

# 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, May 19, 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

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

REGRETS: Rick Anderson, Trustee

## ACTION ITEMS

- A.1 Moved by Bruce Francis that the Board approve the agenda as presented with the following addition and change:

### Under Action Items:

A.8 D.A. Ferguson/W.R. Myers High School Capital Project Preliminary Design

### Under Discussion Items:

Removal of Item D.1 - Budget

	Carried Unanimously	AGENDA APPROVED 70/15
A.2	Moved by Jennifer Crowson that the Board approve the Minutes of the Regular Board Meeting held Tuesday, April 21, 2015 as provided in Enclosure 1 of the agenda.  Carried Unanimously	BOARD MEETING MINUTES APPROVED 71/15
A.3	Moved by Terry Michaelis that the Board approve the April/May Payment of Accounts report in the amount of \$7,956,409.62 as provided in Enclosure 2 of the agenda.  Carried Unanimously	PAYMENT OF ACCOUNTS REPORT APPROVED 72/15
A.4	Moved by Derek Baron that the Board award the Hays caretaking tender to K.T. Maintenance for a two-year term with the option for Horizon School Division to extend the contract for five years.  Carried Unanimously	HAYS CARETAKING TENDER APPROVED 73/15
A.5	Moved by Derek Baron that the Board award the Vauxhall High School caretaking tender to Allan Matthews for a two-year term with the option for Horizon School Division to extend the contract for five years.  Carried Unanimously	VAUXHALL HIGH SCHOOL CARETAKING TENDER APPROVED 74/15

A.6 On October 23, 2012, the Board of Trustees of Horizon School Division approved its participation in the Bull Creek Wind Power Project and authorized the execution of a Direct Sales Agreement with BluEarth Renewables Inc. (the Vendor).

As contemplated under the Direct Sales Agreement, the Board agreed to execute the ancillary agreements, documents, consents, acknowledgement and instruments that are reasonably and customarily required by the lender of the project to allow the Vendor to obtain financing for the project.

All such ancillary documents have been negotiated and reviewed by legal counsel representing the School Division to ensure their legitimacy and compliance with the Direct Sales Agreement and that such documents do not make the School Division liable in any respect to the lender of the project, except regarding confirming the obligation to purchase electricity from the project under the terms and conditions already agreed to under the Direct Sales Agreement.

The Bull Creek Wind Power Project Resolutions are therefore presented to the Board of Trustees for approval, including the appointment of the authorized signatories for the Board to negotiate, execute and deliver each of those Ancillary documents discussed below as follows:

1. A Trustee's Certificate

Signed by a Trustee, the purpose of the Certificate is to certify that each Board exists as a corporation and has the capacity and authority to sign and enter into each of the documents to be executed. This includes signatures of each of the Authorized Signatories, a copy of the Order of the Minister of Education that establishes the Board, copies of the Board's Policies or other governing documents (if applicable) and a signed copy of the Resolution of the Board of Trustees.

2. An Agency Agreement

Signed by authorized signatories, this document appoints the Fort McMurray Roman Catholic Separate School Division No. 32 as the Agent on behalf of all the Boards that are purchasers under the Direct Sales Agreements and recognizes that Bull Creek Wind Power Limited Partnership is the Vendor party under the Direct Sales Agreement.

3. A Consent and Acknowledgement Agreement

Signed by authorized signatories, this form acknowledges by the Board, that certain lenders have loaned money to Bull Creek Wind Power Limited Partnership for the purpose of constructing the wind farm contemplated in the Direct Sales Agreement and allows the lenders to step in to Bull Creek Wind Power Limited Partnership's shoes if Bull Creek Wind Power Limited Partnership defaults on its obligations under the Direct Sales Agreement.

Moved by Derek Baron that the Board of Trustees of Horizon School Division No. 67 authorize the signing of the Bull Creek Wind Power resolutions as provided in Enclosure 3 of the agenda.

