

**Horizon School Division No. 67
Regular Board Meeting – Division Office
ERIC JOHNSON ROOM**

**Regular Board Meeting Agenda
Tuesday, September 26th, 2017 – 1:00 p.m.**

A – Action Items

A.1 Agenda A.2 Minutes of Regular Board Meeting held Tuesday, August 29 th , 2017 A.3 September 2017 Payment of Accounts Summary	ENCLOSURE 1 ENCLOSURE 2
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D – Discussion Items

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I - Information Items

I.1 Superintendent's Report – Wilco Tymensen I.2 Trustee/Committee Reports <ul style="list-style-type: none">• I.2.1 Zone 6 ASBA Report – Marie Logan• I.2.2 September Administrator's Meeting Report – Jennifer Crowson• I.2.3 September Facilities Committee Report – Bruce Francis I.3 Associate Superintendent of Finance and Operations Report – Phil Johansen I.4 Associate Superintendent of Learner Services – Amber Darroch I.5 Associate Superintendent of Programs and Human Services Report – Anita Richardson	ENCLOSURE 3 ENCLOSURE 4
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C-Correspondence

C.1 Barnwell Modernization Project C.2 Letter to Parents – Welcome to New School Year C.3 Letter from Deputy Minister – Re: Home Education C.4 EDC Minister – Back to School C.5 Building a Barnwell Community School Project – Letter from Village of Barnwell C.6 ECD Minister – Fee Schedule Submission Update C.7 EDC Minister - Response Letter Re: School Fees C.8 Letter to the Mayor – Re: Fire Hall Location C.9 Letter the Minister of Education – Capital Plan	ENCLOSURE 5
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Horizon School Division No. 67

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The Board of Trustees of Horizon School Division No. 67 held its Regular Board meeting on Tuesday, August 28th, 2017 beginning at 12:50p.m. in the Eric Johnson Room.

TRUSTEES PRESENT: Marie Logan, Board Chair
Bruce Francis, Board Vice-Chair
Blair Lowry, Derek Baron, Jennifer Crowson, Rick Anderson, Terry Michaelis

ALSO PRESENT: Dr. Wilco Tymensen, Superintendent of Schools
Phil Johansen, Associate Superintendent of Finance & Operations
Anita Richardson, Associate Superintendent of Programs and Human Services
Cole Parkinson, Taber Times
Sheila Laqua, Recording Secretary

REGRETS: Amber Darroch, Associate Superintendent of Learning Services

ACTION ITEMS

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| A.1 | Moved by Blair Lowry that the Board approve the agenda with the following additions:
A.34 – Motions to Change Capital Plan
D.2 – AB Ed Meeting – September 19 & 20, 2017 | AGENDA
APPROVED |
| | Carried Unanimously | 93/17 |
| A.2 | Moved by Derek Baron that the Board approve the <u>Minutes of the Regular Board Meeting, held Tuesday, June 20th, 2017</u> as provided by Enclosure 1 of the agenda. | BOARD MEETING
MINUTES APPROVED |
| | Carried Unanimously | 94/17 |
| A.3 | Moved by Terry Michaelis that the Board approve the <u>July/August 2017 Payment of Accounts</u> report in the amount of \$5,603,617.48 as provided in Enclosure 2 of the agenda. | PAYMENT OF
ACCOUNT
APPROVED |
| | Carried Unanimously | 95/17 |
| A.4 | Moved by Jennifer Crowson that the Board approved The Minutes of the <u>Special Board Meeting held Tuesday, June 27th, 2017</u> as provided by Enclosure 3 of the agenda. | SPECIAL BOARD
MEETING MINUTES
APPROVED |
| | Carried Unanimously | 96/17 |
| A.5 | Moved by Derek Baron that the Board approve the first reading of <u>Policy EBCB – Fire Drills</u> as provided in Enclosure 4 of the agenda. | POLICY EBCB FIRST
READING
APPROVED |
| | Carried Unanimously | 97/17 |
| A.6 | Moved by Terry Michaelis that the Board approve the first reading of <u>Policy FD – Disposal of Division Property</u> as provided in Enclosure 5 of the agenda. | POLICY FD FIRST
READING
APPROVED |
| | Carried Unanimously | 98/17 |
| A.7 | The Board postponed the first reading of <u>Policy FL – School Closure</u> as provided in Enclosure 6 of the agenda. | |
| A.8 | Moved by Jennifer Crowson that the Board approve the first reading of <u>Policy GBK – Tobacco-free Environment</u> as provided in Enclosure 7 of the agenda. | POLICY GBK FIRST
READING
APPROVED |
| | Carried Unanimously | 99/17 |
| A.9 | Moved by Bruce Francis that the Board approve the first reading of <u>Policy GCAA – Central Office Administrators</u> as provided in Enclosure 8 of the agenda. | POLICY GCAA FIRST
READING
APPROVED |

