

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 Monday, August 24, 2015 beginning at 1:00 p.m. in the Eric Johnson Room

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

ALSO PRESENT: Wilco Tymensen, Superintendent of Schools
John Rakai, Associate Superintendent of Finance & Operations
Clark Bosch, Associate Superintendent of Programs, Services & Human Resources
Amber Darroch, Associate Superintendent of Curriculum & Instruction
Barb McDonald, Recording Secretary
Greg Price, Taber Times

ACTION ITEMS

- A.1 Moved by Derek Baron that the Board approve the agenda as presented with the following additions:
- Under Action Items:**
A.4.2 – Locally Developed Course Religion 15-25-35
A.4.3 – Locally Developed Course Reading 15-25
A.8 – Minutes of Special Board Meeting held Tuesday, July 28, 2015
A.9 – Hays IMR Project
- | | | |
|-------|---|--|
| | Carried Unanimously | AGENDA
APPROVED
94/15 |
| A.2 | Moved by Terry Michaelis that the Board approve the <i>Minutes of the Regular Board Meeting held Tuesday, June 16, 2015</i> as provided in Enclosure 1 of the agenda.

Carried Unanimously | BOARD MEETING
MINUTES
APPROVED
95/15 |
| A.3 | Moved by Jennifer Crowson that the Board approve the <i>June/July/August Payment of Accounts</i> report in the amount of \$9,206,611.10 as provided in Enclosure 2 of the agenda.

Carried Unanimously | PAYMENT OF
ACCOUNTS REPORT
APPROVED
96/15 |
| A.4.1 | Moved by Blair Lowry that the Board approve the Horizon School Division locally developed course <i>German Language and Low German Speaking Mennonite Cultural Studies</i> and the resources named in the course outline to teach this course from September 1, 2015 to August 31, 2018.

Carried Unanimously | LOCALLY
DEVELOPED
COURSE GERMAN
LANGUAGE AND
LGSM CULTURAL
STUDIES
APPROVED
97/15 |

- | | |
|---|--|
| <p>A.4.2 Moved by Rick Anderson that the Board approve the following acquired Koinonia Christian School locally developed senior high school courses and the resources named in the course outline to teach these courses from September 1, 2015 to August 31, 2019:</p> <ul style="list-style-type: none"> • Religious Studies 15 • Religious Studies 25 • Religious Studies 35 <p style="text-align: right;">Carried Unanimously</p> | <p>ACQUIRED
LOCALLY
DEVELOPED
COURSE RELIGIOUS
STUDIES 15, 25, 35
APPROVED
98/15</p> |
| <p>A.4.3 Moved by Jennifer Crowson that the Board approve the following acquired Calgary School District locally developed senior high school courses and the resources named in the course outline to teach these courses from September 1, 2015 to August 31, 2016:</p> <ul style="list-style-type: none"> • Reading 15 • Reading 25 <p style="text-align: right;">Carried Unanimously</p> | <p>ACQUIRED
LOCALLY
DEVELOPED
COURSES READING
15 AND READING 25
APPROVED
99/15</p> |
| <p>A.5 The Board confirmed that the annual Organizational Meeting will take place, as previously resolved, on Tuesday, October 20, 2015 beginning at 1:00 p.m.</p> | |
| <p>A.6 Moved by Bruce Francis that the Board approve Division Office Senior Management remuneration effective August 1, 2015 as recommended in Board Committee of the Whole.</p> <p style="text-align: right;">Carried Unanimously</p> | <p>SENIOR
MANAGEMENT
REMUNERATION
APPROVED
100/15</p> |
| <p>A.7 Moved by Derek Baron that the Board approve Trustee remuneration effective November 1, 2015 as recommended in Board Committee of the Whole.</p> <p style="text-align: right;">Carried Unanimously</p> | <p>BOARD
REMUNERATION
APPROVED
101/15</p> |
| <p>A.8 Moved by Bruce Francis that the Board approve the <i>Minutes of the Special Meeting held Tuesday, July 28, 2015.</i></p> <p style="text-align: right;">Carried Unanimously</p> | <p>BOARD SPECIAL
MEETING MINUTES
APPROVED
102/15</p> |
| <p>A.9 Derek Baron reported that due to water lines freezing during cold weather at the Hays School, the Facilities Department engaged the services of a consultant to conduct a complete review of the roof system, cold space ventilation and the general condition of the building envelope.</p> <p>As the new roof is only approximately twelve years old, an IMR contingency fund project is being recommended to convert the roof system to a warm roof type. This requires that soffit vents be sealed and ensuring that the insulation above the exterior wall meets the roof insulation so as to create a continuous layer of insulation around the conditioned spaces within the exterior envelope.</p> <p>The scope of the project requires the removal of concrete board containing low level asbestos which requires specific procedures for proper and safe removal, as well as framing new wall partitions from the existing ceiling space to the newly installed roof deck, applying no less than an R40 level spray foam insulation, replacing the removed concrete boards and</p> | |

