

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, March 18, 2014 beginning at 100 p.m. in the Eric Johnson Room

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

ALSO PRESENT: Wilco Tymensen, Superintendent of Schools
John Rakai, Associate Superintendent of Finance & Operations
Clark Bosch, Associate Superintendent of Programs & Services
Erin Hurkett, Associate Superintendent of Curriculum & Instruction
Barb McDonald, Recording Secretary
J.W. Schnaar, Taber Times

ACTION ITEMS

A.1 Moved by Jennifer Crowson that the Board approve the agenda as presented with the following addition:

Under Discussion Items

D.2. Highway 3 Meeting	Carried Unanimously	AGENDA APPROVED 46/14
A.2 Moved by Derek Baron that the Board approve the Minutes of the Regular Board Meeting held Tuesday, February 25, 2014 as provided in Enclosure 1 of the agenda.	Carried Unanimously	REGULAR BOARD MEETING MINUTES APPROVED 47/14
A.3 Moved by Terry Michaelis that the Board approve the February/March Payment of Accounts report in the amount of \$4,128,693.57 as provided in Enclosure 2 of the agenda.	Carried Unanimously	PAYMENT OF ACCOUNTS REPORT APPROVED 48/14
A.4.1 Moved by Bruce Francis that the Board approve first reading of Policy GCMA <i>Staff Supervision</i> as provided in Enclosure 3 of the agenda.	Carried Unanimously	FIRST READING OF POLICY GCMA APPROVED 49/14
A.4.2 Moved by Blair Lowry that the Board approve first reading of Policy GDB <i>School Support Staff</i> as provided in Enclosure 4 of the agenda, with noted correction	Carried Unanimously	FIRST READING OF POLICY GDB APPROVED 50/14
A.4.3 Moved by Rick Anderson that the Board approve first reading of Policy IGD <i>Suspension and Expulsion of Students</i> as provided in Enclosure 5 of the agenda.	Carried Unanimously	FIRST READING OF POLICY IGD APPROVED 51/14
A.4.4 Moved by Derek Baron that the Board approve first reading of Policy JC <i>Gifts and Donations</i> as provided in Enclosure 6 of the agenda.	Carried Unanimously	FIRST READING OF POLICY JC APPROVED 52/14

DISCUSSION ITEMS

D.1 Transportation Review

Wilco Tymensen provided an update to the Board in terms of the transportation and school attendance boundary review forums that took place in Milk River Elementary, Enchant and D.A. Ferguson Middle Schools, noting that there has been an overwhelming amount of feedback received which has been positive and informative. It was also noted that follow-up meeting dates that were scheduled during the month of April have been postponed in order for the Board to take the time to review and explore thoroughly all of the feedback received. After all feedback has been reviewed by the Board, new meeting dates will be set. Information regarding these new dates will be relayed to stakeholders via the Horizon website, Facebook, Twitter and school distribution.

The board will make final decisions regarding their review pending the announcement of the revised *Student Transportation Regulation* that is expected to be announced in September 2014. It is expected that the review will result in Horizon adopting and implementing revised Transportation Policies, Regulations and Guidelines that would take effect with the commencement of the 2015-2016 school year at which time the new *Education Act* will take effect.

D.2. Highway 3 Meeting Date

Marie Logan informed the Board that there will be a meeting held on Thursday, March 27, 2014 at the Holiday Inn South in Lethbridge beginning at 1:30 p.m. Alberta Transportation and Alberta Infrastructure will be reviewing future planning of the Highway 3 corridor stretching from Medicine Hat to the Crowsnest Pass. Delegates from Southern Alberta communities and school jurisdictions will be in attendance.

INFORMATION ITEMS

I.1 Superintendent's Progress Report

Educational Leadership

- Provided ongoing support and advise to principals on matters related to school operations including: teacher and support staff resignations, new hires, and leaves, parent council matters, student and staff discipline, conflict mediation, and other legal issues
- Worked with the Associate Superintendent of Curriculum and Instruction to support her in her role as she brought the March 10th PD day to fruition. A significant portion of the day focused on bringing the vision of Inspiring Education to life. Teachers were brought up to speed with regard to the plethora of initiatives and time was spent seeking input from teachers regarding changes in practice that could be undertaken to enhance teacher efficacy and student learning.

Fiscal Responsibility

- Met with principals and staff from all schools who operate school buses and school vans to discuss the results of the division's transportation audit and ways to enhance vehicle and driver tracking processes and practices

Personnel Management

- Met with the Senior Administrative Leadership Team and members of the C2 committee to discuss the C2 survey themes and plan for the March 10 professional learning day.
- Continuation of Principal and Associate Superintendent evaluations
- Met with Taber Christian Staff and the Taber Christian Society to develop a profile for the new principal. An interview committee has been established and interviews completed with the new principal being announced via a formal press release.