	Carried Unanimously	100/17
A.10	Moved by Rick Anderson that the Board approve the first reading of Policy GK – Sales Personnel on School Premises as provided in Enclosure 9 of the agenda.	POLICY GK FIRST READING APPROVED
	Carried Unanimously	101/17
A.11	Moved by Blair Lowry that the Board approve the first reading of Policy HND – Remembrance Day as provided in Enclosure 10 of the agenda.	POLICY HND FIRST READING APPROVED
	Carried Unanimously	102/17
A.12	Moved by Jennifer Crowson that the Board approve the first reading of Policy IE – Student Attendance as provided in Enclosure 11 of the agenda.	POLICY IE FIRST READING APPROVED
	Carried Unanimously	103/17
A.13	Moved by Derek Baron that the Board approve the first reading of Policy IECB – International Students as provided in Enclosure 12 of the agenda.	POLICY IECB FIRST READING APPROVED
	Carried Unanimously	104/17
A.14	Moved by Terry Michaelis that the Board approve the first reading of Policy IED – Independent Student as provided in Enclosure 13 of the agenda.	POLICY IED FIRST READING APPROVED
	Carried Unanimously	105/17
A.15	Moved by Bruce Francis that the Board approve the first reading of Policy IFC – Student Conduct as provided in Enclosure 14 of the agenda.	POLICY IFC FIRST READING APPROVED
	Carried Unanimously	106/17
A.16	Moved by Derek Baron that the Board approve the first reading of Policy IFH – Formal Parent/Student Appeals as provided in Enclosure 15 of the agenda.	POLICY IFH FIRST READING APPROVED
	Carried Unanimously	107/17
A.17	Moved by Rick Anderson that the Board approve the first reading of Policy IHF – Welcoming, Caring, Respectful, and Safe Learning Environments as provided in Enclosure 16 of the agenda.	POLICY IHF FIRST READING APPROVED
	Carried Unanimously	108/17
A.18	Moved by Rick Anderson that the Board approve the first reading of Policy II – Student Awards and Scholarships as provided in Enclosure 17 of the agenda.	POLICY II FIRST READING APPROVED
	Carried Unanimously	109/17
A.19	Moved by Terry Michaelis that the Board approve the first reading of Policy IO – Student Records as provided in Enclosure 18 of the agenda.	POLICY IO FIRST READING APPROVED
	Carried Unanimously	110/17
A.20	Moved by Derek Baron that the Board approve the first reading of Policy JMA – School Councils as provided in Enclosure 19 of the agenda.	POLICY JMA FIRST READING APPROVED
	Carried Unanimously	111/17
A.21	Moved by Jennifer Crowson that the Board delete Policy EAB - Administrative Councils as provided in Enclosure 20 of the agenda.	DELETE POLICY EAB APPROVED
	Carried Unanimously	112/17
A.22	Moved by Blair Lowry that the Board delete Policy EAD – School Board Reporting as provided in Enclosure 21 of the agenda.	DELETE POLICY EAD APPROVED
	Carried Unanimously	113/17
A.23	Moved by Rick Anderson that the Board delete Policy FC – Facilities Planning as provided in Enclosure 22 of the agenda.	DELETE POLICY FC APPROVED
	Carried Unanimously	114/17

A.24	Moved by Bruce Francis that the Board delete Policy GDAC – Facilities Manager as provided in Enclosure 23 of the agenda.	DELETE POLICY GDAC APPROVED 115/17
	Carried Unanimously	
A.25	Moved by Rick Anderson that the Board delete Policy HGAEB – CPR Training for Students as provided in Enclosure 24 of the agenda.	DELETE POLICY CPR APPROVED 116/17
	Carried Unanimously	
A.26	Moved by Bruce Francis that the Board delete Policy HGAM – Native Education as provided in Enclosure 25 of the agenda.	DELETE POLICY HGAM APPROVED 117/17
	Carried Unanimously	
A.27	Moved by Terry Michaelis that the Board delete Policy HGBI – English as a Second Language as provided in Enclosure 26 of the agenda.	DELETE POLICY HGBI APPROVED 118/17
	Carried Unanimously	
A.28	Move by Blair Lowry that the Board approve the locally developed high school course Creative Writing and Publishing 15/25/35 acquired from Calgary Board of Education from August 31, 2017 to August 31, 2019.	LOCALLY DEVELOPED COURSE CREATIVE WRITING AND PUBLISHING APPROVED 119/17
	Carried Unanimously	
A.29	Move by Terry Michaelis that the Board approve the locally developed high school course ESL Expository English 15/25 acquired from Calgary Board of Education from August 31, 2017 to August 31, 2020.	LOCALLY DEVELOPED COURSE ELS EXPOSITORY ENGLISH APPROVED 120/17
	Carried Unanimously	
A.30	Move by Derek Baron that the Board approve the locally developed high school course ESL Introduction to Mathematics 15 acquired from Calgary Board of Education from August 31, 2017 to August 31, 2020.	LOCALLY DEVELOPED COURSE ESL INTRODUCTION TO MATHEMATICS APPROVED 121/17
	Carried Unanimously	
A.31	Move by Jennifer Crowson that the Board approve the locally developed high school course Film and Media Art 15/25/35 acquired from Calgary Board of Education from August 31, 2017 to August 31, 2021.	LOCALLY DEVELOPED COURSE FILM AND MEDIA ART APPROVED 122/17
	Carried Unanimously	
A.32	Move by Bruce Francis that the Board approve the locally developed high school course Fire Rescue Services 25 acquired from Edmonton Public School Board from August 31, 2017 to August 31, 2019.	LOCALLY DEVELOPED COURSE FIRE RESCUE SERVICES APPROVED 123/17
	Carried Unanimously	
A.33	Moved by Bruce Francis that the Board request from the Minister prior written approval to reappoint Dr. Wilco Tymensen as the Superintendent of Schools for the Horizon School Division for a further five (5) YEAR term, from August 1, 2018 to July 31, 2023 via the submission of a “notice of intent to reappoint the superintendent of schools”.	REQUEST TO REAPPOINT SUPERINTENDENT OF SCHOOLS APPROVED 124/17
	Carried Unanimously	
A.34	Moved by Derek Baron that the Board exchange Erle Rivers High School and D.A. Ferguson Middle School/W.R. Myers High School within the Board’s Capital plan so that the number one (1) Board priority is Erle Rivers High School and the number two (2) priority is D.A.Ferguson Middle School/W.R.Myers High School, Phase two (2).	UPDATE CAPITAL PLAN 125/17
	Carried Unanimously	

DISCUSSION ITEMS

D.1 Board Meeting Dates

Upcoming Board Meeting dates:

- Tuesday, September 26, 2017
- Tuesday, October 24, 2017

D.2 Alberta Education Meeting

Alberta Education will be hosting a meeting with the Minister on September 19 & 20, 2017. Board Chair, Marie Logan and Trustee, Derek Baron will be attending, as will the Superintendent and Associate Superintendent of Finance and Operations.

