

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 Wednesday, March 27th, 2019 beginning at 1:00 p.m. in the Eric Johnson Room.

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

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
Cole Parkinson, Taber Times
Sheila Laqua, Recording Secretary

REGRETS: Blair Lowry, Trustee

ACTION ITEMS

- | | | |
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| A.1 | Moved by Rick Anderson that the Board approve the agenda. | AGENDA
APPROVED
179/19 |
| | Carried Unanimously | |
| A.2 | Moved by Jennifer Crowson that the Board approve the Minutes of the Regular Board Meeting, held Wednesday, February 27th, 2019 as provided by Enclosure #1 of the agenda. | BOARD MEETING
MINUTES APPROVED
180/19 |
| | Carried Unanimously | |
| A.3 | Moved by Derek Baron that the Board approve the March 2019 Payment of Accounts in the amount of \$2,426,682.48 was provided in Enclosure #2 of the Agenda. | PAYMENT OF ACCOUNT
APPROVED
181/19 |
| | Carried Unanimously | |
| A.4 | Move by Bruce Francis that the Board accept the Associate Superintendent of Finance and Operations recommendations to cancel their participation in the installation of the Solar Technology System initiated as a part of the modernization of D.A Ferguson/W.R. Myers based on the result of the structural evaluation performed by MPE Engineering. | CANCEL PARTICIPATION
IN SOLAR TECHNOLOGY
SYSTEM
182/19 |
| | Carried Unanimously | |

DISCUSSION ITEMS

D.1 Rebranding - Logo

The Board discussed the notion of initiating a rebrand of the Horizon School Division logo. Amber Darroch, Superintendent of Learner Services led the discussion and provided examples of what a rebrand could entail and shared pre and post logos from other organizations that have undergone a rebrand. Board members were responsive of exploring a rebrand and provided their input to the following questions to lay the foundation for a rebrand:

- 1 Which adjectives describe the look we are going for? Example: (clean, simple, casual, professional, serious, family, down to earth, smart, funky, cool, warm, fun, inviting, cutting edge, approachable etc...)
- 2 What are the elements of our current logo we want to preserve (if any)?

3. In what ways might you feel our current logo is *not* working for us?
4. Can you think of any other brands or logos that you think we should use as inspiration for our new division logo? (Something that has the look and feel that you want to see in our new logo?)

INFORMATION ITEMS

I.1 Superintendent's Report

Wilco Tymensen, Superintendent, shared the March 2019 updated with the Board:

Educational Leadership and Student Welfare

- Meetings and dialogue between schools and division office are ongoing. Conversations/topics typically focus on processes that ensure student safety, well-being, and conduct; financial management; and instructional leadership. This month they also included budgeting, staffing, transportation, off-campus excursions, student and staff conduct and discipline, and guidance with regard to student and parental concerns.
- School visits since the last Board meeting included: ACE Place, Central School, D.A. Ferguson Middle School, Dr. Hamman Elementary School, Horizon Mennonite Alternative Program, Erle Rivers High School, L.T. Westlake Fine Arts School, Lomond School, Milk River Elementary School, Vauxhall Elementary School, W.R. Myers High School, Warner School
- Horizon senior leadership are organizing the College of Alberta School Superintendent and Alberta School Business Officials of Alberta summer conference in Waterton. Meetings are ongoing.
- The last Administrator Leadership Symposium planning session occurred and the symposium was attended by 45 school leaders. The day and a half included three half day sessions that explored planning, instruction, and planning as it relates to the new Teaching Quality Standard

Personnel Management

- School staff at eight schools were surveyed with regard to principal performance as part of those principal's evaluation. Dialogues occurred with the eight principals based upon the new Leadership Quality Standard. A focus of the dialogue also included self-reflection and professional growth based on staff survey feedback.
- The principals of Vauxhall Elementary School and D.A. Ferguson Middle School have communicated their intention to retire at the end of the 2018-2019 school year. The recruitment process has concluded and I was pleased to be able to announce that Mr. Darryl Moser will be the principal of D.A. Ferguson and Mrs. Sharon Skretting will be the principal of Vauxhall Elementary School commencing with the 2019-2020 school year.
 - Mr. Darryl Moser's transfer has resulted in an opening at Central School and the recruitment process has begun to seek a new principal at Central School. Meetings with school staff and school councils have occurred to collect input in order to develop a profile of the ideal candidate.