Carried Unanimously

SIGNING OF THE  
BULL CREEK WIND  
POWER PROJECT  
RESOLUTIONS  
APPROVED  
75/15

A.7	Moved by Bruce Francis that the Board approve second reading of Policy HK <i>Student Assessment, Evaluation and Reporting</i> as provided in Enclosure 4 of the agenda.	Carried Unanimously	SECOND READING OF POLICY HK APPROVED 76/15
A.7.1	Moved by Jennifer Crowson that the Board approve final reading of Policy HK <i>Student Assessment, Evaluation and Reporting</i> as provided in Enclosure 4 of the agenda.	Carried Unanimously	FINAL READING OF POLICY HK APPROVED 77/15
A.8	Moved by Derek Baron that the Board approve t moving forward with preliminary engineering, technical and blueprint design investigations at a cost of up to \$50,000.00 utilizing the D.A. Ferguson/W.R. Myers re-modernization project planning funds that have been provided by Alberta Education.	Carried Unanimously	CAPITAL PROJECT PLANNING FUNDS APPROVED FOR PRELIMINARY INVESTIGATIONS

### INFORMATION ITEMS

#### I.1 Superintendent's Progress Report

- Meetings and conversations have been ongoing regarding student welfare and school practices. Dialogue has included multiple agencies and legal counsel to discuss interventions that ensure the learning needs and safety of individual students is being met but that the safety of all students is considered in some cases.

#### **Fiscal Responsibility**

- Implications stemming from Budget 2015 and Alberta's May provincial election are ongoing. Budget discussion with CASSIX and CASS are also ongoing as is dialogue with school principals regarding school reserve expenditure requests for 2015-16.

#### **Personnel Management**

- Given the current directive from Alberta Education regarding frozen head count for 2015-16 a meeting was held with George Epp regarding summer activities and conversations with the LGSM population.

#### **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. Five schools are part of the project and are providing further in-servicing to the remaining school leadership team.
- Conversations with Taber Adult Learning and the Lethbridge College are ongoing regarding the potential of offering adult trades programs in W.R. Myers after school hours. The hope is that as the community more regularly partakes in activities within the DAF/WRM complex that enrollment will be enhanced.

#### **Organizational Leadership and Management**

- Meetings with Sahuri, Alberta Education and Alberta Infrastructure are ongoing with regard to the Warner and Barnwell modernizations.

#### **Communications and Community Relations**

- A number of meetings and celebrations have taken place over the last month. These include but are not limited to
  - Meeting with the Council of School Councils representative attending the spring annual general meeting to clarify questions regarding Horizon's dual credit motion
  - Attending the APEX youth awards.
  - Met with parents of Hays school to discuss changes in classroom grading configurations

- Discussions with all staff at school staff meetings are ongoing. Conversations have tended to focus on Budget 2015 clarifications, staffing practice changes and board philosophical stances on items such as transportation, and ELL programming. Staff question and answer opportunities have been rewarding and provided insight into areas of concern for staff.
- Attended the DA Ferguson talent show
- Attended a number of graduations. A huge congratulation goes out to all of the Classes of 2015.
- Attended the Family Connection's resiliency celebration.
- Attended the Edwin Parr Awards banquet
- Attended the Vauxhall Baseball Academy fundraiser.

## **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, May 13, 2015 in Taber which included information on the following topics:

- Conversations regarding the C2 Committee becoming part of the Collective Agreement
- The South Zone Comprehensive School Health Team – A survey template will be sent out to jurisdictions with questions regarding the advocacy of student health
- The Provincial ASBA Budget was presented. Some of the following information was provided:
  - There will be an overall 9% decrease in the ASBA Budget
  - There will be a 2% decrease in membership fees
  - ASBA contracting services have increased by 5%
  - Registration fees have increased by \$25.00 per person for the Spring and Fall General Meetings
  - There will be no increase to the per diem or honorarium rates
  - There will be no increase in staff salaries
  - The National School Board Association membership fee of \$16,500.00 will not be renewed
  - A decision as to whether or not ASBA will retain their Canadian School Board's Association membership will be decided upon at the Spring General Meeting in Red Deer in June
- The 2015 Edwin Parr Awards were once again a success with nine outstanding first year teachers from Zone 6 being nominated. The winning teacher this year was Sterling Hamilton from the Medicine Hat Public School District