installation of new non-vented metal soffit.

Moved by Derek Baron that the Board approve the Hays IMR contingency fund project estimated at \$90,215 to repair the building envelope to prevent water lines from freezing.

HAYS IMR
APPROVED
103/15

Carried Unanimously

DISCUSSION ITEMS

D.1 School and Colony School Tours

The Horizon School Division Board of Trustees as well as members of the Senior Administrative Leadership team will be visiting and touring the following schools during the 2015-2016 school year:

- Tuesday, October 27, 2015 Vauxhall Elementary School, Vauxhall High School, Hays and Horizon MAP School
- Monday, November 2, 2015: Chamberlain/Arden T. Litt, Hillridge Colony and Oaklane Colony
- Monday, April 4, 2016: Milk River Elementary School, Erle Rivers High School and Warner School

D.2 2016 – 2017 School Year Draft Calendar

Amber Darroch, Associate Superintendent of Curriculum and Instruction presented the *initial draft of the 2016-2017 school year calendar* to the Board for their review and input. Following discussion, Amber will now present the draft calendar to school administrators at their September 8, 2015 meeting as well as share the draft with various stakeholders for their input. The intent is to bring the calendar back to the November 2015 Board meeting for final approval.

D.3 September 2015 Board Meeting Date

Due to some Board members' conflicting schedules, the Board agreed that the original September Board meeting date that was scheduled for Tuesday, September 15, 2015 be rescheduled for Tuesday, September 22, 2015.

INFORMATION ITEMS

I.1 Superintendent's Progress Report

Wilco Tymensen presented a brief verbal report to the Board including:

- The majority of the summer was spent preparing for the start-up of the new school year
- Preparing for the Horizon Induction Program (New Teacher Orientation which will take place on August 25th and 26th)
- Attended the annual CASSIX Conference in Waterton
- Completed and attained Doctorate designation over the summer months

I.2 Trustee/Committee Reports

2.1 Zone 6 ASBA Report - Marie Logan, Zone 6 Representative

- No activities took place over the summer months. The next ASBA Zone 6 meeting will take place on Wednesday, September 9, 2015 in Lethbridge

2.2 CSBA Conference Report – Rick Anderson

- Rick Anderson provided a report regarding the annual CSBA (Canadian School Boards' Association) annual conference he attended in Saskatoon this past July. This annual professional development event takes place each July where trustees from across the country gather to share best practices, compare experiences and learn new ways of better serving their students and communities. As in the past, the conference was very positive with several very interesting sessions that were attended. The July 2016 conference will take place in Winnipeg.

2.3 Facilities Committee Report

Derek Baron, Facilities Committee Chair, provided an update on work undertaken during the past month within the Facilities Department. *Click here* to view the entire summer 2015 Facilities Committee Report.

I.3. Associate Superintendent of Finance and Operations Report

John Rakai provided the following report

- With official retirement occurring in October, Mr. Rakai spent time during the summer preparing for the transition of the new incoming Associate Superintendent of Finance and Operations
- Along with the Superintendent, Associate Superintendent of Curriculum and Instruction, IT Support and the Transportation Coordinator, a review and analysis was undertaken of three different software packages for a new transportation routing software system. It is the intent to have a new system in place and operational by January 2016. This new system will provide better maps, provide us with Google Map overlays, parents, school and First Student portals to view route mapping and synchronization with Power School and PASI.

