

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 held its Organizational Meeting of the Board on Monday, October 26th, 2020 commencing at 12:59 p.m. in the Eric Johnson Room.

TRUSTEES PRESENT: Marie Logan, Bruce Francis, Blair Lowry, Rick Anderson, Derek Baron,
Jennifer Crowson, Christa Runka

ALSO PRESENT: Dr. Wilco Tymensen, Superintendent of Schools
Philip Johansen, Associate Superintendent of Finance & Operations
Amber Darroch, Associate Superintendent of Learner Services
Cole Parkinson, Taber Times
Sheila Laqua, Recording Secretary

MINUTES

1. **Call to Order**

Philip Johansen, Associate Superintendent, called the meeting to order at 12:59 p.m.

2. **Nominations and Election for Chair of the Board**

Philip Johansen called for nominations from the floor for the position of Board Chair.

Bruce Francis nominated Marie Logan for the position of Board Chair.

Marie Logan accepted the nomination.

Philip Johansen called for nominations. No further nominations were made.

Marie Logan was declared to be the Chair of the Board of Trustees of Horizon School Division until the next Organizational Meeting of the Board.

BOARD CHAIR
ELECTED
120/20

3. **Nominations and Election for Vice-Chair of the Board**

Philip Johansen called for nominations from the floor for the position of Board Vice-Chair.

Blair Lowry nominated Bruce Francis for the position of Board Vice-Chair.

Bruce Francis accepted the nomination.

Philip Johansen called for nominations. No further nominations were made.

Bruce Francis was declared the Vice-Chair of the Board of Trustees of Horizon School Division until the next Organizational Meeting of the Board.

BOARD VICE-CHAIR
ELECTED
121/20

Marie Logan Chair assumed Chair of the Meeting

4. **Approve Trustee Committees for 2020-2021**
The Board approved the 2020-2021 Trustee Committee representatives as attached to these minutes.

5. **Trustee Administrator's Meeting Responsibility for 2020-2021**
Until further notice, Administrator's Meeting will be held via Zoom. Board members will be invited to attend. Wilco Tymensen, Superintendent will provide a meeting update at the Regular Board Meetings.

6. **Approve Trustee School Responsibilities for 2020-2021**
The Board approved the Trustee School Responsibilities for the 2020-2021 term of office as attached to these minutes.

7. **Trustee Remuneration**
The Board of Trustees reviewed Trustee Remuneration and made the motion that the remuneration remain unchanged for the 2020-2021 term of office.

8. **Approved Board Meeting Dates for 2020-2021**
The Board approve the Board Meeting Dates for the 2020-2021 term of office as attached to these minutes.

9. **School Visits** – postponed until further notice due to COVID restrictions

10. **Adjourn Organizational Meeting**
Moved by Blair Lowry that the Organizational Meeting Adjourn.

Carried Unanimously
ADJOURNMENT
122/20

Chair

Secretary

**Horizon School Division
Trustee Committees
(2020-2021 SCHOOL YEAR)**

**Board Chair – Marie Logan
Board Vice-Chair – Bruce Francis**

<p style="text-align: center;">A.T.A. Negotiating/Liaison Committee Marie Logan Derek Baron Christa Runka</p>	<p style="text-align: center;">Audit Committee Marie Logan Bruce Francis Christa Runka</p>
<p style="text-align: center;">Budget Committee All members of the Board</p>	<p style="text-align: center;">C.U.P.E./Support Staff Negotiating Liaison Committee Rick Anderson – Chair Blair Lowry Jennifer Crowson</p>
<p style="text-align: center;">Facilities Committee Bruce Francis – Chair Derek Baron Blair Lowry</p>	<p style="text-align: center;">Hutterian Brethren Board Representative Rick Anderson</p>
<p style="text-align: center;">Indigenous Jennifer Crowson Rick Anderson – alternate</p>	<p style="text-align: center;">Policy Committee Rick Anderson Christa Runka</p>
<p style="text-align: center;">Public Relations Committee and Friends of Horizon Marie Logan Jennifer Crowson</p>	<p style="text-align: center;">Transportation All members of the Board</p>
<p style="text-align: center;">Administrative Council Meetings One member of the Board on a monthly rotation</p>	<p style="text-align: center;">ASBA Zone 6 Director Marie Logan Christa Runka - alternate</p>
<p style="text-align: center;">Council of School Councils One member of the Board to attend meetings on rotation</p>	<p style="text-align: center;">TEBA Marie Logan Bruce Francis - alternate</p>

Horizon School Division Board of Trustees Board Meeting Dates (2020-2021)

