

Regular Board Meeting Agenda
Monday, January 27th, 2020 – 2:00 p.m.

Financial Report – Jason Miller, Director of Finance

A – Action Items

<ul style="list-style-type: none"> A.1 Agenda A.2 Minutes of Regular Board Meeting held Monday, December 16th, 2019 A.3 January 2020 Payment of Accounts Summary A.4 Second and Final Reading Policy HIAE – Fees A.5 Locally Developed Course: Bible Studies for Kindergarten through Grade 9 	<p>ENCLOSURE 1 ENCLOSURE 2 ENCLOSURE 3 ENCLOSURE 4</p>
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D – Discussion Items

<ul style="list-style-type: none"> D.1 Taber Mennonite School Grand Opening D.2 Lomond Community Multi-Purpose Facility – Booking D.3 ASBA Spring Conference Attendance (June 1-2, 2020) – Red Deer D.4 APEX Awards Banquet Attendance (Friday, February 28, 2020) D.5 Rural Education Symposium Attendance (March 1-3, 2020) – Edmonton D.6 Science Olympics judges (April 8, 2020) – D.A. Ferguson 	
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I - Information Items

<ul style="list-style-type: none"> I.1 Superintendent’s Report – Wilco Tymensen I.2 Trustee/Committee Reports <ul style="list-style-type: none"> I.2.1 ASBA Zone Meeting Report – Marie Logan I.2.2 Facilities Meeting Report – Bruce Francis I.3 Associate Superintendent of Finance and Operations Report – Phil Johansen I.4 Associate Superintendent of Learner Services Report – Amber Darroch 	<p>ENCLOSURE 4</p> <p>ENCLOSURE 5</p>
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C-Correspondence

<ul style="list-style-type: none"> C.1 Taber Times – Policies Changing with Education Act C.2 Vauxhall Advance – Horizon Views Audited Financials from Prior Year C.3 Taber Times – Horizon Deficit Nearing \$1 Million C.4 Email to Taber-Warner MLA RE: School Board Insurance Premiums C.5 Response from MLA, Grant Hunter RE: School Board Insurance Premiums C.6 Arbitration Awards: Minister Toews C.7 Taber Times – Work continuing into new year at W.R. Myers & D.A. Ferguson C.8 Taber Times – Horizon looking to go bargain shopping with insurance C.9 Red Tape Reduction week C10. Taber Times – Horizon superintendent analyzes future of education for 2020 	<p>ENCLOSURE 6</p>
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Dates to Remember

• February 11 – Administrator’s Meeting – Trustee Attending: Bruce Francis
• February 12 – Council of School Council Meeting – Trustee Attending: Jennifer Crowson
• February 13 - Board Policy Meeting
• February 17 – Family Day – no school all week
• February 20-21 – Teacher’s Convention
• February 24 – Board Meeting
• February 28 – APEX Awards Banquet
• March 1 – Rural Caucus of Alberta School Boards Meeting - Edmonton
• March 1-3 – Alberta Rural Education Symposium - Edmonton
• March 6 – School Based PD Day
• March 9 – Division Wide PD Day – teaching staff
• March 10 – Administrator’s Meeting - Trustee Attending: Christa Runka
• March 11 – ATA Bargaining Meeting
• March 23 – Board Meeting
• April 1 – Board School Visits (VES, VHS, HMAP, Hays, Copperfield)
• April 6 – Administrator’s Symposium
• April 8 – Science Olympics – D.A. Ferguson Middle School
• April 10 - Good Friday
• April 13 – Easter Monday
• April 14 – 17 – Easter Holidays
• April 24-25 – Alberta School Councils Annual General Meeting
• April 27 – Board Meeting
• April 29 - Council of School Council Meeting – Trustee Attending: Jennifer Crowson
• May 6 – Board School Visits (River Road, MRE, ERHS)
• May 12 – Administrator’s Meeting – Trustee Attending: Blair Lowry
• May 20 – ASBA Meeting at Horizon School Division
• May 20 – Edwin Parr Awards Banquet
• May 27 – Board Meeting
• June 1-2 – ASBA Spring Meeting – Red Deer
• June 9 – Administrator’s Meeting – Trustee Attending: Marie Logan
• June 22 – Board Meeting

Horizon School Division

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 Monday, December 16th, 2019 beginning at 1:00 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
Amber Darroch, Associate Superintendent of Learner Services
Cole Parkinson, Taber Times
Sheila Laqua, Recording Secretary

ACTION ITEMS

- | | | |
|-----|---|---|
| A.1 | Moved by Derek Baron that the Board approve the agenda. | AGENDA
APPROVED
324/19 |
| | Carried Unanimously | |
| A.2 | Moved by Blair Lowry that the Board approve the Minutes of the Regular Board Meeting, held Monday, November 25th, 2019 as provided by Enclosure #2 of the agenda. | BOARD MEETING
MINUTES APPROVED
325/19 |
| | Carried Unanimously | |
| A.3 | Moved by Jennifer Crowson that the Board approve the December 2019 Payment of Accounts in the amount of \$2,239,694.52 as provided in Enclosure #3 of the agenda. | PAYMENT OF
ACCOUNT APPROVED
326/19 |
| | Carried Unanimously | |
| A.4 | Moved by Derek Baron that Horizon School Division give notice to withdraw from participation in the Alberta School Boards Insurance Exchange (ASBIE), effective October 31, 2020 | ASBIE INSURANCE
WITHDRAWL
APPROVED
327/19 |
| | Carried Unanimously | |
| A.5 | Moved by Bruce Francis that the Board approve the Horizon School Division 2019-2020 Three-Year Education Plan and Annual Education Results as presented in Enclosure #4 of the agenda | 3-YEAR EDUCATION
PLAN AND AERR
APPROVED
328/19 |
| | Carried Unanimously | |

DISCUSSION ITEMS

D.1 RESCHEDULE BOARD VISITS

Due to a conflict, Board members and Sr. Administrators have rescheduled their visit to Milk River Elementary School, Erle Rivers High School and River Road Colony to May 6, 2020

INFORMATION ITEMS

I.1 SUPERINTENDENT'S REPORT

Wilco Tymensen, Superintendent shared the following December 2019 Update with the Board:

- Principal Growth Plan Meetings have been completed
- Horizon School Division 3-Year Education Plan complete
- Continued work on student and staff wellness

I.2 TRUSTEE/COMMITTEE REPORTS

I.2.1 ASBA Zone Meeting Report

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

- **Election for Zone 6:**

Chair – Lori Hodges	Vice Chair – Patricia Beazer
Labour/TEBA – Greg Long	Edwin Parr Chair – Marie Logan
PD/SAPDC – Patricia Beazer	Handbook Coordinator – Donna Hunt
South Zone Health – Lacey Poytress	

- The budget was presented and approved. Zone 6 auditor is Jeff Perry, Livingstone Range School Division Secretary Treasurer
- Next Meeting – January 15, 2020

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 December 2019:

- 118 Service Requests completed over the month
- D.A. Ferguson/W.R. Myers gym acoustical treatments to be completed over the Christmas holidays
- Central School lighting upgrade set to begin during the Christmas break
- D.A. Ferguson/W.R. Myers Capital Project
 - Alberta Infrastructure has been given direction to expand the project to meet current building code. The addition of a complete fire sprinkler system in the 2 story section. This will present a delayed completion of up to 5 months

I.2.2 Administrator's Meeting Report

Christa Runka, Trustee, provided the following highlights of the December 2019 Administrator's Meeting:

- Christian Books
 - Administrators discussed parental requests regarding library books. The discussion included Christian, and culturally sensitive books as requested by religious families including our LGM population.
- Decentralized Priorities
 - Appropriate vs. inappropriate spending
- OHS report submission
- The Impact of Averaging
- E-Communication guild lines
- ELL Benchmarks

I.3 ASSOCIATE SUPERINTENDENT OF FINANCE AND OPERATIONS REPORT

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

- ASBIE Insurance
- Attend Annual Issues Forum with ASBOA
 - o New funding framework
 - o Insurance issues

I.4 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT

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

- Continuing Provincial and Local Assessment
- Alberta Assessment Consortium Meeting
 - o Chair of the Board
- In partnership with the U of L the Middle Years Math Project group was asked to present Provincially on-line. 70 people joined this discussion.
- 7 Habits of Highly Effective People Training

CORRESPONDENCE

No Discussion items came forward from the Correspondence as provided by Enclosure #4 of the agenda.