INFORMATION ITEMS

I.1 Superintendent's Report

No Report

I.2 Trustee/Committee Reports

I.2.1 Facilities Report

Bruce Francis, Facilities Committee Chair, provided a report to the Board on the work undertaken over the summer months within the Facilities Department and included the following highlights:

- Capital Projects –
 - o Barnwell School - The second and final phase of the Barnwell School complete modernization project is scheduled for completion by the end of August 2017.
 - o Warner School – Schedule for completion the end of December 2017
 - o DAF/WRM – 90% drawings done with possible tendering in September
- All special board reserve projects are complete with the exception of two. Work on these two projects will continue into the 2017 calendar year.

I.3 Associate Superintendent of Finance and Operations Report

Phil Johansen provided an update to the Board as follows:

- Reminder of the upcoming Election. Nomination forms, to become a candidate as a Board Trustee, are to be submitted Sept 18, 2017 between the hours of 10:00am – noon. Election Day is October 16th, 2017
- New filing/shelving system was installed at the Division Office to better accommodate secure personnel files and confidential records.

I.4 Associate Superintendent of Programs and Human Services Report

Anita Richardson, Associate Superintendent of Programs and Human Services, shared the following August 2017 with the Board:

Human Resources

- 18 new teachers, 14 mentor teachers and 8 Division Office Staff participated in the Horizon Induction Program. Thank you to Marie for attending and sharing well wishes on behalf of the board.
- 19 probationary teachers/administrators on evaluation this year
- All teaching positions currently filled
- Implementing new Attendance Management System Module of Atrieve for all ATA and Division Office Staff; prepared to utilize with CUPE staff when we wish to do so.

Leadership Practices

- Supported several principals with the hiring process at their schools
- Attended CASSIX Summer Conference

Stakeholder Engagement

First Nations, Metis, Inuit

- Oct. 19 Professional Learning Day – Presentation from Charlene Bearhead for all staff in the am, “Speaking to the Heart – The Importance of Understanding the First Nations, Metis, and Inuit Perspective for School Communities” and two breakout sessions in the afternoon – one for support staff and one for First Nations Champions
 - o Charlene’s Bio:
Charlene Bearhead is a mother, grandmother, experienced educator and education innovator with 30 years of regional, national and international experience. Charlene currently serves as the Education Coordinator for the National Inquiry into Murdered and Missing

Indigenous Women and volunteers as the co-chair of the Downie-Wenjack Fund Board of Directors. She is also a member of the Pathways to Education Canada Indigenous Education Advisory Circle and works to support the Alberta Joint Commitment to Action: Education for Reconciliation.

Charlene most recently served as the first Education Lead for the National Centre for Truth and Reconciliation at the University of Manitoba. Prior to that, she was the National Coordinator for Project of Heart and for the National Day of Healing and Reconciliation, the primary goal of which was to educate Canadians on the legacy of federal government policy on various ethnic groups throughout Canada's history and to promote respect and reconciliation.

Charlene coordinated the Education Days within the TRC National Events for the Truth and Reconciliation Commission of Canada, which focused on inspiring teachers and students to further educate themselves around the history and legacy of residential schools, as well as to support and facilitate the building of positive and respectful relationships between Aboriginal and non-Aboriginal people in Canada.

- Committee currently working to submit several grants

I.5 Roots of Empathy



Roots of Empathy

Racines de l'empathie

Roots of Empathy is an evidence-based classroom program that has shown significant effect in reducing levels of aggression among schoolchildren by raising social/emotional competence and increasing empathy. The program reaches elementary schoolchildren from Kindergarten to Grade 8. In Canada, the program is delivered in English and French and reaches rural, urban, and remote communities including Indigenous communities. Roots of Empathy is also delivered in New Zealand, the United States, the Republic of Ireland, England, Wales, Northern Ireland and Scotland, Germany, Switzerland and Costa Rica.

Roots of Empathy's mission is to build caring, peaceful, and civil societies through the development of empathy in children and adults.

The focus of Roots of Empathy in the long term is to build capacity of the next generation for responsible citizenship and responsive parenting. In the short term, Roots of Empathy focuses on raising levels of empathy, resulting in more respectful and caring relationships and reduced levels of bullying and aggression. Part of our success is the universal nature of the program; all students are positively engaged instead of targeting bullies or aggressive children.

School in Horizon School Division that have participated in the program: Barnwell School, Enchant School, L.T. Westlake Fine Arts Elementary School and Milk River Elementary School.

I.6 Policies that have 'Education Act' changed to 'School Act'

The following Policies have been changed from 'Education Act' to 'School Act'.

- ✓ BBF – School Board Member Code of Conduct and Ethics
- ✓ EEACAB – Division Owned Co-Curricular/Extra-Curricular Activity Vehicles
- ✓ EEACAC – Acquisition of Co-Curricular/Extra-Curricular Activity Vehicles
- ✓ GCMA – Staff Supervision
- ✓ HG – Citizenship in a Digital Age
- ✓ HNA – Lord's Prayer
- ✓ IGD – Suspension and Expulsion of Students
- ✓ IG – Student Discipline

I.7 SLA (Student Learning Assessment) Resources – Quick Facts for Trustees

SLAs are a digitally based provincial assessment that provides a beginning of the year "check in". This enables parents/guardians and teachers to learn about and identify student strengths and areas for growth at the

start of the school year. The Grade 3 SLA is based on outcomes related to literacy and numeracy in language arts and mathematics in Alberta's current Grade 2 provincial programs of study. Some sets of questions are created using topics that may be familiar to students from other subject areas such as arts education, health, science, and social studies.