Monday, September 28, 2020
Monday, October 26, 2020
Monday, November 23, 2020
Monday, December 14, 2020
Monday, January 25, 2021
Monday, February 22, 2021
Monday, March 22, 2021
Monday, April 26, 2021
Monday, May 31, 2021
Monday, June 28, 2021

COSC Representation 2020-2021

Thursday, November 19, 2020	Jennifer Crowson
Wednesday, February 10, 2021	Bruce Francis
Wednesday, April 28, 2021	Jennifer Crowson

Horizon School Division
Board of Trustees School Responsibilities (2020-2021)

Marie Logan (Ward 1 – Lomond/Enchant)

Enchant School – Enchant
Lomond Community School – Lomond
Armada Colony School
Enchant Colony School
Lomond Colony School

Jennifer Crowson (Ward 2 – Hays/Vauxhall)

Hays School – Hays
Horizon M.A.P. School - Vauxhall
Vauxhall Elementary School – Vauxhall
Vauxhall High School – Vauxhall
Copperfield Colony School

Bruce Francis (Ward 3 – Taber)

Dr. Hamman School - Taber
Midland Colony School
Cameron Farms Colony School
Evergreen Colony School
W.R. Myers High School (includes Sr. High Mennonite Program) - Taber

Blair Lowry (Ward 3 – Taber)

Central School – Taber
D.A. Ferguson Middle School (includes Jr. High Mennonite Program) - Taber
L.T. Westlake School – Taber
Taber Christian Alternative School – Taber
Taber Christian Alternative High School - Taber
Kingsland Colony School

Rick Anderson (Ward 3 – Taber)

ACE Place Learning Centre - Taber
Barnwell School – Barnwell
Fairlane Colony School
Hillridge Colony School
Oaklane Colony School
Prairiehome Colony School

Derek Baron (Ward 4 – Warner/Grassy Lake)

Chamberlain School – Grassy Lake
Warner School – Warner
Arden T. Litt Centre for Learning – Grassy Lake
Bluegrass Colony School
Delco Colony School
Elm Spring Colony
Sunnysite Colony School

Christa Runka (Ward 5 – Milk River/Coutts)

Erle Rivers High School – Milk River
Milk River Elementary School – Milk River
River Road Colony School
Elmspring Colony School
Gold Spring Colony School
Miltow Colony School

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The Board of Trustees of Horizon School Division held its Regular Board meeting on Monday, October 26th, 2020 beginning at 1:20 p.m. in the Eric Johnson Room.

TRUSTEES IN ATTENDANCE: Marie Logan, Board Chair
 Bruce Francis, Board Vice-Chair
 Derek Baron, Jennifer Crowson, Blair Lowry, Rick Anderson, Christa Runka

ALSO IN ATTENDANCE: Dr. Wilco Tymensen, Superintendent of Schools
 Amber Darroch, Associate Superintendent of Learner Services
 Sheila Laqua, Recording Secretary
 Cole Parkinson, Taber Times
 Ian Croft, Taber Times

REGRETS: Phil Johansen, Associate Superintendent of Finance & Operations

ACTION ITEMS

A.1	Moved by Bruce Francis that the Board approve the agenda with the following additions: A.6 – IMR Update Carried Unanimously	AGENDA APPROVED 123/20
A.2	Moved by Jennifer Crowson that the Board approve the <i>Minutes of the Regular Board Meeting, held Monday, September 28th, 2020</i> as provided by Enclosure #1 of the agenda. Carried Unanimously	BOARD MEETING MINUTES APPROVED 124/20
A.3	Moved by Blair Lowry that the Board approve the <i>October 2020 Payment of Accounts</i> in the amount of \$2,032,100.87 as provided in Enclosure #2 of the agenda. Carried Unanimously	PAYMENT OF ACCOUNT APPROVED 125/20
A.4	Move by Rick Anderson that the Board approve the second reading of Policy BE – Wards (excluding appendix) as provided in Enclosure #3 of the agenda. Carried Unanimously	SECOND READING POLICY BE APPROVED 126/20
	Move by Bruce Francis that the Board approve the final reading of Policy BE – Wards (excluding appendix) I as provided in Enclosure #3 of the agenda. Carried Unanimously	FINAL READING POLICY BE APPROVED 127/20
A.5	Moved by Bruce Francis that the Board approve the Ward Boundaries bylaw that will take effect next election. Carried Unanimously	WARD BOUNDARIES APPROVED 128/20

A.6 Moved by Bruce Francis that the Board approve the updated 2020-2021 IMR allocations. <p style="text-align: right;">Carried Unanimously</p>	UPDATED 2020-2021 IMR APPROVED 129/20
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DISCUSSION ITEMS

