

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, May 16, 2017 beginning at 1:00p.m. in the Eric Johnson Room.

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

ALSO PRESENT: Dr. Wilco Tymensen, Superintendent of Schools
Phil Johansen, Associate Superintendent of Finance & Operations
Amber Darroch, Associate Superintendent of Learning Services
Anita Richardson, Associate Superintendent of Programs and Human Services
Nikki Jamieson, Taber Times
Sheila Laqua, Recording Secretary

REGRETS: Terry Michaelis

ACTION ITEMS

- | | | |
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| A.1 | Moved by Blair Lowry that the Board approve the agenda with the following additions:

A.7 Barnwell Matching Contributions
A.8 D.A. Ferguson Modernization Windows | AGENDA APPROVED
57/17 |
| | Carried Unanimously | |
| A.2 | Moved by Derek Baron that the Board approve the Minutes of the Regular Board Meeting, held Tuesday, April 25th, 2017 as provided by Enclosure 1 of the agenda. | BOARD MEETING
MINUTES APPROVED
58/17 |
| | Carried Unanimously | |
| A.3 | Moved by Jennifer Crowson that the Board approve the May 2017 Payment of Accounts report in the amount of \$2,347,119.00 as provided in Enclosure 2 of the agenda. | PAYMENT OF ACCOUNT
APPROVED
59/17 |
| | Carried Unanimously | |
| A.4 | Moved by Bruce Francis that the Board award the Barnwell School Caretaking Services Contract to Allan Matthews. | BARNWELL SCHOOL
CARETAKING SERVICES
APPROVED
60/17 |
| | Carried Unanimously | |
| A.5 | Moved by Bruce Francis that the Board award the Lomond Community School Caretaking Services Contract to Janina Friesen. | LOMOND SCHOOL
CARETAKING SERVICES
APPROVED
61/17 |
| | Carried Unanimously | |
| A.6 | Moved by Bruce Francis that the Board award transportation services contract to First Student using pricing Option 1. | FIRST STUDENT
TRANSPORTATION
SERVICES PRICING
OPTION 1 APPROVED
62/17 |
| | Carried Unanimously | |
| A.7 | Moved by Jennifer Crowson that the Board approve extending the deadline of Motion 71/16 (matching contribution) from May 31, 2017 to August 31, 2017. | EXTENDING DEADLINE
FOR MATCHING
CONTRIBUTION TO
AUGUST 31, 2017 |

- Carried Unanimously
- A.8 Moved by Bruce Francis that the Board approve \$465,000. 00 from board reserves for window replacement in the 1960 section of DAF during the DAF Modernization.

\$465,000 FROM BOARD
RESERVES FOR D.A.
FERGUSON WINDOW
REPLACEMENT
64/17

Carried Unanimously

DISCUSSION ITEMS

D.1 Board Tour

On June 12, 2017, Horizon School Division Board of Trustees and Senior Administration will be visiting the following Colony Schools: Goldspring, Miltow, Bluegrass, and Elmspring. Trustees and SALT will meet at Division Office at 8:30am and travel to Goldspring Colony by 9:40am.

D.2 Assurance in the K-12 Education System

- [Click here](#) to see the May 2017 Accountability Pillar Overall Summary
- On May 5, 2017, Minister Eggen and Deputy Minister Clarke announced a review of assurance in the K-12 education system. As a part of that review, Alberta Education is inviting representatives from Public, Separate and Francophone school boards to attend an all-day session to provide input on the future direction of assurance and accountability in the K-12 education system. Participants will have an opportunity to engage in discussion focused on what evidence needs to be provided in order for Albertans to trust and have confidence in Alberta's K-12 education system.
- Marie Logan, Board Chair, and Wilco Tymensen, Superintendent will be attending the June 7th meeting in Edmonton.

D.3 Employee Years of Service Recognition

Each year Horizon School Division recognizes staff members who will be receiving the years-of-service recognition award. Trustees will be presenting this award to staff member who have reached 5, 10, 15, 20, etc. years with Horizon School Division.

