

# Horizon School Division

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The Board of Trustees of Horizon School Division held its Regular Board meeting on Monday, November 28<sup>th</sup>, 2022, beginning at 1:25 p.m.

TRUSTEES IN ATTENDANCE: Marie Logan - Board Chair, Bruce Francis – Vice Chair  
Derek Baron, Blair Lowry, Maxwell Holst, Mandy Court

ALSO IN ATTENDANCE: Dr. Wilco Tymensen, Superintendent of Schools  
Phil Johansen, Associate Superintendent of Finance & Operations  
Robbie Charlebois, Associate Superintendent of Human Services  
Terri-Lynn Duncan, Associate Superintendent of Learner Services  
Sheila Laqua, Recording Secretary

REGRETS Jennifer Crowson, Trustee

VIA ZOOM Cole Parkinson, Taber Times

## ACTION ITEMS

<b>A.1</b>	Moved by Blair Lowry that the Board approve the agenda with the following additions: I.7 – TEBA Board of Directors A.18 moved to follow A.1  Carried Unanimously	AGENDA APPROVED  162/22
<b>A.18</b>	Moved by Bruce Francis that the Board approve the Audited Financial Statements of the year ending August 31, 2022, as presented by the accounting company of BDO.  Carried Unanimously	AUDITED FINANCIAL STATEMENT APPROVED 163/22
<b>A.2</b>	Moved by Mandy Court that the Board approve the Minutes of the Regular Board Meeting held Monday, October 24, 2022, as provided by Enclosure #1 of the agenda.  Carried Unanimously	BOARD MEETING MINUTES APPROVED  164/22
<b>A.3</b>	Moved by Blair Lowry that the Board approve the Minutes of the Organizational Meeting held Monday, October 24, 2022, as provided by Enclosure #2 of the agenda.  Carried Unanimously	ORGANIZATIONAL MEETING MINUTES APPROVED 165/22

<b>A.4</b>	Moved by Bruce Francis that the Board approve the November 2022 Payment of Accounts in the amount of \$5,225,931.44 as provided in Enclosure #3 of the agenda.  Carried Unanimously	PAYMENT OF ACCOUNTS APPROVED 166/22
<b>A.5</b>	Moved by Derek Baron that the Board approve second reading of Policy EEACAB – Division Owned Co-Curricular/Extra-Curricular Activity Vehicles as provided in Enclosure #4 of the agenda.  Carried Unanimously	SECOND READING OF POLICY EEACAB APPROVED 167/22
	Moved by Blair Lowry that the Board approve final reading of Policy EEACAB – Division Owned Co-Curricular/Extra-Curricular Activity Vehicles as provided in Enclosure #4 of the agenda.  Carried Unanimously	FINAL READING OF POLICY EEACAB APPROVED 168/22
<b>A.6</b>	Moved by Maxwell Holst that the Board approve second reading of Policy EEACAC – Acquisition of Co-Curricular/Extra-Curricular Activity Vehicles as provided in Enclosure #5 of the agenda.  Carried Unanimously	SECOND READING OF POLICY EEACAC APPROVED 169/22
	Moved by Derek Baron that the Board approve final reading of Policy EEACAC – Acquisition of Co-Curricular/Extra-Curricular Activity Vehicles as provided in Enclosure #5 of the agenda.  Carried Unanimously	FINAL READING OF POLICY EEACAC APPROVED 170/22
<b>A.7</b>	Moved by Mandy Court that the Board approve second reading of Policy FH – Hazardous Materials as provided in Enclosure #6 of the agenda.  Carried Unanimously	SECOND READING OF POLICY FH APPROVED  171/22
	Moved by Maxwell Holst that the Board approve final reading of Policy FH – Hazardous Materials as provided in Enclosure #6 of the agenda.  Carried Unanimously	FINAL READING OF POLICY FH APPROVED  172/22
<b>A.8</b>	Moved by Derek Baron that the Board approve second reading of Policy GBD – First Aid Training as provided in Enclosure #7 of the agenda.  Carried Unanimously	SECOND READING OF POLICY GBD APPROVED 173/22
	Moved by Blair Lowry that the Board approve final reading of Policy GBD – First Aid Training as provided in Enclosure #7 of the agenda.  Carried Unanimously	FINAL READING OF POLICY GBD APPROVED 174/22

<b>A.9</b>	Moved by Maxwell Holst that the Board approve second reading of Policy GBN – Recognition of Employee Services as provided in Enclosure #8 of the agenda.  Carried Unanimously	SECOND READING OF POLICY GBN APPROVED 175/22
	Moved by Mandy Court that the Board approve final reading of Policy GBN – Recognition of Employee Services as provided in Enclosure #8 of the agenda.  Carried Unanimously	FINAL READING OF POLICY GBN APPROVED 176/22
<b>A.10</b>	Moved by Derek Baron that the Board approve second reading of Policy GBO – Death of Employee or Student as provided in Enclosure #9 of the agenda.  Carried Unanimously	SECOND READING OF POLICY GBO APPROVED 177/22
	Moved by Bruce Francis that the Board approve final reading of Policy GBO – Death of Employee or Student as provided in Enclosure #9 of the agenda.  Carried Unanimously	FINAL READING OF POLICY GBO APPROVED 178/22
<b>A.11</b>	Moved by Maxwell Holst that the Board approve second reading of Policy JD – Communicable Diseases as provided in Enclosure #10 of the agenda.  Carried Unanimously	SECOND READING OF POLICY JD APPROVED  179/22
	Moved by Bruce Francis that the Board approve final reading of Policy JD – Communicable Diseases as provided in Enclosure #10 of the agenda.  Carried Unanimously	FINAL READING OF POLICY JD APPROVED  180/22
<b>A.12</b>	Moved by Blair Lowry that the Board approve first reading of Policy GCAD – School Principals as provided in Enclosure #11 of the agenda.  Carried Unanimously	FIRST READING OF POLICY GCAD APPROVED 181/22
<b>A.13</b>	Moved by Derek Baron that the Board approve first reading of Policy GCK – Staff Allocation as provided in Enclosure #12 of the agenda.  Carried Unanimously	FIRST READING OF POLICY GCK APPROVED 182/22
<b>A.14</b>	Moved by Blair Lowry that the Board approve first reading of Policy GCKB – School Staff Meetings as provided in Enclosure #13 of the agenda.  Carried Unanimously	FIRST READING OF POLICY GCKB APPROVED 183/22