D.1 NO DISCUSSION ITEMS

INFORMATION ITEMS

I.1 SUPERINTENDENT'S REPORT

Wilco Tymensen, Superintendent shared an October 2020 report with the Board:

- The complete report can be found [here](#).
 - Assurance/Values presentation to the Board

I.2 TRUSTEE/COMMITTEE REPORT

I.2.1 ASBA Report

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

- **Budget**
A committee is working on some suggestions for the budget. The budget will be discussed and approved at the November meeting.
- **Reports**
Ron Taylor indicated that 12 million had been held back from the federal funding and will support 3 new tiers of online learning. The Accountability Pillar report update will not be distributed because too few students wrote the Diploma and the PAT exams. Horizon can use the 3 year rolling average or use local measures instead.

Chief Business Officer, Jan Olson indicated the bulletin is out for the November FGM. The November 17th PD sessions will cost \$100.00 per Board. The Learning Platform has a new section on Risk Management. ASBA has received numerous letters about the lower enrollments across the province.

Brad Toone asked that any letters our Board sends to the Minister that we also send one to the ASBA President. The Provincial ASBA Board has set term limits on all the committees.

- **Presentation**
John Dinner gave an hour and 15-minute talk on Board Governance. This is the first PD offering from ASBA and more are coming.

I.2.2 Facilities Report

Derek Baron, Facilities Committee Member, provided the following summary to the Board, on the work undertaken by the Maintenance Department for the month of October 2020:

- 2020-2021 IMR updated due to insurance requirements
- OHS Audit – 11 schools
- Custodial hours increased due to COVID enhanced cleaning protocols
- Torch down roofing will no longer be approved
- No further progress/correspondence on W.R. Myers roof leak

I.2.3 Administrator's Meeting Report

The Administrator's Meeting September summary was provided by Superintendent, Wilco Tymensen:

- What if scenario...
- Policy GCE – Substitute Teachers
- Self-Isolation for staff
- Emergency School closure – communication, procedures, etc.
- Learning Coach update
- PAT/Diploma update
- Assurance Model

I.3 ASSOCIATE SUPERINTENDENT OF OPERATIONS AND FINANCE REPORT

Phil Johansen, Associate Superintendent of Operations shared the following October 2020 summary with the Board:

- No report

I.4 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT

Amber Darroch, Associate Superintendent of Learner Services, shared the following October 2020 report with the Board:

- The complete report can be found [here](#).

I.5 HONOURING SPIRIT: INDIGENOUS STUDENT AWARDS 2020 - ASBA

The *2020 Honouring Spirit: Indigenous Student Awards*, video is set to be completed by the beginning of November.

Each school board celebrates recipients and honourable mentions in a safe way that makes sense for each. Any award recipients or honourable mention recipients, you will be receiving the below items.

For award recipients:

- copy of the award certificate signed by both ASBA President, Lorrie Jess, and an Indigenous Advisory Circle member.
- A copy of the congratulatory letter from President Jess.

Recipients will be sent the originals of the above items as well as an honorarium to the address they have provided to ASBA.

For honourable mention recipients:

- Honourable mention certificate signed by ASBA President, Lorrie Jess, and an Indigenous Advisory Circle member.
- A congratulatory letter from President Jess.

CORRESPONDENCE

No Discussion Items came forward from the Correspondence.

Moved by Christa Runka that the meeting adjourn.
Carried Unanimously

MEETING ADJOURNED
130/20

COMMITTEE ITEMS

Moved by Rick Anderson that the Board meet in Committee.
Carried Unanimously

COMMITTEE
131/20

Moved by Jennifer Crowson that the meeting adjourn.
Carried Unanimously

MEETING ADJOURNED
132/20

Marie Logan, Chair

Sheila Laqua, Executive Secretary

PAYMENT OF ACCOUNTS REPORT
Board Meeting - November 23, 2020

General	October 19/20		376961.90
U.S.	October 20/20		7450.88
General	October 27/20		1232807.27
General	November 3/20		95163.86
General	November 9/20		72187.18
U.S.	November 16/20		83.96
General	November 17/20		359,877.98
"A" Payroll	October 2020	Teachers	1,693,526.36
		Support	557,785.60
"B" Payroll	October 2020	Casual	10,497.24
		Subs	76,298.27
Total Accounts			4,482,640.50
Board Chair _____			
PJ:dd			
November 18, 2020			

Horizon School Division October 2020 U.S. Accounts

	U.S. Funds	Canadian Funds
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Transfinder	5550.00	7450.88
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Total U.S. Accounts	5550.00	7450.88
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JM:dd
October 20, 2020

