

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 21 2016 beginning at 1:30p.m. in the Eric Johnson Room.

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

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

ACTION ITEMS

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

Under Action Items:

- | | | |
|--|---------------------|---|
| A.6 – Minutes of the Special Board Meeting held on May 30, 2016 | Carried Unanimously | AGENDA APPROVED
84/16 |
| A.2 Moved by Jennifer Crowson that the Board approve the Minutes of the Regular Board Meeting held Tuesday, May 17, 2016 , as provided in Enclosure 1 of the agenda. | Carried Unanimously | BOARD MEETING
MINUTES APPROVED
85/16 |
| A.3 Moved by Rick Anderson that the Board approve the Minutes of the Special Board Meeting held Wednesday, June 1 2016 , as provided in Enclosure 2 of the agenda. | Carried Unanimously | SPECIAL BOARD
MEETING MINUTES
APPROVED
86/16 |
| A.4 Moved by Terry Michaelis that the Board approve the May/June 2016 Payment of Accounts Report in the amount of \$5,364,428.37 as provided in Enclosure 3 of the agenda. | Carried Unanimously | PAYMENT OF
ACCOUNTS REPORT
APPROVED
87/16 |

- A.5 Phil Johansen, Associate Superintendent of Finance and Operations provided the Board with an overview of the proposed 2016-2017 school year budget. The budget is balanced with the use of \$2.8 million in operating reserves. The \$2.8 million is composed of an operating cash deficit of \$1.2 million, \$480,000 unsupported amortization, \$680,000 infrastructure enhancements from board reserves and \$475,000 from school reserves. The budget includes the loss of revenue from the Board's January 2016 decision to eliminate basic instructional fees.

Mr. Johansen proposed a recommendation to the Board that \$2.8 million from Board Operating reserved be utilized in order to maintain front-line staff in spite of an enrollment drop. The budget allows with the Board's three-year plan and its commitment to supporting small rural schools. ([Click here](#) to read the Board Chairs' Press Release for more detailed information on the new budget.)

Moved by Bruce Francis that the Board approve the 2016-2017 budget with the draw of \$2.8 million from operating reserves as presented, and with the understanding that the Board will work towards creating a balanced budget

Carried Unanimously

2016 – 2017 HORIZON
SCHOOL DIVISION
BUDGET APPROVED
88/16

A.6 Moved by Bruce Francis that the Board approve the [Minutes of the Special Board Meeting held Monday, May 30, 2016](#) as provided in the handout that was distributed.

Carried Unanimously

SPECIAL BOARD
MEETING MINUTES
APPROVED
89/16

INFORMATION ITEMS

I.1 Financial Update

Jason Miller, Director of Finance, provided the Board with a financial report for the period ended May 31, 2016. [Click here](#) to view the full financial report.

I.2 Municipal Government Act Consultations

Marie Logan provided an overview of the Municipal Government Act Review Consultations that will be taking place throughout Alberta. The modernized MGA was introduced in the legislature on May 31, 2016. Delegates from Municipal Affairs will be travelling to 20 locations across Alberta during the summer months to discuss the proposed changes through public sessions. Board and Senior Administration representatives from Horizon will be attending sessions in Brooks and Lethbridge.

I.3 Superintendent's Progress Report

Wilco Tymensen's June report to the Board was enclosed in the agenda and included the following information:

Educational Leadership and Student Welfare

- Dialogue between schools and division office are ongoing. Conversation topics have included legal matters, policy, modernizations, process that ensure student safety and well-being, financial management, instructional leadership, staffing issues and off-campus activities
- Hosted Horizon's portion of AB Ed's International Education Familiarization Tour which included a tour of Vauxhall High School
- Met with AB Ed regarding Teacher Quality Standard, School Leadership Quality Standard, System Leader Standard and School Authority Leadership Quality Standard (See Appendix)

Fiscal Responsibility

- Associate Superintendent Phil Johansen will be bringing the 2016-2017 budget to the Board for approval. Phil has spent an inordinate amount of time restructuring the way the division creates and manages the budget.