Policy and Strategic Planning and Reporting

- The teacher evaluation review committee has met to provide input into the new teacher evaluation policy. Members also provided extensive feedback that will allow senior administration to create templates and support documentation for principals as they commence teacher evaluation in 2019-2020 using the new Teaching Quality Standard.

Fiscal Responsibility, Organizational Leadership and Management

- Given the uncertainty in funding in 2019-2020, due to the upcoming election and delay in the budget, planning for 2019-2020 is being approached more conservatively than normal. Staffing conversations have occurred. Given the government's announcement that our budget submission deadline has been extended to June 30, it is anticipated that staffing and other budgetary decisions will be delayed this year. Meetings with all principals have occurred regarding preliminary allocations. Upon release of the budget, further decisions may need to be made with regard to these allocations with the budget coming to the Board for final approval at the June Board meeting.
- Attended a law session put on by McClelland Law. The session reviewed recent case law that has a direct impact on educational decision making. Cased focused primarily on teacher competence and conduct issues.

Communications and Community Relations

- A number of meetings and celebrations were attended over the last month. These include but are not limited to
 - Division Office staff meeting

- Senior Administrative Leadership Team meeting
- The APEX awards came to fruition. While I was able to assist in decorating, regrettably I was unable to attend the event. I would like to formally thank all the APEX committee members and specifically two APEX committee members from Horizon, Dorthea Mills, and Sheila Laqua, for all the work they did on making this year's event such a huge success.
- Teacher Evaluation review committee
- Attended the College of Alberta School Superintendent spring annual general meeting and taught the Superintendent Quality Leadership Standard in-service in order for CASS system leaders to acquire the newly created SLQS credential.
- Board tours – visited the following schools with the board (Arden T. Litt, Chamberlain, Barnwell, Evergreen colony, and Midland colony)
- Taber Lethbridge College Advisory Committee meeting – unpacked the Taber and area community survey

I.2 Trustee/Committee Reports

I.2.1 Zone 6 ASBA Report

Marie Logan shared the following March 2019 Zone 6 ASBA meeting update with the Board:

- ASBA will be meeting with each political party about education and will also inform the parties about ASBA. Following the meeting, a summary will be emailed to members.
- A tool kit for Superintendent's evaluation is being developed.
- The Second Languages Committee sent out a questionnaire asking if Divisions taught Indigenous languages
- ASBA has partnered with Headstong to have a mental health session at the Spring General Meeting.
 - [Provincial Youth Mental Health Summit poster](#)
- Suggested topics for upcoming Professional Development at Zone meeting included vaping & vaccinations
- ASBA will be co-hosting the Saskatchewan Canadian School Board Associations (CSBA) Conference in 2020
- Charlene Bearhead presented on: engaging Indigenous families and community, Indigenous representation in our school, supporting Indigenous students and how to approach policy change.

I.2.2 Facilities Report

Bruce Francis, Facilities Committee Chair, provided a report to the Board on the work undertaken for the month of March 2019:

- Capital Project – D.A. Ferguson/W.R. Myers
 - Occupancy date for phase one of the modernization remains fluid and may be pushed back to the end of June
 - Many critical items remain to be completed before school Board responsibilities can begin
- The Board's 3-yr capital plan which was approved earlier this year has been submitted
- 2020 IMR planning is underway
- The Vauxhall High School off-the-grid (solar) system for their greenhouse is nearing completions.

I.3 Associate Superintendent of Finance and Operations Report

Phil Johansen provided a March 2019 update to the Board:

- Due to the election the Minister has extended the budget submission due date to June 30th
- Working on budgeting using the current context and incorporating the ability to adjust the budget based on the release of the provincial budget following the election
- School generated funds are being shared with school councils

I.4 Associate Superintendent of Learner Services Report

Amber Darroch, Associate Superintendent of Learner Services, shared the following March 2019 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

KEY ACTION AREA #1:

