

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, June 16, 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
Erin Hurkett, Associate Superintendent of Curriculum & Instruction
Barb McDonald, Recording Secretary
J.W. Schnarr, Taber Times

ACTION ITEMS

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

Under Action Items:

A.5 – Horizon Learning Centre (ACE Place/Taber Mennonite School) Paging System

Carried Unanimously

AGENDA
APPROVED
82/15

- A.2 Moved by Terry Michaelis that the Board approve the Minutes of the Regular Board Meeting held Tuesday, May 19, 2015 as provided in Enclosure 1 of the agenda.

Carried Unanimously

BOARD MEETING
MINUTES
APPROVED
83/15

- A.3 Moved by Blair Lowry that the Board approve the May/June Payment of Accounts report in the amount of \$4,083,850.93 as provided in Enclosure 2 of the agenda.

Carried Unanimously

PAYMENT OF
ACCOUNTS REPORT
APPROVED
84/15

- A.4 On April 21, 2015 the Board of Trustees passed a 2015-16 Interim Budget based on the March 26th Budget 2015 announcement of the Progressive Conservative Government. The budget included cuts in expenditures to balance a projected shortfall of \$1.65 million dollars. Subsequent to the budget submission deadline of May 31, 2015, the New Democratic Party was elected on May 5, 2015. The newly elected government extended the submission deadline to June 30, 2015 to allow the new government time to review 2015-16 school authority funding. The new government announced new education funding on May 28, 2015.

Certain funding rates were increased – basic instruction and class size, while all other rates were reinstated to 2014-15 level. School jurisdictions will also continue to be funded for enrolment growth and restrictions on Board approved usage of reserves were removed. The resulting revised budget outcome reflects a \$1.06 M shortfall.

Administration will provide an updated, detailed budget report to the Board once the provincial budget has passed and September 30, 2015 enrolments are confirmed. This update will be provided in October or November 2015.

Moved by Bruce Francis that the Board approve the revised 2015-2016 Horizon School Division budget by cutting expenditures by \$150,636 and using an estimated \$905,337 from reserves – including \$388,00 for unsupported amortization of capital assets, in order to balance the budget.

2015-2016 HORIZON
SCHOOL DIVISION
BUDGET APPROVED
85/15

Carried Unanimously

A.5 Moved by Derek Baron that the Board approved the amendment to Policy DGA *Authorized Signatures* as presented in Enclosure 3 of the agenda.

AMENDMENT TO
POLICY DGA
APPROVED
86/15

Carried Unanimously

A.6 Moved by Derek Baron that the Board approve the installation of a paging system in the Horizon Learning Centre, which houses ACE Place Learning and the Taber Mennonite School at a cost of up to approximately \$30,000.00

HORIZON
LEARNING CENTRE
PAGING SYSTEM
APPROVED
87/15

Carried Unanimously

DISCUSSION ITEMS

D.1 August – October Board Meeting Dates

Due to conflicting dates with Horizon's Induction Program taking place in August, the board agreed to change their meeting date from Tuesday, August 25, 2015 to Monday, August 24, 2015. The September Board meeting will be taking place on Tuesday, September 15, 2015 and the October Board meeting date has been set for Tuesday, October 20, 2015

INFORMATION ITEMS

I.1 Superintendent's Progress Report

Educational Leadership and Student Welfare

- Meetings and conversations have been ongoing regarding student welfare and school practices. Dialogue has included legal counsel.
- One knows it is the end of the school year, as High School Diplomas have begun.

Fiscal Responsibility

- Implications stemming from Budget 2015 and Alberta's May provincial election have been carried forward to the June Board meeting.

Personnel Management

- May and June have been exceptionally busy with hiring of new teachers, over 25 teachers have been hired for the 2015-16 school year.
- Meetings with the staff of the Warner Hockey School Program have occurred. Discussions have revolved around the student handbook and player contracts as well as employee contracts.

Policy and Strategic Planning

- Horizon was successful in acquiring an Alberta Education technology grant that allows us to build leadership capacity with regard to the new Learning and Technology Policy Framework. A follow up meeting with Apple occurred to discuss implementation of Alberta Education's framework.

Organizational Leadership and Management

- Meetings with Sahuri, Alberta Education, and Alberta Infrastructure are ongoing with regard to the Warner modernization given the fact that it is extensively over budget. Recommendations to bring the scope within budget are being considered including reducing the footprint.