Horizon School Division November 2020 U.S. Accounts
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	U.S. Funds	Canadian Funds
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Learning Without Tears	63.00	83.96
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Total U.S. Accounts	63.00	83.96
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KO:dd

November 16, 2020

HORIZON SCHOOL DIVISION**POLICY HANDBOOK**

Policy Code: BE
Policy Title: Electoral Wards
Cross Reference:
Legal Reference: Education Act S.76, Local Authorities Election Act
Adoption Date:
Amendment or Re-affirmation Date:

POLICY

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION SHALL REVIEW THE EXISTING BOARD STRUCTURE AND WARD BOUNDARIES PRIOR TO DECEMBER 31 OF THE YEAR PRECEEDING THE LOCAL AUTHORITIES ELECTION. AS A RESULT OF THIS REVIEW, A BYLAW SHALL BE PASSED TO EITHER AFFIRM OR AMEND THE EXISTING BOARD STRUCTURE AND WARD BOUNDARIES.

GUIDELINES

1. The Associate Superintendent of Finance and Operation shall conduct a division-wide ward review 1 year prior to any election to aid the Board in their board structure and ward review.
 - 1.1. The Associate Superintendent of Finance and Operations shall
 - 1.1.1. Provide the board with potential population and elector counts;
 - 1.1.2. Provide the board with additional factors that may be considered in the establishment of board structure and ward boundaries;
 - 1.1.3. Develop ward boundary scenarios in keeping with the criteria identified in policy; and
 - 1.1.4. Provide the Board with recommendations for the Board's consideration.
2. Each electoral ward shall be represented by at least one (1) trustee.
3. No electoral ward shall have a majority of representatives on the board.
4. To respect public funds and provide for sufficient regional representation, the board shall consist of no more than seven (7) trustees.

REGULATIONS

1. The criteria for developing ward boundary recommendations in general order of priority are:

1.1. Communities of Interest

- 1.1.1. Ward boundaries will reflect the attendance boundaries of the schools within the ward. Where boundaries between regular schools and outreach schools overlap, the boundaries of the regular school will be used.
- 1.1.2. Wherever possible, ward boundaries will ensure communities with common interests or sharing a common roadway access are kept within the same ward.
- 1.1.3. Wherever possible, communities with a shared geographic interest will be combined in an electoral ward.

1.2. Total population

- 1.2.1. All calculations will be based on the total population from the most recent federal census.
 - 1.2.1.1. The population represented by each ward will be a consideration in either realigning boundaries or electing additional trustees.
 - 1.2.1.2. Population considerations will not take precedent over ensuring balanced community representation throughout the division.
 - 1.2.1.3. Population data of municipalities readily obtained from Statistics Canada will be used in evaluating populations of potential electoral wards.
 - 1.2.1.4. No effort will be made to separate the population between voters that are affiliated with the Separate or Public school divisions.

1.3. Deviation

- 1.3.1. Where the population represented per trustee is not equal, the board may allow additional trustees to be elected from that ward. The number of additional trustees will be limited by the guidelines regarding:
 - 1.3.1.1. A maximum number of trustees and,
 - 1.3.1.2. No single ward representing a majority of the board.

THE HORIZON SCHOOL DIVISION
Bylaw 2020-01
Re: Board Structure and Ward (Electoral Subdivision) Boundaries

First Reading of bylaw amendment to Board Structure and Ward (Electoral Subdivision) Boundaries:

Moved by Bruce Francis that The Horizon School Division Board of Trustees approve the first reading of Bylaw 2020-01 to provide for the amendment of the board structure and the amendment of ward (electoral subdivision) boundaries as follows:

WHEREAS at certain times some electors and/or trustees have expressed a desire to have the board structure and ward (electoral subdivision) boundaries of The Horizon School Division changed; and

WHEREAS section 76 of the *Education Act* of Alberta allows the Board to amend a by-law providing for the number of trustees and the determination of boundaries for wards (electoral subdivisions); and

WHEREAS the Board of Trustees of Horizon School Division is desirous of defining the board structure and adjusting the boundaries of the existing wards (electoral subdivision) boundaries;

WHEREAS the Board of Trustees of Horizon School Division has determined that:

- Electoral wards will reflect the defined attendance boundaries of the schools within each ward,
- Communities will be fairly represented on the board by defining wards that include at least two (2) communities attendance areas and each ward will have no less than 1 member of the board,
- No single ward will have a controlling share of the votes on the board,
- Total board members shall not exceed seven (7),
- After other representation requirements have been fulfilled, additional trustees may be elected from a ward in recognition of disproportionate population distribution.

