

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
BATTLE RIVER REGIONAL DIVISION #31, HELD ON MARCH 11, 2004,
COMMENCING AT 9:33 A.M.**

PRESENT

BRENDA HERDER
MICHELE MULDER
GERRY OBERG
GWENDA POYSER
BILL SEARS (joined the meeting at 1:20 p.m.)
CHERYL SMITH (left the meeting at 11:33 a.m.)
WAYNE THRONDSO
PATRICIA ZENIUK

ABSENT

ALSO PRESENT

WARREN PHILLIPS, Superintendent of Schools
STEPHEN SMITH, Chief Deputy Superintendent of Schools
BILL SCHULTE, Secretary-Treasurer
TIM CHAMBERLIN, Communications Officer
SYLVIA LAUBER, Recording Secretary

G. POYSER IN THE CHAIR

APPROVAL OF THE AGENDA

#51/04 W. THRONDSO – That the agenda be approved with the items noted on the distributed add-on sheet. CARRIED

APPROVAL OF THE MINUTES

#52/04 B. HERDER – That the minutes of the regular meeting held on February 12 and 26, 2004 be approved as presented. CARRIED

FRENCH IMMERSION IMPLEMENTATION

#53/04 W. THRONDSO – That the Board approves the change of the common name of the Sifton School to that of École Sifton School. CARRIED

EMPLOYEE AND FAMILY ASSISTANCE PROGRAM

#54/04 P. ZENIUK – That the Board accepts the following with respect to the implementation of an Employee and Family Assistance Program:

- The program becomes effective on April 1, 2004 or as soon thereafter as is possible.
- Battle River School Division #31 will pay \$3000/year to Priority One to provide full unlimited coverage to 173 uncovered employees.
- Battle River School Division #31 will enter into a seventeen-month contract with Priority One which will remain in effect until August 30, 2005.
- The cost of the above-noted contract will be approximately \$1000/month for the duration of the contract.
- At the end of the contract, an evaluation will be done to determine the conditions for future contracts.

CARRIED

MEETING WITH ALBERTA LEARNING RE FUNDING FRAMEWORK

Superintendent of Schools Phillips, Chief Deputy Superintendent Smith, Secretary-Treasurer Schulte and Finance Manager Walsh attended a meeting with officials from Alberta Learning on March 4, 2004 with respect to the new funding framework. Dr. Phillips reported on the meeting mentioning that this group brought some concerns with the framework to the attention of officials from Alberta Learning and that these were well received.

IN-CAMERA SESSION (10:01 a.m.)

#55/04 G. OBERG – That the regular meeting recess to allow Trustees to meet in-camera and that all persons except Trustees, Superintendent of Schools Phillips, Chief Deputy Superintendent Smith, Secretary-Treasurer Schulte and Recording Secretary Lauber be excluded.

CARRIED

The in-camera session recessed at 11:01 a.m. and the regular meeting reconvened at 11:01 a.m.

ADMINISTRATOR REPORT

Deputy Superintendent Ray Bosh joined the meeting at 11:01 a.m. and provided to the Board an update on technology within Battle River School Division #31, reporting on the SuperNet, the upgrading of software and servers at schools, the installation of a new spam filter, and the roll-over of the domain name that will occur this summer.

Mr. Bosh also presented a comprehensive Technological Upgrades Plan.

Trustee Smith left the meeting at 11:33 a.m.

Mr. Bosh left the meeting at 11:49 a.m.

BUSING REQUEST – FOUR FAMILIES FROM HARDISTY

Trustees reviewed a request from four families resident in the Hardisty School attendance area for busing to the Lougheed School where their children are currently attending school.

#56/04 W. THRONDSO – That the request by the four families from Hardisty for busing to the Lougheed School be deferred until the June 10, 2004 Board meeting.

CARRIED

LETTER FROM THE AUDITORS RE RATIFICATION OF PAYMENT OF ACCOUNTS

Trustees reviewed and discussed a letter from Greg Wood, CA, with respect to a procedure for ratifying the payment of accounts each month.

MEETING RECESS

The regular meeting recessed at 12:04 p.m. and reconvened at 1:20 p.m.

**LETTER FROM THE AUDITORS RE RATIFICATION OF PAYMENT OF ACCOUNTS
(continued)**

Following further discussion on a procedure for ratifying the payment of the accounts each month, Trustees requested that the auditor attend the next meeting to answer further questions Trustees have.