Communications and Community Relations

- A number of meetings and celebrations have taken place over the last month. These include but are not limited to
 - VES, VHS, Colony, Warner, ERHS, and Hays staff meetings. Conversations have focused on Budget, staffing practice changes and board philosophy regarding transportation, and ELL programming. Staff question and answer were answered.
 - W.R. Myers and Warner graduation. ACE Place, Taber Mennonite School, and Horizon Mennonite Alternative Program's graduation celebrations are still to occur.
 - Met with the Hays School Council to discuss the profile for the new principal.
 - Alberta Health Services meeting that included a presentation and discussion around the correlation of education and health (social determinants of health).
 - Administrator's meeting
 - Division Office staff meeting
 - CASSIX meeting

I.2 Trustee/Committee Reports

2.1 Zone 6 ASBA Report - Marie Logan, Zone 6 Representative, provided an update of the Zone 6 meeting that took place on Wednesday, June 10, 2015 in Lethbridge which included information on the following topics:

- 2015 Edwin Parr Awards – Everyone was pleased with the evening, with a suggestion being made to invite local MLA's to the event
- Professional Learning – Training to be provided for local bargaining with advanced skill levels
- Alberta Education Director's Report – Topics of the report included universal basic skills, elementary math professional learning, welcoming, caring, respectful and safe learning environments. Also the *CTS Bridge to Teacher Certification Program* application deadline is June 30th.
- Zone 6 news from each jurisdiction

2.2 ASBA Spring General Meeting Report

Marie Logan and Jennifer Crowson attended the June ASBA Spring General Meeting in Red Deer. Ms. Logan provided some highlights of the meeting as follows:

- The ASBA Budget was passed, including eight bylaw amendments
- Meeting with 2 Assistant Deputy Ministers
- Discussions regarding Board reserves
- A session with the new Education Minister which included conversations around the Education Act, how teacher negotiations should be handled (at the local Board level), government priorities over the next 100 days, Inspiring Education, rural issues, full-day kindergarten,

2.3 Administrators' Meeting Report

Marie Logan reviewed [highlights of the June 9, 2016 Administrators' meeting](#) which took place at Vauxhall High School.

2.4 Facilities Committee Report

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

Ace Place / Taber Mennonite School

- Window replacement for TMS is scheduled to begin immediately following the 2015 school year.

- Washroom upgrading has begun for the both Ace Place and TMS. New plumbing fixtures, vanities and repaired or replacement of partitions are included in the scope of the project.
- Sound proofing of councilors offices are complete.
- Pricing is underway for a paging system to be installed throughout the facility to address significant safety concerns brought forth by school administrations as well as by the Taber Police Services.

Central School Retaining Wall – IMR Contingency

- Work on the Central School retaining wall has resumed. In addition to addressing safety concerns with removal of the wooden retaining wall, water displacement issues will also be addressed.

Chamberlain School Contingency Project

- Pricing for Stucco replacement with brick on the West gymnasium wall and the South side of the 2004 section have been received. Work is expected to be complete prior to the start of the 2015/16 school year. A blue skin vapor barrier has now also been added to the scope of the project

Enchant School

- Ventilation and Air Conditioning improvements are underway for the original 1952 section, particularly the second floor.
- Repointing and repair of exterior masonry is complete. Stucco walls will be strapped using CCA preserved lumber and finished using resilient synthetic polymer to enhance its esthetics appeal. Stucco replacement start time is expected for the week of June 18

Lomond School IMR Project 1

- Flooring for the classrooms and main floor corridor has been completed. Standard colors were selected by the facilities department along with new rubber base throughout. The remaining flooring including the lower 1961 corridor and the 1956 entry is now underway. Completion is expected prior to the end of the school year

Hays School

- The primary Electrical distribution upgrades are scheduled to begin on June 29. A complete electrical shutdown of the school will last approximately two weeks.
- Barrier free accessibility project is underway. The main entry way doors and frames will be replaced with new steel doors with barrier free accessibility built into the door and framing.

Vauxhall Elementary School Exterior Columns

- Exterior column repair is complete. Water displacement improvement is complete and directed to the retention pond constructed during the school capital project.

Maintenance Projects

- Ongoing painting of Lomond School
- Irrigation setup and replacement of heads is ongoing
- Installation of vehicle post in the Erle Rivers High School parking lot as requested by school administration and local law enforcement.
- Replaced concrete lifted and damaged landing on egress door at ERHS
- Fertilizing of all playing fields and green strips complete. Additionally, spraying for weeds is complete for the first round; ongoing spot spraying will be required throughout the summer months.
- Gopher control in rural schools in underway and ongoing.
- Built and installed shelving for Chamberlain school caretaking space.
- Inspection and repair / replacement of playground equipment is complete
- Continuing LED lighting upgrading in various schools. Particularly in exterior lighting.

