

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
BATTLE RIVER REGIONAL DIVISION #31, HELD ON AUGUST 26, 2004,
COMMENCING AT 9:59 A.M.**

PRESENT

BRENDA HERDER
MICHELE MULDER
GERRY OBERG
GWENDA POYSER
BILL SEARS
CHERYL SMITH
WAYNE THRONDSO
PATRICIA ZENIUK

ABSENT

ALSO PRESENT

WARREN PHILLIPS, Superintendent of Schools
RAY BOSH, Deputy Superintendent of Schools
BILL SCHULTE, Secretary-Treasurer
TIM CHAMBERLIN, Communications Officer
SYLVIA LAUBER, Recording Secretary

G. POYSER IN THE CHAIR

Dr. Phillips, Superintendent of Schools, introduced Dr. Larry Payne to the Board members. Dr. Payne is the new Assistant Superintendent, Planning and System Improvement. Chairman Poyser welcomed Dr. Payne to the Division.

ADDITIONS TO THE AGENDA

#166/04 W. THRONDSO – That the agenda for this meeting be approved with the addition of the distributed add-on sheet.

CARRIED

APPROVAL OF THE MINUTES

#167/04 P. ZENIUK – That the minutes of the regular meeting held on June 10 and June 24, 2004 be approved as presented.

CARRIED

ASBA PREMIER'S AWARD SUBMISSION (CONSULTATIVE PROCESS)

Communications Officer Chamberlin reported that he has prepared a submission on the consultative process in the Division during the 2003-04 school year. This will be forwarded to ASBA next week as a submission for the ASBA Premier's Award.

IN-CAMERA SESSION (10:06 a.m.)

#168/04 G. OBERG – That the regular meeting recess to permit the Trustees to meet in-camera, and that all persons except the Trustees, Superintendent of Schools Phillips, Deputy Superintendent Bosh, Secretary-Treasurer Schulte and Recording Secretary Lauber be excluded.

CARRIED

The in-camera session recessed at 10:10 a.m.

Mr. Don Gillies, Assistant Superintendent (Personnel); Dr. Larry Payne, Assistant Superintendent (Planning and System Improvement); and Ms Imogene Walsh, Finance Manager; joined the meeting at 10:14 a.m.

NEW FUNDING FROM ALBERTA LEARNING

Ray Bosh, Deputy Superintendent, reported on his attendance at a meeting with Alberta Learning with respect to the new funding for the reduction of class sizes and noted the following:

- This funding is a three-year phase-in which will allow the boards in the province the necessary time to align their class size averages to the Alberta Commission on Learning (ACOL) guidelines.
- School boards will be required to submit a three-year plan to identify how the ACOL guidelines will be met in their jurisdiction. This is due by October 31st of each year.
- The focus of the three-year plan should be the improvement of student learning. This plan should also provide linkages to the three-year education plan.
- The conditions attached to the funding are: the money is enveloped for new classroom teachers; all boards are expected to reach the ACOL guidelines by 2006-07 and boards must retain all relevant documentation.
- If boards are at the ACOL guidelines, they must seek approval for other initiatives that improve student learning.
- It is important to keep in mind the average class size relates to the division, not each school or classroom.

Mr. Bosh reported that this funding does not include outreach or virtual schools.

Bill Schulte, Secretary-Treasurer, reviewed the funding amount that Battle River School Division #31 will receive.

MEETING RECESS

The regular meeting recessed at 10:59 a.m. and reconvened at 11:09 a.m.

NEW FUNDING FROM ALBERTA LEARNING (continued)

The Board expects that the additional funding from Alberta Learning will decrease the average class size in division one, as that is the only division in Battle River School Division #31 in which the average class size is greater than the ACOL recommended guideline. Further, it expects that the funding will assist in improving student learning. This must be measurable, and if no improvement is apparent, allocations could change next year. Based on the above-noted expectations, the following motion was made:

#169/04 B. HERDER – That, with respect to the new funding from Alberta Learning, the Board accepts the recommendation of the Superintendent of Schools, which states:

1. “That the funds received be allocated in the following manner:
 - a. Class size reduction fund \$600,000
 - i. (8 f.t.e. @ \$75,000/f.t.e)
 - b. Allocation to schools for local initiatives \$329,810

This money could be used to

 - i. increase admin time,
 - ii. increase counseling time, or
 - iii. increase time for programs such as ELI
2. That the Board reduce the budget allocation to the Classroom Learning Conditions fund by \$75,000 (one f.t.e.).
3. That the Board increase the budget allocation to Innovations by \$75,000. This money could be used for:
 - i. School-based professional development
 - ii. Implementation of Professional Learning communities
4. That the Administration bring guidelines
 - a. for the allocation to schools for local initiatives,
 - b. for access to Innovations funds,
 - c. for the accountability for Class Size Reduction expenditures to the September Board meeting.”

