

Horizon School Division No. 67

6302 – 56 Street Taber, Alberta T1G 1Z9
Phone: (403) 223-3547 1-800-215-2398 FAX: (403) 223-2999
www.horizon.ab.ca

The Board of Trustees of Horizon School Division No. 67 held its Regular Board meeting on Tuesday, April 21, 2015 beginning at 1:15 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

ALSO PRESENT: Wilco Tymensen, Superintendent of Schools
John Rakai, Associate Superintendent of Finance & Operations
Clark Bosch, Associate Superintendent Programs, Services & Human Resources
Erin Hurkett, Associate Superintendent of Curriculum & Instruction
J.W. Schnarr, Taber Times

REGRETS: Terry Michaelis, Trustee; Barb McDonald, Recording Secretary

ACTION ITEMS

- A.1 Moved by Derek Baron that the Board approve the agenda as presented with the following additions:

Under Action Items:

Add: A.5 Budget

Delete: D.1 Budget (moved to Action)

Under Information Items

Add: Superintendent Report

Carried Unanimously

AGENDA
APPROVED
62/15

- A.2 Moved by Jennifer Crowson that the Board approve the Minutes of the Regular Board Meeting held Tuesday, March 31, 2015 as provided in Enclosure 1 of the agenda.

Carried Unanimously

BOARD MEETING
MINUTES
APPROVED
63/15

- A.3 Moved by Jennifer Crowson that the Board accept as information the list of Principal Re-Appointments submitted by the Superintendent for the 2015 – 2016 school year as identified in the Agenda.

Carried Unanimously

RE-APPOINTMENT
OF PRINCIPALS
APPROVED
64/15

- A.4 Wilco Tymensen reported that the Board has received a letter from the Dr. Hamman School Parent Council formally requesting that the recitation of the Lord's Prayer become part of the school's opening exercises beginning in the 2015/2016 school year. The letter identifies that the Parent Council surveyed the school parent community for input in making the request based on the results of that survey that show:

- 80% of the parent population responded to the survey
- Of the 80% responding, 88% said yes and 12% said no to the question 'Should the Parent Council request of Horizon School Board that the recitation of the Lord's Prayer become part of the

School's opening exercises beginning in the 2015/2016 school year as per the new Horizon School Division Lord's Prayer Policy?"

Moved by Bruce Francis that, in light of the Dr. Hamman School Parent Community responding 88% in favor of the recitation of the Lord's Prayer, the Board directs Dr. Hamman School to recite the Lord's Prayer at the opening exercises of the school commencing the 2015-2016 school year.

Carried Unanimously

APPROVAL OF
LORD'S PRAYER TO
BE RECITED AT DR.
HAMMAN SCHOOL
OPENING
EXERCISES
65/15

A.5 Significant adjustments were announced in Budget 2015 by the Province on March 26, 2015 regarding school jurisdiction funding. The negative impact on student learning of Budget 2015 is becoming more and more clear. The budget does not fully cover front line teachers, as announced, and contains significant reductions in funding that will affect front line support staff and other non-classroom teaching costs, in and out of the classroom, and all other contracts, supplies and expenses. It is also about reduced flexibility for school boards to respond to local priorities that will further threaten the impact on all supports and services to the classroom. School Boards have been committed to finding efficiencies for several years and it will be hard to find more as funding becomes more uncertain and inadequate.

Budget 2015 concerns of the Board were expressed as:

- The absence of funding for enrolment growth – estimated to be 46 students in Horizon or in excess of \$358,693
- Reduced flexibility in using reserves to address local needs – effective immediately, Boards will require approval from the Minister in order to access their accumulated operation reserves or savings. Using reserves will only be approved for transitional measures to bridge to a new financial/cost structure that represent costs of a one-time, non-reoccurring nature only.
- Funding reductions that fail to support the needs of students.