Strong core instruction that develops student competencies

- During the **School-based Professional Learning day on March 8**, Terri-Lynn and Cynthia Parr from SAPDC provided learning on the New Curriculum and Planning for teachers in Milk River Elementary and Warner school. Sharon Skretting, Assessment Coach, worked with the Horizon MAP teachers.
- Eleven teachers and Terri-Lynn finished their 4 sessions of **Guided Math**. Teachers were grateful for the opportunity to learn and grow in math instruction and felt that the 4 sessions that were provided. " It has invigorated and altered the way I instruct Math, for the better. I truly love teaching math this way, and I find the kids MUCH more engaged, even the student that struggle." (Teacher comment)
- Angela Miller and Terri-Lynn are facilitating a book study with school-based **Health Champions and Family School Liaison Program staff** on "*Kids These Days*" by Jody Carrington. The book and its author will be featured at an upcoming **Interjurisdiction Wellness Day** focussed on Mental Health and Wellness, with Holy Spirit School Division. The books were purchased through the Health and Wellness Grant Fund that Horizon received in the fall.
- Amber attended a one-day event with four principals on the "**Leader in Me**" program, the school-based offshoot of Franklin Covey's Seven Habits of Highly Effective People. Leader in Me helps build a culture of student leadership, strong relationships, and social-emotional skills within a school and is also directly correlated with improvement in student achievement and engagement.
- Benita Peters, Low German Mennonite Consultant, continues to work with schools in implementing the **LGM Language and Culture locally developed course**, including the selection of culturally appropriate classroom materials.
- Sharon has done a lot of **assessment coaching** with at least 8 schools this month and has been very active consulting with school administrators, secretaries, and teachers as March report cards are being issued.

KEY ACTION AREA #2:

Response to Instruction and Intervention

- All **learning support teachers** created a 20-minute presentation to share with their school teams, sharing the highlights and key learnings from two days of professional learning with Shelley Moore. Shelley Moore brings a strong message about Inclusion and planning instruction to meet the needs of all students.
- Clarity was sent regarding **time-out, seclusion, and physical restraint**, following the directive from the Minster that seclusion rooms are banned in schools unless special permission is granted.

LEADERSHIP PRACTICES

- The **Science Olympics** date was changed to April 30, 2019, in Warner, we would like 3 trustees to come and help judge the 3 events if possible.
- Five Educational Assistant staff attended the first day of a two day **EA Community of Practice** opportunity funded and developed by SWRCSD. Robbie is on the sub-committee for developing these sessions for EAs within the region.

- Robbie attended a full day workshop focused on going deeper with **Collaborative Response Model** implementation in schools.
- Alberta Education is requiring that school jurisdictions have a process in place by Fall 2020 to **digitize student records**. A student record includes annual registration forms, report cards, attendance summaries and other key information related to a student. Amber is collaborating with colleagues within the zone to establish a process and supports for schools to adopt implement this work.
- Amber attended the **CASS Board of Directors** meeting on March 7 & 8 and the **Alberta Assessment Consortium Board of Directors** meeting on March 25.
- The **division web service provider** contract is coming due at the end of this school year and a number of companies were considered before a shortlist of three companies were invited to make full presentations to Amber and an ad hoc committee. The following representatives joined Amber included: Jim Steed, Ahmed Abuhkshim, Sharon Skretting, Chris Ward, Scott Petronech and Dorthea Mills. The committee used a scoring tool to rank the three service providers. The group unanimously selected Box Clever as its top pick, a company based in Sherwood Park, AB who is currently serving 18 school districts in Alberta, among other clients.
- In conjunction with the division website re-design, a **new Horizon logo** is under development.

I.5 Associate Superintendent of Programs and Human Services Report

Anita Richardson, Associate Superintendent of Programs and Human Services shared the following March 2019 report with the Board:

- Met with principals and teachers regarding staffing for 2019-2020 school year
- Evaluations for probationary teachers are nearing fruition
- Horizon's Edwin Parr nominee is – Amy Shim, Dr. Hamman's Grade 1 teacher
- Has attended Professional Development and Learning meetings throughout the month

I.6 Barnwell National Coding Champion

- Congratulations to Barnwell School who participated in a coding competition won for Alberta, then went on to win the National championships!

Correspondence

No Discussion items came forward from the Correspondence as provided by Enclosure #3 of the agenda.

COMMITTEE ITEMS

Moved by Derek Baron that the Board meet in Committee.	Carried Unanimously	COMMITTEE 183/19
Moved by Bruce Francis that the meeting reconvene.	Carried Unanimously	RECONVENE 184/19
Moved by Christa Runka that the meeting adjourn.	Carried Unanimously	MEETING ADJOURNED 185/19

Marie Logan, Chair

Sheila Laqua, Executive Secretary