CARRIED

Mr. Gillies, Dr. Payne and Ms Walsh left the meeting at 11:39 a.m.

MEETING DATE – ORGANIZATIONAL MEETING

Trustees determined that the meeting date for the organizational meeting following the election will be October 28, 2004.

MEETING DATE – ORIENTATION FOR NEW TRUSTEES

The date set for the orientation session for new trustees is October 25, 2004.

MEETING DATE – BOARD PLANNING SESSION

Trustees set the date for the Board Planning Session to be the evening of November 16, and all day on November 17, 2004.

MEETING DATE – BOARD/ADMINISTRATORS' WORKSHOP

The date for the Board/Administrators' Workshop will be February 10 and 11, 2005.

MEETING DATE – SCHOOL COUNCILS LIAISON MEETING

The School Councils/Board Liaison meeting is scheduled for November 3, 2004 at 7:00 p.m. in Daysland.

NOMINATIONS FOR ASBA AWARDS

The ASBA 'Friends of Education' Award' is being submitted by ASBA Zone 4 this year.

MEETING RECESS

The regular meeting recessed at 11:53 a.m. and reconvened at 1:23 p.m.

FUNDING FOR DEMOLITION

Trustees were notified that Battle River School Division #31 has received funding for the demolition of the Heisler School building.

#170/04 G. OBERG – That the Board directs the senior administration to meet with the Village of Heisler Committee to determine if the Village wishes to purchase the Heisler School Building.

CARRIED

HOLDEN COLONY KINDERGARTEN

#171/04 M. MULDER – That, for the 2004-05 school year only, the Board offers a kindergarten program at the Holden Colony School.

CARRIED

APPOINTMENT – CONSTABLE CHRIS BENNETT, CAMROSE POLICE SERVICE

At 1:35 p.m. Chairman Poyser welcomed Cst. Chris Bennett, Camrose Police Service and School Resource Officer for the City of Camrose, to the meeting and invited his presentation.

Cst. Bennett thanked the Board for the opportunity to have an information exchange with himself and the Board and noted the following:

- He is going into his second year as the School Resource Officer.
- The first year he worked to realize his roles, learn the position and procedures and was unsure if the way he was delivering the program best met the needs of the students.
- He would like to hear from the Division on what areas need improvement.
- A bullying by-law has been passed and is in place in the City of Camrose. This will be a useful tool in dealing with some school situations.
- He is working at developing a resource manual for future School Resource Officers to better enable each one to function in the position more effectively, more quickly.

Cst. Bennett shared some experiences from his first year and invited Trustees to respond. He also presented a verbal report on the types of incidents from the 2003-04 school year.

Chairman Poyser thanked Cst. Bennett for taking the initiative to come in and present to the Board. Cst. Bennett responded to questions from Trustees.

Cst. Bennett left the meeting at 2:09 p.m.

TRUSTEE REPORTS

Vice-Chairman Herder reported on her attendance at the Healthy Interactions workshop in August 2004. Ms Herder noted that thirty-seven teachers from Battle River School Division #31 attended the course as well as Superintendent of Schools Phillips and Assistant Superintendent Payne.

Chairman Poyser noted that she attended the new teacher orientation held on August 23, 2004 and brought greetings on behalf of the Board.

Trustee Oberg noted that he assisted in the installation of the new playground equipment at the Forestburg School.

REPORT FROM THE EDUCATION LEADERS PLANNING SESSION

Deputy Superintendent Bosh reported on a planning session of the Division Office administrators on August 9, 10 and 11, 2004.

Assistant Superintendent Gillies joined the meeting at 2:32 p.m.

STAFFING UPDATE

Assistant Superintendent Gillies presented a staffing update for the 2004-05 school year.

Mr. Gillies left the meeting at 2:46 p.m.

INFORMATION ITEMS

Many of the information items were circulated to the Trustees at the meeting.

Letter from the Town of Hardisty – New Gymnasium at Allan Johnstone School

Trustees were informed of a letter received from the Town of Hardisty with respect to a request for a new gymnasium at the Allan Johnstone School.

Battle River School Division #31 Analysis of 2004-05 Funding from Alberta Learning

Dr. Phillips provided Trustees with an analysis of the 2004-05 funding from Alberta Learning.