I.8 Review to Examine Workplace Health and Safety

The Government of Alberta is launching a review of the province's occupational health and safety system to improve workplace safety and better protect Albertans.

Alberta's *Occupational Health and Safety (OHS) Act* sets the minimum standards for workplace health and safety, and outlines the roles and responsibilities of employers and employees. While there have been small changes over the years, the act has not been thoroughly reviewed since 1976.

The review will examine the *OHS Act*, as well as compliance, enforcement, education, engagement and prevention efforts in Alberta's OHS system. It will also clarify employer and worker responsibilities, improve worker engagement and maintain Alberta's strong focus on illness and injury prevention.

I.9 Annual Off Campus Report

The Off-Campus Annual Evaluation Report for the 2016-2017 School Year, as per policy HGADA, was submitted to the Board.

Correspondence

No Discussion items came forward from the Correspondence as provided by Enclosure 37 of the agenda.

COMMITTEE ITEMS

Moved by Jennifer Crowson that the Board meet in Committee.

Carried Unanimously

COMMITTEE
126/17

Moved by Marie Logan that the meeting reconvene.

Carried Unanimously

RECONVENE
127/17

Moved by Derek Baron that the meeting adjourn

Carried Unanimously

MEETING
ADJOURNED
128/17

Marie Logan, Chair

Sheila Laqua, Executive Secretary

PAYMENT OF ACCOUNTS REPORT
Board Meeting September 26, 2017

General	August 15/17		26737.65
General	August 21/17		679146.61
General	August 28/17		1202131.04
General	August 30/17		128605.39
General	August 31/17		188090.81
General	August 31/17		193844.49
U.S.	August 31/17		946.99
U.S.	Sept 7/17		678.44
General	Sept 13/17		124420.98
"A" Payroll	August 2017	Teachers	1,500,254.60
	August 2017	Support	549,103.17
"B" Payroll	August 2017	Casual	14,788.82
	August 2017	Subs	225.71
Total Accounts			2,064,372.30
Board Chair	_____		
PJ:dd			
September 18/17			

Horizon School Division August 2017 U.S. Accounts
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	U.S. Funds	Canadian Fund
Surpass Software	350.00	439.00
BrainPOP	405.00	507.99
Total U.S. Accounts	755.00	946.99

JM:dd

August 31, 2017

Horizon School Division September 2017 U.S. Accounts

	U.S. Funds	Canadian Fund
Educational Design	548.10	678.44
Total U.S. Accounts	548.10	678.44

JM:dd
September 7, 2017

Associate Superintendent, Learner Services
Report to the Board of Trustees – September 26, 2017

Learner Services lead team members:

Amber Darroch, Associate Superintendent
Terri-Lynn Duncan, Director of Learning (Curriculum & Instruction)
Robbie Charlebois, Director of Learning (Inclusive Education)
Angela Miller, Clinical Team Lead

KEY ACTION AREA #1:

Strong core instruction that develops student competencies

Literacy

- Crystal McGregor has been seconded from her principalship at Taber Mennonite School as the Secondary Literacy/English Language Learning Coach for the school year, as funded by the Classroom Improvement Fund negotiated between the provincial ATA and Alberta Education.
- In supporting our literacy initiative in the district, Terri-Lynn Duncan and Crystal worked with Barnwell Elementary staff in late August in the implementation of Fountas and Pinnell Benchmark Assessment in finding students potential of reading levels. There was also a portion of the day that was used to discuss and learn about the Fountas and Pinnell Levelled Literacy Instruction which is an intervention program for students who are struggling in reading.
- As of this school year, all Horizon schools will be aligning their practice by using and tracking universal assessment for all students. All schools have or will be implementing the Fountas & Pinnell Benchmark Assessment System, and will use that data to establish individual student learning profiles using the division's Dossier software.
- Terri-Lynn and Crystal have already worked with many new and continuing teachers to support the initiative above.
- Staff at Central School were led through a workshop on analyzing student running records looking at the meaning, structure, and visual information that students use in reading by Terri-Lynn. This will lead to better understanding of student comprehension and reading strategies used.

Numeracy

- The "Middle Years Math" project is underway in partnership with Amber Darroch, Dr. Richelle Marynowski, University of Lethbridge and with grant funding from the Alberta Research Network. Ten Horizon teachers representing 7 different schools are working together this year to identify best practice in math instruction and incorporate effective formative assessment strategies.
- A number of Grade 1 teachers are exploring the use of differentiation and assessment in math

instruction using approaches parallel to how we are teaching literacy skills. Six teachers are specifically part of a national study on Early Math Instruction by Pearson Canada, and an additional eight teachers are all receiving professional learning support in this area.

Assessment

- The remainder of secondary schools have come on board with the implementation of Horizon's learner-centred report card for junior high/middle school. Assessment Coach Sharon Skretting has played a key role in supporting teachers who have not used the software, Students Achieve, previously.
- Amber attended the Alberta Assessment Consortium (AAC) Board of Directors meeting on September 6 and will be working with neighbouring school divisions to participate in a regional assessment conference in Spring 2018.

Learning and Technology Policy Framework

- New robotics and coding equipment kits have been put into circulation this year so that schools have the chance to access innovative learning via Career & Technology Foundations (CTF) or other cross-curricular learning even at elementary. Kits include: "Lego Mindstorm", "Lego We Do 2.0", "Dash & Dot" and "Cubelets".

