

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
BATTLE RIVER REGIONAL DIVISION #31, HELD ON FEBRUARY 13, 2003,
COMMENCING AT 9:08 A.M.**

PRESENT

JUDY FITZMAURICE-JOHNSON
BRENDA HERDER
MICHELE MULDER (left the meeting at 1:39 p.m.)
GERRY OBERG (arrived at 9:15 a.m.)
GWENDA POYSER
BILL SEARS
WAYNE THRONDSON (arrived at 9:10 a.m.)
PATRICIA ZENIUK

ABSENT

ALSO PRESENT

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

G. POYSER IN THE CHAIR

APPROVAL OF THE AGENDA

- #29/03 M. MULDER – That the agenda be approved with the distributed add-on sheet. CARRIED

APPROVAL OF THE MINUTES

- #30/03 B. HERDER – That the minutes of the regular meeting held on January 9 and 23, 2003 be approved as presented. CARRIED

POLICY JMA ‘SCHOOL COUNCILS’

- #31/03 M. MULDER – That the amendments made to policy JMA ‘School Councils’ be approved in principle, and further that the policy be circulated to schools and school councils for feedback by April 25, 2003.

REPORT FROM THE DIRECTOR OF OPERATIONS AND MAINTENANCE

Pat Spelliscy, Director of Operations and Maintenance, joined the meeting at 9:16 a.m. and provided highlights of the work done in the maintenance department. Mr. Spelliscy noted that Battle River Regional Division #31 received substantial completion at the Forestburg School on February 5, 2003, i.e. that the project is 95% complete or the building is being used for its intended purpose, and that the students will be moving into the modernized portion of the school on Friday, February 14, 2003.

Mr. Spelliscy informed the Trustees that work has begun with respect to the portable classrooms at Charlie Killam School. Drilling for the piles for the portables has begun, as well as renovation work on the office and storage room to the hallway. The City of Camrose engineer has indicated that there will have to be some offsite parking work done as the modernization progresses with respect to the busing loading and off loading.

Local Improvement Payout

#32/03

J. FITZMAURICE-JOHNSON – That the Board approves the payment of \$4429.76 to the City of Camrose for the Board's share of the local improvement of the paving of the street in front of Chester Ronning School, and further that this be paid from BQRP (Building Quality Restoration Program) funds.

CARRIED

Sifton School Parking Lot

Trustee Thronson noted that an observation meeting of the Capital Plan Committee was held at the Sifton School with respect to the traffic concerns near the Sifton School at dismissal time. Mr. Thronson noted that there is a bottleneck by the crosswalk causing concern, with drivers tending to ignore the sign about not driving into the parking lot. This needs to be addressed. However, the loading of students on the buses went extremely smoothly.

Allan Johnstone School

A Trustee expressed concern about the lack of cleanliness of the Allan Johnstone School. Mr. Spelliscy noted that there are several schools that he is concerned about with respect to the lack of cleanliness. These will be addressed.

Mr. Spelliscy left the meeting at 9:30 p.m.

AGENDA FOR THE SCHOOL COUNCILS/BOARD OF TRUSTEES LIAISON MEETING

The following items were suggested for the upcoming School Councils/Board of Trustees Liaison meeting:

- Attendance at the Alberta Home and School Councils Association Convention
- Update on the AISI (Alberta Initiative for School Improvement) Conference
- Policy on Final Examinations
- Policy on School Entrance Age
- Sessions Offered by the Central Alberta Regional Consortium
- Small Group Discussion – Priority Items Identified at the School Administrators/Board of Trustees Workshop

REPORT FROM THE DIRECTOR OF TRANSPORTATION

Ms Brenda Johnson, Director of Transportation, joined the meeting at 9:32 a.m. to present her report to the Trustees.

Request for Busing in the Village of Holden

- #33/03 M. MULDER – That, due to exceptional circumstances, the Board approves transportation services for student #3502-02 to the Holden School from his residence located within the Village of Holden, subject to payment of the fee for ineligible service.

CARRIED

Requests for Busing to Daysland

- #34/03 B. SEARS – That, notwithstanding policy IC ‘Attendance Areas/Transportation’ the Board allows students #4712-02, resident in the Strome School attendance area, to access the bus transporting high school students to Daysland School.

- #35/03 M. MULDER – That motion #34/03 be postponed to 1:30 p.m. today to enable the Director of Transportation to obtain further information with respect to the request for busing service.

