

Horizon School Division

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The Board of Trustees of Horizon School Division No. 67 held its Regular Board meeting on Monday, October 28th, 2019 beginning at 1:30 p.m. in the Eric Johnson Room.

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

ACTION ITEMS

- | | | |
|-----|---|---|
| A.1 | Moved by Blair Lowry that the Board approve the agenda with the following addition:
A.12 DAF/WRM Gymnasium Acoustical Treatment
Carried Unanimously | AGENDA
APPROVED
273/19 |
| A.2 | Moved by Jennifer Crowson that the Board approve the Minutes of the Regular Board Meeting, held Monday, October 7th, 2019 as provided by Enclosure #1 of the agenda.
Carried Unanimously | BOARD MEETING
MINUTES APPROVED
274/19 |
| A.3 | Moved by Bruce Francis that the Board approve the October 2019 Payment of Accounts in the amount of \$2,703,663.72 as provided in Enclosure #2 of the agenda
Carried Unanimously | PAYMENT OF
ACCOUNT APPROVED
275/19 |
| A.4 | Moved by Derek Baron that the Board approve the second reading of Policy AD – Educational Philosophy as provided in Enclosure #3 in the agenda.
Carried Unanimously
Moved by Rick Anderson that the Board approve the final reading of Policy AD – Educational Philosophy as provided by Enclosure #3 in the agenda.
Carried Unanimously | SECOND READING
POLICY AD APPROVED
276/19

FINAL READING
POLICY AD APPROVED
277/19 |

- | | | |
|------|---|--|
| A.5 | Moved by Bruce Francis that the Board approve the second reading of Policy BBA – School Board Powers and Duties as provided in Enclosure #4 in the agenda.

Carried Unanimously | SECOND READING
POLICY BBA
APPROVED
278/19 |
| | Moved by Jennifer Crowson that the Board approve the final reading of Policy BBA – School Board Powers and Duties as provided by Enclosure #4 in the agenda.

Carried Unanimously | FINAL READING
POLICY BBA
APPROVED
279/19 |
| A.6 | Moved by Christa Runka that the Board approve the second reading of Policy BBF – School Board Ethics and Code of Conduct as provided in Enclosure #5 in the agenda.

Carried Unanimously | SECOND READING
POLICY BBF
APPROVED
280/19 |
| | Moved by Blair Lowry that the Board approve the final reading of Policy BBF – School Board Ethics and Code of Conduct as provided by Enclosure #5 in the agenda.

Carried Unanimously | FINAL READING
POLICY BBF
APPROVED
281/19 |
| A.7 | Moved by Derek Baron that the Board approve the second reading of Policy BCE – Board Organization and Committees as provided in Enclosure #6 in the agenda.

Carried Unanimously | SECOND READING
POLICY BCE
APPROVED
282/19 |
| | Moved by Bruce Francis that the Board approve the final reading of Policy BCE – Board Organization and Committees as provided by Enclosure #6 in the agenda.

Carried Unanimously | FINAL READING
POLICY BCE
APPROVED
283/19 |
| A.8 | Moved by Rick Anderson that the Board approve the second reading of Policy BD – Board Meetings as provided in Enclosure #7 in the agenda.

Carried Unanimously | SECOND READING
POLICY BD APPROVED
284/19 |
| | Moved by Christa Runka that the Board approve the final reading of Policy BD – Board Meetings as provided by Enclosure #7 in the agenda.

Carried Unanimously | FINAL READING
POLICY BD APPROVED
285/19 |
| A.9 | Moved by Jennifer Crowson that the Board approve the second reading of Policy BF – Policy Development as provided in Enclosure #8 in the agenda.

Carried Unanimously | SECOND READING
POLICY BF APPROVED
286/19 |
| | Moved by Bruce Francis that the Board approve the final reading of Policy BF – Policy Development as provided by Enclosure #8 in the agenda.

Carried Unanimously | FINAL READING
POLICY BF APPROVED
287/19 |
| A.10 | Moved by Blair Lowry that the Board approve the second reading of Policy BFD – School Administrative Procedures as provided in Enclosure #9 in the agenda.