COMMITTEE ITEMS

Moved by Rick Anderson that the Board meet in Committee. Carried Unanimously	COMMITTEE 321/19
Moved by Blair Lowry that the meeting reconvene. Carried Unanimously	RECONVENE 322/19
Moved by Christa Runka that the meeting adjourn. Carried Unanimously	MEETING ADJOURNED 323/19

Marie Logan, Chair

Sheila Laqua, Executive Secretary

PAYMENT OF ACCOUNTS REPORT

Board Meeting - January 27, 2020

General	December 17/19		458654.66
General	December 19/19		947550.00
General	December 23/19		24321.18
U.S.	December 23/19		215.06
General	January 13/20		782600.65
General	January 22/20		460294.68
"A" Payroll	December 2019	Teachers	1,660,508.61
		Support	530,623.61
"B" Payroll	December 2019	Casual	7,340.34
		Subs	22,627.44
Total Accounts			2,221,100.00
Board Chair _____			
PJ:dd			
January 22, 2020			

Horizon School Division December 2019 U.S. Accounts
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	U.S. Funds	Canadian Funds
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	U.S. Funds	Canadian Funds
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JAMF	160.41	215.06
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Total U.S. Accounts	160.41	215.06
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JM:dd

December 23, 2019

HORIZON SCHOOL DIVISION
POLICY HANDBOOK

Policy Code: HIAE
Policy Title: Fees
Cross Reference:
Legal Reference: *Education Act S.13, 57,*
School Fees and Costs
Regulation
Adoption Date: June, 2017
**Amendment or Re-
affirmation Date:**

POLICY

THE BOARD OF TRUSTEES OF THE HORIZON SCHOOL DIVISION BELIEVES THAT PARENTS AND INDEPENDENT STUDENTS HAVE SHARED RESPONSIBILITY FOR COSTS IN RESPECT TO ANY MATTER PROVIDED FOR UNDER THE EDUCATION ACT AND REGULATIONS. THE BOARD AUTHORIZES SCHOOLS TO LEVY SCHOOL FEES AND COSTS AS PER THIS POLICY.

DEFINITIONS

Activity fees: Transportation, admission, accommodation, and other charges for field trips or special events (including in-school clinicians & presenters) usually associated with curriculum. Additional examples include fees for swimming and skating.

Alternative program fees: Amounts charged under Section 19(5) of the Education Act, a program (not an individual course) that emphasizes a specific culture, religion, or subject matter or uses a particular teaching philosophy, including sports-related academies. Fees classified here are in addition to fees charged to students who are not in an alternative program.

Basic Instructional supplies fees: means a school fee charged by the jurisdiction to offset, in whole or in part, the costs of bulk supply purchases. "School Fees Regulation" has eliminated fees associated with what was previously termed basic instructional supplies

Early childhood services fees: school fees in respect to an early childhood services program offered to a child who, as of September 1, is younger than 6 years of age. These fees also include early childhood services programs that provide greater hours of instruction than required (475 hours per year).

Extracurricular fees: Fees from clubs, sports teams, intramurals, or other programs designed to broaden scholastic experience. Includes charges for materials, activities, and travel associated with the club/team, etc

Horizon School Division Policy HIAE Fees - Continued

Fees for optional courses: means a school fee charged by the school for student enrolment in non-core course options, such as band, fine arts, career and technology studies. They represent fees for course items, materials, or events available at or sponsored by a school, which are not required for core instruction, as provided for by Alberta Education funding and include:

- Personal property materials – the costs for supplies and materials provided by the school for the exclusive use of the student, which becomes the personal property of the student at the end of the instructional period, e.g. raw materials for major student projects in Career and Technology Foundations (CTF) and Career and Technology Studies (CTS), fine arts, etc.
- Optional items and activities within school/courses, such as enhanced CTF/CTS supplies, and/or course related excursions.
- Extension of regular program or special program costs – charges which may be made for rental/purchase of equipment/facilities for extension of regular or special program charges which have been approved by the Superintendent, such as physical education 20 and 30, and.
 - The majority of students registered in a band program are expected to supply their own instruments; in the case of large instruments provided by the District, an annual rental fee may be assessed.

Non-curricular goods and services fees: Fees charged to parents in exchange for goods or services common to most students or a cohort within the population, including locker rental, locks, student ID, uniforms, gym strip, library, agendas, student union, insurance, graduation ceremony fees charged to all graduating students, parent-teacher associations, and fitness fees not associated with curriculum.

Non-curricular travel fees: Travel, accommodation, & admission associated with extended (overnight) optional non-curriculum travel for arts, athletic events, international travel;

Technology user fees: fees associated with rental of personal devices such as graphing calculators, laptops, chromebooks, tablets or other electronic devices

Transportation fees: a transportation fee under the School Transportation Regulation, which are for regular bus service to and from school (excluding field trips).

Tuition fees: In accordance with section 13 of the Education Act, A board may charge tuition fees in respect of an individual who attends a school operated by the board and who is not a resident student of the board or any other board or the Government.

Other fees to enhance education: Fees related to provide additional support to students toward educational programs not described or covered by the preceding fee categories. Examples may include additional exam preparation fees, tutoring, and summer school.

REGULATIONS

1. Horizon schools shall not charge any fees or costs for textbooks, workbooks, or photocopying, printing, or paper supplies.
2. Fees charged to parents and independent students will be transparent (see individual school fee schedules on the jurisdiction's website).

Horizon School Division Policy HIAE Fees - Continued

- 2.1. Schools shall not charge any fee or cost
 - 2.1.1. That is not set out in the board's reviewed fee schedule
 - 2.1.2. That exceeds the amount set out in the board's reviewed fee schedule
 - 2.1.3. That exceeds the amount that the board estimates to be the projected cost of providing for the subject matter of the charge, or
 - 2.1.4. That is not clearly expressed in the reviewed fee schedule to connect to specific goods or specific service or learning experience that is calculated to benefit students.
- 2.2. The Board shall publish its reviewed fee schedule on its website.
3. The Board will
 - 3.1. consult with school councils prior to setting, increasing, or decreasing school fees or costs
 - 3.2. demonstrate to school councils the need to charge school fees or costs, including the amounts
 - 3.3. communicate the circumstances under which school fees or costs may be waived or refunded
 - 3.4. communicate the process a parent must follow to request a school fee or cost be waived or refunded
- ~~4. The Board shall establish, and submit a schedule of fees and costs, as required, for approval by the Minister.~~
 - ~~4.1. Ministerial approval does not apply to:~~
 - ~~4.1.1. Educational, cultural or recreational trips inside or outside its district or division; or~~
 - ~~4.1.2. Non-curricular travel~~
- ~~5. The Board shall provide an annual statement, to the Minister, that demonstrates that the fees and costs collected by it have been spent for the purpose for which they were collected.~~
4. Transportation Fees for students who are eligible for transportation funding must not exceed the average difference per student between
 - 4.1. the estimated cost to the board of transporting those students, and
 - 4.2. the funding received by the board under the Education Grants Regulation in respect of the transportation of those students.
5. Transportation Fees for students who are not eligible for transportation funding must not exceed the estimated average cost per student to the board for transporting those students.
6. It is the Principal's responsibility to ensure fees are safeguarded and proper records are maintained.
7. Disputes and concerns between parents, and/or independent students, and the board shall be resolved as per policy IFH: Formal Parent/Student Appeals

Horizon School Division Policy HIAE Fees - Continued

8. Such fees may include a security deposit.

8.1. A security deposit may be collected and refunded each school year, less any deductions for damage or loss.

9. Parents shall be informed of the school fees before the commencement of school each fall, at the time of registration, or in advance of registration.

9.9.1. School fees may be modified throughout the school year with approval of the board.

10. If school fees are not paid or a waiver obtained,

10.1. A principal may prohibit a student from participating in the benefit the fees would have provided

11. The Board may direct that students are exempt from payment of fees.

11.1. A parent or independent student may apply to the principal for a waiver of the fees (see Appendix: Waiver).

12. The school shall be responsible for the collection of school fees and the subsequent submission to Division Office.

13. If an off-site activity or event is cancelled and funds are returned to the school or the jurisdiction, the principal must distribute the funds to parents and independent students who paid the costs in accordance with amounts paid.

14. Generally speaking, progressive action with regard to failure to pay fees will entail the following: _

14.1. Letter from the school

14.2. Letter from Central Office

14.3. Collection agency (in exceptional cases where warranted)

~~14.4. Progressive action is utilized with the final step implemented in exceptional cases where it is satisfied that this action is warranted.~~

Appendix: Waiver

No eligible child is ever denied access to an education in Horizon because of an inability to pay school fees. **If you can't afford the following fees,**

- Basic Instructional supplies fee
- Early Childhood Services
- Fees for optional courses
- Technology User Fees

If any of the following situations apply to your family you may apply for a waiver:

- **We receive assistance from Provincial Social Services**
 - You must provide a photocopy of **one** of the following documents:
 - A currently dated Social Services Benefit Card showing applicant's & student(s) names, or
 - A current letter from Social Services verifying you are in receipt of assistance & the children listed are covered as your dependents
- **We are low income but not on Provincial Social Services**
 - You must provide a photocopy of **one** of the following documents:
 - The Alberta Child Health Benefit card and letter of confirmation of renewal for the current year (DO NOT send Alberta Personal Health Card), or
 - A copy of your current Alberta Health Benefit card with all children's names and card expiry date (DO NOT send Alberta Personal Health Card)
- **We are Government Sponsored Conventional Refugees**
 - You must provide a photocopy of **both** of the following documents:
 - Parent(s) "Confirmation of Residency" papers indicating Convention Refugee and a current Citizenship & Immigration cheque stub, and
 - Copy of current dated "Interim Federal Health Certificate of Eligibility" for applicant and children
- **We have Treaty Status living below an income threshold based on family size (see appendix: waiver below).**
 - You must provide a photocopy of **all** of the following documents:
 - Parent(s) Status Card **and** Notice of Assessment for parents/guardians (this is the only situation where any form of income tax papers will be accepted)
 - Treaty Status cards for each of the children (or a letter from your band verifying each child has treaty status)
- **Independent Students**
 - You must provide a photocopy of one the following documents:
 - A recent pay stub and a receipt for rent or a letter from your landlord indicating you are paying rent, or
 - A letter from your parent confirming you are an independent student living away from home
 - Alberta Child Health Benefit income guidelines
 - * For information regarding the Alberta Child Health Benefit, please call 310-0000 then dial 780-427-6848 (toll free) or visit the website at www.employment.alberta.ca/FCH/2076.html. Please note it can take several weeks to receive coverage.