I.5 Associate Superintendent of Programs, Services and Human Resources Report

Mr. Bosch provided the following update in terms of staffing within Horizon School Division:

- All teachers and school-based administrators have been hired and placed for the 2015-2016 school year with 30 of those positions being new teachers to the division
- An additional 10 teaching positions are temporary
- Currently have several positions out for assistants as well as a pre-k instructor position
- Tanya Harvey has been hired as Horizon's new Early Learning/Pre-K Consultant, replacing Lynn Saler
- Angela Miller will assume the role of Clinical Team Leader for the 2015-2016 school year
- As of August 24th, Horizon had 138 Pre-K registrations for the 2015-2016 school year. Hays will be having a Pre-K program this year and Milk River Elementary will be providing both a morning and afternoon program . Due to low enrollment, Enchant will not have a Pre-K program this year.

I.4 Associate Superintendent of Curriculum and Instruction Report

Amber Darroch's report was distributed as a handout and included the following information:

KEY ACTION AREA: 21st Century Learning Competencies

- Assessment – Policy HK Student Assessment, Evaluation and Reporting is being implemented across the division. The Associate Superintendent is providing principals with a companion resource to assist them in promoting the new policy with their staffs and offering professional development sessions to staff as requested. An afternoon session was provided to Lomond School staff on August 20, and the Warner and Milk River schools are combining for a workshop August 28.
- Career and Technology Foundations – This curriculum for junior high/middle school students will be supported by an electronic repository of CTF Challenges (projects) and equipment kits that will supply teachers with tools and supplies they may not have in their schools (IE. woodworking hand tools, hand sewing equipment and notions, wind turbine building materials, basic kitchen tools, solar energy building materials).
- International Education – Horizon School Division welcomes 12 international students for the first semester. One Chinese student is returning for her third and final year of high school, one Columbian student who attended a couple years ago is returning for Grade 12, and we are hosting 7 Brazilian students as part of a new Brazilian government-funded partnership. Three Japanese students who arrived in January 2015 return for a second semester.

KEY ACTION AREA: Literacy and Numeracy

- SLAs – Horizon's Grade 3 students will be completing the components of the Student Learning Assessment. This second pilot year will offer teachers a three week window (Sept. 14 – Oct. 9) to have students complete the digital interactive literacy and numeracy questions, and an addition four weeks, until Nov. 16, to complete the literacy and numeracy performance tasks.

- Literacy assessment training – Terri-Lynn Duncan, new Director of Learning, will be working with teachers to improve literacy instruction and to learn how to use the Fountas and Pinnell assessment tools.

KEY ACTION AREA: Effective and Purposeful Use of Technology

- Summer Technology Installations – The technology staff tackled a great deal of work in schools in July/August, including:
 - the installation of 51 wireless access points across 9 different schools
 - computer evergreening at Hays, Milk River Elementary, Taber Mennonite School, WR Myers, and Horizon MAP
 - 6 new server deployments
- Remote Desktop Server – This service is close to launching for all Horizon staff. It will enable employees to access their U: drive, Staff Common and Horizon Common folders from any remote location. The desktop also offers staff the Microsoft Office Suite of applications. Remote desktop will enable staff to work from home during evenings and weekends without having to travel to their school site.
- iPad Leasing – 145 additional iPads are being deployed across 11 different sites at the start of this school year. Most of these devices (130) have been acquired on a three year lease from CSI Leasing.
- Internet Service improvements – Horizon is in the final stages of transition from the past internet provider to Cybera. This new service will deliver a much greater return on investment, with higher bandwidth at a similar or lower cost.

Leadership Practices

- Horizon Induction Program – approximately 25 teachers new to Horizon will be attending the Horizon Induction Program on August 25 and 26, coordinated by the Associate Superintendent.

Correspondence

No items of discussion came forward from Correspondence as provided in Enclosure 7 of the agenda.

COMMITTEE ITEMS

Moved by Jennifer Crowson that the Board meet in Committee.		COMMITTEE
	Carried Unanimously	104/15
Moved by Derek Baron that the meeting reconvene.		RECONVENE
	Carried Unanimously	105/15
Moved by Bruce Francis that the meeting adjourn		MEETING
	Carried Unanimously	ADJOURNED
		106/15

Original Signed September 22, 2015

Marie Logan, Chair

Original Signed September 22, 2015

Barb McDonald, Secretary