CARRIED

Request for the Elk Island Bus to Enter Battle River Regional Division #31

- #36/03 W. THRONDSON – That the Board of Trustees not permit the bus from the Elk Island School Division to pick up student #3506-01 within Battle River Regional Division #31 boundaries.

CARRIED

Inclement Weather Policy

Ms Johnson noted that she received a message from a parent expressing concern about Battle River Regional Division #31's policy

with respect to school closure during inclement weather. The person noted that perhaps the policy should be reviewed.

DRUG RESPONSE TASK FORCE REPORT

Kerry Laberge, Principal at the PACE Outreach School, previously on secondment to chair the Drug Response Task Force, was welcomed to the meeting at 10:07 p.m. and provided an update on the work of the task force. Some of the work of Mr. Laberge and the Task Force involved the following:

- Provided professional development for front-line workers in schools, e.g. administrators and teachers
- Attended school council meetings
- Made presentations to schools
- Held two public forums reaching approximately 350 people
- Provided numerous articles in the newspapers
- Made up, and distributed, ‘caring cards’
- Spoke to all junior and senior high school students in the region
- Is working with agencies that youth access (hospitals, Rib Stone Child and Family Services)
- Provided drug awareness presentations to all students in the City of Camrose, Hay Lakes School
- By the middle of March, thousands of Battle River Regional Division #31 students will have received information on crystal meth
- Given presentations to various clubs, including the Rotary
- Will be doing a presentation in Clearview School Division
- Reported on CBC and CFCW radio stations
- Will be providing information to a freelance journalist from Calgary who is doing an article on the work of the Task Force
- Worked with personnel at St. Mary’s Hospital to develop a protocol on handling young people involved in substance abuse
- Is preparing a handbook, which could be used as a provincial model
- Now have greater liaison with community agencies
- Further presentations and workshops are being planned
- Will continue with public forums in the rural communities
- Further awareness articles are being planned
- Talked to a number of administrators who would be interested in a school response model similar to what PACE Outreach School currently has
- Would like to implement a peer model
- Training young people who would then help train other young people in other communities.

Chairman Poyser thanked Mr. Laberge for the scope and intensity with which he has been working. Ms Poyser also thanked Dr. Phillips for his foresight in initiating the Task Force.

Mr. Laberge left the meeting at 10:29 a.m.

MEETING RECESS

The regular meeting recessed at 10:31 a.m. and reconvened at 10:47 a.m.

IN-CAMERA SESSION (10:48 a.m.)

- #37/03 J. FITZMAURICE-JOHNSON – That the regular meeting recess to permit 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 12:04 and the regular meeting reconvened at 12:04 p.m.

MEETING RECESS

The regular meeting recessed at 12:05 p.m. and reconvened at 1:18 p.m.

REVIEW OF ACCOUNTS

- #38/03 W. THRONDSOM – That the Board ratifies payment of the accounts for January 2003.

CARRIED

ALBERTA HOME AND SCHOOL COUNCILS ASSOCIATION (ASHCA)

- #39/03 B. HERDER – That the Board supports the attendance of two School Council chairpersons at the AHSCA convention on April 25-27, 2003 in Edmonton, with the expectation that these persons will present a report of the convention to other school councils.

CARRIED

CRITICAL ILLNESS LEAVE

- #40/03 P. ZENIUK – That the Board accepts the recommendation of the Superintendent of Schools, and grants employee #2285/07 four additional days of family critical illness leave.

CARRIED

TRUSTEE COMMITTEE MEETING

Trustees scheduled a committee meeting day for March 3, 2003 at 9:30 a.m.

EXPRESSION OF APPRECIATION – KERRY LABERGE

- #41/03 B. SEARS – That the Board expresses its sincere thanks and appreciation to Kerry Laberge for his work on the Drug Response Task Force, and for his unselfish dedication to kids which epitomizes our mission statement of striving for success of all our students.

CARRIED

Director of Transportation Johnson joined the meeting at 1:27 p.m. to present further information with respect to motion #34/03.

POSTPONED MOTION #34/03

- #34/03 B. SEARS - That, notwithstanding policy IC ‘Attendance Areas/Transportation’ the Board allows students #4712-02, resident in the Strome School attendance area, to access the bus transporting high school students to Daysland School.

DEFEATED

BUSING REQUEST

- #42/03 W. THRONDSON – That, notwithstanding policy IC ‘Attendance Areas/Transportation’ the Board allows students #4712-03, residents in the Strome attendance area, to access the bus transporting high school students to Daysland School.

Trustee Thronson requested a recorded vote.