Other

- During the August start up days for the schools, the Learner Services team facilitated five professional learning events open to all interested Horizon teachers, and also supported targeted training at schools as requested. General PD sessions included:
 - Read & Write Google
 - SIVA Refresher Training (Supporting Individuals through Valued Attachments)
 - English Language Learning
 - Middle Years Math
 - Learning Support Teacher Orientation.

KEY ACTION AREA #2:

Response to Instruction and Intervention Framework to improve literacy and numeracy proficiency

Collaborative Response

- Horizon's other Classroom Improvement Funded position, the Learner Success Coach, has been filled by Coral James who has been seconded from her vice principalship at Central School. Coral's initial activities have included classroom consultations with teachers with students already identified as requiring specific positive behaviour supports and joining in school-based collaborative response and professional learning community (PLC) meetings.
- The Directors of Learning and key school staff completed Collaborative Response Training with Kurtis and Lorna Hewston on tools to support the implementation of this software in five pilot schools (Milk River Elementary, Erle Rivers High, Vauxhall Elementary, Taber Mennonite, and Dr. Hamman Schools). Collaborative response is the ongoing consultation between classroom teachers, Learning Support teachers, and school leaders on the successes and supports needed for individual students in an inclusive learning environment.

Mental Health

- Family School Liaison Counselors have attended the opening staff meetings of all Horizon schools to promote a common understanding of the pyramid of counselling interventions available to students and how staff can help students to access these supports.
- The counselling team is pleased to partner with a new Alberta Health Services' Mental Health Therapist position working on a one-year temporary position with the Holy Spirit and Horizon School Divisions in Taber and surrounding communities. The MHT is responsible for a caseload of children and adolescents in the elementary, middle and high schools with mental health issues and additional complexities such as concurrent substance use. This position will work collaboratively with Family School Liaison Counsellors, other AHS professionals, community partners and natural supports to enhance the lives of these individuals in regard to mental health and concurrent disorders.

Early Learning

- Across the division, there is a slight reduction in Early Learning enrollment and fewer children than the trend in past years have been identified as requiring intervention as per Program Unit Funding (PUF) parameters. However, every school with an Early Learning program has been able to keep the program operating for the 2017-18 school year which promotes student engagement and retention of students for Kindergarten next year.

KEY ACTION AREA #3:

Stakeholder engagement impacts student success

- Horizon welcomes 13 international students from Brazil and Spain for this first semester of the school year. Terri-Lynn provided a workshop for new homestay parents and the to ensure success for the parents that have opened their homes and for the students new to our division.
- To grow and support our international education program in our division Terri-Lynn hosted a tour to a chaperone/agent from Spain to all of our high schools. This tour has the potential of bringing 20 Spanish student to our division for one semester later this year or for the next school year.
- In support of the Nutrition Program funded by Alberta Education, Terri-Lynn and Darryl Moser hired a food service worker for Central School and have taken steps to set up the systems and equipment required to establish a successful program.

LEADERSHIP PRACTICES

- All of the Learner Services team members contributed to the Horizon Induction Program for teachers new to Horizon and those new to the teaching profession itself during the orientation event on August 24 & 25.
- Amber attended a provincial meeting in Edmonton on August 23rd representing the Executive of Southwest Alberta Regional Collaborative Service Delivery. The purpose of the meeting was for the Deputy Minister, Alberta Education, Deputy Minister, Children's Services, and staff from the Premier's Office to understand the successes and any obstacles in the work of RCSD across the 17 provincial regions. The government is seeking ways to celebrate the positive impacts of this work on children, youth, and families.

Associate Superintendent, Programs and Human Services Report to the Board of Trustees – September 26, 2017

Human Resources

- Still working through Atrieve implementation with ATA staff
- Held initial meetings with all teachers I am evaluating this year
- Created committees to look at:
 - The Teacher Transfer Process
 - The New TQS (when approved)
 - Principal Transition Framework

Leadership Practices

- Met with Dan Ferguson, AB Ed. Along with other SALT members.
- Initial phase of planning for the CASSIX summer conference with Senior leadership team
- Initiating the Leadership Cohort for this year

Stakeholder Engagement

- Implementing training to access data for the schools who used OurSchool Survey last year
- Implementing SOSQ student survey with several schools this year

First Nations, Metis, Inuit

- Visited Majorville Medicine Wheel with some Elders and members of SALT and the Indigenous committee as well as members from MD of Taber and Town of Taber.
- Oct. 19 Professional Learning Day – Presentation from Charlene Bearhead for all staff in the am, “Speaking to the Heart – The Importance of Understanding the First Nations, Metis, and Inuit Perspective for School Communities” and two breakout sessions in the afternoon – one for support staff and one for First Nations Champions
- Indigenous Committee is resuming
- Have established an Indigenous Culture Champion in most schools



