

# 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 Thursday, April 18<sup>th</sup>, 2019 beginning at 11:30 a.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  
Anita Richardson, Associate Superintendent of Programs and Human Services  
Cole Parkinson, Taber Times  
Sheila Laqua, Recording Secretary

REGRETS: Amber Darroch, Associate Superintendent of Learning Services

## ACTION ITEMS

- |     |  |                     |   |
|-----|--|---------------------|---|
| A.1 | Moved by Blair Lowry that the Board approve the agenda.  | Carried Unanimously | AGENDA<br>APPROVED<br>186/19                          |
| A.2 | Moved by Derek Baron that the Board approve the <a href="#">Minutes of the Regular Board Meeting, held Wednesday, March 27<sup>th</sup>, 2019</a> as provided by Enclosure #1 of the agenda. | Carried Unanimously | BOARD MEETING<br>MINUTES APPROVED<br>187/19           |
| A.3 | Moved by Jennifer Crowson that the Board approve the <a href="#">April 2019 Payment of Accounts</a> in the amount of \$2,278,200.64 was provided in Enclosure #2 of the Agenda.              | Carried Unanimously | PAYMENT OF ACCOUNT<br>APPROVED<br>188/19              |
| A.4 | Move by Bruce Francis that the Board approve the first reading of <a href="#">Policy GCM – Professional Growth Planning</a> as provided by Enclosure #3 of the agenda.                       | Carried Unanimously | FIRST READING OF<br>POLICY GCM APPROVED<br>189/19     |
| A.5 | Move by Christa Runka that the Board approve the first reading of <a href="#">Policy GCMA – Staff Supervision</a> as provided by Enclosure #4 of the agenda.                                 | Carried Unanimously | FIRST READING OF<br>POLICY GCMA<br>APPROVED<br>190/19 |
| A.6 | Move by Derek Baron that the Board approve the first reading of <a href="#">Policy GCN – Teacher Summative Evaluation</a> as provided by Enclosure #5 of the agenda.                         | Carried Unanimously | FIRST READING OF<br>POLICY GDN APPROVED<br>191/19     |
| A.7 | Move by Blair Lowry that the Board approve the first reading of <a href="#">Policy GCNN – Principal Evaluation</a> as provided by Enclosure #6 of the agenda.                                | Carried Unanimously | FIRST READING OF<br>POLICY GCNN<br>APPROVED<br>192/19 |

## DISCUSSION ITEMS

### D.1 Graduation Dates

Members of the Board of Trustees and Senior Administrators will be attending upcoming graduation ceremonies throughout the Division.

### D.2 Edwin Parr Awards Attendance

The Edwin Parr Awards will be held on Wednesday, May 15<sup>th</sup>. Members of the Board and Sr. Administration will be attending the event. Horizon School Division nominated Amy Shim, a grade 1 teacher from Dr. Hamman School.

### D.3 Lomond Multi-Purpose Facility Request

Due to the ongoing construction of the Lomond Community Centre, the Board approved the use of the Lomond Multi-Purpose Facility on June 22, 2019 for a reception and dance.

### D.4 Statement of Support to Help Save Crucial Tobacco Legislation

Board members agreed to sign a statement of support to stop the repeal of important legislation to protect thousands of Alberta youth from the hazards of tobacco, smoking and vaping.

## INFORMATION ITEMS

### I.1 Superintendent's Report

Wilco Tymensen, Superintendent, shared the April 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 instructional and assignable time, staffing, short listing, transportation, off-campus excursions, student and staff conduct and discipline, and guidance with regard to student and parental concerns.
- Professional growth meetings with principal have concluded. Discussions utilized the Leadership Quality Standard as the basis for dialogue.
- School visits since the last Board meeting included: Central School, D.A. Ferguson Middle School, Milk River Elementary School, Vauxhall Elementary School, W.R. Myers High School, and Warner School

#### **Personnel Management**

- The principals of Vauxhall Elementary School and the principal and vice principal of D.A. Ferguson Middle School have communicated their intention to retire at the end of the 2018-2019 school year. The recruitment process has resulted in an ongoing domino effect as successful candidates have come from within Horizon.
  - Meetings with staff and parents have occurred in order to build an accurate profile
  - Interviews have taken place
  - Meetings with staff to announce the successful candidate have also taken place.
  - For the 2018-2019 school year the following schools will have new leadership:
    - D.A. Ferguson Middle School – Principal and Vice Principal
      - Darryl Moser and Kim Hutzel
    - Vauxhall Elementary School – Principal
      - Sharon Skretting
    - Central School – Principal
      - David LeGrandeur
    - Warner School – Principal
      - Bryan Pritchard