Procedure to Request Waiver of Fees

Step 1: Be sure you have the appropriate documents as noted above and if not, apply.

Step 2: Complete a Fee Waiver Application form (see below – available at your child's school or on the Horizon website at www.horizon.ab.ca).

Horizon School Division Policy HIAE Fees - Continued

Use only one form per family listing all of your children.

Step 3: Attach the documentation indicated for your situation (applicant's name must be on documentation).

Step 4: Mail it to the address on the front of the form or drop it off at your child's school.

Checklist for completing Waiver Application

- Read the information section below and policy HIAE.
- Fill out the parent and student information sections.
- Sign and date the application.
- Attach a photocopy of supporting documents (see information section below). Copies will not be returned.
- Place this form and attached documents into an envelope, marked "Confidential – Waiver Form" on the envelope, and deliver to the office of your child's school or you can mail it to the address on the front of this form.

Information Regarding Waiver Application

- Complete only one application form per family, listing all names of your children attending Horizon schools.
- It is recommended you submit your application as soon as possible, only complete waiver applications will be processed.
- Please allow 4 – 6 weeks for processing. After 7 weeks, if you have not received a reply from Horizon, please call 403-223-3547
- Applications may be mailed to the address on the waiver or dropped off at your child's school
- Application for Waiver of Fee forms must be completed annually.
- If you have any questions, please phone your school or division office at 403-223-3547.
- Applications without proper documentation will not be processed.

Additional Financial Hardship Provisions

If you do not meet the criteria above, you may declare a financial hardship to your school principal. Your principal will work with you and the Associate Superintendent of Finance and Operations to either come up with a manageable payment schedule, or decide to waive part or all of your fees.

If you are unable to pay the following fees

- non-curricular goods and services fees
- activity fees, or
- extracurricular fees

you may submit a waiver or declare a financial hardship to your school principal. While there is no guarantee that these fees will be waived, your principal will work with you to either come up with a manageable payment schedule, or possibly decide to waive part or all of your fees.



Application for Waiver of Fees

APPLICATION DEADLINE DECEMBER 1

PLEASE READ BOTH SIDES

OFFICE USE ONLY
 approved

PRIOR TO FILLING OUT FORM and complete Section A and either B or C

SECTION A: PARENT/GUARDIAN			
Last Name		First Name	
Street Address	City	Province	Postal Code
Home Telephone No	Business Telephone No.	Email address:	
Number of people residing in household: No. adults _____ No. children _____			

Name of Child(ren) (Include all)	School(s) Attending

SECTION B: CONFIDENTIAL FINANCIAL INFORMATION : Please Choose one of the following:

- I have attached a copy of an **OPTION C FORM** (equivalent to the last notice of assessment from Canada Revenue Agency for **ALL** adults in the household. Option C's may be obtained at no charge by calling Canada Revenue Agency at **1-800-959-8281**. **PLEASE DO NOT SEND NOTICE OF ASSESSMENT**)
- I have attached a copy of an August or later Social Services Health benefits card (**must list the students as your dependants**)
- I have attached a copy of my Alberta Works Health benefit card **WITH** proof of eligibility letter (**must list the students as dependants**)
- I am an independent student and have attached the Declaration of Independence form signed by the school principal

SECTION C: EXCEPTIONAL CIRCUMSTANCES Please refer to information on the back of this form

- My circumstances are exceptional and I have provided the necessary documents as **outlined on the back of this form**

The personal information contained in this form is collected under the authority of the Education Act and the Freedom of Information and Protection of Privacy Act for the purposes noted. If you have any questions about this collection, please contact the school principal.

In signing this form:

- *I understand that financial and other information provided is confidential, subject to the above information sharing;*
- *I certify that the information given in this application and in any documents attached is up to date, correct and complete.*

 Parent/Guardian (Print Name)

 Signature

 Date

EXCEPTIONAL CIRCUMSTANCES

Check **Section C** on front if there are exceptional circumstances that are affecting your ability to pay your fee(s). In order to be considered for exceptional circumstances all of the following criteria must be met:

- 1) Provide a detailed letter explaining your circumstances
 - 2) Attach supporting documents that substantiate your claim such as the following:
 - Photocopies of your current reporting card and cheque stub for Employment
 - Insurance Benefits (name and amount received must be visible)
 - Letter from your present employer stating your current gross income
 - Letter from school/university you are attending full time or a photocopy of your student loan
 - A current statement from Social Services certifying that the applicant is on social assistance and the student(s) is/are dependent(s) of the applicant
 - Resettlement assistance program documents
 - 3) Waiver must also be signed by Principal(s) of your child(ren)'s school(s)
 - 4) Final decision rests with the Associate Superintendent, Finance and Operations
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The following chart of family income levels outlines how the waiver of fees will be determined

<u># of Adults and Children Per Household</u>	<u>100% Waiver</u>	<u>50% Waiver</u>
1 person	<\$20,449	\$20,449 -27,265
2 persons	<\$25,456	\$25,456- 33,941
3 persons	<\$31,294	\$31,294 - 41,725
4 persons	<\$37,996	\$37,996 - \$50,662
5 persons	<\$43,095	\$43,095 - \$57,460
6 persons	<\$48,605	\$48,605 - \$64,806
7 or more persons	<\$54,114	\$54,114 - \$72,151

Statistics Canada information used as a guideline

Sign and mail the completed application form with supporting document(s) to:

**Horizon School Division
Associate Superintendent, Finance & Operations
6302 – 56th Street
Taber, Alberta T1G 1Z9**

Mark "CONFIDENTIAL" on the envelope
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Or return completed form with copies of relevant documents to your child's school:

****You are liable for your school fees until which time you have been notified by our office with an approval notification. It is our goal to process your fee waiver within 3 weeks of the receipt date. If you have submitted a fee waiver and have not heard back with a reasonable time frame please contact our office at 403-223-3547.**

Biblical Studies

Locally Developed Course

Course Description

Biblical Studies for Kindergarten through Grade 9 includes the study of the Holy Bible and the application of its messages to life today. It is a complementary course designed to expose students to concepts not a part of Alberta Education's course offerings.

Rationale

A large representation of Taber's population has a Christian background and many families seek learning opportunities for their children consistent with these beliefs. This course is not intended exclusively for those of a particular faith but is created to provide all students, regardless of religious affiliation, with the knowledge, skills and attitudes necessary to understand Christian spirituality as described in the Bible. The aim of this locally developed course is to develop an understanding of living a life that serves others and God with a Christ-like attitude.

Introduction

The course is intended to be provided throughout the entire school year or semester, and timetabled according to the unique structures and needs of each school context. The course instructor will be a certified teacher already on the school staff.

General Outcomes

Students will:

- *Demonstrate knowledge and understanding of Bible stories*
- *Memorize and recite Bible verses*
- *Demonstrate understanding of the role of devotions in one's life*

Specific Outcomes

Grades K-3

Students will:

- Understand the Bible as the Word of God
- Understand and apply Christian virtues as described in the Bible
- Explore the Bible, its stories, and its role in a Christ-centred life
- Read, re-tell and recall Bible stories
- Understand the importance for daily devotions in Christian life

Grades 4-6

Students will:

- Understand the Bible as the Word of God
- Interpret Bible stories and relate them to their own lives
- Analyze Bible stories for literary, cultural, and geographical significance
- Explore their own spiritual life and relationship with God in conjunction with the Bible
- Recite selected scripture
- Understand the importance for daily devotions in Christian life

Grade 7-9

Students will:

- Understand the Bible as the Word of God
- Explore other literature with Christian content and relate themes to the Bible
- Reflect and share through written and oral means how biblical concepts relate to their own lives
- Analyze and explore the life of Jesus and understand the importance for living a life that serves others with kindness and understanding
- Recite selected scripture
- Understand the importance for daily devotions in Christian life

Resources

These resources are in compliance with Section 3 of the School Act by not promoting any superiority, persecution, intolerance, or social disobedience.

- *Holy Bible* (various versions including: King James; The Adventure Bible-New International Version; The New International Reader's Version, The Message)
- Wiersma, Rachele. *The Story of God and His People – God's Promises*: Christian Schools International.
- DeVries, Anna. *Story Bible for Young People*
- Donahue, Syndey. *Readers' Theatre Bible-based Dramas: Old Testament*
- Hickox. *Walking with God and His People*: Christian Schools International.

Assessment

A variety of evidence of student learning will be gathered, as developmentally appropriate.

In Division I, assessment will be more performance-based including teacher observation, conferencing, and evidence of understanding in student artwork and writing.

In Division II and III, assessment will be performance-based as well as related to student work like written reflections, projects, quizzes and tests.

Facilities

Biblical Studies will be delivered in the context of a regular classroom.

Equipment

Basic student supplies and instructional technologies will be utilized in daily instruction.