NOW THEREFORE, be it resolved that, in accordance with *section 76* of the *Education Act*, changes be made to The Horizon School Division (electoral subdivision) boundaries, to be in effect for the October 2021 local authorities election, as follows:

Ward One (1), representing the communities of Lomond, Enchant and surrounding areas, shall be comprised of those lands within The Horizon School Division between the following described boundaries:

Northern Boundary: South of Township 18.

Eastern Boundary: West of the Bow River between Range 18 Township 17 Section 36 and Range 16 Township 16 Section 5; North of Range 16 Township 15 Section 31,32 and Range 17 Township 15 Sections 35,36; West of Range 16 Township 15; West of Range 17 Township 15

POLICY BE – Electoral Wards

Sections 2,11,14,23,26,35; West of Range 17 Township 14 Sections 4, 10, 15, 22, 27, 34; West of Range 17 Township 13 Sections 18, 19, 30, 32.

Southern Boundary: Highway 524 and Township Road 13-2 North of Range 18 Township 13 sections 7, 8, 9, 10, 11, 12 and North of Range 19 Township 13 sections 11, 12; the County of Lethbridge (North of Range 20 Township 13 Sections 35, 36; North of Range 19 Township 13 Sections 31,32,33,34; East of Range 19 Township 13 Sections 34, 27, 22, 25).

Western Boundary: East of the Traverse Reservoir, Lake McGregor and Vulcan County Range 20 Township 14 Sections 3, 6, 8, 18.

Ward Two (2), representing the communities of Hays, Vauxhall and surrounding areas, shall be comprised of those lands within The Horizon School Division between the following described boundaries:

Northern Boundary: South of Township 16 and the Bow River South of Range 18 Township 13 sections 13, 14, 15, 16, 17, 18.

Eastern Boundary: West of the Bow River.

Southern Boundary: North of Range 18 Township 11 Sections 19, 20, 21, 22, 23, 24 and Range 17 Township 11 Sections 19, 20, 21, 22, 23, and 24 and Range 16 Township 11 Section 19; North of the Old Man River between Range 16 Township 11 Section 19 and Range 13 Township 11 Section 22.

Western Boundary: East of Range 17 Township 15 Sections 3, 10, 15, 22, 27, 34; East of Range 17 Township 14 Sections 3, 9, 18, 21, 28, 33; East of Range 17 Township 13 Sections 13, 24; South of Range 18 Township 13 Sections 13, 14, 15, 16, 17, 18; East of the County of Lethbridge at Range 18 Township 13 Sections 1, 12, Range 18 Township 12 Sections 1, 12, 13, 24, 25, 36, Range 18 Township 11 Sections 25, 36.

Ward Three (3), representing the communities of Barnwell and Taber, shall be comprised of those lands within The Horizon School Division lying between the following described boundaries:

Northern Boundary: Lying South of Range 18 Township 11 sections 30,29,28,27,26,25; South of Range 17 Township 11 Sections 30, 29, 28, 27, 26, and 25, South of Range 16 Township 11 Section 30, and South of the Old Man River between Range 16 Township 11 Section 30 and Range 14 Township 11 Section 17.

Eastern Boundary: West of Range 14 Township 11 sections 17,8,5; West of Range 14 Townships 10, 9, 8, 7, 6. West of Range 14 Township 5 sections 31, 30.

Southern Boundary: Northern edge of the coulee running South-East between Range 17 Township 6 Section 30 and Range 15 Township 5 Section 25.

POLICY BE – Electoral Wards

Western Boundary: East of Range 19 from Range 19 Township 11 Section 24 south to Range 19 Township 9 Section 13 (Chin Lakes); North of Chin Lakes from Range 18 Township 9 Section 7 to Range 17 Township 8 Section 2; South of Range 17 Township 8 Sections 2, 3, 4, 5, 6; East of Range 18 Township 7, Sections 1, 12, 13, 24, 25, 36; East of Range 18 Township 7 Sections 1, 12, 13, 24, 25, 36; East of Range 18 Township 6 Sections 25, 36.

Ward Four (4), representing the communities of Grassy Lake Warner and surrounding areas, shall be comprised of two areas within The Horizon School Division lying between the following described boundaries:

Area 1 (Surrounding Grassy Lake)

Northern Boundary: South of the Old Man River between Range 14 Township 11 Section 17 and Range 12 Township 11 Section 12.

Eastern Boundary: West of the County of Forty Mile from Range 12 Township 11 Section 7 south to Range 12 Township 7 Section 6.

Southern Boundary: North of the County of Forty Mile from Range 13 Township 7 Section 1 to Range 14 Township 7 Section 18.

Western Boundary: East of Range 14 Township 11 Section 18 south to Range 14 Township 7 Section 24.