#### **Policy and Strategic Planning and Reporting**

- No policy meetings have occurred this month given the upcoming election

#### **Fiscal Responsibility, Organizational Leadership and Management**

- Instructional and assignable time templates have been shared with principals.
- The Board met with the ATA local as part of the collective bargaining process

## 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
  - DAF/WRM modernization meeting
  - CASS Director of Wellness meeting
  - RCSD VTRA meeting
  - Student Vote: political candidate forum
  - Kanai Board of Superintendent meeting

### I.2 Trustee/Committee Reports

#### **I.2.1 Zone 6 ASBA Report**

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

- The Zone 6 Executive meeting was held at Ecole St. John Paul II School in Medicine Hat. A tour of the school was followed by a presentation on 'maker space' and 'balanced learning environments'. The staff presented on their learning studios where students can choose the environment that best suits their mode of learning. (eg. Stand-up desks, hexagon desks, small/medium/large pods, café racetrack tables, leaf tables, floor rockers, wobble stools, cantilever chairs, etc.) These methods encourage movement and creative teaching methods that promote frequent interaction of classmates and teachers.
- The May Executive Meeting will be held in Taber on May 15, 2019. This will begin with lunch at 12:30 and a presentation from ASBA. The Edwin Parr Awards Banquet will follow at the Heritage Inn in Taber. The atrium will open at 4:30pm with banquet to begin at 6:00pm.

#### **I.2.2 Facilities Report**

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

- D.A. Ferguson/W.R. Myers Capital Project
  - Continuing progress with an expected occupancy after the May long weekend
- First Draft of the 2019-2020 IMR presented
- Maintenance work throughout the Division is on-going

#### **I.2.3 Administrator's Meeting Report**

Marie Logan provided the following April 2019 Administrator's Meeting update to the Board. Topics discussed included:

- TEBA/ATA Central Collective Bargaining
- Suspension of Students with Specialized Programming
- TOS Competencies & Legal Framework & Policies
- Using Excel
- PAT Administrations to Grades 5 & 8 Students on Cycled Curriculum
- Joel Bydevaate Memorial Ag Scholarship
- New School Website
- Report Card Indicator Language
- Foundational Knowledge of First Nations, Metis, & Inuit

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

Phil Johansen provided an April 2019 update to the Board:

- Budget season - with the elections, the budget is unclear
- Budget deadline extended to June 30, 2019

### I.4 Associate Superintendent of Learner Services Report

Amber Darroch, Associate Superintendent of Learner Services, shared the following April 2019 update with the Board:

#### **Learner Services lead team members:**

*Amber Darroch, Associate Superintendent*

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

#### KEY ACTION AREA #1:

##### Strong core instruction that develops student competencies

- Ten teachers joined Terri-Lynn at Dr. Hamman school for a Friday afternoon for beginning to plan for the new curriculum. Terri-Lynn is calling these Curriculum Coffee Houses and supporting teachers by answering questions and providing some planning templates.
- Amber had the opportunity to visit AB Combs Elementary School with Franklin Covey, the organization affiliated with the Seven Habits of Highly Effective People. There were many lessons learned through the visit as to how we can tap in to student voice and the individual contributions every single learner can have in their community. She will be working with schools to frame our efforts to promote student success with strategies to promote not only student-centred learning but student voice and agency.
- Two schools' Indigenous Champions and Amber attended the CASS 4th Annual Indigenous Gathering in Edmonton Apr 10-12. The sessions and keynotes focussed on system leadership and indigenous foundational knowledge, the highlight being an address from Justice Murray Sinclair, Chair of the Truth & Reconciliation Council. He is the person who said (of residential schools), "Education got us into this mess and education will get us out."

