/07 P. ZENIUK - That signing authorities for grant applications be any one of the following persons: the Chairman, Superintendent of Schools, Deputy Superintendent of Schools, and/or the Secretary-Treasurer.

CARRIED

BORROWING RESOLUTION

- #184/07 V. PETRUK - That whereas it is necessary for the purposes of the Board to borrow money or obtain other financial assistance on the credit of the Board from time to time from one of the chartered banks of Canada:

THEREFORE, BE IT ENACTED by the Board of Trustees of the Battle River Regional Division #31, as a resolution thereof:

1. That the Officers of the Board (Chairman, Vice-Chairman, Superintendent of Schools and the Secretary-Treasurer) of the Battle River Regional Division #31 be hereby authorized to borrow monies or obtain other financial assistance from time to time from the Bank of Montreal (the "Bank") (including without limitation through the issuance of bills of exchange drawn by the Board and accepted by the Bank) upon the credit of the Board in such amounts as they deem proper and by way of overdraft or otherwise.

2. That any promissory notes, bills of exchange or other negotiable paper (including renewals thereof in whole or in part) signed on behalf of the Board by the officers of the Board authorized from time to time to sign negotiable instruments on its behalf and granted to or accepted by the Bank for monies borrowed and interest thereon as may be agreed upon or other financial assistance obtained from the Bank shall be binding upon the Board.

3. That the Officers may from time to time, if they see fit to do so, grant securities by way of mortgage, hypothecation, pledge or otherwise covering all or any of the property and assets of the Board present and future as security for all or any monies borrowed by the Board from the Bank or any other liability of the Board to the Bank, and any such mortgage, hypothecation, pledge, or other security shall be valid and binding upon the Board if signed by any of the officers authorized to sign negotiable instruments on the Board's behalf.

4. All contracts, deeds, grants, assurances and documents reasonably required by the Bank or its Counsel for all or any of the purposes aforesaid shall be executed and carried into effect by the proper officers of the Board (and when necessary the seal of the Board shall be affixed thereto).

5. This resolution, when sanctioned by the Board, shall be irrevocable until a resolution repealing this resolution shall have been confirmed or sanctioned by the Board and a copy thereof duly certified (under the

seal of the Board) delivered to the Bank, and meanwhile all the powers and authorities hereby conferred shall continue in force.

CARRIED

BORROWING MOTION

#185/07 R. HEIBERG - That the Board may borrow from time to time from the Bank of Montreal, (a) sum(s) up to but not exceeding One Million Dollars (\$1,000,000.00) which the Board deems necessary to expend to meet the current expenditures and obligations of the Board, and to pay or agree to pay interest thereon, or on so much thereof as remains from time to time unpaid.

CARRIED

ESTABLISHMENT OF STANDING COMMITTEES

#186/07 P. MILLER – That the Board establishes the following committees:

- Board Committee of the Whole
- Budget Committee
- Audit Committee
- Capital Planning Committee
- Communication Liaison Committee
- Executive committee
- Liaison Committee – Alberta Teachers’ Association Local 32
- Liaison – Non Union Support Staff
- Negotiating Committee – Alberta Teachers’ Association
- Negotiating/Liaison Committee – Caretakers and Bus Drivers
- Policy Development/Review Committee
- Small Schools Committee
- Student Affairs Committee
- Consultative Process Committee

CARRIED

AUTHORITY OF STUDENT AFFAIRS COMMITTEE

#187/07 R. HEIBERG – That the Student Affairs Committee be empowered to act on behalf of the entire Board in all matters pertaining to Student Affairs.

CARRIED

ELECTION OF TRUSTEES TO STANDING COMMITTEES

Chair Smith noted that, prior to this meeting, Trustees indicated which committees each would be interested in serving on. This list was distributed to the Trustees.

It was further noted that all Trustees sit on the Board Committee of the Whole Committee; the Budget Committee; and the Liaison Committee with the Alberta Teachers’ Association Local 32.

Audit Committee

Ms Smith called for nominations or further volunteers to serve on the Audit Committee.

Peter Miller, Ken Offord and Rebecca Heiberg volunteered.

There were no nominations or further volunteers.

Peter Miller, Ken Offord and Rebecca Heiberg were declared elected to the 'Audit Committee' by acclamation.

Capital Planning Committee

Ms Smith called for nominations or further volunteers to serve on the Capital Planning Committee.

Patricia Zeniuk volunteered and then withdrew her name.

Peter Miller, Kendall Severson, Vic Petruk and Ken Offord volunteered to serve on this committee.

There were no nominations or further volunteers.

Peter Miller, Kendall Severson, Vic Petruk and Ken Offord were declared elected to the 'Capital Planning Committee' by acclamation.