Safety Components

The Biblical Studies teacher will follow safety rules, regulations, and policies as indicated in the school handbook where he/she works, as well as Horizon School Division Policy. These include, but are not limited to, the policies/procedures provided below:

Student Conduct: <http://horizon.ab.ca/documents/general/IFC.pdf>

Welcoming, Caring, Respectful and Safe Learning Environments:
<http://horizon.ab.ca/documents/general/IHF.pdf>

Sensitive & Controversial Issues

The Biblical Studies course will reflect universal Christian tenets and will be delivered in a sensitive and respectful manner. As students discuss and explore key concepts, diverse viewpoints will be welcomed and acknowledged. Students will be provided opportunities to

reason logically, to open-mindedly and respectfully examine different points of view, and to make sound judgments.

School Authority Monitoring and Evaluation

The principal of the school will oversee teachers delivering this curriculum. The Associate Superintendent, Learner Services will ensure the course curriculum is up-dated on a regular basis and ensure the course meets the approval of the Horizon School Division Board of Trustees.

Superintendents Progress Report

January, 2020

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, January included a CASS executive meetings that included discussions with the Deputy Minister and Three Assistant Deputy Ministers. 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.
- Met with Taber Legion to discuss the proposed May 8 Legion ceremony to celebrate the 75th anniversary of the end of WWII. I believe the May 8 date is connected to the liberation of the Netherlands.

Personnel Management

- 2020/2021 enrollment verification
- Participated in Division Office 7 Habits training

Policy and Strategic Planning and Reporting

- No policy meetings have occurred this month. However, review and revisions of Policy EEACB: Bus Route Contracts, EEAB: Bus Routes, EEA: Student Transportation, IC: School Attendance Areas is underway based on board feedback.
- Met with AB ED field services regarding the school division's 3YEP and AERR meeting

Fiscal Responsibility, Organizational Leadership and Management

- Collective bargaining with CUPE is ongoing

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
 - Christmas concerts
 - APEX Youth Awards planning
 - Colony Elders Meeting
 - CASS SLQS PD Committee
 - TCS Society meeting

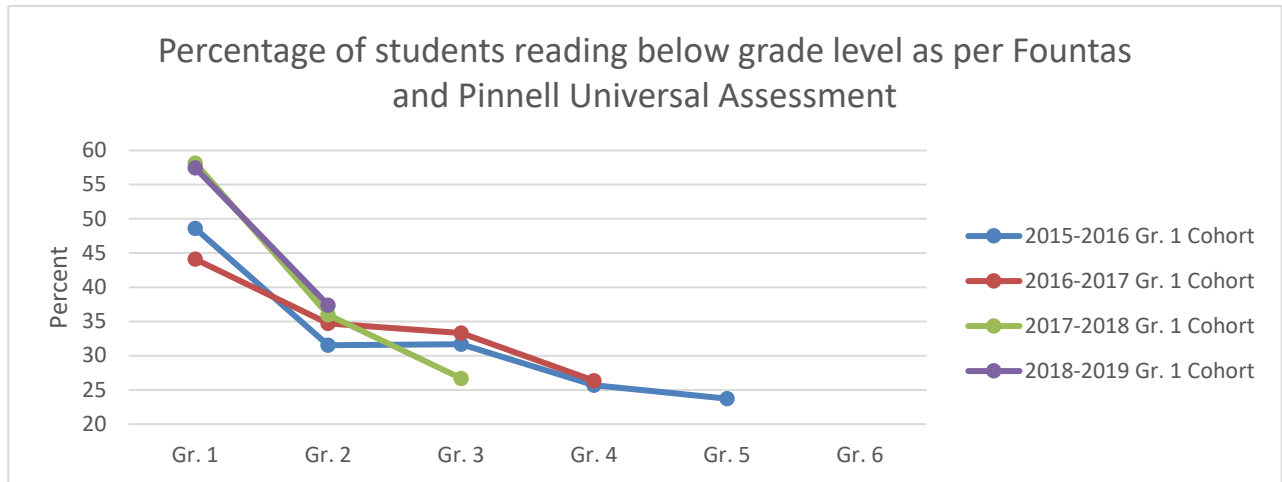
The Horizon School Division

*Combined 2019-20 to 2021-22 Education Plan and
2018-2019 Annual Education Results Report*



*An inclusive learning community that engages
and empowers all learners for success.*

The Horizon School Division
6302 56 Street Taber, AB T1G 1Z9
Ph: (403) 223-3457 Fax: (403) 223-2999
[Website: www.horizon.ab.ca](http://www.horizon.ab.ca)



Key Strategies for Continued Success and Improvement:

Curriculum

- Support high school redesign principles and preparation for future curriculum implementation through Instructional Coach work on conceptual learning, professional learning activities with Administrators' Committee and the division Curriculum Implementation committee.
- * Foster discussions about the importance of challenging strong academic learners, and the need for deep and transfer learning with school leaders and teachers.

Literacy

- * Support schools with the division-wide practice of benchmark assessments (Fountas and Pinnell) and follow up intervention for students reading below grade level.
- * Implement the Horizon Literacy Framework for K-6 teachers as a reference tool for instructional support of strong literacy practices.

Numeracy

- Extend a balanced approach to math instruction in K-3 with the support of rich tasks, math embedded in literature, and math workstations.
- * Mobilize knowledge gained from Alberta Research Partnership Project with the University of Lethbridge on the impact of a sustained instructional coaching model on middle years math instruction and assessment.

Assessment

- * Build on key assessment principles to increase teacher conceptual understanding of assessment.

Mental Health

- Reduce stigma associated with mental health through staff training (IE. GotoEducator), student engagement (IE. Headstrong) and parent/community programming delivered by the Family Connections Program.

Collaborative Response

- * Implementing a response to intervention framework within all schools that includes a universal benchmark assessment, a pyramid of intervention, and regular collaborative response team meetings that also includes a focus on strategic approach to enhanced engagement, transitions, attendance, and re-entry.

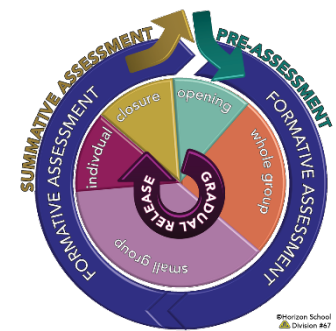
Early Learning

- Provide professional learning opportunities that includes Hanen Training to all Early Learning staff to enhance knowledge and language, social and literacy skills.
- Support parents of students needing early interventions through Family Oriented Programming (FOP) including both community organized events and individualized home visits.

Student voice

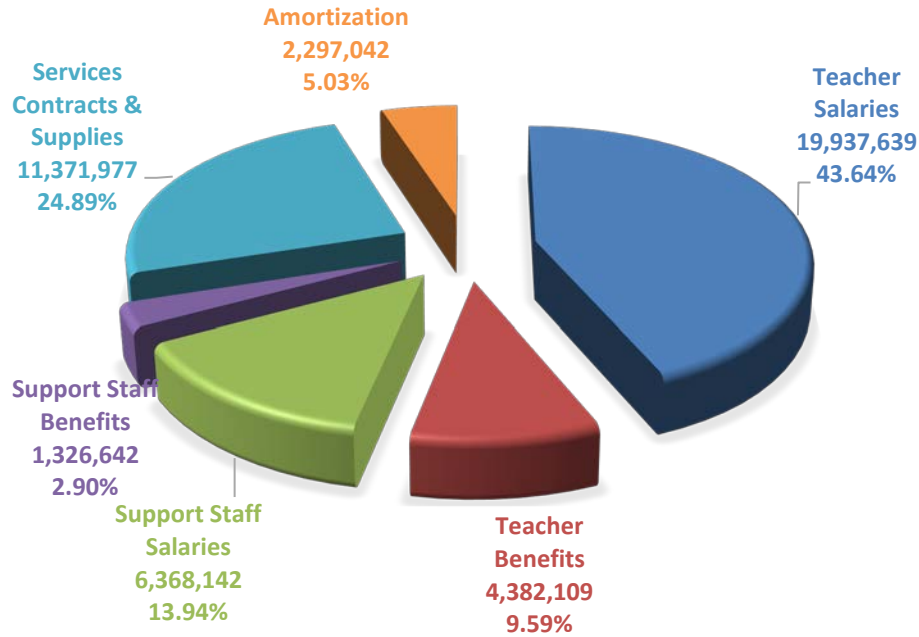
- Implementation of a student engagement team to lend their voice to jurisdiction initiatives and promote student leadership opportunities beyond their school and beyond the jurisdiction.
- Mobilize student leadership to promote youth education related to e-cigarettes through a partnership project with Alberta Health Services.