Alberta Human Resources and Employment Needs Assessment for NAIT Courses

Dr. Phillips provided an update with respect to the possibility of presenting courses at Camrose Composite High School through the Northern Alberta Institute of Technology. Before this can proceed, Alberta Human Resources and Employment (Camrose office) is interested in conducting a needs assessment survey to determine the interest in pre-employment courses.

COMMITTEE REPORTS

Negotiating Committee

A memorandum of agreement has been reached.

MEETING RECESS

The regular meeting recessed at 2:59 p.m. and reconvened at 3:16 p.m.

COMMITTEE REPORTS (continued)

Support Staff Liaison Committee

Contract Bus Drivers

- #172/04 P. ZENIUK – That the contract bus drivers receive a 2% increase to their contracts.
- CARRIED

Capital Planning Committee

Charlie Killam School Fitness Center

- #173/04 W. THRONDSOON – That the Board accepts the tender from Toew's Contracting in the amount of \$142,200 to construct the fitness center at the Charlie Killam School.
- CARRIED

Portable Classroom at Tofield School

Dr. Phillips informed Trustees that Battle River School Division #31 has received funding from Alberta Infrastructure for the construction of a portable classroom at the Tofield School.

ASBA President's Report

Trustee Mulder reviewed the information contained in the distributed copies of her ASBA President's Report.

ASBA Zone 4 Report

The next meeting of the ASBA Zone 4 is scheduled for September 27, 2004 at Rocky Mountain House.

APPOINTMENT – DARRIN AND CHERYL HOLBEN

At 3:48 p.m. Chairman Poyser welcomed Cheryl and Darrin Holben to the meeting and invited their presentation.

Director of Transportation, Brenda Johnson, joined the meeting at 3:50 p.m.

Mr. and Mrs. Holben requested house bus pick up of their children rather than gate service as their lane is .6 km in length with no, or limited, visibility to the end of their lane.

Mr. and Mrs. Holben left the meeting at 4:04 p.m.

Ms Johnson left the meeting at 4:12 p.m.

#174/04 M. MULDER – That the Board adheres to policy and denies house bus pick up of the children of Darrin and Cheryl Holben.

CARRIED

ADJOURNMENT

All items of business being complete, and there being no dissent, Chairman Poyser declared the meeting adjourned at 4:14 p.m.

GWENDA POYSER, CHAIRMAN

WILLIAM SCHULTE, SECRETARY-TREASURER

TABLE OF CONTENTS

ADDITIONS TO THE AGENDA	100
APPROVAL OF THE MINUTES	100
ASBA PREMIER’S AWARD SUBMISSION (CONSULTATIVE PROCESS).....	101
NEW FUNDING FROM ALBERTA LEARNING	101
NEW FUNDING FROM ALBERTA LEARNING (CONTINUED)	102
MEETING DATE – ORGANIZATIONAL MEETING	103
MEETING DATE – ORIENTATION FOR NEW TRUSTEES	103
MEETING DATE – BOARD PLANNING SESSION	103
MEETING DATE – BOARD/ADMINISTRATORS’ WORKSHOP	103
MEETING DATE – SCHOOL COUNCILS LIAISON MEETING.....	103
NOMINATIONS FOR ASBA AWARDS.....	103
FUNDING FOR DEMOLITION	103
HOLDEN COLONY KINDERGARTEN	103
APPOINTMENT – CONSTABLE CHRIS BENNETT, CAMROSE POLICE SERVICE.....	104
TRUSTEE REPORTS.....	104
REPORT FROM THE EDUCATION LEADERS PLANNING SESSION.....	104
STAFFING UPDATE	105
INFORMATION ITEMS	105
LETTER FROM THE TOWN OF HARDISTY – NEW GYMNASIUM AT ALLAN JOHNSTONE SCHOOL	105
BATTLE RIVER SCHOOL DIVISION #31 ANALYSIS OF 2004-05 FUNDING FROM ALBERTA LEARNING	105
ALBERTA HUMAN RESOURCES AND EMPLOYMENT NEEDS ASSESSMENT FOR NAIT COURSES	105
COMMITTEE REPORTS	105
NEGOTIATING COMMITTEE	105
COMMITTEE REPORTS (CONTINUED).....	106
SUPPORT STAFF LIAISON COMMITTEE	106
<i>Contract Bus Drivers.....</i>	<i>106</i>
CAPITAL PLANNING COMMITTEE.....	106
<i>Charlie Killam School Fitness Center.....</i>	<i>106</i>
<i>Portable Classroom at Tofield School.....</i>	<i>106</i>
ASBA PRESIDENT’S REPORT	106
ASBA ZONE 4 REPORT	106
APPOINTMENT – DARRIN AND CHERYL HOLBEN.....	106