Horizon School Division No. 67

Our Learning Community

BARNWELL

Barnwell School
Phone: (403) 223-2902

ENCHANT

Enchant School
Phone: (403) 739-3770

GRASSY LAKE

Arden T. Litt Centre for Learning
(Outreach School)
Phone: (403) 655-2211

Chamberlain School
Phone: (403) 655-2211

HAYS

Hays School
Phone: (403) 725-3755

HUTTERIAN BRETHREN SCHOOLS

Phone: (403) 223-3547

LOMOND

Lomond Community School
Phone: (403) 792-3620

MILK RIVER

Erle Rivers High School
Phone: (403) 647-3665

Milk River Elementary School
Phone: (403) 647-3747

TABER

ACE Place Learning Centre
(Outreach School)
Phone: (403) 223-4761

Central Elementary School
Phone: (403) 223-2170

D.A. Ferguson Middle School
Phone: (403) 223-8971

Dr. Hamman Elementary School
Phone: (403) 223-2988

L.T. Westlake Fine Arts
Elementary School
Phone: (403) 223-2487

Taber Christian Alternative School
Phone: (403) 223-4550

Taber Mennonite School
Phone: (403) 223-0179

W.R. Myers High School
Phone: (403) 223-2292

VAUXHALL

Horizon MAP
(Outreach School)
Phone: (403) 654-4654

Vauxhall Elementary School
Phone: (403) 654-2422

Vauxhall High School
Phone: (403) 654-2145

WARNER

Warner School
Phone: (403) 642-3931

August 29, 2017

To: Community of Barnwell C/O Morgan Johnson
P.O. Box 29
Barnwell, AB T0K 0B0

Re: Barnwell Modernization Project

Over the past number of years, numerous individuals and groups within the Community of Barnwell have been the impetus and financial support behind significant infrastructure enhancements to the Horizon School Division's Barnwell School Modernization Project. The Horizon School Division would like to take this opportunity to thank the Community of Barnwell for being a partner in making a difference in the lives of children in our schools. Not only have you supported school enhancements for the children of Barnwell through a significant enlargement of the school gymnasium, but you have enhanced services for all community members with the funding of a new community library and fitness facility, which is attached to the school. It is through collaborative partnerships such as this that we strengthen communities and enhance opportunities for all.

We recognize the extra-ordinary efforts taken by a large number of people to be able to bring this project to fruition and fully acknowledge the efforts required to fundraise \$2,086,975.

At the August 29, 2017 Board meeting Morgan Johnson spoke on behalf of a number of Barnwell community groups about a short fall in funding. At the conclusion of the presentation, Morgan made three requests to the Board of Trustees stemming from an unexpected shortfall in fundraising. Would the Board of Trustees of the Horizon School Division be willing to:

1. bridge finance an additional \$231,287 for 5 years for a total bridge financing amount of \$531,287?
2. continue to provide assistance to the Community of Barnwell with regard to the shortfall in funding?
3. Assist community groups in grant applications?

Following the delegation's presentation, the Board spoke very favorably about the community of Barnwell's efforts to successfully enhance the Barnwell School modernization project. The Board unanimously approved the delegation's request for enhancing the 5 year bridge financing to cover the entire outstanding amount of approximately \$531,287 without interest, on the condition

that the Board receive a signed commitment with regard to the agricultural donations, previously referred to as potato contracts.

While the Board of Trustees is not prepared to provide any additional funding to the project to cover the outstanding amount, the Board of Trustees has directed its senior leadership to continue to work with the community as it pursues grants and other forms of fundraising.

In closing, we look forward to many years of educating students in this amazing community asset.

If you have any further questions regarding jurisdiction support for this project, please do not hesitate to call (403-223-3549).

Respectfully,

A handwritten signature in black ink, appearing to read "M. Logan". The signature is written in a cursive style with a large initial "M" and a long, sweeping underline.

Marie Logan
Board Chair, Horizon School Division



Horizon School Division No. 67

Our Learning Community

BARNWELL

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Phone: (403) 223-2902

ENCHANT

Enchant School
Phone: (403) 739-3770

GRASSY LAKE

Arden T. Litt Centre for Learning
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Phone: (403) 655-2372

Chamberlain School
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HAYS

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HUTTERIAN BRETHREN SCHOOLS

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LOMOND

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Vauxhall High School
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WARNER

Warner School
Phone: (403) 642-3931

August 30, 2017

Dear Parents,

On behalf of the staff of the Horizon School Division, I am happy to welcome you to the 2017-18 school year! We are looking forward to a productive partnership with you to ensure that we inspire your child to achieve success and fulfillment, and ensure that your child reaches their full potential.

During the past year we have worked hard on the implementation of our core goal "*Building contributing global citizens*" through the pursuit of our three key action areas.

- 1) Strong core instruction that develops student competencies;
- 2) Responding to instruction and intervention so that we meet the needs of all students; and
- 3) Working collaboratively to ensure student success

This year we have many aspirations for the Division. With an upcoming Trustee election, and 15% turnover of school leadership and teaching staff we will be emphasizing the provision of support for these new individuals to build their leadership and instructional capacity so that they can better meet your child's needs and ensure that all of our students feel safe, welcomed, cared for, and respected.

As we all know there are many challenges with each new school year. Enrollment fluctuations, small school sustainability, new provincial mandates, and continued upkeep of school facilities are just a number of issues that we will face during the coming year. Our greatest opportunity though should be to always do our best to meet the needs of each and every student.

We recognize that in order to be successful in school, our children need support from both the home and school. We know a strong partnership with you will make a great difference in your child's education. As partners, we share the responsibility for our children's success and want you to know that we will do our very best to ensure your child is successful.

We are here to serve our students and their parents/guardians and are looking forward to "Working Together For All Students". Please consider joining your school council as it is through your involvement and support of the school that we all benefit.

With the assistance of all our amazing staff I have the utmost confidence that 2017-2018 will be a great school year!



6302 – 56 Street
Taber, AB T1G 1Z9
Phone: (403) 223-3547
Fax: (403) 223-2999
www.horizon.ab.ca

Horizon School Division No. 67

If you have any questions or comments, please feel free to contact me or contact your child's teacher or school principal.

Horizon staff and I feel privileged to be a part of your child's educational journey. We thank you for your support and I look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "W. Tymensen", written over a horizontal line.