Significant changes in funding include:

- No funding for student growth – funding will be based on the lower of the 2014/2015 or 2015/2016 enrolment
- Base instruction – 89% will receive a 2% increase, the remaining 11% will receive a 3.1% decrease
- Class size will receive a 2% increase
- Inclusive education will receive a 1.9% decrease
- Transportation will decrease 1.35%
- All other grants applicable to Horizon will decrease by 3.1% with the exception of Infrastructure Renewal that will revert to the 2013/2014 level of funding

The Board expressed disappointment in the Budget 2015 and will work to speak up to support student needs with parents, staff and other community stakeholders. However, in recognizing the need to submit a balanced

budget by the end of May, the Board agreed to reductions in programs and services that amount to \$1.65M in order to allow administration to start planning for staff and expense amendments that will have to be made prior to the commencement of the 2015/2016 school year.

Moved by Derek Baron that the Board approve that adoption of the 2015/2016 operating budget with a reduction of \$1.65M in programs and services in order to submit a balanced budget.

2015/2016 BUDGET
APPROVED WITH
\$1.65M IN
REDUCTIONS
66/15

Carried Unanimously

DISCUSSION ITEMS

D.1 Budget

Moved to Action Item A.5

INFORMATION ITEMS

Superintendents Report

The province is moving forward with planning in regards to Teaching Quality Standards. Quality teaching occurs when the teacher's ongoing analysis of the context, and the teacher's decisions about which pedagogical knowledge and abilities to apply result in optimum learning by students. All teachers are expected to meet the Teaching Quality Standard throughout their careers. However, teaching practices will vary because each teaching situation is different and in constant change. Reasoned judgment must be used to determine whether the Teaching Quality Standard is being met in a given context. Changes to the standard are currently being developed through Alberta Education. These changes will have to be reflected in amendments to existing policy regarding teacher responsibility.

Principal Quality Standards are also being reviewed and changes will further support promoting successful school leadership in Alberta. Changes to Board policy regarding School Principals, Vice and Assistant Principals.

Addressing the changes required through professional development opportunities will be hindered by the reductions to these type of funds as a result of Budget 2015.

Mr. Tymensen informed the Board that he has been attending school staff meetings to address questions that any staff may have regarding Horizon's operations.

Senior Management staff attended the Horizon Leadership Symposium that Erin Hurkett, Associate Superintendent – Curriculum & Instruction, Ann Muldoon, Director of Learning, and Amber Darroch, Director of Learning had a big part in developing. Thank you to these individuals and all the other staff that assisted in this endeavor.

I.1 2015 Horizon School Division High School Graduation Dates

Marie Logan requested that Trustees consider attendance at school graduations as identified in Enclosure 3 and requested that they let Barb McDonald know which they will be attending.

I.2 Trustee/Committee Reports

- **Zone 6 ASBA Report**

Marie Logan reminded that the Zone 6 meeting will be held in Taber at the Horizon School Division Office – Eric Johnson Room on May 13, 2015. This meeting will precede the Edwin Parr Awards event that will be held at the Heritage Inn that evening.

The Zone 6 meeting agenda will include a presentation from each jurisdiction as to Budget 2015's effect on each jurisdiction.

- **Facilities Committee Report**

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

- 2015 IMR Projects
- Maintenance Projects
- Maintenance Work Completed
- Upcoming Custodial Tenders for Contracted Services

I.3. Associate Superintendent of Finance and Operations Report

Subsequent to the last meeting of the Board and the Easter break, most time has been spent on work related to Budget 2015. The Board's Budget Committee meeting was well attended by stakeholder members and the input provided during the meeting was well appreciated.

I.4 Associate Superintendent of Programs, Services and Human Resources Report

Clark Bosch's report was distributed as an enclosure with the Agenda and included the following information:
Human Resources:

- I met with each Principal regarding their school's needed teaching allocation. The result of these meetings suggested the need for 7.8 FTE additional teachers. Initially this number was reduced to 5.0 FTE and then it was further reduced to 2.5 additional FTE. The increases will allow for appropriate admin time and the reduction of our part-time teaching staff. At this time we may have 15 fewer part-time teachers next year compared to this year.
- We are moving ahead with our teacher staffing timeline as proposed in January. This timeline will allow us to staff teaching position far earlier than we have in past years enabling us to maximize teacher retention and attraction.