HORIZON INSTRUCTIONAL MODEL



NOTE: * indicates that these strategies specifically target "overall" areas identified as an issue

2019 – 2020 Budget Expense by Object



Audited Financial Statement

The School Generated Funds (SGF) information is fully consolidated in the Audited Financial Statement (AFS). For provincial school jurisdiction comparative data of the Audited Financial Statements please see the Alberta Education Website:

<https://education.alberta.ca/financial-statements/combined-statements/>

For the year ended August 31:

	Aug 31, 2018	Aug 31, 2019
Revenue	\$45,694,168	\$45,580,735
Expenses	\$47,151,243	\$45,444,770
Excess of Expenses over revenue	\$(1,457,075)	\$135,965
Includes: Unsupported amortization (non-cash)	\$468,404	\$476,304
Accumulated surplus		
Beginning of year	\$12,397,838	\$10,938,679
End of year	\$10,938,679	\$11,074,644

The Board’s reserves as of August 31, 2019 are as follows:

Unrestricted Funds		\$1,335,930
Operating Reserves		
Decentralized (School based carry-over)	\$975,655	
School Generated Funds	\$655,381	
Colony Start-up	\$40,000	
Technology	\$606,054	
Division Office Equipment	\$51,842	
Total Operating Reserves		\$2,328,932
Capital Reserves		\$1,971,637
Investment in Capital Assets		\$5,438,145
Accumulated Re-measurement Losses		\$0
Total Accumulated Surplus		\$11,074,644

Capital and Facilities Projects

Modernization announcement for the D.A. Ferguson/W.R. Myers complex (\$7M) was announced in October 2015 and construction commenced in the spring of 2018. The project has encountered extensive delays and change orders related to fire codes.

Phase 1 of the project has been completed 6 month behind schedule. Students have transitioned into this portion of the school in the summer of 2019. Deficiencies remain outstanding. Phase 2 is currently underway but has also experienced extensive delays due to a reversed decision regarding requirements to meet fire code. Change orders are underway requesting sprinklering which will further delay the project by at least 9 months. The estimated completion date for phase 2 is now the summer 2020. Alberta Infrastructure is managing the project.



Two value management sessions for Erle Rivers High School have been undertaken (April, 2016, and December 2017). The modernization was included in a list of unfunded capital projects in the province's 2016 budget. The jurisdiction is waiting formal announcement from the government regarding final approval of this project. The community has commenced fundraising to enhance the project when it is finally announced.

Boards send their three-year capital plan to Alberta Education. Using information from the plans, Alberta Education works with Alberta Infrastructure to create the provincial capital plan. These are the highest-priority projects in Alberta. This helps government decide which projects will be approved when funding is available for school projects. When a project is approved, the school board, Alberta Education, and Alberta Infrastructure work together on the details of the project to help ensure it meets students' needs. Horizon's top two priorities are Erle Rivers High School and phase two of the D.A. Ferguson/W.R. Myers complex modernization.

Summary of Facility and Capital Plans

The province provides school jurisdictions funding for facility and capital planning under three separate categories – Plant Operations & Maintenance (PO&M), Infrastructure Maintenance and Renewal (IMR) and Capital Projects. They provide technical support to school jurisdictions on matters related to development of capital plans, project management support, project design, tendering, cost analysis and review, and recommendation of IMR plans.

PO&M funding is provided for the on-going, day-to-day maintenance and operation of school buildings to ensure they are safe, comfortable and suitable learning environments for students. The Facilities and Maintenance Department is mandated by the Board to operate within the annual funds provided by the province. The major expenditure components of the PO&M budget are operations and maintenance staff, cleaning and custodial, utilities (electricity, heating, water, sewage and solid waste) and general maintenance.

Associate Superintendent, Learner Services
Report to the Board of Trustees – January 27, 2020

Learner Services lead team members:

Amber Darroch, Associate Superintendent
Terri-Lynn Duncan, Assistant Superintendent
Angela Miller, Clinical Team Lead
Shea Mellow, Instructional Coach

KEY ACTION AREA #1:

Strong core instruction that develops student competencies

- Amber is in the process of meeting with all principals to discuss course offerings in the 2020-21 school year, supporting alignment with Alberta Education regulations and approved Programs of Study. Horizon schools go to great lengths to provide a broad and high-quality range of courses at all levels and are being supported in using innovative approaches to engage and inspire their students.
- A student leadership initiative is underway in partnership with Alberta Health Services (AHS) and our own Family Connections Wellness Coaches. Students are currently being recruited and will receive training to design anti-vaping (e-cigarette) campaigns for their own schools. Peer to peer communication on issues such as health is effective in helping youth make positive and informed choices.

KEY ACTION AREA #2:

Response to Instruction and Intervention

- Schools have begun to schedule their second Individual Program Plan Meetings. Terri-Lynn is attending scheduled meetings for students kindergarten to grade 12 and Andra Johnson is attending the Kindergarten and early learning scheduled meetings.
- Terri-Lynn has been attending Collaborative Response Meetings to provide support in areas of literacy, numeracy and suggestions for Alberta Health Services or the inclusive learning team members that may be able to support students in areas of difficulty.
- Horizon is part of a multi-district collaborative partnership facilitated by AHS to develop a clear, conceptual model of how schools and our partners can respond to middle/junior high school students at risk of chronic non-attendance. One school will be involved in helping create a clear intervention strategy for students with attendance concerns at the middle tier of our pyramid of intervention. Upon completion a year from now, the idea is to have a strategy which can be replicated in all of our schools and also applied to student concerns other than attendance. The

slide that follows sums up the project:

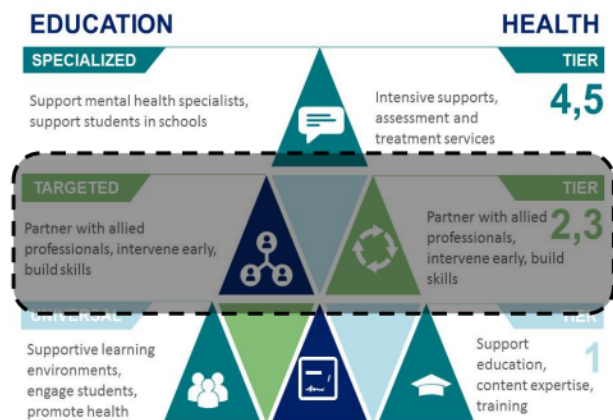
Project Objective

Vision

Children and youth in Alberta have access to **consistent and equitable, cross-sectoral, collaborative** addiction and mental health supports in school settings.

Project Objective

To co-design, implement, and evaluate model(s) of **cross-sectoral and collaborative services and support in the middle tier of intervention** through a collaborative learning approach (CLA).



LEADERSHIP PRACTICES

- Amber has facilitated training for division office staff and Chamberlain/ATL school staff on the “Seven Habits of Highly Effective People”.
- At the January session for all Horizon Early Learning Educators, Amber presented a session on how to best use effective leadership practices in an early learning context.
- Terri-Lynn recertified in SIVA (Supporting Individuals through Valued Attachments) Train the Trainer session with Glenn Jankowiak and Mandy Simmons so that the SIVA team can continue to provide training to administrators, teachers and educational assistants in the district.

December

Principal Meetings	Whole-Staff Coaching	Individual Teacher Coaching	Total School Visits	Additional PD Experiences
4	2	9	10	2

January

Principal Meetings	Whole-Staff Coaching	Individual Teacher Coaching	Total School Visits	Additional PD Experiences
2	1	27	13	2

Highlights

#1: Coaching Staff Cycles: Many Horizon schools have now arranged cycles of coaching for their staff and this is imperative support to achieve our ultimate goal of shifting and enhancing our practice as a collective - getting all teaching staff 'on the same page'. I see such potential for new strategies in conceptual learning to provide clear structures and processes to refine instruction and assessment for all classrooms, including multi-age classrooms, of which we have many in our division. Working with a whole staff allows for a collaborative approach within each school and essentially, throughout our division. This collective approach will empower our staff. ***Working smarter, not harder - an appropriate mantra to enrich the health of all teaching staff.***

#2: "They may as well have been speaking Russian..."
After our division-wide professional development day, a new teacher to the profession used this language to express to me how she was feeling overwhelmed with discussion on new pedagogy. Immediately, Amber and I were able to proceed by collaboratively planning a proactive approach to reach teachers who may be feeling stress with these new directions. In doing so, we created a visual reference to use at a universal level within our division. I have used this several times, with large groups as well as individual teachers - including the teacher who originally presented the "speaking-Russian" reference. This teacher is now excited to proceed with renewed clarity and purpose. With excellent responses thus far, this tool is sure to provide clear direction to our entire administration and teaching staff. ***As the lead learners in the division, it is rewarding to problem-solve with colleagues and, ultimately, to be able to provide valuable support where it's truly needed.***

Policies changing with Education Act

By Cole Parkinson

Taber Times

cparkinson@tabertimes.com

The Horizon board of trustees have almost made their way through several policies required for updates due to the change to the Education Act.

On the docket for the board during their regular meeting on Nov. 25 was one new policy and a handful of other policies that had first reading passed at previous board meetings. The single new policy brought to the board was Policy HIAE — School Fees.

It states "The board of trustees of the Horizon School Division believes that parents and independent students have shared responsibility for costs in respect to any matter provided for under the Education Act and regulations. The board authorizes schools to levy school fees and costs as per this policy." The biggest reason for the update to Policy HIAE comes down around transportation costs.

"Last meeting, we had a conversation around financial pieces and one piece the board had talked about was, and in the regular portion of the meeting, council made a motion to do a transportation review. One component of that transportation review is the ability to charge transportation fees if the board wishes," explained Wilco Tymensen, superintendent of schools. "This policy has two main changes with it. One, it basically allows the

board to set by board motion and the process for transportation fees that could be charged to parents. Those fees would be set in a schedule so if under the policy, it has a variety of places it could be charged. Certainly, the new student transportation regulation indicates that boards can pass fees for parents who have to travel less than 2.4 kilometres. You can charge for transportation for a non-designated school or you can charge parents if the overall cost is more than you receive. In all of those cases, the fee cannot be higher than the cost to transport them. This policy allows you to do that and it also removes the section of the policy which used to require ministerial approval. So with changes to the Education Act and the new student fee regulation, the board can set the fees."