Area 2 (Surrounding Warner)

Northern Boundary: Northern edge of the coulee running South-East between Range 17 Township 6 Section 30 and Range 15 Township 5 Section 25.

Eastern Boundary: West of the County of Forty Mile between Range 14 Township 7 Section 18 and Range 11 Township 3 Section 28.

Southern Boundary: North of Range 11 Township 3 Section 20 west to Range 16 Township 3 Section 19; West of Range 16 Township 3 Sections 6, 7, 18, 19; North of Range 17 Township 2 Sections 36 west to Range 19 Township 2 Section 36.

Western Boundary: East of Range 18 Township 6 Sections 1, 12, 13, 24, 25, 36; South of Range 18 Township 6 Sections 1, 2, 3, 4, 5, 6; East of Range 19 Township 5 Section 36 south to Range 19 Township 3 Section 1.

Ward Five (5), representing the communities of Coutts, Milk River and surrounding areas, shall be comprised of those lands within The Horizon School Division lying between the following described boundaries:

POLICY BE – Electoral Wards

Northern Boundary: South of Range 18 Township 3 Section 6 east to Range 17 Township 3 Section 1; West of Range 17 Township 3 Sections 1, 12, 13, 24; South of Range 16 Township 3 Section 30 east to Range 11 Township 3 Section 29.

Eastern Boundary: West of the County of Forty Mile between Range 11 Township 3 Section 21 and Range 10 Township 1 Section 6.

Southern Boundary: North of the 49th Parallel – U.S.A. Border between Range 10 Township 1 Section 6 and Range 19 Township 1 Section 1.

Western Boundary: East of Range 19 Township 2 Section 36 south to Range 19 Township 1 Section 1.

The total number of trustees to be elected within the said wards or electoral subdivisions shall be seven (7). Trustee number from each ward or electoral subdivision is as follows:

Ward One (1):	one (1) trustee
Ward Two (2):	one (1) trustee
Ward Three (3):	three (3) trustees
Ward Four (4):	one (1) trustee
Ward Five (5):	one (1) trustee

CARRIED UNANIMOUSLY

2. Moved by **TRUSTEE NAME** that The Board of Trustees of Horizon School Division approve the second reading of the bylaw amendment to Ward (Electoral Subdivision) Boundaries.

CARRIED UNANIMOUSLY

B. Third Reading of bylaw amendment to Ward (Electoral Subdivision) Boundaries:

3. Moved by **TRUSTEE NAME** that The Board of Trustees of Horizon School Division approve the third reading and final reading of the bylaw amendment to Ward (Electoral Subdivision) Boundaries.

CARRIED UNANIMOUSLY

First, Second and Third Readings made this ## day of MONTH 2020.

**combined 2020-2021 to 2022-2023
three year education plan and
2019-2020 annual education results report**



horizon[!]
school division

an inclusive learning community that engages and empowers learners for success

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Introduction

We believe all students can leave school and be competent contributing global citizens. As such, everything we do, including engaging and empowering all our learners, is grounded in building student competencies and enhancing student success. We believe that five core strategies assist us in engaging children and motivating them to finish high school. We know, as you do, that those teachers that go beyond the duties normally expected of teachers create students that make life better for everyone, everywhere. This inspires us...to do what we do. To make a difference. We won't stop learning and improving, because we believe students matter. This is our calling. This is why we do what we do.

Message from the Board Chair

As a learning system, we receive substantial resources from Alberta Education that must be used effectively and efficiently. Our communities expect our schools to provide quality-learning opportunities including supports and services to children. The Three-Year-Plan outlines the priorities of Horizon School Division within the context of the goals of Alberta Education.

The Board of Trustees is very pleased with the accomplishments of our school jurisdiction and the achievement of our students. The support of parents, staff and other stakeholders is essential to our continued success. The results in this report illustrate a passion for learning, commitment to excellence and belief in welcoming, caring, respectful, and safe learning environments. As Trustees, we have every confidence that over the next three years we will build on our achievements and continue to provide quality learning for the students we serve.

We recognize that schools cannot do it alone. Together we can support all our children in preparing them for a successful future.

Statement of Accountability

The Annual Education Results Report for the 2019/2020 school year and the Three-Year Education Plan commencing September 1, 2020 for Horizon School Division were prepared under the direction of the Board in accordance with its responsibilities under the Education Act and the Fiscal Planning and Transparency Act. This document was developed in the context of the provincial government's business and fiscal plans. The Board has used the results reported in the document, to the best of its abilities, to develop the education plan and is committed to implementing the strategies contained within the plan to improve student learning and results. The Board approved this combined Annual Education Results Report for the 2019/2020 school year and the Three-Year Education Plan for 2020/2023 on November 23, 2020.