Personnel Management

- Met with Barb Arend, new Principal of Erle Rivers High School regarding jurisdiction and school priorities
- The Human Resources department has been extremely busy this spring. Mr. Bosch will provide a more detailed update in his report.

Policy and Strategic Planning

- Senior Administrative Leadership Team meeting
- Met with Ab Ed. Regarding the jurisdiction's Three Year Education Plan (See Accountability Pillar Appendix)

Organizational Leadership and Management

- Met with Alberta Infrastructure, Alberta Education, Sahuri Architecture, Board representative, School Administration and Division Office representatives regarding the DAF/WRM modernization.
- Met with AB Ed regarding TEBA and collective bargaining
- Attended the ASBA SGM

- Reviewed and approved a multitude of year-end off-campus school extra-curricular field trip requests
- Worked with Amber Darroch and Division Office staff to finalize school calendars

Communications and Community Relations

- Attended the ATA FNMI symposium
- Met with Pete Lovering, Southgrow Regional Initiative regarding Green Certificate
- Guest speaker at D.A. Ferguson Middle School (Grade 6) regarding local government
- Attendance at a number of other meetings and celebrations that have taken place over the last month. These include but are not limited to:
 - VAB awards banquet
 - W.R. Myers graduation
 - Arden T. Litt graduation
 - Taber Mennonite School graduation
 - CASSIX
 - School Administrators' meeting

I.4 Board Member Pecuniary Interest

At every annual Board Organizational Meeting in the Fall. Board members are required to file a disclosure statement listing the names of all corporations, partnerships, firms, governments or persons in which they, their spouse/adult interdependent partner or children under 18 years of age have a pecuniary (monetary) interest. In the case of Board member Mr. Terry Michaelis, he excused himself from collective bargaining discussions as his spouse was a substitute teacher for Horizon School Division. Mr. Michaelis communicated that there is no longer a pecuniary interest as his spouse is no longer a substitute teacher.

I.5 Trustee Committee Reports

I.5.1 Zone 6 ASBA Report – Marie Logan

Marie Logan, Horizon's Zone 6 representative, provided an update of the Zone 6 meeting that took place on June 8, 2016 in Lethbridge. Topics of interest included:

- Information regarding a Zone 6 Governance Excellence Workshop that will be taking place on Wednesday, September 14, 2016 at the Holy Spirit School Division Office. The goal of this workshop is to improve the parliamentary understanding and skills leading to more effective governance at local Board tables, Zone 6 meetings and the ASBA Spring and Fall General meetings

I.5.2 ASBA Spring General Meeting Overview – Marie Logan

Marie Logan provided a summary of the outcomes of the Alberta School Boards' Association Spring General Meeting that was held in Red Deer the beginning of June as follows;

- The ASBA Board of Directors proposed a budget for 2016-2017 to member school boards that included a zero percent increase in membership fees, per diems and staff wages. Amendments to the proposed budget included a 1% increase to Board of Director per diems and honorariums at a cost of approximately \$1,600 annually. The proposed budget was further amended to include a 1% increase to ASBA staff salaries at a cost of approximately \$30,000 annually.
- 100% of ASBA member school boards supported advocacy to ensure that any amendments to the *Municipal Government Act* are protective of local school board autonomy, including but not limited to the management of existing school facilities, the planning, design, location and construction of new schools.
- 92% of ASBA member school boards supported that school boards be fully rebated the cost of the carbon tax levy.
- 95% of member school boards, representing 83.39% of students, supported an amendment to the current bylaw which removed the financial premium previously charged to Associate Members of the Association (elected First Nations boards of education under the auspices of band councils or Métis boards of education that operate school buildings).
- Member boards representing 84.33% of students, reaffirmed the current Association policy on Optimal Learning Environments which supports all students. The current policy states: "The Alberta School Boards Association believes optimal learning occurs in welcoming, caring, respectful, safe and healthy learning environments that respect diversity, foster a sense of belonging, and promotes

student wellbeing. Each student has the right to learn in inclusive environments where equality of opportunity, dignity, and respect are promoted.”