Communication Liaison Committee

Ms Smith called for nominations or further volunteers to serve on the Communication Liaison Committee.

Patricia Zeniuk and Rebecca Heiberg volunteered.

There were no nominations or further volunteers.

Patricia Zeniuk and Rebecca Heiberg were declared elected to the 'Communication Liaison Committee' by acclamation.

Liaison – Non Union Support Staff

Ms Smith called for nominations or further volunteers to serve on the Liaison – Non Union Support Staff Committee.

Kendall Severson, Vic Petruk and Rebecca Heiberg volunteered.

There were no nominations or further volunteers.

Kendall Severson, Vic Petruk, and Rebecca Heiberg were declared elected to the 'Liaison – Non Union Support Staff' by acclamation.

Negotiating Committee – Alberta Teachers' Association

Ms Smith called for nominations or further volunteers to serve on the Negotiating Committee – Alberta Teachers' Association.

Hameed Syed, Vic Petruk, and Patricia Zeniuk volunteered.

There were no nominations or further volunteers.

Hameed Syed, Vic Petruk, and Patricia Zeniuk were declared elected to the 'Negotiating Committee – Alberta Teachers' Association' by acclamation.

Negotiating/Liaison Committee – Caretakers and Bus Drivers

Ms Smith called for nominations or further volunteers to serve on the Negotiating/Liaison Committee – Caretakers and Bus Drivers.

Peter Miller and Vic Petruk volunteered.

There were no nominations or further volunteers.

Peter Miller and Vic Petruk were declared elected to the 'Negotiating/Liaison Committee – Caretakers and Bus Drivers' by acclamation.

Policy Development/Review Committee

Ms Smith called for nominations or further volunteers to serve on the Policy Development/Review Committee.

Patricia Zeniuk, Cheryl Smith, and Rebecca Heiberg volunteered. Hameed Syed volunteered to serve as an alternate.

There were no nominations or further volunteers.

Patricia Zeniuk, Cheryl Smith, and Rebecca Heiberg were declared elected to the 'Policy Development/Review Committee' by acclamation. Hameed Syed was declared elected as an alternate on this Committee.

Small Schools Committee

Ms Smith called for nominations or further volunteers to serve on the Small Schools Committee.

Kendall Severson, Patricia Zeniuk, and Rebecca Heiberg volunteered.

There were no nominations or further volunteers.

Kendall Severson, Patricia Zeniuk, and Rebecca Heiberg were declared elected to serve on the 'Small Schools Committee' by acclamation.

Student Affairs Committee

Ms Smith called for nominations or further volunteers to serve on the Student Affairs Committee.

Peter Miller, Patricia Zeniuk, and Rebecca Heiberg volunteered.

There were no nominations or further volunteers.

Peter Miller, Patricia Zeniuk, and Rebecca Heiberg were declared elected to serve on the 'Student Affairs Committee' by acclamation.

Consultative Process Committee

Ms Smith called for nominations or further volunteers to serve on the Consultative Process Committee.

Cheryl Smith, Peter Miller, and Vic Petruk volunteered.

There were no nominations or further volunteers.

Cheryl Smith, Peter Miller, and Vic Petruk were declared elected to serve on the 'Consultative Process Committee' by acclamation.

BOARD REPRESENTATION

Alberta School Boards Association (ASBA) Zone 4

Ms Smith called for nominations or further volunteers to serve as the Board representative to the ASBA Zone 4.

Ken Offord volunteered.

There were no nominations or further volunteers.

Ken Offord was declared to be the Board representative at ASBA Zone 4.

Canadian Parents for French

Ms Smith called for nominations or volunteers to serve as the Board representative to the Canadian Parents for French.

Cheryl Smith volunteered.

There were no nominations or further volunteers.

Cheryl Smith was declared as the Board representative to the Canadian Parents for French.

Stop the Violence Task Force

Ms Smith called for nominations or volunteers to serve as the Board representative on the Stop the Violence Task Force.

Rebecca Heiberg volunteered.

There were no nominations or further volunteers.

Rebecca Heiberg was declared as the Board representative on the Stop the Violence Task Force.

Drug Response Task Force

Ms Smith called for nominations or volunteers to serve as the Board representative to the Drug Response Task Force.

Patricia Zeniuk volunteered.

There were no nominations or further volunteers.

Patricia Zeniuk was declared as the Board representative on the Drug Response Task Force.

Family Literacy Management Committee

Ms Smith called for nominations or volunteers to serve as the Board representative on the Family Literacy Management Committee.

Cheryl Smith volunteered.

There were no nominations or further volunteers.