Early and Inclusive Learning:

- **March 9 PD Day**

Ann and Lynn worked with Erin Hurkett to plan and coordinate a morning session for all staff on the Collaborative Response Model facilitated by Kurtis and Lorna Hewson from Jigsaw Learning. They also planned 15 sessions for support staff in the afternoon, the focus of which was supporting literacy and numeracy within the inclusive classroom. Session evaluations were extremely positive, and feedback from support staff indicated that they would appreciate more frequent PD of this nature.

As a follow-up to the morning session, Ann, Lynn and Erin continue to work with Jigsaw Learning to plan for a full-day session on the Collaborative Response Model at the administrators' symposium in April. Principals and vice-principals will have an opportunity to look more closely at the components of the model – assessment, pyramid of interventions and collaborative teams – and to determine next steps for their schools.

- CASS Inclusive Education Sub-Committee

As a member of the CASS Inclusive Education Sub-Committee, Ann has had the opportunity to contribute to discussions at the provincial level on the current state of inclusive education in Alberta and future direction. On March 27, the committee met with Dean Lindquist, Assistant Deputy Minister of the Learning Supports and Information Management Division to discuss successes and challenges and to provide an overview of the work of the committee.

- Collaborative Work of Inclusive Learning Team

In the past two months the inclusive learning team from division office has attended collaborative meetings with staff in Vauxhall High School, Chamberlain School and DA Ferguson School to provide support to teachers and identified students.

Ann and Lynn have also facilitated three meetings with staff from Children's Allied Health and principals and learning support teachers from LT Westlake, Chamberlain and Barnwell to plan for pilot projects in those three schools. Following the initial meeting, Barnwell School had an occupational therapist and a speech-language pathologist in classrooms on the morning of March 24, and we met with teachers and therapists in the afternoon to discuss concerns and possible solutions. Chamberlain and LT Westlake have dates set aside in May and June for their classroom visits.

- Early Learning

Screening for children aged 3 to 5 starts on April 20 and will be held in schools this year. Schools are also accepting registrations for pre-Kindergarten and Kindergarten.

- Budget Reminder:

- **What are Centralized Funds?** - Centralized Inclusive Learning funds are intended to meet the needs of students who require more individualized support, and to ensure that specialized services, such as REACH or psychologist/behaviour support, are accessible to students in all schools, regardless of school size, location or demographics, through division office. Centralized supports may include:
 - Learning assistants for students who require individualized supports (assigned to schools)
 - Learning Support Teacher time (assigned to schools)
 - Speech language assistant time to support speech/language development (assigned to schools)
 - Psychologist/Behaviour support
 - Access to REACH consultants (Division pays an hourly rate)
 - Professional development for teachers and assistants to support inclusive practices
 - Sub costs for team meetings/IPP meetings that require more time than a regular parent/teacher conference
 - Administration/coordination of specialized supports and services (In-house, regional, community-based)
- **What are Decentralized Funds?** - Decentralized funds are a means of channeling resources "to provide for a continuum closer to the learner" (*Planning for a Continuum of Specialized Supports and Services*, Alberta Education, 2012). Schools are best placed to identify the strengths and needs of each learner and to plan for and provide universal supports and targeted interventions. Learner profile data gathered from assessments, such as literacy or numeracy benchmark assessments, or from interest/learning preferences inventories, enable schools to establish their own priorities in terms of the strategies and interventions needed. Decentralized funds are weighted to reflect the need for early intervention, with Div. I students receiving 38% of funds, Div. II 28%, Div. III 22% and Div. IV 12%. Decentralized funds may be used to provide or enhance supports such as:
 - Differentiated instruction and assessment
 - Benchmark assessments