Policy

- Extensive and ongoing policy development and review in preparation for proclamation of the Education Act and contextual issues requiring policy such as the Lord's Prayer, and new collective agreements.

Strategic Planning and Reporting

- Worked with schools to complete the Accountability Pillar Surveys
- Participated in a provincial study conducted by the UofA regarding how jurisdictions are rolling out Inclusive Learning.
- Visited all schools within the jurisdiction and meet with all school leadership teams to discuss their Annual Education Results Report and 3 Year Education Plan. Discuss included dialogue around school contexts, school goals, strategies, school professional learning plans, and plans for school reserves via a student centered lens.

Organizational Leadership and Management

- Facilitated the March Administrator's Meeting
- Attended Alberta Education's Learning and Technology Policy Framework meeting. The focus of which was to work with jurisdictions to shift technology policy and practice to align with new research regarding student engagement and the vision of Inspiring Education.

Communications and Community Relations

- Facilitated three meetings regarding the jurisdiction Transportation Review. The meetings provide parents and stakeholders extensive opportunities to share perspectives, priorities, and personal values regarding student transportation via face-to-face and online opportunities. Data including feedback from online submissions are in the process of being collated. Community input will guide the board in their decisions regarding upcoming changes to transportation policies and practices.
- Attended the College of Alberta School Superintendent (CASS) Executive Meeting as the Director for zone 6 which represents 10 of the 60 school jurisdictions within Alberta.

Leadership Practices

- Attended the College of Alberta School Superintendent (CASS) new Superintendent mentorship Meeting

I.2 Trustee/Committee Reports

I.2.1 ASBA Zone 6 Report – Marie Logan, Zone 6 Representative provided an update from the Zone 6 meeting she attended on March 12, 2014. Highlights from the meeting included the following:

- Discussions regarding the new centralized collective bargaining models
- Information regarding curriculum development prototyping partners
- The next Zone 6 meeting will take place on Wednesday, April 9, 2014

I.2.2 Facilities Committee Report – Derek Baron, Facilities Committee Chair, provided an update on work undertaken during the past month within the Facilities Department. The report was enclosed in the agenda and included the following information:

- Vauxhall MAP Project Phase Three Update
The third and final phase on construction is underway with the completion date scheduled for two to three weeks ahead of schedule. Progression has been as follows;
 - Framing, boarding and taping of all walls has been completed
 - Priming and painting of interior rooms is underway
 - Electrical, plumbing and mill work finishing is underway
 - Heating, ducting and furnace installation is taking palce
- 2014 IMR Projects:
 - Flooring has been replaced in the Lomond School library
 - Furnace replacements at W.R. Myers High School have been completed
 - Fire alarm upgrades for seven schools and division office have been completed with remaining upgrades in progress with expected completion by the end of March 2014
- Facilities Manager/Administration:
 - Ongoing effort from the Facilities Manager to visit schools, caretaking staff and contractors
 - Continue to update information for the new Instructional Area Utilization Formula Renewal with updates expected to be completed and submitted to Alberta Education by June 2014
 - Continual preparation for the upcoming capital projects
 - Continued work with school safety plans pertaining to emergency energy isolation points.

I.2.3 Administrators Meeting Report – Jennifer Crowson provided a brief report of the March 11th Administrators' Meeting, as per the handout that was distributed, including discussions that took place regarding the proper reporting to the HR Department in terms of staffing changes, doctor issued medical notes, travel/expense claim reimbursement. Discussions and information was also shared regarding the provincial budget, Grade 3 SLA's, Inclusive Learning, Early Childhood Development and discussions on the possibility of a jurisdiction-wide photo-copier and cell phone contracts.

I.3. Associate Superintendent of Finance and Operations Report – John Rakai

John Rakai reported the following information:

- Mr. Rakai worked through the Requests for Proposals (RFP's) for architectural services for the two new modernization projects that have been approved for Barnwell and Warner Schools. The RFP closing is Friday, March 21, 2014 at 2:00:00 p.m. and the evaluation committee will be meeting on March 25th to review the proposals.
- Information was shared regarding budget day in Alberta which was March 6, 2014. It was noted that in terms of Horizon's grants for the next school year, that there was a provincial increase of 2% to class-size funding and a 2% increase to Inclusive Learning Funding that will amount to approximately an additional \$75,000. All provincial documentation regarding the provincial budget is available on the Government of Alberta website.