#### KEY ACTION AREA #2:

##### Response to Instruction and Intervention

- Horizon is offering Developmental Check-ups (previously called screening) to all children in Horizon School Division entering Early Childhood Programs (Early Learning and Kindergarten). These will run at various locations throughout the month of April.
- Central school invited Terri-Lynn to their weekly CRM meetings at the beginning of April to have a Literacy focus and to brainstorm with teacher's strategies and interventions for struggling readers.
- Robbie has met with every school to discuss student needs and 2019-20 Educational Assistant allocations for students with significant needs and challenges.
- Three schools attended the CRM Conference (collaborative response model) in Edmonton April 3-5 (Dr Hamman, Barnwell, and Taber Christian).

##### LEADERSHIP PRACTICES

- Terri-Lynn went on a tour with 3 Principals from Palliser Regional Schools to our three Low German Mennonite outreach programs. The Principals from Palliser were interested in how each school meets the needs of their students and how they schedule High School courses for students who are working and going to school.
- Terri-Lynn along with all learning directors in zone six met via Google Hangout to talk about what each division is doing in terms of Curriculum and sharing best practices and resources. This meeting was decided at the past February CASSIX zone meeting, the curriculum and instruction group discussed having a monthly meeting would be beneficial along with the three CASSIX zone meetings. March 28 was the first meeting and another one will be scheduled in late April early May.
- Horizon's new web service provider, Box Clever, was on site on Monday, April 8th to go over the design requirements for our new division website as well as to consult on concepts related to HSD #67 logo re-design. There are no prototypes available yet, but an update will be shared as soon as we have those.

#### I.5 Associate Superintendent of Programs and Human Services Report

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

##### Building Effective Relationships

- Participating in local bargaining process ongoing.
- Career Transitions – Chair of the board.
- Spring staffing meetings concluded
- Attended University of Lethbridge PSIII open house

##### Modeling Commitment to Professional Learning

- Attend CASS Professional Learning Events
- Enrolled in Weaving Ways: Indigenous Ways of Knowing in Classrooms and Schools 5 part (8hr) Webinar series.
- Enrolled in 5 part ATA Webinar series, 'Teacher Talks' to develop First Nations, Metis and Inuit Foundational Knowledge with several Horizon teachers
- Completed the SLQS certification

##### Visionary Leadership

- Supporting school based planning for a Horizon Experiential Week in conjunction with LCC, Mount Royal University, University of Calgary, Livingstone Range, and Palliser School Division in May 2019.

### Leading Learning

- Ongoing support for Principals with staffing concerns.
- Continuing to instruct LQS training into the summer.

### Supporting First Nations, Metis and Inuit Education for All Students

- Indigenous Champions – sharing resources and professional learning opportunities.
  - Two champions attended each of two different experiential learning opportunities this month.
- Blanket Exercise
  - Scheduled Blanket Exercises:
    - Colony Teachers, May 30
  - Completed in 11 schools
- Partnership with University of Lethbridge -> First Nations, Metis, Inuit Mentorship Program for high school and middle school students partnered with university students. Began last week.
- Eagle Spirit Nest Community Association (ESNCA).
  - Board of directors comprised of representatives from: The Blood Reserve, Town of Taber, MD of Taber, Horizon, Holy Spirit, Taber Special Needs, Taber Times, Taber Chamber of Commerce, and a Cree elder
  - Received status as a registered society
  - Pursuing grant funds to initiate a community center in Taber
- Attended 'Teaching and Learning from Indigenous Insights' session in Lethbridge
- Hosted professional learning for the admin team in regards to TQS, Applying Foundational Knowledge about First Nations, Metis and Inuit and LOs, Supporting the Application of Foundational Knowledge about First Nations, Metis and Inuit.

### Sustaining Effective Instructional Leadership

- Hosting Horizon Induction Program Sessions this year
- Evaluation Process for Probationary Teachers – 19 this year under evaluation; I am completing 14

### School Authority Operations and Resources

- Finalizing spring staffing adjustments
- Participating in principal hiring
- Developing jurisdiction approach to Indigenous resource purchases and dispersion through heading a working committee.
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### Correspondence

No Discussion items came forward from the Correspondence as provided by Enclosure #12 of the agenda.

### COMMITTEE ITEMS

Moved by Jennifer Crowson that the Board meet in Committee.	Carried Unanimously	COMMITTEE 193/19
Moved by Blair Lowry that the meeting reconvene.	Carried Unanimously	RECONVENE 194/19
Moved by Derek Baron that the meeting adjourn.	Carried Unanimously	MEETING ADJOURNED 195/19

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Marie Logan, Chair

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Sheila Laqua, Executive Secretary