INFORMATION ITEMS

I.1 Superintendent's Report

Wilco Tymensen's May report to the Board included the following:

Educational Leadership and Student Welfare

- Dialogue between schools and division office are ongoing. Conversations/topics typically focus on processes that ensure student safety and well-being, financial management, instructional leadership, and legal matters such as grievances. This month they also included budgeting, staffing, facility use, off-campus excursions and parent concerns.

Personnel Management

- Two principal evaluations concluded this month
- Eleven principal reappointment concluded this month

Policy and Strategic Planning

- Senior leadership team attended Leadercast in Lethbridge

Fiscal Responsibility, Organizational Leadership and Management

- CUPE Labour Management Meeting
- AB ED/ASBA meeting: ATA Collective Bargaining regarding central table matters)
- Preparation for ATA Collective Bargaining (Local Table Matters)
- DAF/WRM modernization meetings are ongoing

- Budget 2017 work is ongoing.
- AB ED Nutrition Grant submission – 2 schools will be participating with breakfast or lunch being provided

Communications and Community Relations

- A number of meetings and celebrations were attended over the last month. These include but are not limited to
 - Admin Meeting
 - Staff meeting
 - Spark Fair
 - Student Resiliency Celebration
 - Edwin Parr Banquet
 - Jerry Jensen’s Funeral and
 - School Graduations

I.2 Trustee/Committee Reports

I.2.1 Zone 6 ASBA Report

- Marie Logan, Zone 6 representative, shared information from the last Zone Meeting held on May 10th, 2017 at the Horizon School Division Board Office. Highlights included the following:
- The morning meeting consisted of Provincial ASBA budget information and a Zone 6 budget. At the provincial level, membership and service fees will be increasing effective September 2017, but are still below business levels as ASBA is continuing to subsidize costs.
- The afternoon session included presentations on Fentanyl, E-cigarettes, cannabis and Comprehensive Health Partnership’s Academy for Tobacco Prevention for Grades 4-6.
- The Edwin Parr Banquet was held that evening at the Heritage Inn.

I.2.2 Administrator’s Meeting Report

Derek Baron reviewed the highlights of the May 2nd, 2017 Administrator’s meeting. [Click here](#) to review the entire meeting summary.

I.2.3 Facilities Report

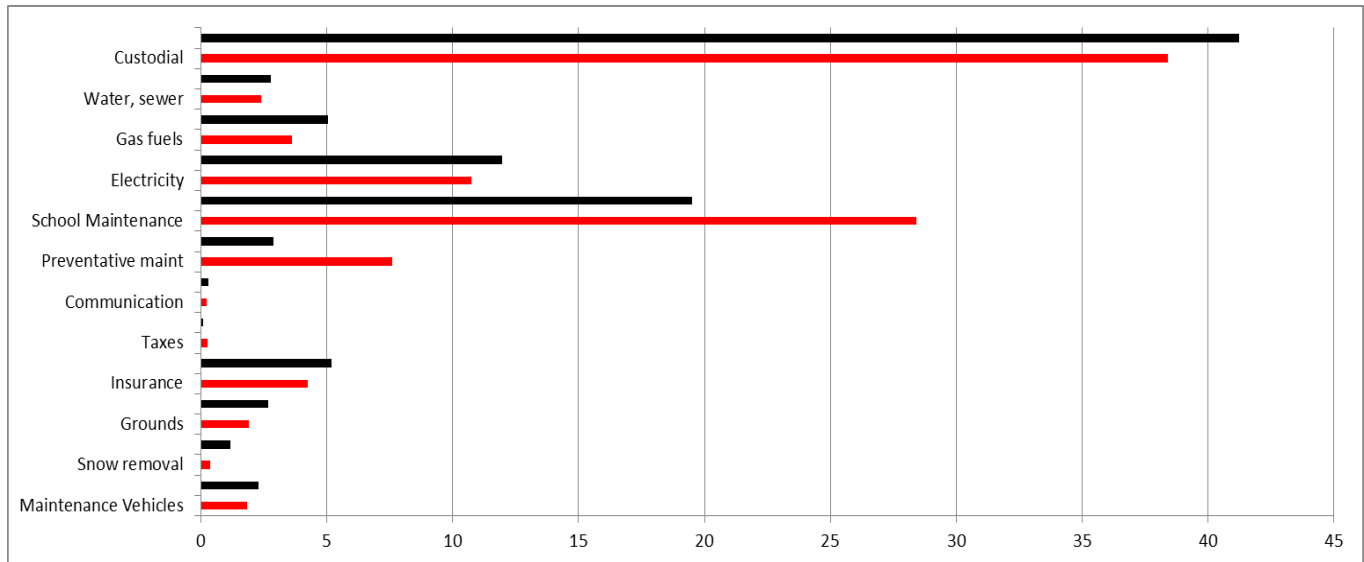
Bruce Francis, Facilities Committee Chair, provided a report to the Board on the work undertaken during the past month within the Facilities Department and included the following highlights:

- Barnwell School
 - The general contractor has continued to make excellent progress in continuing on the second phase of the major modernization at Barnwell School. With no delays to speak of, the project should be fully complete with construction crews off the site well before the return of students in the 2017-18 school year.
- Barnwell School Site work
 - Site work start date will be determined by the successful completion of phase two of the school modernization. With the project currently being ahead of schedule, it is expected that all site work will be finalized and ready for use by the start of the 2017/18 school year.
- Warner School
 - Demolition of the first phase is complete and the construction of new space is progressing well. Additional heavy steel bracing will be installed in the 1957 section to accommodate snow and wind loads.
 - Additional fire separations are being installed to enhance the life safety plan within the scope of the renovations

- Facilities funding expenditures

The chart below indicates funding expenditures (by percentage) by the facilities department in comparison to 18 other school jurisdictions in Alberta. Black lines indicate the average while red indicate actual usage for Horizon School Division No. 67.

The chart does not include IMR or board funded expenditures which are entirely allocated towards schools and school outbuildings.



I.3 Associate Superintendent of Finance and Operations Report

Phil Johansen provided an update to the Board as follows:

- Attended the ASBOA Annual Conference in April
- Finalized the Transportation Contract with First Student
- Has been working with school on their budgets
- Preparing for the Fall election

I.4 Associate Superintendent of Learning

Amber Darroch, Associate Superintendent of Learning shared the following May 2017 update with the Board.

Learner Services lead team members:

Amber Darroch, Associate Superintendent

Terri-Lynn Duncan, Director of Learning (Curriculum & Instruction)

Robbie Charlebois, Director of Learning (Inclusive Education)

Angela Miller, Clinical Team Lead

George Epp, Low German Mennonite Liaison Worker

KEY ACTION AREA #1:

Strong core instruction that develops student competencies

- All Horizon teachers and school leaders participated in the final **Division-Wide Professional Learning** day on May 1st where the collaborative groups met for the second full day. Teachers reported a 95% satisfaction rate with the day and 96% of teachers wish to see this approach to professional learning continue in 2017-18.
- Robbie and Amber were part of the team attending the **Provincial CASS First Nations, Metis & Inuit Gathering** in Edmonton. Keynote presentations and breakout sessions served to inform strategies for system leadership and building foundational knowledge about indigenous people.
- This month, the Learner Services Directors and Associate have completed the **teacher supervision and evaluation process** with their assigned teachers on probationary contracts. Robbie also celebrated a successful evaluation of the Supervisor of Early Learning.
- The team is engaging the **budget process** to ensure appropriate supports and services are in place at the division level to support priority areas in moving forward.
- Consultations have occurred with a number of schools to support their **improvement planning** to finish this year and to launch 2017-18 successfully.
- Horizon students participated in the **Skills Canada Regional Competition** at Lethbridge College, and

Terri-Lynn served as a judge for the culinary event.