Marie Logan, Board Chair



Dr. Wilco Tymensen, Superintendent

Board of Trustees



Marie Logan
Board Chair



Bruce Francis
Vice-Chair



Jennifer Crowson
Ward 2



Rick Anderson
Ward 3



Blair Lowry
Ward 3



Derek Baron
Ward 4



Christa Runka
Ward 5

Senior Administration



Wilco Tymensen
Superintendent



Phil Johansen
Associate Superintendent,
Finance and Operations



Amber Darroch
Associate Superintendent,
Learner Services

Horizon School Division at a Glance

Vision

Passionately engaged learners who confidently pursue continual improvement now and in the future as contributing global citizens.

Mission Statement

Horizon is an inclusive learning community that engages and empowers all learners for success



Jurisdiction Profile

The Horizon School Division is a rural jurisdiction situated between the cities of Medicine Hat and Lethbridge spanning from Coutts on the Canada/US border to Lomond in the County of Vulcan. The Division provides education services to approximately 3500 students and consists of 15 schools of various grade configurations in the communities of Barnwell, Enchant, Grassy Lake, Hays, Lomond, Milk River, Taber, Vauxhall, and Warner, plus two Christian Alternative School, and three Outreach schools. Additionally, there are 19 Hutterian Brethren schools scattered throughout the Division as well as one elite sport academy (Vauxhall Academy of Baseball).

Over the past fifteen years, a substantial population of Low German-speaking Mennonite families from Mexico and other Central American countries have moved into the jurisdiction. As a result, a significant percentage of Horizon’s student population are English Language Learners.

Core Goal

Horizon is strongly committed to meeting the needs of students and our core goal, “creating contributing global citizens” through two key action areas.



Ministerial Order on Student Learning

- Vision for Student Learning
 - Students will gain the knowledge and skills to form the foundation for successful and fulfilling lives, and make meaningful contributions to their communities and the world.
- Outcomes for Learning
 - Knowledge development
 - Character development
 - Community engagement

Accountability Pillar

Combined 2019 Accountability Pillar Overall Summary

Measure Category	Measure	Horizon School Division			Alberta			Measure Evaluation		
		Current Result	Prev Year Result	Prev 3 Year Average	Current Result	Prev Year Result	Prev 3 Year Average	Achievement	Improvement	Overall
Safe and Caring Schools	Safe and Caring	93.4	94.1	93.5	89.4	89.0	89.2	Very High	Maintained	Excellent
Student Learning Opportunities	Program of Studies	83.1	82.8	82.1	82.4	82.2	82.0	Very High	Maintained	Excellent
	Education Quality	92.5	93.6	93.0	90.3	90.2	90.1	Very High	Maintained	Excellent
	Drop Out Rate	3.0	2.7	3.3	2.7	2.6	2.7	High	n/a	n/a
	High School Completion Rate (3 yr)	81.4	78.5	82.6	79.7	79.1	78.4	High	Maintained	Good
Student Learning Achievement (Grades K-9)	PAT: Acceptable	71.7	72.1	74.5	73.8	73.6	73.6	Intermediate	Declined	Issue
	PAT: Excellence	15.6	11.7	14.2	20.6	19.9	19.6	Intermediate	Maintained	Acceptable
Student Learning Achievement (Grades 10-12)	Diploma: Acceptable	86.9	92.1	90.5	83.6	83.7	83.1	High	Declined	Acceptable
	Diploma: Excellence	15.4	24.4	19.6	24.0	24.2	22.5	Intermediate	Declined	Issue
	Diploma Exam Participation Rate (4+ Exams)	40.4	44.7	45.2	56.4	56.3	55.6	Low	Declined	Issue
	Rutherford Scholarship Eligibility Rate	63.9	65.8	63.4	66.6	64.8	63.5	Intermediate	n/a	n/a
Preparation for Lifelong Learning, World of Work, Citizenship	Transition Rate (6 yr)	54.6	54.2	54.0	60.1	59.0	58.5	Intermediate	Maintained	Acceptable
	Work Preparation	87.5	87.1	88.5	84.1	83.0	82.7	Very High	Maintained	Excellent
	Citizenship	88.4	90.3	88.9	83.3	82.9	83.2	Very High	Maintained	Excellent
Parental Involvement	Parental Involvement	86.4	87.1	86.9	81.8	81.3	81.2	Very High	Maintained	Excellent
Continuous Improvement	School Improvement	83.9	85.3	86.3	81.5	81.0	80.9	Very High	Declined Significantly	Acceptable