Dr. Wilco Tymensen
Superintendent of Schools

AR98459

AUG 24 2017

Ms. Marie Logan
Board Chair
Horizon School Division No. 67
6302 - 56 Street
Taber AB T1G 1Z9

Dear Ms. Logan:

Thank you for your letter regarding home education in southern Alberta. I understand that you also raised these issues with Minister Eggen during his February 10, 2017 visit to your jurisdiction.

Please be assured that ministry staff have been actively reviewing this issue. Since my January 2017 email, potential new partners have emerged with valuable connections to affected communities, and they have required additional time to explore new opportunities and strategies. The department will be reaching out to seek your involvement as this work evolves.

I appreciate your continued attention to issues involving home education in southern Alberta and look forward to further exploring ideas and solutions with Horizon School Division as well as other school jurisdictions in the region.

Sincerely,



Curtis Clarke, PhD
Deputy Minister

----- Forwarded message -----

From: EDC Minister <Education.Minister@gov.ab.ca>

Date: Tue, Sep 5, 2017 at 9:46 AM

Subject: Back to school for the 2017-18 school year

Good morning,

A new school year is here and I would like to extend a warm welcome back and provide a brief update on a few Alberta Education initiatives.

One of our government's top priorities is seeing school construction projects completed as quickly as possible. I am pleased to say that more than 50 school projects are opening for students this fall, and thousands of Alberta students will enjoy classes in modernized and new schools in the 2017-18 school year.

Another priority is to make life better and more affordable for Alberta families. Through the implementation of *An Act to Reduce School Fees*, we are working to do just that. This is the first step, and we will continue to engage with our partners to achieve additional savings for Albertans.

Education legislation is also a critical part of ensuring all children in Alberta have access to a high-quality education. After thorough review, I have decided to consider amendments to the *School Act*. The *School Act* has served Alberta's students well for almost three decades, and we are confident that—through additional amendments—it will continue to do so.

To determine the nature of these amendments, Alberta Education will host six, two-day consultation sessions across the province. These will include a series of topics, including items related to: access to education, age of entry, education service agreements between First Nations and school authorities and joint use planning agreements.

Alberta is known for its excellent K-12 teachers, and we are committed to increasing access to mathematics education and professional development. To this end, a new Math Bursary Program will be in place starting this school year. Applicants may receive a \$1000 bursary if they meet the eligibility criteria and successfully complete an eligible 3-credit course focused on enhancing teaching practice in mathematics.

Thank you for being a part of these, and other important initiatives. I look forward to continuing our work together as we prepare Alberta's students for their futures.

David Eggen

Minister

Alberta Education

MLA for Edmonton-Calder



August 21, 2017

Marie Logan
Board Chair
Horizon School Division No. 67
6302 – 56th Street
Taber, AB T1G 1Z9

Dear Marie:

Re: Building a Barnwell Community School Project

The Village of Barnwell Council wish to express our appreciation for the Barnwell School Modernization project which is in final stages of construction. We acknowledge that with the help of the Division, the Municipal District of Taber, the Building a Barnwell Community School committee, the Government of Alberta and many other private donations, that we have, in our midst, a state of the art facility and we appreciate the positive impact that it will have on our Village.

In consideration of that, the Village of Barnwell Council is making a further contribution in the amount of \$50,000 (cheque attached) to help fund the shortfall of the Building a Barnwell Community School Committee commitment. We trust, in light of the commitment from our community, that the Barnwell School will indeed become a Community school, where it will be available for all members of the community to rent and use for various functions.

We look forward to continued collaboration throughout the years as we work together in full utilization of this important facility.

Yours truly

A handwritten signature in blue ink, appearing to read "Jane Jensen", is written over a horizontal line.

Jane Jensen, Mayor
Village of Barnwell

**Cc: Morgan Johnson, Chairman – Building a Barnwell Community School Committee
Brian Brewin, Reeve, Municipal District of Taber.
Sheldon Hoyt, Principal, Barnwell School**

Forwarded message -----

From: EDC Minister <Education.Minister@gov.ab.ca>

Date: Thu, Aug 31, 2017 at 8:21 AM

Subject: **Fee Schedule Submission Update**

Thank you for your June 30, 2017 fee submissions. I appreciate your effort and co-operation in meeting our deadline and supporting Alberta families. Prior to this, I extended the submission date to school boards for Non-Curricular Travel, Extracurricular Fees (which includes sports teams) and Activity Fees (which includes field trips) to **September 15**. Since that time, I have received some feedback from a few school boards indicating this extension is still a challenge in year one of implementation, as some of your schools will not have completed their planning in those three areas by **September 15**.

I appreciate that this process for school fees is in its first year of implementation and believe we can work together to make it as simple as possible. Thus, for these three specific fee categories, the per-student information originally required to be submitted on **June 30** and previously extended until **September 15** can now be submitted on a quarterly basis for the 2017/18 school year. School boards may submit for the Minister's review and approval, where necessary, an updated schedule for any Non-Curricular Travel, Extracurricular Fees or Activity Fees to Alberta Education, attention Brian Smith (edc.fra@gov.ab.ca), on **November 30**, **February 28** and/or **May 31**. The per-student fee information for these three categories can be submitted using the same School Fee Revenue Schedule.

Please note that the regulation requires that no fees or costs are to be charged until they appear on the fee schedule and are submitted to the Minister for review/approval. Therefore, the levying of fees in these three categories should not commence until review and, if required, approval has occurred.

Thank you for your co-operation and understanding as we work through the new reporting requirements. If you have further questions, please contact Brian Smith, Director, Financial Reporting and Accountability, at brian.smith@gov.ab.ca or [780-415-9355](tel:780-415-9355).