For the motion

Wayne Thronson
Bill Sears
Michele Mulder

Against the motion

Brenda Herder
Gerry Oberg
Judy Fitzmaurice-Johnson
Patricia Zeniuk
Gwenda Poyer

DEFEATED

Ms Johnson left the meeting at 1:39 p.m.

APPOINTMENT – ROB RABVINOVITH, ARCHITECT

Chairman Poyer welcomed Rob Rabinovitch, Architect, and Pat Spelliscy, Director of Operations and Maintenance, to the meeting at 1:39 p.m.

Charlie Killam School Modernization Project

Mr. Rabinovitch provided an estimated cost for the modernization of the Charlie Killam School in the amount of \$1,865,164.00 excluding the portables. It is planned for this project to go to tender by the end of February 2003.

Grand Opening Date at Forestburg School

The grand opening for the modernization at the Forestburg School is scheduled for April 14, 2003 at 2:30 p.m.

Mr. Rabinovitch and Mr. Spelliscy left the meeting at 2:02 p.m.

ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA) LABOR RELATIONS CONFERENCE

A Labor Relations Conference sponsored by ASBA is scheduled for March 17, 2003 in Edmonton. Trustees Thronsdson, Zeniuk and Fitzmaurice-Johnson will attend.

DRAFT SCHOOL YEAR CALENDAR 2005-06

Chief Deputy Superintendent Smith provided information with respect to the proposed school year calendar for 2005-06, noting that this was presented to the members of the Superintendent's Advisory Committee on February 11, 2003.

- #43/03 W. THRONDSON – That, based on consultation and feedback on previous school year calendars, the Board approves the 2005-06 school year calendar, and further that the November 2005 day in lieu of interviews be changed from November 18th to November 25th. CARRIED

IN-CAMERA SESSION (2:14 p.m.)

- #44/03 G. OBERG – That the regular meeting recess to permit the 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.

The in-camera session recessed at 3:21 p.m. and the regular meeting reconvened at 3:21 p.m.

MEETING RECESS

The regular meeting recessed at 3:21 p.m. and reconvened at 3:40 p.m.

INFORMATION ITEMS**Alberta Initiative for School Improvement (AISI) Project 2003-04**

Dr. Phillips noted that the AISI projects are three-year projects, therefore the Accelerated Core Team (ACT) project will finish with this school year, and the Enhanced Staff Development project will continue for one more year. Input has been requested from school administrators in consultation with their staff for the next AISI project. Trustees were requested to provide input on future directions.

French Immersion Request

Dr. Phillips noted that a letter was received from a parent who lives in the City of Camrose expressing interest in having a French Immersion program offered beginning with an ECS program in September 2003. The letter contained signatures of parents who have children in the play school in Camrose.

Small Schools Conference

Trustees were informed that Mr. Ken Valgardson, teacher at New Norway School, will be speaking at the Small Schools Conference in Red Deer in April 2003. Other personnel from Battle River Regional Division #31 will be speaking on the topic of virtual schools.

City of Camrose Census 2003

Battle River Regional Division #31 will be cost sharing with the City of Camrose with respect to the upcoming census.

STUDENT FEES**Instructional Materials Fees**

There was some concern expressed about the additional fees being levied to students by the schools, such as workbooks, variations in band fees, industrial arts and home economics fees.

- #45/03 G. OBERG – That, for the 2003-04 school year, the instructional materials fees be as follows:
- a) for grades 1 - 9, \$50.00,
 - b) for grades 10 - 12 students carrying a course load of 30+ credits (15+ credits per semester), \$100.00 (\$50.00 per semester), and includes charges for novels, workbooks and authorized CTS resources,
 - c) for grades 10 - 12 students taking fewer than 30 credits (fewer than 15 credits per semester), \$3.50 per credit,

- d) that additional fees may be levied as necessary for the purchase of music, band instrument rental, the purchase of copyrighted material for drama, CTS project materials, and for materials needed by students registered in home economics and industrial arts courses;

That, for the 2003-04 school year, for high school students with a full course load (30+ credits) who leave the Battle River Regional Division #31 during the school year, fees be refunded according to the following schedule:

September	\$90.00
October	\$80.00
November	\$70.00
December	\$60.00
January	\$50.00
February	\$40.00
March	\$30.00
April, May and June	\$ 0.00;

That for students with a partial load (less than 30 credits) who leave the jurisdiction during the course of the school year, fees be reimbursed at a rate of 10% of their fee per month to March 31, 2004;