Vauxhall Junior, Senior High School

Under the direction of School and the facilities department, a group of high school students prepared several designs for the undeveloped courtyard space between the 1961 addition and the 1956 original building. As part

of the preliminary work conducted by the courtyard development crew, they prepared pricing, arranged for volunteer labor and organized the use of heavy equipment complete with operators at a largely discounted price.

The team will now be completing a final design for submittal and approval to school administration and the facilities department. Plant operations and maintenance will absorb the cost of irrigation, some concrete work as well as any sod placement.

Barnwell Capital Project Decanting and preparation

A 53' trailer was moved onto the hard surface space at Barnwell School. Staff will begin the process of moving equipment and supplies out of the main building in preparation for the upcoming modernization.

Decanting planning is complete. The school administration area will be relocated to the existing school computer lab. A multi-use office will be constructed in the corner of the existing lab to be used primarily by the School principal as well as vice principal and others that may require it.

The reception desk and the copier equipment will be relocated into the computer lab as well. The expectation is to begin this process when school concludes for the current term.

DAF / WRM Capital Project

Alberta Education provided funding to enable Horizon School Division to move forward with the planning and preliminary design work for a potential upcoming capital project to modernize DA Ferguson and WR Myers Schools.

In order to proceed, Horizon School Division has engaged the services of an engineering firm out of Lethbridge to prepare the design work and continue with a more detailed structural review of the existing facilities.

Administration staff for both schools, senior administration, the engineering representatives as well as Horizon facilities will be meeting for an information gathering session on June 24th.

I.3. Associate Superintendent of Finance and Operations Report

John Rakai provided the following report

- Since the last Board meeting held on May 19th, the provincial election took place, with a majority NDP Government coming into power. Mr. Rakai provided information on the new government's enhanced funding for school boards. Based on the initial provincial budget that was released in March 2015, the initial deficit for Horizon School Division would have been \$1.65 million dollars. On May 28, 2015 the new NDP government announced a revised budget which included the reinstatement of funding for enrollment growth, restoration of grants to the 2015-2015 levels, base funding increase of 1.8% as well as an increase to class-sized funding of 2%, resulting in a deficit of \$517,000.00. In addition, restrictions on Board use of reserves were lifted.
- Attended meetings with Alberta Infrastructure and Alberta Education regarding the Warner School Project regarding the overage in the projected cost of the project.
- ASEBP visited the division in early June to conduct a review of their services and to provide information on some of the additional benefit programs that they are providing
- Participated in a commercial vehicle safety meeting on June 11th with the designated authority from each school that own co-curricular and extra-curricular activity vehicles.

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:

Human Resources:

- A total of 39 teaching positions have been posted in the original internal round of teacher staffing and subsequent rounds.

- To date we have filled 35 of 39 positions. We are continuing to look for people in Hays, Taber Christian, D.A. Ferguson and Early Childhood.
- The Division has had one retirement in the teaching staff in addition to John Rakai's retirement from Division Office in the fall.
- Lynn Saler, our Early Learning /Pre-K Consultant, has accepted a position from Holy Spirit in the same area. Lynn will begin at Holy Spirit upon the start of the next school year. Lynn has been a tremendous colleague, professional and advocate for our students and we wish her the best as she moves on with Holy Spirit.
- We also will be saying goodbye to Daelynn Takasaki, our Clinical Team Leader, as she will be on maternity leave for the 2015-16 school year. Daelynn will continue to support students in the Division next year as she will be providing us with our Psych- Ed Assessments.
- Angela Miller, our Assistant Clinical Team Leader, will serve as the Clinical Team Leader in Daelynn's absence.

Early Learning – Lynn Saler:

- We have had an opportunity to screen children new to Kindergarten or Pre-Kindergarten in all our communities this year. 142 children were screened this year as compared to 107 children in the spring of 2014.
- We currently have 98 children registered for Pre-K and will continue to accept registrations throughout the summer.
- For the upcoming school year, we have children registered in every community and are hopeful that both Enchant and Hays will have a program (2013-2014 – Not Hays program; 2014-2015 No Enchant program)

Inclusive Learning – Ann Muldoon:

Response to Intervention

- Following the Leadership Symposium in April, schools are continuing to develop systems and structures for student support based on the Collaborative Response Model.
- Dan Vanden Dungen from Horizon MAP shared the work his school has done in this area at the June Admin meeting, and he presented on the continuum of supports his staff has identified as needed in MAP's particular context within the areas of literacy, numeracy, attendance and completion.
- To support the work of Horizon schools in moving towards a response to intervention model, Ann will be attending two workshops in July on Leveled Literacy Interventions (K – 2 and 3 – 8) run by Fountas and Pinnell.