- Literacy and numeracy supports/interventions
- Flexible scheduling and groupings
- Assistive technology
- Positive behaviour supports
- Collaborative planning time
- Lead teacher time (E.g. Literacy)
- Increased learning support time
- Assistant support

FNMI Education:

- Lisa Sowinski continues to enable some parents to get to and from appointments with appropriate service agencies. Many of our families in need have no way to keep these appointments without Lisa's help.
- Lisa has attended school-based meetings along with students and parents in an effort to assist in success planning for our FNMI students who are struggling.
Introduced some mothers to Karen Kallen (constituency assistant) to help them receive their family allowance, they have been cut off for some reason and Karen will assist them with this.
- Doing presentations with Elder , had one at Dr. Hamman and have a couple coming up in April one in Grassy Lake and the other at DAF.
- Lisa has been helping students going on to post-secondary school with applications and bursary programs applications.
- Providing support and encouragement to students that have fallen behind to get assignments in order to receive full credit.
- Working with family services to get some students tested that may have FASD.
- Providing support to a family who has had issues with the band by directing them to the proper agencies that they need to resolve the issues.
- Meeting some new families that have moved to Milk River and Warner.
- Assisting families by familiarizing them to the food bank and other agencies that are needed.
- Helping fill out forms for Kidsport, registration forms for status, finding out when they can go get pictures for treaty cards at another reserve other than theirs.
- Lisa continues to transport some students to school, and continues to facilitate the picking up and dropping off of homework for students who have been ill.

Counselling:

- We have Gay Straight Alliances (GSAs) at both VHS and Myers. Around 5-10 students each week attend meetings. We have met with the Taber Public Library about having a movie night to talk about gender/sexual stereotypes. We've also been in contact with GSAs in Lethbridge.
- We sponsored Pink Shirt Day (anti-bullying) in February.
- Psychology Club received \$500 from the Community Foundation of South West Alberta. We are planning a Drugs Over Dinner event where we invite students and community members to take part in a frank, open discussion about drugs and addiction over a light meal. We are looking to collaborate with TCAD on this as well.
- Mentorship is currently underway at Dr. Hamman, Central and Myers. Going great!
- A new group for helping both students who struggle with depression and their friends who struggle with how to help them is in the planning stages. The goal is to teach the students how they can help but also how to maintain proper boundaries and their own self-care when they have loved ones that struggle with mental health concerns.

- The 4th R program with the grade 9 class out at Grassy Lake is underway. The program focuses on effective relationship skills such as conflict management as well as refusal skills, which includes turning down the pressure to use drugs or alcohol. The staff at the school has noticed an increase in smoking by grade 10 students so they are hoping this program will help prevent the grade 9s from following the same route.
- Triple P parenting program is going well in Vauxhall. We have had 4 participants show for the first 2 sessions, which is 3 more than in the previous years it was put on. As a result of the program, 2 of the participants have signed up for further 1-1 parenting sessions with the FCSS parenting coach who is co-facilitating the program with me.
- Resiliency Campaign is underway and the Postcard selection for the event occurred March 24, which resulted in great participation from many community members. The celebration night is in May at the Taber Community Center. This program involves schools from a number of different schools within our division. It is a great night, and we encourage anyone to join us!
- Clinical Team Leader attended a Train the Trainer PD opportunity on The PREPARE Model for School Crisis and Prevention and Intervention. She hopes to run training for our Division and community partners before the end of the school year.
We are also looking at a couple of programs we may offer training to principals and teachers in to build in Mental Health awareness into schools and classrooms. These programs all encourage social-emotional literacy and creating cultures of support.
- Universal programs continue to run throughout the division on topics such as conflict-resolution and emotional literacy (i.e., Kelso's Choice, Kimochis, Superflex and MindUP)

Career Counselling:

- **Meeting the Need of all our Schools:** Garth recently did some work with the Vauxhall MAP programs around career themes and found the students willing and eager to consider a wide variety of occupations and training. This represents a portion of the growing demand for career related programing and advising that has outstripped our ability to provide even a basic program capable of supporting teachers and students in our schools. Many of our grade 8 to 12 students are haphazardly preparing for their transition from high school as evidenced by the numbers who do not use Career Cruising in any capacity other than to complete assignments in CALM class. A basic program would try to make sure that every student gets several presentations or meetings each year including an introduction or re-fresher on Career Cruising, access to a career fair, a basic transition planning presentation, a career development presentation and then access to individual help if they need it. This is all pretty basic stuff that other school divisions have moved to address but we have been stretched too thin to accommodate in each of our schools.
- **Xploring The Trades Committee:** This group created a Youth Exploring the Trades event called YETT that was fantastic at introducing apprenticeship trades to students. They also participate in the Trade Recognition Gala that recognizes apprenticeship businesses that mentor youth through the RAP program. This group just became an education subcommittee of the Lethbridge Chamber of Commerce. There is potential here for our rural students to develop a higher level of connection with Lethbridge employers and with our voice they could continue the good work started by Xploring Trades. Meetings are held in Lethbridge on the second Tuesday of every month at 8 am.
- **Parent Outreach:** Workshops are being offered in the North and South areas of Horizon School Division for parents of grade 10 and 11 students. The workshops will cover dates and requirements for college, university and trades entrance. This is similar to our early workshop for grade 12 parents with the hopes that parents will make one of these meetings. Workshops are scheduled in April.

Resources for Parents

- ☑ **Scholarships** - how do we get them, how many are out there and when do we start looking?
- ☑ **College, University, Trades and Polytechnic Admission Updates** - what is happening?
- ☑ **Career or Academic Planning** - resources for parents

Parents of Grade 10 and 11 students are invited to attend:

Vauxhall: April 22nd at 6:30 and done by 7:30 **Where:** in the Vauxhall High School Library

Warner: April 21 at 5:30 and done by 6:30 **Where:** Warner School Library

Call or email Garth at 403-360-2737 or garth.mouland@horizon.ab.ca for more information

- **Career Rally:** Dates are proposed and invitations are ready to go out. Garth will be attempting to meet with principals in the next two weeks in person to person meetings to gain a commitment to the event and to begin the process of arranging transportation. Student numbers have reduced to a point in the south schools that the day will be a half day event and the northern rally will continue to be a whole day procedure.
- **Career Wiki:** At the suggestion of Warner School we added a page called Graduation and Transition that includes information on obtaining a high school diploma, helps students find entrance exams for US schools and links to the new NCAA Eligibility Center web page.
- **Myers Online Registration:** For the first time students had the opportunity to register for classes online. The career practitioner and office staff worked with one class at a time in the computer lab and had students enter their own course registrations. This process took place on March 25 and 26.
- **Myers Web Page:** The Career Corner appears on the Myers web page with updates on graduation, the career newsletter and scholarship information.
- **Review of Program Goals**
 - 1.1 Provide students with career counselling
 - 1.2 Promote advantages of career management
 - 1.3 Supply and promote career resources
 - 1.4 Promote and provide special career events
 - 2.1 Provide career programming
 - 2.2 Connect present education to career choices
 - 2.3 Liaise with career / school related groups or projects
 - 3.1 Advise and assist students as they prepare to act on their transition plans
 - 3.2 Assist parents

High School Redesign:

- Representatives from all of our high schools currently participating in High School Redesign will be attending an Alberta Education session in May in Calgary.

- We will be hosting a High School Principals meeting in May where we will be visiting all things in the High School world in an effort to move forward on the foundations of the HS Redesign project. These foundational areas include: **(This meeting has been cancelled by AB ED)**
 - Mastery Learning
 - Rigorous and Relevant Curriculum
 - Personalization
 - Flexible learning Environments
 - Educator Roles and Professional Development
 - Meaningful Relationships
 - Assessment
 - Welcoming, Caring, Respectful and Safe Environments
 - Home and Community Involvement

Vauxhall Baseball Academy:

- Attended the VAB Gala evening in March.