### **2.2 Administrators' Meeting Report**

Blair Lowry reviewed highlights of the Administrators' meeting which took place on 12, 2015

### **2.3 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:

#### **Horizon MAP – Vauxhall**

Outstanding site work at Horizon MAP is complete. Three hard surface (paving stone) student picnic areas were added to be utilized by students during breaks. Decorative rocks, stones, bushes and trees were also added. A sports area was not installed behind the school due to lack of room and the proximity to the building facility. Consideration for erecting a sporting area on the north east corner of the parking lot is underway.

#### **2015 Maintenance and Renewal (IMR)**

##### **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. The contract was awarded to the low bidding contractor. Stucco removal

and wall preparations will be done in house, while the brick installation and the stucco cap will be handled by the successful bidding contractor. Work is expected to be complete prior to the start of the 2015/16 school year

#### Enchant School

- 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 forthcoming

#### 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

#### Vauxhall Elementary School Exterior Columns

- Exterior column repair is complete. Water displacement improvement is underway to prevent further frost heaving and damage to structural columns.

#### Maintenance Projects

- Completed heating, ventilation and air-conditioning graphics for Vauxhall Elementary School modular classrooms.
- 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
- Set up irrigation for all schools.
- Fertilizing of all playing fields and green strips are underway. Additionally, spraying for weeds is primarily 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 DAF/WRM music room.
- In conjunction with the flooring replacement and upgrading through Infrastructure Maintenance and Renewal in Lomond School, Horizon facilities crews are also continuing the process of repairing corridor and classroom walls. Replacement wall covering is underway.
- Inspection and repair / replacement of playground equipment is underway. This project is ongoing and is being undertaken by certified facilities staff.
- LED lighting upgrading in various schools. Particularly in exterior lighting.

#### Maintenance work During February and March

During the past month, a total of 74 new Service request and generated preventive maintenance requests were submitted through Horizons electronic service request generating software, Asset Planner. Requests included climate control, plumbing, electrical, access, painting requests etc.

Several other Maintenance repair projects and preventative maintenance projects were undertaken. Graffiti removal, wall repairs and painting, plumbing and heating repairs, installation of tack boards, additional shelving installed in the band room of WRM/DAF, construction and installation of mill work in Hays School, rooftop unit repairs etc.

#### Caretaking Tenders

Invitations for the supply of caretaking services for Hays School and for Vauxhall Junior / Senior High School were advertised. A mandatory site tour was held in Vauxhall on Friday May 1 and in Hays on Friday May 8.

Six contractors attended the mandatory contract review and site tour at Vauxhall Jr./Sr. High School, while two contractors attended the Hays School meeting. Bidding deadline for both tenders was Friday May 15, 2015.

### **I.3. Associate Superintendent of Finance and Operations Report**

John Rakai provided the following report

- Mr. Rakai met with a representative of the Warner Community Hockey Society to review and update the Residence Lease, for the Students that are participating in the hockey school that are not residents of the area, and the Operating Agreement. A draft of the updates will be circulated to the society to identify the areas of change
- Participated in a Bull Creek Wind Power Project conference call regarding documents that were brought to the Board for approval and signing at today's Board meeting
- Travelled to Lethbridge to meet the new Facilities Technologist, Kimberly Murfin, from the Learning Facilities Branch of Alberta Infrastructure.
- Attended the ASBOA conference in Edmonton
- On May 12<sup>th</sup>, jurisdictions received a notice from the Deputy Minister, allowing school jurisdictions a one-month extension for their budget submissions to the province. School budgets will now be due June 30<sup>th</sup> rather than May 31<sup>st</sup>. This will allow the new government time to review the 2015-2016 school authority funding. Information will be shared with school jurisdictions as it becomes available so that budgets can be adjusted accordingly.