That, for the 2003-04 school year, for elementary and junior high students who leave the Battle River Regional Division #31 during the school year, fees be refunded according to the following schedule:

September	\$45.00
October	\$40.00
November	\$35.00
December	\$30.00
January	\$25.00
February	\$20.00
March	\$15.00
April, May and June	\$ 0.00;

That, for the 2003-04 school year, for high school students with a full course load (30+ credits), who enter the Battle River Regional Division #31 during the school year, fees be levied according to the following schedule:

September	\$100.00
October	\$ 90.00
November	\$ 80.00
December	\$ 70.00
January	\$ 60.00
February	\$ 50.00
March	\$ 40.00
April	\$ 30.00
May	\$ 20.00
June	\$ 10.00

That, for students with a partial load (less than 30 credits) who enter the jurisdiction during the course of the school year, fees be levied at a rate of 10% of their fee per month.

That, for the 2003-04 school year, for elementary and junior high students who enter the Battle River Regional Division #31 during the school year, fees be levied according to the following schedule:

September	\$50.00
October	\$45.00
November	\$40.00
December	\$35.00
January	\$30.00
February	\$25.00
March	\$20.00
April	\$15.00
May	\$10.00
June	\$ 5.00

and further that the above-noted schedule of fees and refunds be attached to policy IN 'Student Fees and Charges'.

CARRIED

Early Childhood Services Fees

- #46/03 W. THRONDSOM - That, for the 2003-04 school year, the fee for students registered in the Early Childhood Centres in Battle River Regional Division #31 be \$50.00.

CARRIED

Adult Student Fees

- #47/03 W. THRONDSOM - That, for the 2003-04 school year, the Board of Trustees set the tuition fees at CEU costs for an adult student, and further that this fee not include the instructional materials fee or the transportation fee.

CARRIED

Foreign Student Fees

It was noted that the actual fee in dollars will be determined when the grant announcements are received.

- #48/03 B. SEARS - That, for the 2003-04 school year, the Board of Trustees set the tuition fee for foreign students using the same formula as was used to calculate the fee for the 2002-03 school year, and further that this fee not include the instructional materials fee or the transportation fee.

CARRIED

REQUEST FROM ASBA FOR LABOR RELATIONS SERVICES

The above-noted item will be discussed at the Committee meeting held on March 3, 2003.

STUDENT SCHOLARSHIPS**IKON**

Trustees were informed that IKON provided a one-time scholarship in the amount of \$2000.

- #49/03 W. THRONDSON – That the Board directs administration to determine the criteria for the awarding and distribution of the IKON Scholarship.

CARRIED

Roving Roasters Foods Scholarship

Trustees were informed that several years ago the Roving Roasters donated a one-time scholarship that is now in the amount of approximately \$500.

- #50/03 W. THRONDSON – That the Board directs administration to determine the criteria for the awarding and distribution of the Roving Roasters Foods Scholarship.

CARRIED

MASTERCARD EXPENSES

Mr. Schulte informed Trustees that in 1997 the Executive Committee recommended that the Superintendent of Schools, the Chief Deputy Superintendent and the Secretary-Treasurer be provided with corporate expense cards. In light of the above recommendation, a card will now be obtained for Mr. Stephen Smith, chief Deputy Superintendent of Schools.

COMMITTEE REPORTS**Student Affairs Committee**

The members of the Student Affairs Committee heard recommendations for three expulsions, with the result that one student was expelled from attendance at any school in Battle River Regional Division #31 for the balance of the 2002-03 school year, and two were re-instated at their school under strict conditions.

Negotiating Committees

The support staff Negotiating Committee had a meeting with Mac Macdonald, ASBA Labor Relations, and a meeting is scheduled with CUPE for February 20, 2003.

A meeting will be schedule with the school support staff groups.

ASBA Zone 4

Trustee Oberg reported on his attendance at the ASBA Zone 4 meeting on January 27, 2003 in Wetaskiwin.

Alberta School Employees Benefit Plan (ASEBP)

Mr. Schulte reported that the Board of Directors of ASEBP will be setting new rates at its next meeting.

Administrators' Meeting

Trustee Sears reported on his attendance at the Administrators' Meeting held on February 11, 2003.

INFORMATION ITEMS

Chairman Poyer noted the remainder of the information items as listed on the distributed copies of the agenda.

MEETING RECESS

At 4:33 p.m., Chairman Poyer recessed the regular meeting until 9:00 a.m. on February 27, 2003.