I.5.3 Facilities Committee Report – Derek Baron

Derek Baron, Facilities Committee Chair, provided a report to the Board on the work undertaken during the past month within the Facilities Department including:

- Maintenance Projects including:
 - Painting projects
 - Grounds at Horizon MAP
 - Chamberlain School Parking Lot
 - IMR
 - Capital Projects Including:
 - Barnwell School Modernization Update
 - Warner, DAF/WRM Modernization Projects

[Click here](#) to review the entire June 2016 Facilities Committee Report.

I.5.4 – May Administrators’ Meeting Report – Terry Michaelis

Terry Michaelis reviewed the highlights of the June 14th Administrators’ meeting. [Click Here](#) to review the entire June Administrators’ meeting summary.

I.6 Associate Superintendent of Finance and Operations Report

Phil Johansen provided a June 2016 update to the Board as follows:

- The majority of the Associate Superintendent’s time the past month has been consumed with working on the budget and school modernizations.
- The transition to MyBudgetFile has been a substantial project. It is substantially complete and should provide for more transparency and time efficiencies.
- There are no updates to the enrollment projections

I.7 Associate Superintendent of Programs, Services and Human Resources Report

Clark Bosch’s April report to the Board included the following information

- The Human Resources department has been busy with hiring, changing, altered 63 teaching contracts since May 9th.
- Effective August 31, 2016, Daelynn Takasaki has resigned from her position with Horizon School Division as Clinical Team Leader, however, she will still be conducting the Ed. Psych. Assessments for the Division. Angela Miller will be assuming the role as Horizon’s new Clinical Team Leader.
- Due to the resignation of Tanya Harvey, Andra Johnson has been hired as the new Early Learning Supervisor for Horizon
- There are postings in place for Counselling positions that need to be filled
- Principals are working on hiring support staff for their schools
- 31 teaching staff evaluations have been completed.

I.8 Associate Superintendent of Curriculum and Instruction Report

- Assessment & report cards - all elementary schools and 8 of 13 junior high/middle schools
- Student Learning Assessment - Grade 3 SLA has been piloted for the past two years and Horizon has participated fully. For 2016-17, Alberta Education has made further improvements to the SLA, but they are limiting participation to only 20 jurisdictions. All elementary principals were asked about their support and only one school preferred to withdraw, but can live with going along with the rest of the group. We will submit our application and wait to see if we are one of the 20 school authorities selected.
- Technology Summer Work - three schools being evergreened: ACE, Central, Dr. Hamman. Over 100 new projectors will be installed to replace much older models, and wireless infrastructure upgraded (over 100 access points) so all schools meet same standard of coverage in every classroom. This brings Horizon’s schools to an excellent standard of technology as we work towards implementing Alberta Education’s Learning and Technology Policy Framework.

- Curriculum Development - Alberta Education will be requesting a rep from each division (I - IV) for each of the six subject areas. Beginning phase is a needs assessment and there will be three 3-day sessions before Christmas 2016 and one more session in the new year. The goal is to create the front matter and scope and sequence.
 - Arts Education
 - Language Arts (English, French, and Français)
 - Mathematics
 - Social Studies
 - Sciences
 - Wellness
- International Education - Wilco and Marie participated in an agent familiarization tour when a delegation of international agents (China, Japan, Mexico) travelled through Southern Alberta last month. Thank you to Vauxhall High School for hosting the delegation.
- The Director of Learning (Curriculum and Instruction) continued important work with school staff, committees, and individual teachers, in areas of wellness, literacy and numeracy.

Correspondence

No items of discussion came forward from Correspondence as provided in Enclosure #4 of the agenda.

COMMITTEE ITEMS

Moved by Bruce Francis that the Board meet in Committee.

Carried Unanimously

COMMITTEE
90/16

Moved by Terry Michaelis that the meeting reconvene.

Carried Unanimously

RECONVENE
91/16

Moved by Rick Anderson that the meeting adjourn

Carried Unanimously

MEETING
ADJOURNED
92/16

Marie Logan, Chair

Barb McDonald, Secretary