The board unanimously approved first reading of the board. Other policies brought back to the board for second and third readings were Policy FD — Disposal of Division Property, Policy GC — Superintendent of Schools, Policy GCNO — Evaluation of Family Liaison Counsellors, Policy HGBH — Home Education, Policy IFH — Formal parent-Student Appeals and Dispute Resolution, Policy IGAA — Use of Physical Restraints, Policy IO — Student Records, Policy JFCH — Illicit and Controlled Substances and Medial Management, Policy JHF — Welcoming, Caring, Respectful and Safe Learning Environments, Policy JMA.

Horizon views audited financials from prior year

By Cole Parkinson

Vauxhall Advance

cparkinson@tabertimes.com

As part of the end of the year celebrations, the Horizon school board of trustees got a look at their audited financial statements ending on Aug. 31, 2019.

Like usual, Avail's Darren Adamson provided the report to the board during their Nov. 25 meeting.

Financial assets for the year end saw cash and cash equivalents at \$2,581,262 (last year was at \$2,419,388), accounts receivable at \$413,409 (\$1,035,824), their operating (portfolio investments) at \$4,222,228 (\$4,482,676) which totals at \$7,216,899 compared to last year's total of \$7,937,888.

Adamson explained to the board why their financial assets saw a dip of around \$700,000.

"This is basically because you've spent some money on some capital assets."

Total liabilities were at \$58,377,039 (\$52,935,982) while their net debt was \$51,160,140 (\$44,998,094).

As far as non-financial assets, tangible capital assets were \$61,884,542 (\$55,754,990), prepaid expenses were \$350,242 (\$181,783) and the total was \$62,234,784 (\$55,936,773).

Their accumulated surplus also took a hit, coming in at \$11,074,644 compared to the prior year of \$10,938,679.

"The \$11 million would represent our total excess of revenue over expenses from the very beginning of Horizon School Division," added Adamson.

Moving to revenues, the primary source continues to be the Government of Alberta who provided \$43,373,944 compared to 43,537,963 the last year.

Other revenues were from fees \$596,586 (\$663,549), other sales and services \$730,171 (\$594,366), investment income \$158,905 (\$145,046), gifts and donations \$334,519 (\$299,666), rental of facilities \$20,763 (\$23,666), fundraising \$321,891 (\$407,771) and other revenue \$43,956 (\$22,542) which totalled out to \$45,580,735 (\$45,694,168).

"For the most part, revenues are right where we expect them to be," stated Adamson.

Expenses for the 2019 year were largely attributed to staffing as Instruction ECS was \$1,440,714 (\$1,583,678), and instruction Gr. 1-12 was \$32,414,245 (\$33,833,530).

Other expenses listed were plant operations and maintenance \$6,294,333 (\$6,458,673), transportation \$2,887,044 (\$2,879,211), board and system administration \$1,937,483 (\$1,957,826), external services \$470,951 (\$438,325) which totalled \$45,444,770 (\$47,151,243).

Horizon's operating surplus for the 2019 year was \$135,965 (\$1,457,075).

"Everyone is aware of the province's financial position and everyone is aware of the board's financial position. People have been taking breaks on a few things and they've been saying 'let's be careful here,'" added Phil Johansen, associate superintendent of finance and operations.

Total cash flows from operating transactions were \$1,134,236 (-\$1,145,124) while cash and cash equivalents at the end of the year totalled \$2,581,262.

"That's good, you want positive cash flows from operations. Last year was negative \$1.1 million," said Adamson.

The board of trustees were also provided with their key performance indicator report for the year-end.

"The calculated adjusted average is derived from the 60 school divisions in Alberta excluding the four divisions in Calgary and Edmonton. This was done in order to focus on small to medium size school divisions," reads the report.

With Horizon's total expenses at \$45,444,770, the comparable averages were at \$62,586,30 while total revenues were \$45,580,735 at Horizon and the comparable average was \$62,414,115.

Students for 2019 at Horizon totalled at 3,539 while comparable averages had 4,946.

As far as expense by allocation, Horizon sees 74.5 per cent going towards instruction, 13.9 per cent to operation and maintenance, 6.4 per cent to transportation, 4.3 per cent to board and system admin and one per cent to external services.

Horizon unanimously approved the audit financial statements for the year ending on Aug. 31, 2019.

Horizon deficit nearing \$1 million

By Cole Parkinson

Taber Times

cparkinson@tabertimes.com

The Horizon School board of trustees have approved their 2019/2020 fall budget update, which sees another deficit near \$1 million.

While projections in the early summer pegged the deficit to come in just over \$400,000, several factors have bumped that number up to \$967,458.

"This fall, we are bringing to you a projected deficit of (\$967,458) instead, which is quite surprising. What happened is, first of all, school's have adjusted their budgets. Those have gone down to under \$400,000," said Phil Johansen, associate superintendent of finance and operations at Horizon's regular board meeting on Nov. 25.

Due to this shortfall, \$567,841 is coming out of board reserves to maintain school staff for the school year, while the remaining \$399,617 is due to schools opting to expend reserve dollars to enhance additional instructional supports for students.

"Every year we do a projection of funding and enrollments in the springtime and then update actual enrollments after September 30. This year was a bit of a different year. Most years we have a funding manual and a budget from the province, we didn't have that this year. So we made some assumptions and then when the province released the budget in October, we found out we were wrong on some things," explained Johansen. "In the spring, we presented a budget that included the Classroom Improvement Fund but we weren't really optimistic that it would be given to us. The province's budget in October didn't include the Classroom Improvement Fund for us which was worth \$481,000. Other funding that was cut in the province's budget was the Class Size Grant, that cost us almost \$1.3 million. They also reduced the Student Fee Replacement Grant. So, a couple of year's ago when student fees were a big issue for the government, they basically said 'you can't charge all of these different types of fees,' and in order to compensate for that, they provided funding for some of the fees charged in the past. That was worth \$76,000 a year."

"My understanding is that part of the rationale for the government in cutting those three is that they transferred those funds to cover the cost for normal growth," added Wilco Tymensen, superintendent of schools.

With the United Conservative budget seeing cuts across a number of areas, schools boards across Alberta are experiencing similar issues. While the UCP vowed to keep spending for education the same as last year, the expanded enrollment numbers across divisions has left a shortfall.

"The Conservative government made a commitment that they wouldn't reduce the amount of money spent on education this year, but the problem is the system as a whole has enrollment growth. At that point, they needed to fund something like an extra 15,000 students in the system so they eliminated those three grants to be able to pay for that. To soften that blow, they brought in a new grant called the Transitional Funding Grant and there is two different rates. There is a rate for urban jurisdictions and a higher rate for rural jurisdictions. We benefit

at the higher rate there but it still didn't offset the amount of funding that we lost," continued Johansen. "We didn't really count on getting this \$481,000 in our plans but we did not anticipate losing the class size funding and the student fees, we didn't really anticipate losing that one either. The province has announced they will be reviewing the funding framework. That totals \$1,367,000 and the transitional funding gives us just over \$1 million so that leaves us with a shortfall of around \$350,000."

He also explained the provided transitional funding would be a one-time thing.

Coming into the school year, Horizon had projected a smaller student population across their schools but the numbers have come in lower than projected, which has left less provincial money in their pocket.

"We projected our enrollments in the spring, we are actually down about 95 students from last year and we are about 30 less than what we projected. In the spring, what the board approved, was a deficit of \$426,000. That \$426,000 was entirely coming from school's funds that have been carried over year to year," said Johansen.

Another significant factor to the larger deficit comes in the fact that insurance for school boards in Alberta has seen a larger bump than expected.

"The insurance industry has kind of backed away from school board insurance programs because of the losses that have occurred over the last number of years. Alberta has been kind of labeled as a catastrophic zone by the industry. We were told that 15 per cent of the weather-related losses in the last year in all of Canada came out of Alberta. If you go back through the years, between Fort McMurray, floods in High River and Calgary and the wildfires up north, our insurance as a collective hasn't done very well. Personally, Horizon's insurance losses haven't been very high at all but school boards as a whole have not been very good," explained Johansen.

Over \$500,000 additional funds for insurance was added to the budget, according to Johansen.

With the need to cover up the financial gap, Johansen also explained how they would suggest doing that for the 2019/2020 school year.

"Our board has a history of using reserves to offset any of those shocks that come our way. Of course, our ability to absorb those shocks is diminishing. We did look at the budget in detail and there are some things we've done to try to reduce costs which comes to a savings of about \$190,000. The most significant thing that we are doing is we have a central office position where someone is leaving and we are redistributing duties rather than replacing that position. Some other areas we carved out some savings were in technology provided to schools," he said. "In terms of how we propose the board funds this shortfall this year, again noting the objection would be to minimize the impact on classrooms given we are mid-semester. The board's operating reserves are just over \$2 million, if you separate out the schools operating reserves, noting that the school's operating reserves are technically the board's funds as it is your decision to give that to them. Our recommendation at this point to maintain programming and staffing at schools would be to approve an overall deficit of \$967,458 for this operating year."