Children's Allied Health (CAH) Pilot Project

- Over the past five months, Barnwell, Chamberlain and L T Westlake Schools have been working on a pilot project with CAH where therapists have been spending time in classrooms, observing students and supporting teachers with universal strategies in areas such as social participation, communication, executive functioning, attention, and motor skills. Visits to classrooms took place in the morning and afternoons were dedicated to meetings between therapists and teachers, with Lynn and Ann in attendance. These meetings provided an opportunity for all staff to share their expertise to better support students at the classroom level.
- Informal feedback throughout the project has been very positive, and we will be doing a more formal evaluation before the end of the year. It is hoped that this initiative can be expanded to include more schools next year.

Instructional Support Plans in Dossier

- Customizations to the Instructional Support Plan in the Dossier program are complete (including integration of ELL Benchmarks), and our tech team is now busy meeting the technical requirements.
- Plans are in place to hold a training session for administrators and learning support teachers on August 27, and Ann will follow up with support to schools throughout September.
- The September 25th PD Day has been dedicated to completing support plans for students who require them.

Level B Assessments (Completed by LSTs prior to Psych-Ed Assessment)

- After completing research on Level B assessments and following discussion at LST meetings, it was decided earlier this year that we should switch from the WJIII Tests of Achievement as our Level B assessment to the WIAT-III. The WIAT-III has updated Canadian norms for pre-K through grade 12 and provides enhanced skill analysis for core subtests.
- All learning support teachers attended a one-day training course on the administration and interpretation of the test on May 5, and we have purchased six kits to be signed out of division office as needed.

CASS Inclusive Education Sub-Committee

- At the provincial level, Ann has been working with the CASS Inclusive Education Sub-Committee to make revisions to the *2004 Standards for Special Education* that are more reflective of the principles of inclusion. Our revisions will be submitted to Alberta Education for consideration as they update their guiding documents.

FNMI Education:

- Lisa Sowinski has been working with families in groups on Wednesday after schools for 2 hours since April 22 focussing on cultural awareness. This group involves students of all ages from elementary, middle school and high school and parents grandparents. The largest group was 25 participants and we see this number as a sign of success.
- Some classes were learning how to smudge make Bannok some crafts.
- Lisa is currently organizing and fundraising for a youth camp to take place this summer.
- We are pleased to inform the board that we have a few of our students who will be pursuing their studies at the post-secondary level in the fall. Lisa has been very involved in helping them with forms required by both the band and the schools of their choice.
- Lisa continues to help families with resources and supports they require.
- Presentations have been made to students. An Elder who survived residential schooling was brought in to discuss the experience with grade 8 students from DAF.

Counselling:

- The Mentorship program wrapped up for Dr. Hamman and Central school and the feedback from the students was very positive.
- Wellness packs were completed for all grade 5 students in the Division providing supplies and materials to help prepare for the transition to middle school.
- The Resiliency campaign was a success again this year and was well attended by the community.
- Psychology Club at W.R. Myers planned an event titled, "Drugs Over Dinner" on May 21st that was a great success. They raised \$1000 in grant money to pay for the dinner which was attended by 25 people, including some from the community. The evening provided an opportunity to engage in an open and honest conversation about drugs and addiction and everyone there found it helpful. The students hope to do it again next year.
- Daelynn will be facilitating PREPARE Training for the counselling staff from some of the school Divisions in the region, as well as some administrators and agency providers in our community. The focus of this training is to better prepare our teams to aid in school crisis prevention and response.
- The GSA meets every week at Myers and has organized an event for the community. They will be hosting a Friday afternoon feature film and then discussing equal rights at the Taber Public Library at noon on June 19th. The movie will be Selma.
- We are also looking at rolling out Mental Health Training for our teachers and curriculum for High School students. This training will take place in October and we will train staff in our Division to roll this program out. Amber is currently a trainer as well. The training is offered by Stanley Kutcher and the website is www.teenmentalhealth.org.

Career Counselling:

- We have renewed our subscription to "Career Cruising" for next year. This software is used throughout the division and is seen as a great resource for students as they proactively plan for the future.
- Garth and Kristin are busy completing career presentations to all students in the division taking Career and Life Management. (CALM)

High School Redesign:

- Clark and all Principal's involved in High School Redesign met with Alberta Education representatives to discuss the progress of their respective schools in the area of HSRD.