Cheryl Smith was declared as the Board representative on the Family Literacy Management Committee.

Performing Arts Centre Committee

Ms Smith called for nominations or volunteers to serve on the Performing Arts Centre committee.

Cheryl Smith volunteered.

There were no nominations or further volunteers.

Cheryl Smith was declared as the Board representative on the Performing Arts Centre Committee.

Public School Boards Association of Alberta (PSBAA)

Ms Smith called for nominations or volunteers to serve as the Board representative to the PSBAA.

Ken Offord volunteered.

There were no nominations or further volunteers.

Ken Offord was declared as the Board representative to the Public School Boards Association of Alberta.

BOARD REPRESENTATION ON SUPERINTENDENT'S COMMITTEES

Student Achievement

Ms Smith called for nominations or volunteers to serve as the Board representative on the Student Achievement Committee.

Cheryl Smith volunteered.

There were no nominations or further volunteers.

Cheryl Smith was declared as the Board representative on the Student Achievement Committee.

Inclusive Schools

Ms Smith called for nominations or volunteers to serve as the Board representative(s) on the Inclusive Schools Committee.

Rebecca Heiberg and Cheryl Smith volunteered.

There were no nominations or further volunteers.

Rebecca Heiberg and Cheryl Smith were declared as the Board representatives on the Inclusive Schools Committee.

Learning Together Program

Ms Smith called for nominations or volunteers to serve as the Board representative on the Learning Together Program steering committee.

Cheryl Smith volunteered. Peter Miller and Vic Petruk volunteered to serve as alternates on this committee.

There were no nominations or further volunteers.

Cheryl Smith was declared as the Board representative on the Learning Together Program steering committee. Peter Miller and Vic Petruk were declared as alternates to serve on this committee.

Alternative Programming

Ms Smith called for nominations or volunteers to serve as the Board representative on the Alternative Programming Committee.

Cheryl Smith, Rebecca Heiberg, Ken Offord, and Patricia Zeniuk volunteered.

There were no nominations or further volunteers.

Cheryl Smith, Rebecca Heiberg, Ken Offord, and Patricia Zeniuk were declared as Board representatives on the Alternative Programming Committee.

REVIEW OF THE BOARD'S ANNUAL PLAN

#188/07 K. OFFORD – That the Board approves the Board's Annual Plan as presented with the understanding that revisions will follow during the year.

CARRIED

MEETING RECESS

The organizational meeting recessed at 7:44 p.m. and reconvened at 7:55 p.m.

TAPING OF MEETINGS

#189/07 P. ZENIUK - That the regular meetings of the Board of Trustees be taped to assist the recording secretary in the preparation of accurate minutes, and further that when the minutes of a particular meeting have been approved, the tapes be erased.

CARRIED

NOTES FOR IN-CAMERA SESSIONS

#190/07 P. MILLER – That notes with respect to in-camera sessions of the Board not be kept.

CARRIED

Imogene Walsh, Finance Manager, joined the meeting at 8:01 p.m.

MEETING DATES

#191/07 K. OFFORD - That the regular meetings of the Board of Trustees be held on the second Thursday of each month, and that the fourth Thursday be either a continuation of the Regular Meeting if needed, or Committee meetings.

CARRIED

START AND FINISHING TIME FOR BOARD MEETINGS

#192/07 H. SYED - That, with respect to the meetings of the Board of Trustees, the start time be 9:30 a.m. and the finish time be 5:00 p.m., and further that if any meeting is to continue past the above-noted finish time, a motion to do so must be passed by a majority of the Trustees present.
CARRIED

REMUNERATION

Ms Walsh reviewed the trustee compensation as noted in Policy 7 'Board Operations'.

#193/07 K. OFFORD – That, effective November 1, 2007, the Trustee compensation rates (basic honoraria and per diem rates) be adjusted by 3.25%.
CARRIED

#194/07 H. SYED – That the kilometre rate be \$.48/kilometre.
CARRIED

#195/07 H. SYED – That meals, without receipts, be compensated according to the following schedule:

| | |
|-----------|---------|
| Breakfast | \$ 9.00 |
| Lunch | \$11.50 |
| Supper | \$18.00 |

CARRIED

SCHEDULE OF MEETINGS FOR PER DIEMS (SCHEDULE A OF POLICY 7 'BOARD OPERATIONS')

This item will be brought to the next Board meeting.

ADJOURNMENT

#196/07 P. ZENIUK – That the organizational meeting adjourn.
CARRIED

The organizational meeting adjourned at 8:51 p.m.

CHERYL SMITH, CHAIR

WILLIAM SCHULTE, SECRETARY-TREASURER

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