LAND TRUST TRANSFERS

#57/04 M. MULDER – That the recommendation of the Secretary-Treasurer be followed with respect to the land trust transfers, specifically that the \$17,220.25 plus accrued interest from the land trust transfers be used in the Charlie Killam Capital Project.

CARRIED

REVISION TO POLICY IO ‘STUDENT RECORDS’

#58/04 G. OBERG – That the proposed amendment to #5 of the Administrative Procedures section of policy IO ‘Student Records’ be approved as presented, specifically that records be stored at the school in accordance with section 6 of the policy and thereafter shall be destroyed.

CARRIED

APPOINTMENT – REBECCA STENZEL

At 1:28 p.m. Chairman Poyser welcomed Rebecca Stenzel to the meeting and invited her presentation.

Ms Stenzel, president of the Nordic Community ECS, requested that the Board assume their private ECS society as a public ECS, and indicated that positive support for this has been received from the ECS parents.

Ms Stenzel left the meeting at 1:34 p.m.

#59/04 B. HERDER – That the Board accepts the Nordic Community ECS at New Norway as part of the public school system, effective September 2004.

CARRIED

SUMMARY OF FEEDBACK FROM SCHOOL COUNCILS AND FROM THE BOARD/ ADMINISTRATORS WORKSHOP

Chief Deputy Superintendent Smith reviewed feedback received from the School Councils and from the Board/Administrators workshop with respect to the Division's strategic priorities.

HEALTHY INTERACTIONS PROGRAM

At 1:58 p.m. Chairman Poyser welcomed Val Riewe from the ATA, and Bob Reimer, Chairman of the Wetaskiwin School Division Board of Trustees, and invited their presentation with respect to the Healthy Interactions Program initiated in the Wetaskiwin School Division.

Ms Riewe and Mr Reimer noted that this is basically a six-step problem solving model using a template and based on the following four modules: An Ethos of Good Faith, Responding to Needs, Maintaining Communication and Reaching Resolution. The premise of the program is based on these three c's – consistency, comprehensive, and credibility. This program is an ongoing process in improving communication and adding resources that can be used on a regular basis, and has been quite successful in the Wetaskiwin School Division.

Ms Riewe and Mr. Reimer left the meeting at 2:35 p.m.

Trustees received this as information and Division Office administrators will review this program in terms of professional development and in conjunction with the Division's strategic priorities.

MEETING RECESS

The meeting recessed at 2:35 p.m. and reconvened at 2:55 p.m.

IN-CAMERA SESSION (3:32 p.m.)

#60/04 W. THRONDSO – That the regular meeting recess to allow the Trustees to meet in-camera, and that all persons except Superintendent of Schools Phillips, Chief Deputy Superintendent Smith, Secretary-Treasurer Schulte and Recording Secretary Lauber be excluded.

CARRIED

The in-camera session recessed at 4:45 p.m. and the regular meeting reconvened at 4:45 p.m.

CRITICAL ILLNESS LEAVE

#61/04 B. SEARS – That the Board denies the appeal for critical illness leave for #4542-01.

CARRIED

DISTRICT-WIDE PROFESSIONAL DEVELOPMENT DAY (CHARACTER EDUCATION)

#62/04 B. HERDER – That the Board approves obtaining Dr. Michele Borba as a facilitator for a professional development day with Battle River School Division #31 teachers, with a preference for August 30, 2004 being the date for the professional development.

CARRIED

CONSULTATIVE PROCESS WIND UP

#63/04 P. ZENIUK – That, in lieu of another Division-wide consultative meeting, the Board provides a comprehensive written review of responses of what has been heard from the communities this past year, and further that the Board will hold an annual Division-wide consultative meeting.

CARRIED

MOTION FOR THIS MEETING TO EXTEND BEYOND 5:00 P.M.

#64/04 W. THRONDSO – That this meeting continue beyond 5:00 p.m.

CARRIED

STROME SCHOOL

Hazardous Materials

Trustees were informed that work started on March 8, 2004 for the removal of hazardous materials from the Strome School, and that this work will be inspected by Work Place Health and Safety today.

MEETING RECESS

At 5:05 p.m. the meeting recessed until 9:30 a.m. on March 25, 2004.

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