- Amber and Terri-Lynn joined 9 Horizon teachers at a regional consultation on **Alberta Education's new draft curriculum**. The scope and sequence (what should be taught for each subject and in what order) is being released for feedback for each of the six subject areas. The specific learner outcomes for K-4 will be developed during the 2017-18 school year and release for review this time next year.

KEY ACTION AREA #2:

Response to Instruction and Intervention Framework to improve literacy and numeracy proficiency

- **Learning Support Teachers** representing all schools met for their final session of the school year to review end of year procedures and planning for next year.
- **Student transition planning** continues in May and through the end of the school year to support students with significant needs as they transition from one grade to the next, including transitions to new schools or into the world of work after high school.
- The **Horizon Inclusive Practices Cohort** had its final meeting on May 2 and developed a communication plan for how to share the work completed with other Horizon educators by October 2017. This very dedicated, positive group achieved a great deal of successful collaboration and learning.

KEY ACTION AREA #3:

Stakeholder engagement impacts student success

- The **Low German Mennonite Liaison** work this past month has focused a great extent on individual student concerns, including the tragic collision that claimed the lives of two youth. Communication with parents about where their children will be attending next year are also central.
- For **international students** in 2017-18, it is expected that Horizon will at least host a student from each of Spain and Vietnam. Additional students are expected in partnership with the regional agency, GPI. Terri-Lynn attended the Canadian Association Public Schools International (CAPSI) in Calgary to learn about International Education and what other school divisions across Canada are doing to promote their school divisions.
- A **Healthy Schools** celebration with participating Horizon schools will be held on May 31st and is being planned in collaboration with the Alberta Healthy Schools Wellness Coordinator. Schools have received seed funding for school-based wellness initiatives.

LEADERSHIP PRACTICES

- The second of two Alberta Education **School Technology Advisory Committee** (STAC) meetings was held on May 3rd and Amber attended as a member of this committee. Horizon is one of twelve public boards represented on this stakeholder committee advising Alberta Education Technology Leadership Branch on needs across the province.
- Senior administrators and directors attended the "**Leadercast**" simulcast event on May 5th at Lethbridge College. Nine international speakers spoke to the overall theme of the *Power of Purpose*.

I.5 Associate Superintendent of Programs and Human Services Report

Anita Richardson, Associate Superintendent of Programs and Human Services, shared the following April 2017 update with the Board.

Human Resources

- 2018-2019 Calendar is currently receiving feedback from schools
- Attended two sessions on bargaining – Central and Local matters

Leadership Practices

- Continuing with teacher evaluations for probationary teachers and working with principals in areas of concern
- HS Redesign – had our spring meeting with Dan and Susan. Principals have made some commitments for next year's HS Re-design in their buildings and in the Division.
- Where invited, supporting Principals working with tight budgets and decreased staffing in regards to timetable development

Stakeholder Engagement Impacts Student Success

- OurSchool aggregated student data being shared with Principals
- After a difficult few months, the SOSQ Student Voice Survey set-up is complete. Training for Principals is forthcoming

FNMI

- Attended the joint CASS/Alberta Education, First Nations, Metis, Inuit Education Gathering with 4 other Indigenous Committee Members
- Attended a Poverty Simulation

Correspondence

No Discussion items came forward from the Correspondence as provided by Enclosure 7 of the agenda.

COMMITTEE ITEMS

Moved by Derek Baron that the Board meet in Committee.

Carried Unanimously

COMMITTEE
65/17

Moved by Jennifer Crowson that the meeting reconvene.

Carried Unanimously

RECONVENE
66/17

Moved by Rick Anderson that the meeting adjourn

Carried Unanimously

MEETING
ADJOURNED
67/17

Marie Logan, Chair

Sheila Laqua, Executive Secretary