Hutterian Brethren Schools:

- Horizon Colony school teachers and assistants recently participated in the Alberta Colony Educators' Conference in Olds, AB, on May 14 and 15th. The conference was well organized by Golden Hills School Division and featured many pertinent colony-focused sessions. Workshop sessions included: balanced literacy practices within a multi-graded school, music resources available for colony-based teachers, differentiating between ELL and learning disability concerns, preparing colony students for writing provincial achievement tests in science and social studies, just to name a few.
- On Monday, May 26, colony teachers participated in our final professional development day for the present school year. Teachers participated in professional learning sessions on guided reading practices for pre-readers, listened to and viewed background information and examples of 'project-based learning' methodologies and how this could be incorporated into the colony school experience, as well as discussing the proposed 'collaborative intervention' processes that will be initiated to support colony students and teachers in the 2015-16 school year, including the targeting of struggling readers in grades 2 and 3.
- Students at Lomond Colony School are presently engaged in a 'Pheasants Forever' project where they are teaming with Alberta Conservation Association (ACA) to raise chicks to the stage of release. Members of the colony have assisted with the infrastructure and the guidance of the students as they feed and support the pheasants. Students are collecting data on the birds' development and engaged in many cross-curricular connections using the 'pheasant' theme. Maintaining and caring for one hundred fifty young pheasants, as well as learning about the stewardship of the ecosystem in which they live, has helped make the learning relevant and engaging for both the students, their teacher (Fleur Sweetman) and the community at Lomond Colony.
- Grade six and nine colony students participated in the writing of the ELA part A (writing) PAT on May 13th. The remaining PATs will be written in the final two weeks of school.
- IPP meetings, organized by our learning support teacher Mitzi Schmale, occurred in the first couple of days of this June. Teachers will be engaging parents on their child's 'instructional support plan' through conversations about their child's progress during the final portion of the school year.
- The upcoming school year is not that far off and the planning has been underway for the 2015-16 school year for some time now. Colony teachers, students, German teachers, elders and community members, along with the administration of Horizon Colony Schools, appreciate the support the Board and the Division Office provides to the colony schools' organization.

Teacher Evaluation:

- Completed evaluations for five first year teachers. All but two will be returning to Horizon next year.

College of Alberta School Superintendents:

- Attended the spring CASSIX meetings in Medicine Hat.

I.4 Associate Superintendent of Curriculum and Instruction Report

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

Literacy & Numeracy

1. Consulted with Rebecca Edwards (Chamberlain School) in relation to chairing the Numeracy Committee in 2015/2016.
2. Trained Lori Delaney on how to utilize the Fountas & Pinnell literacy benchmarks at the jr/sr high level.
3. Ordered literacy intervention resources for jr/sr high schools.

Inclusive Learning

1. Attended a session on the Blue Ribbon Panel.
2. Attended a collaborative response meeting at Chamberlain School.

3. Provided feedback to Dossier for ISP/ELL online program plans.

21st Century Learning Competencies

1. Met with the Southern Alberta Professional Development Consortium (SAPDC) to discuss professional learning opportunities and collaborative endeavours for 2015/2016. SAPDC assists with professional learning related to initiatives introduced in Inspiring Education: literacy, numeracy, competencies, high school redesign, technology integration, etc.

Technology

1. Inter-jurisdictional Resource Centre: Order forms and communication have been sent out to schools so teachers are able to order digital/online resources at a discounted price for the 2015/2016 school year.

Curriculum

1. Some locally developed courses have been acquired and some are being updated. They will be brought to the Board for approval in July or August.

Leadership

1. The last leadership cohort gathering was held this month. All participants shared their successes and philosophy of educational leadership.

Other

1. Assisted some schools with teacher interviews.
2. Attended the Community Grant Awards Banquet. Taber Christian, Taber Mennonite and L.T. Westlake received funds for various projects in their schools.
3. Attended the ERHS graduation ceremony.

COMMITTEE ITEMS

Moved by Jennifer Crowson that the Board meet in Committee.

Carried Unanimously

COMMITTEE
88/15

Moved by Bruce Francis that the meeting reconvene.

Carried Unanimously

RECONVENE
89/15

Moved by Derek Baron that the meeting adjourn

Carried Unanimously

MEETING
ADJOURNED
90/15

Original Signed August 24, 2015

Marie Logan, Chair

Original Signed August 24, 2015

Barb McDonald, Secretary