Carried Unanimously | SECOND READING
POLICY BFD
APPROVED
288/19 |

	Moved by Rick Anderson that the Board approve the final reading of Policy BFD – School Administrative Procedures as provided by Enclosure #9 in the agenda.	FINAL READING POLICY BFD APPROVED 289/19
	Carried Unanimously	
A.11	Moved by Jennifer Crowson that the Board approve the first reading of Policy IGAA – Use of Physical Restraints as provided by Enclosures #10 in the agenda.	FIRST READING POLICY IGAA APPROVED 290/19
	Carried Unanimously	
A.12	Moved by Bruce Francis that the Board accept the tender from Roust Acoustics to install acoustical panels in the gymnasiums at W.R. Myers High School and D.A. Ferguson Middle School and request Ministry permission to utilize deferred capital allocation from interest of capital projects and IMR funding for any remaining costs.	ACOUSTICAL INSTALLATION APPROVED 291/19
	Carried Unanimously	

DISCUSSION ITEMS

D.1 D.A Ferguson Modernization Plaque

Discussion held on the wording to be used on the modernization plaque.

D.2 MLA Visit

Grant Hunter will be attending the January 2020 Board Meeting.

INFORMATION ITEMS

I.1 Superintendent’s Report

Wilco Tymensen, Superintendent, shared the following October 2019 report 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: transportation, off-campus excursions, student and staff conduct and discipline, and guidance with regard to student and parental concerns.
- As the second vice president of the Collage of Alberta School Superintendents, September has included a number of CASS executive meetings. Meetings typically involve provincial education perspectives, discussions with the Ministry regarding future direction and sharing of perspectives. Discussions also included dialogue around the funding framework/assurance review being undertaken by ADM Gene Williams.
- College of Alberta School Superintendent – chief superintendent provincial teleconference
- Attended Safe Haven’s Learning to Lead conference
- The following school were visited this month: ACE, DAF, ENC, TCS, TMS, VHS, VES, and WRM,

Personnel Management

- Principal Growth Planning Meetings as well as strategic and accountability sessions focused on school three year plans are underway.

Policy and Strategic Planning and Reporting

- No policy meetings have occurred this month. However, extensive review of policies due to legislative changes has occurred over the summer. Work continues with regard to implementation.
- Met with AB ED field services
- Given the growing issues related to vaping, I attended a Alberta Health Services (AHS) vaping information session. Horizon is strategically partnering with AHS to explore educational opportunities and best practices to address vaping concerns.

Fiscal Responsibility, Organizational Leadership and Management

- Collective bargaining with both the ATA and CUPE has begun. Preparation of proposals is underway with bargaining meetings being scheduled.
- ASBA ASBIE teleconference

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
 - Administrator meeting
 - DAF student's awards night
 - VHS student's awards night
 - ATA induction banquet
 - TMS fall harvest banquet
 - 5 by 5 coalition
 - All candidates forum

I.2 Trustee/Committee Reports

I.2.1 ASBA Zone Meeting Report

Marie Logan, Zone Chair, provided the following summary of the October Zone 6 ASBA Meeting:

- Zone 6 fees will be reduced for the 2019-2020 school year
- Elections will take place that the November meeting
- Zone 6 School Board shared their Division updates

I.2.1 Facilities Report

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

- Capital Project – DAF/WRM – partial modernization
- Insurance pricing increase 274% from last year
- 2018-19 IMR projects complete
- 2019-2020 IMR budget remains the same as last year

I.2.2 Administrator's Meeting Report

Blair Lowry, Trustee, provided the following summary of the September Administrator's Meeting:

- Discussion on Dialogue vs Discussion
- Communication protocol
- Student Threat & Bussing Scenarios
- Secretary Schedules
- Emergency School Closure Policy and Procedures

I.3 Associate Superintendent of Finance and Operations Report

Phil Johansen, Associate Superintendent of Finance and Operations shared the following October 2019 summary to the Board:

- Preparing for Budget
 - 1.2-million-dollar deficit for current year
- Insurance
 - Rate increase

I.4 Associate Superintendent of Learner Services Report

Amber Darroch, Associate Superintendent of Learner Services, shared the following September 2019 report with the Board:

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

- Robbie has attended some Instructional Support Plan meetings with school teams and is supporting some teachers in planning instruction that can be accessible to all students regardless of level and ability.
- Amber, Robbie, Angela and other members of the Learner Services team are attending the final two days (Oct 28, 29) of a four day series on building collaborative culture in schools, called *Adaptive Schools*. The series includes group facilitation strategies to maximize collaboration to achieve the most positive outcomes for supporting students. A couple of these techniques were incorporated into the October Administrators' Meeting to help promote discussion, engagement, and mutual understanding.
- Instructional coach, Shea Mellow, continues to work with individual teachers and school staff on improving teaching and learning. She has built on the past foundations of the assessment coaching role and the tools/supports created. This work is being taken to the next level as teachers through upper grades also become engaged.

KEY ACTION AREA #2:

Response to Instruction and Intervention

- Robbie has met with all LST's - a big part of the discussion was the role of the LST in supporting teachers with tier 1 and 2 strategies and classroom interventions.
- So far this year, four Violent Threat Risk Assessments have been completed with students. Another five less serious situations were investigated where students demonstrated worrisome behaviour. Coordinated supports for these students have been developed, implemented and monitored.

LEADERSHIP PRACTICES

- Horizon, through Robbie, hosted a session for CASS Zone 6 members to join an English Language Learner Q&A discussion with Mike Ettrich from Alberta Education. The group compiled a list of questions and were able to have face to face dialogue with Mike.
- Robbie, Laura, Angela and her team attended a professional learning workshop on Relational Culture and making sense of anxiety.
- Amber, Angela and Todd Ojala are consulting with Alberta Health Services to create a coordinated education campaign to help students, staff and the community learn about the health risks associated with vaping/e-cigarettes. The first steps will include a presentation to administrators at the November Administrators' Committee meeting which principals will be able to then present to their own school staff.

I.5 Associate Superintendent of Programs and Human Services Report

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

Building Effective Relationships

- Participating in local bargaining process (ATA & CUPE) ongoing.
- Career Transitions – Chair of the board for second year.

Modeling Commitment to Professional Learning

- Attend CASS Professional Learning Events and CASSIX meetings

Visionary Leadership

- Meeting with high school principals to support Horizon Experiential Week spring 2020.

Leading Learning

- Ongoing support for Principals with staffing concerns and through evaluation process.

Supporting First Nations, Metis and Inuit Education for All Students

- Facilitating Indigenous Committee meeting to update the 3 year plan for Indigenous Education in Horizon
- Indigenous Ally work continuing in each school
- Division Indigenous Learning Commons located in WR Myers Library with interlibrary loans available across the division almost up and running.
- Eagle Spirit Nest Community Association (ESNCA).
 - Member of board of directors
- Professional learning opportunities for staff
 - Will facilitate several sessions pertinent to teachers related to actualizing the commitments of the TQS
 - Meeting with principals to support their vision of Indigenizing their school, classrooms and the curriculum

- Learning facilitated for students
 - Multiple cultural presentations in schools – dancers, drummers, moccasin making, beading, Elder presentations
 - Orange shirt Day celebrations

Sustaining Effective Instructional Leadership

- Participating in Professional Growth/ 3 Year Education Plan meetings with Principals
- Hosting Horizon Induction Program Sessions this year
- Will host a Leadership Cohort
- Evaluation Process for Probationary Teachers – worked with a committee of principals to update the supporting documents and process for evaluations to meet the requirements of the new TQS

School Authority Operations and Resources

- Facilitated collaborative resolution for supervision of Taber bus loop
- Ongoing staffing needs
- Developing jurisdiction approach to Indigenous resource purchases and dispersion through heading a working committee.

Correspondence

No Discussion items came forward from the Correspondence as provided by Enclosure #17 of the agenda.

COMMITTEE ITEMS

Moved by Jennifer Crowson that the Board meet in Committee. Carried Unanimously	COMMITTEE 292/19
Moved by Rick Anderson that the meeting reconvene. Carried Unanimously	RECONVENE 293/19
Moved by Bruce Francis that the meeting adjourn. Carried Unanimously	MEETING ADJOURNED 294/19

Marie Logan, Chair

Sheila Laqua, Executive Secretary