Warner Hockey School:

- Met with Director of Hockey Operations, Mikko Makela, regarding a student discipline decision.
- Met with Hockey school staff regarding student discipline moving forward.
- Met with parents of the Warner Hockey School during their Showcase to clear up any question they may have regarding the Hockey School moving forward. At the moment the Hockey School is in the middle of solving issues it is facing in regards to a number of facets of the program.

Hutterian Brethren Schools:

- Clark and Gary have had discussions with German teachers and many Ministers regarding the 'pooling' of the 8-10 minutes per day dedicated for German Studies. The discussions were to collect feedback on the possible move to a one-hour block of time at the end of the day, 27 times (Wednesdays) throughout the school year. Based on the feedback received, we will be moving forward with this timetable adjustment for the upcoming 2015-16 school year. We have always appreciated the benefits from the support provided to students, staff and Horizon School Division by our German teachers, Ministers, elders and community members. The pooling of time into one larger block of prep time will hopefully benefit teachers a bit more and ultimately our students.
2015-16 Budget concern. From the perspective of colony schools, with many grades and 100% ELL school population, 'support' to help facilitate the curriculum delivered is imperative. The proposed hits to both 'decentralized incl. ed.' and 'ELL' that we have the potential for devastating affects at all schools. Unlike town schools, who would be able to reduce the support via seniority, or lowest person on the totem pole, our pain would be spread throughout every school. We cannot simply remove 1-2 support staff and have the remaining assistants absorb and carry the load - due to the fact that we are at 18 isolated sites.
- Colony Teachers will be attending the Alberta Colony Educators Conference May 15-17 in Olds.

Teacher Evaluation:

- I continue to evaluate five teachers.

College of Alberta School Superintendents:

- I attended the spring CASS learning symposium in Calgary where I took part in sessions dealing with Alberta Education direction in regards to High School Redesign as well as sessions surround staff mentorship, accommodation and retention.

I.5 Associate Superintendent of Curriculum and Instruction

Erin Hurkett's report was distributed as a handout and included the following information:

Key Action Areas:

Literacy & Numeracy

1. Colony Guided Reading Observations – Erin is visiting Colony teachers to assist with guided reading practices. Erin models some lessons and observes and gives teachers feedback in relation to this practice.
2. David Slomp from the University of Lethbridge – will be starting a writing research project with sr. high teachers beginning fall 2015.
3. Poetry workshop – Harry Baker, the world champion slam poet, led students from across the division in a poetry workshop at Barnwell School.

Inclusive Learning

1. Leadership Symposium – School leaders met to further discuss the collaborative response framework and were given time to discuss how this framework can be utilized across the division and within schools. Kurtis Hewson facilitated the first day of the symposium and senior leadership facilitated the second day.
2. Instructional Support Plans (ISP) & Dossier: Ann Muldoon facilitated a session where learning support teachers and I provided feedback in relation to the customization of ISPs for the Dossier program that Horizon will be purchasing.

21st Century Learning Competencies

1. Jr. and sr. high students from across the jurisdiction will attend a student leadership gathering facilitated by Kaitlyn Mills (a student from VHS). The theme is “The Ideal School.” Students will discuss what an ideal school looks like from a variety of perspectives (superintendent, board members, teachers, students, parents, etc.) and then design a model of an ideal school.
2. Science Olympics: Jr. high students from across the jurisdiction will meet on April 29th at the Civic Centre to partake in science-related activities and competitions.

Correspondence

No items of discussion came forward from Correspondence as provided in Enclosure 6 of the agenda.

COMMITTEE ITEMS

Moved by Bruce Francis that the Board meet in Committee.

Carried Unanimously

COMMITTEE
67/15

Moved by Rick Anderson that the meeting reconvene.

Carried Unanimously

RECONVENE
68/15

Moved by Bruce Francis that the meeting adjourn

Carried Unanimously

MEETING
ADJOURNED
69/15

Original Signed May 19, 2015

Marie Logan, Chair

Original Signed May 19, 2015

Barb McDonald, Secretary