I.4. Associate Superintendent of Programs & Services Report – Clark Bosch

Clark Bosch's report included updates as follows:

International Education:

- The short-term stay group from Columbia will be arriving on March 19th. Horizon will be hosting 16 students that will be with home-stay families spread throughout the division. Students range in age from 11 to 13 and will be with us for a one-month stay.
- Attended the *Strategic Road Map for International Education* planning session with Alberta Education in Red Deer with the draft road map being presented to the Premier this spring.
- Provided an update on Horizon's partnership with Nenoshiroishi Elementary School in Japan.

Early and Inclusive Learning:

Early Learning Screening Dates have been set as follows:

- April 9, 10 and May 28 – Taber and Barnwell
- April 29 – Vauxhall
- April 30 – Warner and Milk River
- May 1 – Hays and Enchant
- May 9 – Grassy Lake
- A successful learning session was held on March 10th which focused on a collaborative approach to managing challenging behaviors.
- On March 24th, Horizon will be hosting a meeting of our Inclusive Learning Committee. This meeting will review changes made during the past year to our Inclusive Education department.
- Mr. Bosch also reviewed centralized and de-centralized funds with Administrators

FNMI Education:

- Recognition was given to Horizon's FNMI Coordinator with her ongoing work and dedication by ensuring that families in need are looked after in terms of education, service agencies, appointments, etc.

Counselling:

- The FSLC Department has been quite busy the past month including facilitating risk assessments, and hosting an FSLC conference at the beginning of March what was attended by over 70 counselling partners
- Attended the Executive meeting of the Career transition Board with Mr. Bosch serving in a financial review capacity this year
- Continual representation of Horizon on various committees such as TCAPS, TCAD and the Regional Advisory Committee
- Pink Shirt Day (anti-bullying) was a success

Kanadier Mennonite Programming:

- Provided updates in terms of George Epp's continuous efforts of working on building relationships with Mennonite families within Horizon School Division

Career Counselling;

- The Career Counselling department has been busy with completing career presentations to all students in the division that are taking CALM. Current grade 12 students have been continually informed, encouraged and supported as they enter scholarship competitions

High School Redesign:

- Representatives from several Horizon high schools (including W.R. Myers, Vauxhall High School, Warner, Lomond and ERHS) will be attending an Alberta Education session on High School Redesign on April 10th in Olds.
- There will be a high school principal meeting taking place on March 25 where an effort will be made to move forward on the foundations of the High School Redesign project.

Hutterian Brethren Schools

- Participated in an Alberta Education teleconference as a follow up to the Education and Apprenticeship of 15/16 year olds in Alberta Hutterite Colonies.
- A meeting will be taking place with the Elders of Lomond Colony School to determine a plan for next year and beyond as next fall, the colony will only have six students and it will be a number of years before those number increase.

Other

- Participated in ongoing teacher evaluations
- Worked closely with Lomond School regarding the submission of this year's nominee for the annual Edwin Parr (outstanding first year teacher) Awards. This year's nominee is Lomond School teacher, Gwen Ambrose.
- Attended the spring CASS Leadership Symposium in Calgary.

I.5. Associate Superintendent of Curriculum and Instruction Report – Erin Hurkett

Erin Hurkett's report was distributed and included the following updates:

- Attended the CASS Leadership Symposium in Calgary on March 13-14. Took part in sessions on early literacy framework, curriculum redesign and Michael Strambisky School from Edmonton Public
- Coordinated the March 10th division-wide PD Day, adding that it was a very successful day. The morning was focused on C2 conversations. Teachers met in learning groups in the afternoon where sessions were focused on their own identified needs and interests related to the core goals of Horizon.
- Facilitated a session at the March 10th PD day for Grades 4-6 teachers, ensuring that all components of literacy are integrated and differentiated for students in the classroom.
- Met with several principals in regards to their three-year plans.
- Schools have finished their pilots with Imagine Learning and the division has decided to purchase the program.
- Worked with a group of Colony teachers who are developing materials for phonemic and phonological awareness that can be used in all Colony classrooms.
- Took part in a teacher observation at Central School noting that this particular teacher has made connections with classroom teachers around the world using Google+. Her classroom used Skype to communicate to a grade two classroom in Chicago.

In addition to the above report, Erin also presented to the board the January 2014 Diploma Exam results noting that Horizon once again scored above the provincial average in almost all subject areas.

COMMITTEE ITEMS

Moved by Derek Baron that the Board meet in Committee.

Carried Unanimously

COMMITTEE
53/14

Moved by Derek Baron that the meeting reconvene.

Carried Unanimously

RECONVENE
54/14

Moved by Rick Anderson that the meeting adjourn

Carried Unanimously

MEETING
ADJOURNED
55/14

Original Signed – April 15, 2014
Chair

Original Signed – April 15, 2014
Secretary