<b>A.15</b>	Moved by Derek Baron that the Board approve first reading of Policy GCL – Staff Learning as provided in Enclosure #14 of the agenda.  Carried Unanimously	FIRST READING OF POLICY GCL APPROVED 184/22
<b>A.16</b>	Moved by Mandy Court that the Board approve first reading of Policy GCNN – School Administrator Evaluation as provided in Enclosure #15 of the agenda.  Carried Unanimously	FIRST READING OF POLICY GCNN APPROVED 185/22
<b>A.17</b>	Moved by Maxwell Holst that the Board approve first reading of Policy GFA – Volunteers as provided in Enclosure #16 of the agenda.  Carried Unanimously	FIRST READING OF POLICY GFA APPROVED 186/22
<b>A.19</b>	Moved by Bruce Francis that the Board approved the Annual Education Results Report.  Carried Unanimously	ANNUAL EDUCATION RESULTS REPORT APPROVED 187/22

## **DISCUSSION ITEMS**

### **D.1 SCHOOL CHRISTMAS CONCERTS**

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- The Horizon School Division Board of Trustees, along with Sr. Administration, will be attending Christmas Concerts within the Division.

### **D.2 BOARD CHRISTMAS CARDS**

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- As a token of appreciation and thanks, the Board will be sending out their annual Christmas Cards to the staff of Horizon School Division.

## **INFORMATION ITEMS**

### **I.1 SUPERINTENDENT'S REPORT**

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Wilco Tymensen, Superintendent, shared the following November 2022 report with the Board:

- [View report here.](#)

### **I.2 TRUSTEE/COMMITTEE REPORT**

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#### **I.2.1 ASBA Zone 6 Report**

Marie Logan, Zone 6 Rep, provided a summary from the Zone 6 meeting.

- ASBA President, Marilyn Dennis reported on the Minister of Education's mandate letter and indicated that Budget 2023 will be released in February 2023
- ASBA has invited Board Chairs and Superintendents to provide input on funding and infrastructure for the Career Education Task Force
- Work is continuing the Election Road Map which is in Phase 2. The Election Tool Kit will provide information for conversations with MLS's and parents
- Presentation on the new curriculum

- Elections took place for Zone 6
- December 14<sup>th</sup> meeting will be hybrid. ASBA will be presenting their Strategic Plan

### **I.2.2 Facilities Meeting Report**

Trustee, Bruce Francis, provided a summary of the Facilities Department focus for the month of November 2022:

- The procurement division of Alberta Infrastructure has completed the tender documents for the Milk River School Modernization and has listed the project for tender closing November 15<sup>th</sup>.
- Preparation is underway for the following IMR projects:
  - Access control for Central, Dr. Hamman, and Chamberlain
  - BCMS control for ATL
  - Computer lab reconfiguration at VES
  - WR Myers washroom upgrades
  - Vauxhall school BCMS upgrade preliminary pricing requested
- W.R. Myers Washroom – change proposal options were discussed
- IMR 2023 modifications (contingency)
  - HMAP portable improvement
  - BMS upgrades at Vauxhall Elementary School & Vauxhall High School
- ViewBoards are replacing SmartBoards in schools. This began November 1, 2022

### **I.3 ASSOCIATE SUPERINTENDENT OF FINANCE AND OPERATIONS**

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Philip Johansen, Associate Superintendent of Finance and Operations, shared the November 2022 summary:

- Audit finalized
- Budget updates

### **I.4 ASSOCIATE SUPERINTENDENT OF HUMAN SERVICES REPORT**

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- [View report here.](#)

### **I.5 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT**

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- [View report here.](#)

### **I.6 BOARD MLA BREAKFAST**

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The Board had the opportunity to meet with MLA, Grant Hunter and Premiere Smith, at the annual ASBA Fall Meeting..



## **I.7 TEBA BOARD OF DIRECTORS**

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Trustee Representatives participated in TEBA's Annual General Meeting. Trustees were elected to serve on the TEBA Board of Directors who will serve on the board through the conclusion of the next round of central bargaining.

### **CORRESPONDENCE**

#### **Discussion Items**

No discussion came forward from the Correspondence.

Moved by Mandy Court that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED

188/22

### **COMMITTEE ITEMS**

Moved by Bruce Francis that the Board meet in Committee.

Carried Unanimously

COMMITTEE

189/22

Moved by Maxwell Holst that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED

190/22

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Marie Logan, Chair

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Sheila Laqua, Executive Secretary