Angela,

I have been asked by Derek Baron, Trustee, to forward some details regarding our insurance costs for the upcoming year.

Horizon School Division is insured through the Alberta School Boards Insurance Exchange (ASBIE). ASBIE is a reciprocal insurance arrangement that was started by the Alberta School Boards Association (ASBA) and has 48 participating boards. The arrangement essentially is that boards pool their resources to insure each other up to a certain point, and then collectively purchase insurance beyond that reciprocal amount. By collectively sharing the risk, boards have been able to minimize insurance premiums over the years. The first year that Horizon participated in ASBIE, our insurance costs were about \$100,000 less than the year before.

In October, we were notified of a significant increase in our insurance rates for the coming year (property insurance to increase 274%, liability to increase 38%, Approximate value of increase \$650,000). The program experienced a 594% loss ratio in 2018/19 and the insurance companies that had been insuring the program withdrew their support in August. In addition to these losses, we have been advised that there has been a general "hardening" of the insurance market. This is particularly true for Alberta because 50% of the weather related losses for all of Canada last year occurred in Alberta.

In order to purchase insurance for the coming school year, ASBIE was required to increase the reciprocal portion of the program from \$4.5 million to \$15 million. We are advised that 94% of the increase is going into the reciprocal. If the program does not continue to incur large losses, it is expected that some of those funds will be returned to us in future years.

ASBIE is aware that school boards cannot continue to absorb these increases in insurance premiums. The ASBIE board is currently engaged in strategic planning to determine any changes needed to the plan in the future. Government officials are aware of the situation and are meeting with the ASBIE board as they seek a resolution to this problem.

Thank you

--

Phil Johansen, CPA, CA
Associate Superintendent of Finance & Operations
Horizon School Division No. 67
Phone: (403)223-3547
Extension: 10124

Dear Mr. Johansen:

Thank you for your November 5, 2019 email on behalf of the Horizon Public School Board of Trustees regarding your insurance costs. I apologize for the delay in answering.

As you are aware, the province of Alberta has experienced several catastrophic weather situations over the past several years, including the High River flood and the fires in Slave Lake, Fort McMurray and High Level.

The increase to insurance premiums is related to loss ratio (premiums collected compared to the insurance proceeds paid out). In 2018/19, millions of dollars were paid out in insurance claims in Alberta and only a fraction of this amount was received in premiums, resulting in a 594 per cent loss ratio. The loss ratio for rural Alberta schools over a 12-year period was 346 per cent. These loss ratios and recent weather events have made insurance companies unwilling to provide insurance. The dramatic increase in insurance premiums to rural boards was not forecastable.

I can assure you that the Minister of Education is fully aware of the situation, and her staff have been working with the Alberta School Boards Insurance Exchange (ASBIE) to identify options for school boards into the future. It is very important to recognize that the insurance exchange is providing a valuable service to school boards and that without the participation of all school boards, there is a significant risk that some school boards with very high claims ratios may not be able to purchase insurance. The Minister has also examined alternative ways for school boards to fund the insurance premium increase for this school year. A final decision on an alternative funding methodology is being determined.

I appreciate you taking the time to write, and I encourage you to continue to reach out to me with your questions and concerns.

Sincerely,

Hon. Grant Hunter
Associate Minister of Red Tape Reduction
MLA Taber Warner
(403) 223-0001
(403) 223-0002 (f)
1-888-600-6080

cc: Honourable Adriana LaGrange, Minister of Education

From: <alberta.news@gov.ab.ca>
Date: Fri, Jan 10, 2020 at 5:46 PM
Subject: News Release: Arbitration awards: Minister Toews
To: <wilco.tymensen@horizon.ab.ca>

Arbitration awards: Minister Toews

January 10, 2020 [Media inquiries](#)

President of Treasury Board and Minister of Finance Travis Toews issued the following statement about two arbitration decisions of no wage increases involving the Alberta Teachers Association and the United Nurses of Alberta.

"These independent public sector wage arbitration outcomes reflect the current economic realities in the province. The decisions align with the crucial need to fix Alberta's spending problem and ensure the long-term sustainability of high quality services for Albertans.

"As the MacKinnon panel identified, public sector compensation accounts for more than half of government expenses and wages are, on average, substantially higher than other large provinces.

"Correcting wages over time is a critical part of our government's commitment to get our fiscal house in order. Even with these decisions, fiscal restraint and discipline must continue as we enter into new collective bargaining negotiations in 2020.

"As we said at Budget 2019, there is no new money for public sector raises in the fiscal plan.

"We have a great deal of respect and admiration for Alberta's public sector workers. The need for wage restraint does not diminish our recognition for the hard work they do for Albertans."

Media inquiries

[Jerrica Goodwin](#)

780-988-3278
Press Secretary, Treasury Board and Finance

Work continuing into new year at W.R. Myers High School and D.A. Ferguson Middle School

■ **Completion:** Partial modernization looking at April completion date

By **Cole Parkinson**
Taber Times

cparkinson@tabertimes.com

Progress at W.R. Myers High School and D.A. Ferguson Middle School is continuing for their partial modernization.

While the hope was to have everything back in place by the end of 2019, things haven't finished up as quickly as the Horizon School board of trustees had hoped.

With further delays, the board had then hoped to see completion by the end of January 2020 but once again, more needed work has come forward which has postponed the final product.

"With those stairwells (in W.R. Myers), there has been a change order that needs to take place for fire safety and it's going to take about six weeks," explained Bruce Francis, vice-chair at Horizon's regular meeting on Nov. 25. "They were origi-

nally saying they would be done by the end of January but we know that isn't going to happen because of this."

More work within the facilities is also needed which will be done in short order.

"All washrooms require upgrading to barrier-free access," added Francis.

One item in need of addressing is moving ahead though after concerns were brought forward at a past meeting.

After issues within W.R. Myers and D.A. Ferguson gyms around noise issues due to the removal of acoustic panelling.

A tender was put out and the board approved the submission by Roest Acoustics, who priced both gyms at \$126,000.

"The sound baffling for D.A. Ferguson and Myers gyms is going to start during the Christmas holidays and probably won't be finished until the week after

kids are back in school.

Hopefully, we get that done by the tenth of January or so," said Francis.

A further update to the project was given during the board's regular meeting on Dec. 16, in which the completion date was pushed back further. Due to several new things being done within the walls at W.R. Myers and D.A. Ferguson, the board fully expects the grand opening scheduled for April to be pushed back.

"We got a change order on the D.A. Ferguson/Myers capital project in the fact that we have been told it has to be sprinklers. We have to set up the sprinklers to be set up in the two story part," said Francis at the Dec. 16 meeting. "So until we do that, everything else is on hold because they can't do anything else until they figure (that) out."

As part of the sprinkler system, more work is needed for the water lines.

"They are running either a six or eight inch water line through the entrance on the southside, running it up the main hall way through the ceiling. It will then go into the two story so that will accommodate the sprinkler system for the two story. Typically, now a days, to bring a building up to code when you modernize them, you have a sprinkler. That main water line will also be in place should Phase 2 modernization be approved," said Tymensen.

The project is still on track to finish before the next school year starting in September but it will be several weeks later into 2020 than the board had hoped.

"Good news is part of the project was not to have painting but they have included that in the project now. So they will be putting a coat of paint on," said Francis. Because of all of this, the completion date to be some time in April."

Horizon looking to go bargain shopping with insurance

By Cole Parkinson

Taber Times

cparkinson@tabertimes.com

After being shell shocked by the increase in insurance for 2020, the Horizon School Board is hoping to find a better deal moving forward.

During the board's regular meeting on Dec. 16, a motion was made to terminate participation in the Alberta School Boards Insurance Exchange effective Oct. 31, 2020.

"As you are all aware, this year we were surprised by about a 297 per cent increase in our insurance premiums. The last 10 years or so, Horizon has been part of the Alberta School Boards Insurance Exchange. What that is, is a reciprocal insurance agreement where essentially a group of school boards came together and self-insured to a point. That point was up to \$4.5 million and beyond that point, we bought insurance through various insurance companies. In the middle of the summer, the insurance companies that were involved decided to pull their business or their policies out from the insurance exchange. There had been some large losses last year due to wildfires and some historical losses from floods. There has also been a general hardening on the insurance market. In order to secure insurance, the reciprocal had a number of layers with insurance companies and the end result was the exchange was required to have a \$15 million reciprocal instead of \$4.5 million. That is the pri-

mary driver for the increase," said Phil Johansen, associate superintendent of finance and operations.

With a massive bump in what Horizon pays for insurance, the ability to explore further opportunities was a fairly obvious choice especially since they could get back into their previous plan if no better options presented themselves.

"For example, last year our insurance premiums were around \$300,000. This year they are around \$900,000. The contract specifies that we have to give notice by January 1, if we want to get out of this arrangement and we are in it until the end of the insurance period, which is the end of October. We have been advised that if we move to get out of the insurance exchange, we would be welcomed back in as long as we get back in by June, if we decide to do that," continued Johansen. "Being out of the exchange at this point, what it does is it gives us time to shop around and find a better arrangement, if possible. If we can't find something better, we can get back in."

Due to Horizon paying into the insurance exchange, the board had questions on if any money would be coming back.