### **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:

- Round one of the hiring/transfer round for internal teaching positions has been completed with two teaching staff transferred to new schools within the division. Since then, external postings have taken place with approximately 30 teaching positions advertised. Over 500 applications have been received for these 30 positions with interviews currently taking place. The intent is to have all positions filled by the end of May.

### **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. Facilitated an adolescent literacy PD for teachers at VHS. Best practices, assessment, and intervention at the Jr./Sr. high level were discussed.
2. Numeracy Committee: Met with members of the Numeracy Committee to discuss recommendations in terms of assessment and direction for the 2015/2016 school year. The Committee recommends that schools use the testonline (Victoria, BC) assessment tool as a universal screen and then the Outcomes Based Mathematics Assessment developed by a teacher in Lethbridge School District for pre/post assessment and progress monitoring. The Committee would like to continue their work into 2015/2016 so they are able to discuss the implementation practice and move further into discussions in relation to instructional practices.
3. Rebecca Nelson from Chamberlain has agreed to chair the Numeracy Committee for 2015/2016. She will also facilitate PD for second year teachers on all division wide PD days in regard to best numeracy practices in the classroom.

#### Inclusive Learning

1. Instructional Support Plans (ISP) & Dossier: Ann Muldoon and I have been providing DOSSIER with input for customization of ISPs for Horizon.

#### 21<sup>st</sup> Century Learning Competencies

1. Science Olympics: Jr. high students from across the jurisdiction met on April 29<sup>th</sup> at the Civics Centre to partake in science-related activities and competitions.

#### Technology

1. Interjurisdictional 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.

**Director of Learning: Amber Darroch**

21st Century Learning Competencies

1. Blended Learning in high schools - exploration of best practices for delivering distance learning or online courses to high school students in small school settings is occurring. Effective use of available online coursework, referred to as blended learning, can complement the depth and breadth of course offerings in small schools, and is an aspect of High School Re-design.
2. CTF Implementation - In preparation for the implementation of Career and Technology Foundations in junior high/middle school in the fall, Amber is working with a committee of two teachers and an administrator to prepare some teacher resources. These CTF projects will be made available to all Horizon teachers who can use them.

Effective and Purposeful Use of Technology

1. Xerox Multi-function Business Machines - new equipment has been delivered the week of April 20th and training for staff is ongoing. Feedback from schools is being gathered right now to ensure a high satisfaction rate with the equipment and its functioning at each site. An option to purchase one of two recommended copiers is being extended to Hutterite colonies this week.
2. Lethbridge College Multimedia Students - the practicum for our two students has concluded. The two individuals, Kenneth Miller and Matthew Peleskey, produced the Edwin Parr nominee video, worked on many improvements to the structure of our division website, and developed a repository of Horizon photos available for use in future publications
3. Alberta Education Research Community of Practice - work is ongoing on this project focusing on implementing the Learning and Technology Policy Framework (LTPF). A session for all administrators was held in conjunction with the Administrators' Meeting on May 12, and the RCOP team will be attending a provincial session in Ponoka on June 1st.

Other

1. Online Substitute Teacher Dispatch/Teacher Absence Module - WR Myers and DA Ferguson continue the pilot of this service and all teacher absences are being managed this way within the two school communities. A recommendation about whether to extend this service to other schools will be made in June.

**COMMITTEE ITEMS**

Moved by Derek Baron that the Board meet in Committee.

Carried Unanimously

COMMITTEE  
79/15

Moved by Derek Baron that the meeting reconvene.

Carried Unanimously

RECONVENE  
80/15

Moved by Bruce Francis that the meeting adjourn

Carried Unanimously

MEETING  
ADJOURNED  
11/15

*Original Signed June 16, 2015*

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Marie Logan, Chair

*Original Signed June 16, 2015*

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Barb McDonald, Secretary