Sincerely,

David Eggen
Minister
Alberta Education

MLA for Edmonton – Calder



Office of the Minister

AR99373

JUL 31 2017

Ms. Marie Logan
Board Chair
Horizon School Division
PO Box 249
Lomond AB T0L 1G0

Dear Ms. Logan:

Thank you for your June 29, 2017 letter regarding the *School Fees and Costs Regulation*. I am also writing with regard to an article from the June 29, 2017 edition of the *Taber Times*. The article discussed the reporting of school fees and some areas of concern identified by senior administration and board members of Horizon School Division.

I understand that ministry staff have spoken to your central administration regarding both matters. Please know that if you or your board has questions or concerns with legislation or policy, you are always welcome to call my office to discuss them.

I realize that your school staff and central administration devoted significant hours to compiling school fee information. I am also aware that a compressed timeline to complete this task near the end of the school year is not ideal and does not allow much time for consultation with parents.

Government has chosen to implement an immediate solution to reduce school fees and make life more affordable for Alberta families. Although this has created some short-term challenges for school boards and the ministry, the issue is very important, and I could not delay action any further. Reducing school fees is a very ambitious and necessary outcome that government and school boards are working to achieve. This is a significant change from the status quo and, as a result, many issues and concerns arise. Reduced school fees will have a positive impact on many families within your school authority.

I also understand your concerns about schools not necessarily having all opportunities for students planned at the beginning of the school year. As a former educator, I realize that opportunities come up at various points throughout the school year. However, these opportunities need to be balanced with what families can afford to pay. As you know, I granted an extension for this fee category, which can be completed and submitted to the ministry by September 15, 2017. This extra time should give some schools and boards an opportunity to ensure no trips are missed.

.../2

Ms. Marie Logan
Page Two

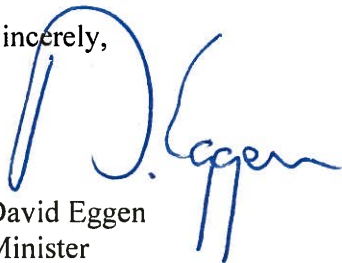
Another option is to set field trip fees by grade. For example, a school may decide to set a field trip fee at \$50 for students in Grades 1 to 3. This provides staff with the flexibility to plan trips throughout the year instead of having all trips planned at the beginning of the school year. It also defines a budget within which staff have to work and provides certainty to parents related to the fees charged for this category.

With regard to your concerns related to the department's approval of your jurisdiction policies, we continue to respect the local autonomy of school boards. Local boards are in the best position to make decisions on behalf of their students and communities. However, I need to ensure this autonomy aligns with government's priorities and provides sufficient accountability to both the department and students.

The first year of implementation of any new process is a challenge, and we will learn a great deal from the fee schedules and policies boards are submitting. In future years, boards will be able to draw upon their experience this year and consult with parents sooner about their school fees.

I appreciate Horizon School Division's commitment to reducing school fees for Alberta families.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Eggen". The signature is stylized with a large initial "D" and a long, sweeping underline.

David Eggen
Minister

**Our Learning
Community**

BARNWELL

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WARNER

Warner School
Phone: (403) 642-3931

August 30th, 2017

Mayor Andrew Prokop & Councillors
Town of Taber
4900A 50 Street
Taber, AB T1G 1T1

Dear Mr. Prokop and Councillors,

Please accept this letter as an expression of concern regarding one of the proposed locations for the new fire hall in the Town of Taber. It came up in discussion at the Horizon School Division's August 29, 2017 Board Meeting that the Town of Taber may be considering the sports field directly east of St. Patrick School and directly south of Dr. Hamman School as a possible location for the new fire hall.

While we have not received any formal confirmation of such a proposal, our Board has significant concerns regarding this location given that it is within a school zone and sandwiched between two elementary schools.

We feel that there would be a significant safety to children when fire fighters respond to a call from this location and would encourage Town of Taber to consider other locations.

Sincerely,

Marie Logan
Board Chair



Empowering all our people to excel

6302 – 56th Street
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HORIZON SCHOOL DIVISION NO. 67

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September 14, 2017

Honourable David Eggen
Minister of Education
Office of the Minister
228 Legislature Building
10800 – 97 Avenue
Edmonton, Alberta, T5K 2B6

RE: Horizon School Division Capital Plan

Dear Minister Eggen,

At the August 29, 2017 board meeting for Horizon School Division, the board passed a motion to amend our three-year capital plan for 2018-2021 priorities. The three top priority projects are the same but their order has been reshuffled as follows:

1. Erle Rivers High School
2. D.A. Ferguson Middle School / W.R. Myers High School Phase 2
3. Lomond School

Erle Rivers High School was the board's top priority. It is listed on the governments unfunded capital projects addendum to the Budget 2016 Capital Plan, and on May 2 and 3, 2016 a value-scoping workshop was undertaken in relation to that school.

On February 16, 2017, the board amended our priorities and placed D.A. Ferguson / W.R. Myers phase 2 as the top priority and made Erle Rivers the second priority. This was in response to the board, staff and the community's displeasure with the impact that phase 1 of the D.A. Ferguson / W.R. Myers modernization was going to have on that structure. It was viewed that such a negative impact would be had, that phase 2 was urgently needed to make the facility functional.

The authority having jurisdiction changed its interpretation of how building code requirements would apply to the D.A. Ferguson / W.R. Myers phase 1 modernization. The scope of that project and the impact it will have on the facility is much more favorable than it was before this change in interpretation. These changes in plans have eliminated the urgency that the board felt for phase 2 of the D.A. Ferguson / W.R. Myers facility, and we have placed Erle Rivers as our top priority once again.

Please see the attached copy of the board motion.

Sincerely,

Marie Logan
Board Chair
Horizon School Division No. 67