"That pool of money that we have put in, if we pull out what happens to that pool of money?" asked Bruce Francis, vice-chair.

"There is two pools of money — the reciprocal portion and then there is our equity in the insurance exchange. Eventually, you get your money back, what didn't get claimed but because they are ensur-

ing us that if there is any outstanding claims, they hold on to it to make sure there are no outstanding claims," answered Johansen. "They didn't give us answer on the timeline."

Other boards are also dealing with similar issues. "There are about 50 jurisdictions that contribute to build that pot of money," added Wilco Tymense, superintendent of schools.

The board had questions about how much each division contributes to the Alberta School Boards Insurance Exchange.

Johansen explained the contribution was based on the size of each division.

"We have to give them enrollment numbers every year."

The motion was carried unanimously by the board.

From: <alberta.news@gov.ab.ca>

Date: Mon, Jan 20, 2020 at 11:11 AM

Subject: News Release: Declaration: Red Tape Reduction Awareness Week

Declaration: Red Tape Reduction Awareness Week

January 20, 2020 [Media inquiries](#)

Associate Minister Grant Hunter has declared Jan. 20-24 Red Tape Reduction Awareness Week in Alberta.



(L to R) Associate Minister Grant Hunter; Nathan Satanove, Owner, Pasta Pantry; Rob Plante, Canadian Federation of Independent Business.

The declaration coincides with the Canadian Federation of Independent Business's own Red Tape Awareness Week, which highlights how regulatory burdens from all levels of government impede businesses and negatively affect the economy.

“Red Tape Reduction Awareness week is about celebrating our work in cutting red tape for Albertans, while acknowledging there's a lot more to be done. Our government has made it clear that we will get Albertans back to work. I'm excited as we move forward into this new year – we have an ambitious agenda ahead of us.”

Grant Hunter, Associate Minister of Red Tape Reduction

This year, Associate Minister Hunter has been named a finalist to receive a Golden Scissors Award from the CFIB. The award is granted to a small handful of organizations and individuals for their leadership in cutting red tape and making it

easier for small businesses to thrive. The winners will be announced on Jan. 23, 2020.

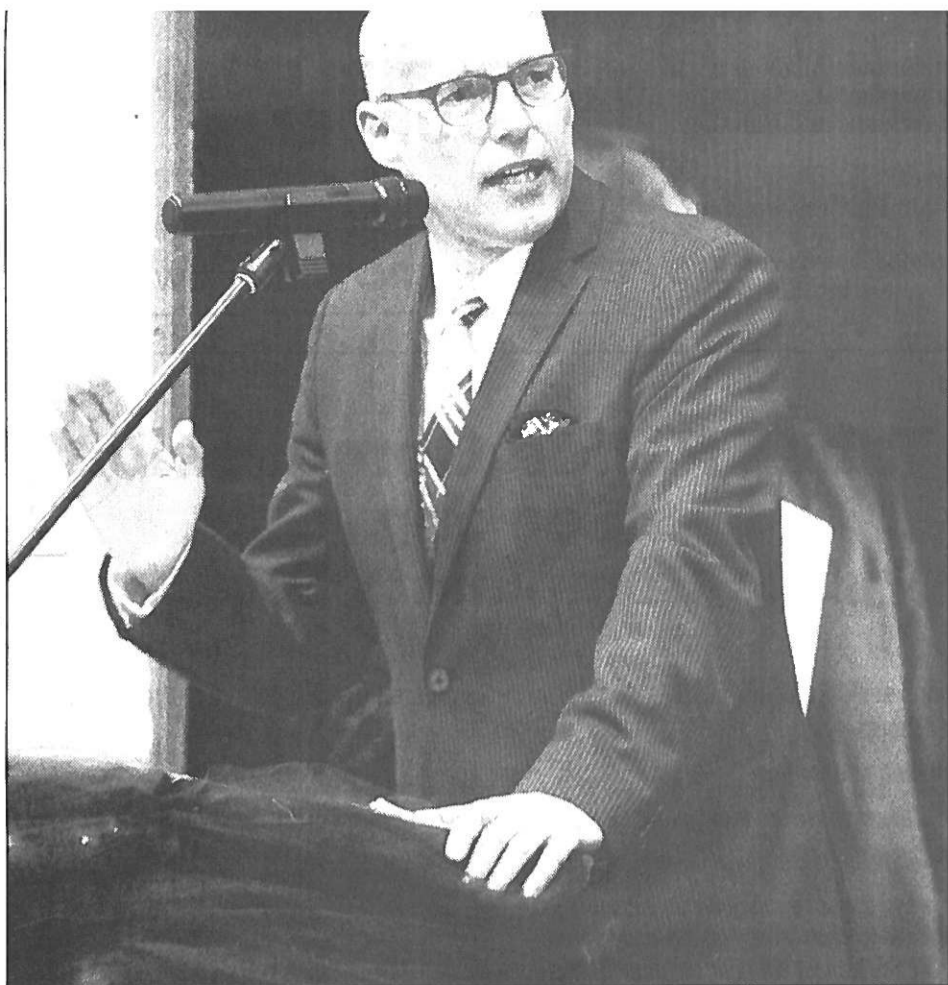
“CFIB is encouraged by the work already undertaken by the Associate Minister of Red Tape Reduction to tackle the issue of red tape. Red tape creates headaches and stress for not only small businesses but all citizens. The government has shown commitment and leadership on identifying red tape burdens and implementing initiatives that streamline government services.”

Annie Dormuth, director of Provincial Affairs, Canadian Federation of Independent Business

Red Tape Reduction Awareness Week will highlight successes made over the last half year, announce new actions, and kick off a new year of cutting Alberta’s regulatory burden.

Related information

- [Cut Red Tape](#)



TIMES FILE PHOTO

NEW YEAR: Horizon superintendent of schools Wilco Tymensen is excited for what the New Year will bring for both staff and students.

Horizon superintendent analyzes future of education for 2020

By Cole Parkinson

Taber Times

cparkinson@tabertimes.com

With 2019 down, Horizon School Division is hopeful and confident 2020 will continue to bring success for their students and staff.

While each new school year brings challenges and success stories, 2019 brought quite a few questions for the division.

The 2019 provincial election certainly contributed to plenty of Horizon's questions and with it eventually ending with a new government, even more inquiries were brought forward.

"As I reflect back upon 2019, I would say that it was a year of uncertainty," said Wilco Tymensen, superintendent of schools. "Alberta was still getting used to a new government, after some 44 years of PC leadership. The April 2019 provincial election saw a change in government once again that resulted in a six-month delay in our budget. With a new UCP government, whose mandate appeared to be undoing many of the NDP initiatives as part of their fiscal restraint and government overhaul, school divisions headed into the 2019/2020 year with a lack of clarity regarding funding and government mandates."

While many questions were thrown around by the division, that didn't lead to any dip in student success.

Heading into 2020, Horizon was happy with several school projects and work completed throughout the prior year.

"There are a lot of things to be proud of in Horizon. Parents and students are exceptionally pleased with the services we provide, as evidenced by provincial surveys. 94.1 per cent believe students are safe and cared for (5.1 per cent above provincial average), 93.6 per cent believe we provide high-quality education (3.4 per cent above provincial average), 86.2 per cent of students complete high school within four years (3.5 per cent above provincial average), 85.3 per cent believe schools are improving (five per cent above provincial average)," continued Tymensen.

"Additionally, our students outperformed the province in six out of 10 diploma examinations as well as the three year average for achieving the acceptable standard in provincial achievement exams. What I am most proud of is all the work our teachers and support staff do each and every day that bring about such results. We

have an amazing staff who go above and beyond and continually strive to ensure that all of our students' needs are met."

Building upon the prior year of success is another big goal for Horizon as 2020 begins to charge full steam ahead.

"Obviously, we want to continue to see student success. We are excited to move forward with implementing the new curriculum and are eagerly awaiting an announcement about implementation timelines as they relate to September 2020. Everyone knows that Alberta is experiencing fiscal uncertainty. My hope is that we can continue to focus on students and work collaboratively to minimize any impact that may come about from a new funding model and the upcoming budget," added Tymensen. "The division's biggest goal is to ensure that all our students experience success not just in school but in life. We all know people who did well in school but who have struggled after graduation or vice versa. Our goal is that our students can be successful in school and life. My personal goal is that our staff not forget that we have two priorities."

Much like municipalities in the region, the school board is also heavily affected by the UCP budget.

Even though a deficit of \$967,458 is coming in 2020 for the division, plans for the year have largely gone untouched for Horizon.

"The UCP budget has not really impacted the division's plans. Our core goal and two key action items remain unchanged, creating contributing global citizens through strong instruction and intervention. The board chose to protect schools from the fall 2019 budget cuts. Schools are continuing to implement a variety of strategies to meet the division's goal and key actions. Schools will, however, see less division office supports given staffing reductions at the senior administration level," explained Tymensen.

While this year begins a new decade, Horizon is still focused on developing and preparing students for the ever-changing world much like past years.

"The cult classic movie 'Blade Runner' was set in our past, November 2019. While flying cars are not mainstream, the world continues to change, and it will be our youth who will become our future leaders," said Tymensen.

"We need to give them the knowledge, skills, and attitudes to be able to solve tomorrow's complex problems."