Combined 2019 Accountability Pillar FNMI Summary

Measure Category	Measure	Horizon School Division (FNMI)			Alberta (FNMI)			Measure Evaluation		
		Current Result	Prev Year Result	Prev 3 Year Average	Current Result	Prev Year Result	Prev 3 Year Average	Achievement	Improve ment	Overall
Student Learning Opportunities	Drop Out Rate	2.7	4.1	6.9	5.5	5.4	5.3	Very High	n/a	n/a
	High School Completion Rate (3 yr)	61.9	91.8	84.7	55.8	56.6	54.5	Low	Declined	Issue
Student Learning Achievement (Grades K-9)	PAT: Acceptable	48.2	48.9	57.0	54.0	51.7	51.9	Very Low	Maintain	Concern
	PAT: Excellence	7.1	8.7	9.9	7.4	6.6	6.5	Very Low	Maintain	Concern
Student Learning Achievement (Grades 10-12)	Diploma: Acceptable	85.0	90.9	91.3	77.2	77.1	76.7	High	Maintain	Good
	Diploma: Excellence	5.0	18.2	14.5	11.4	11.0	10.6	Very Low	Maintain	Concern
	Diploma Exam Participation Rate (4+ Exams)	10.3	15.3	15.1	24.4	24.6	23.6	Very Low	Maintain	Concern
	Rutherford Scholarship Eligibility Rate	50.0	*	29.3	39.1	37.1	35.7	Low	n/a	n/a
Preparation for Lifelong Learning,	Transition Rate (6 yr)	49.1	44.7	38.4	35.0	34.2	33.0	Intermediate	Maintain	Acceptable

Notes:

1. The COVID-19 pandemic has had a significant impact on the administration of the 2019/20 Provincial Achievement Tests (PATs) and diploma examinations. Horizon School Divisions did not write PATs and Diplomas in the 2019-2020 school year. As a result, Alberta Education has not released an October 2020 update of the Accountability Pillar Results to school authorities. This Annual Education Results Report is based on available provincial and local data. Student Learning Achievement (Grades K-9) and (Grades 10-12) are from the 2018-2019 school year.
2. Data values have been suppressed where the number of respondents/students is fewer than 6. Suppression is marked with an asterisk (*).

Provincial Outcomes

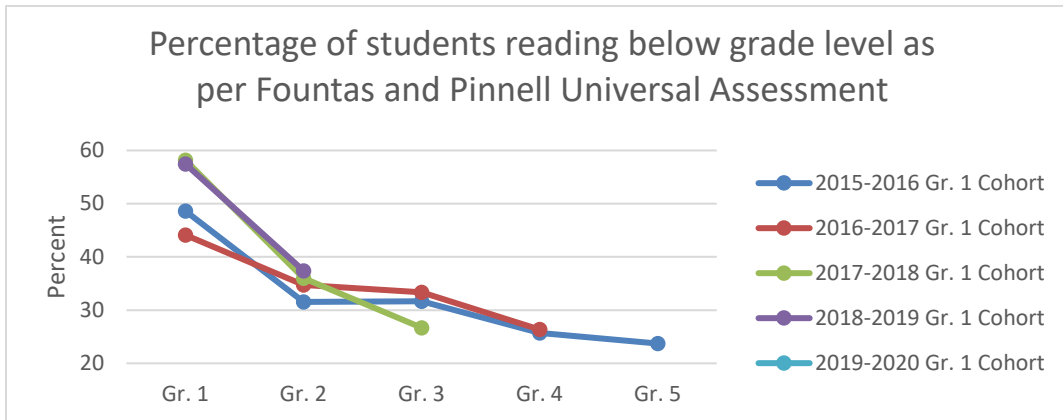
Provincial Outcome One: Alberta's students are successful

Performance Measure	Results (in percentages)				
	2015	2016	2017	2018	2019
Overall percentage of students in Grades 6 and 9 who achieved the acceptable standard on Provincial Achievement Tests (overall cohort results).	75.8	75.8	75.7	72.1	71.7
Overall percentage of students in Grades 6 and 9 who achieved the standard of excellence on Provincial Achievement Tests (overall cohort results).	17.6	15.9	14.9	11.7	15.6

Performance Measure	Results (in percentages)				
	2015	2016	2017	2018	2019
Overall percentage of students who achieved the acceptable standard on diploma examinations (overall results).	88.5	89.6	89.8	92.1	86.9
Overall percentage of students who achieved the standard of excellence on diploma examinations (overall results).	20.1	18.1	16.3	24.4	15.4

Performance Measure	Results (in percentages)				
	2015	2016	2017	2018	2019
High School Completion Rate – Percentage of students who completed high school within three years of entering Grade 10.	81.2	83.2	86.0	78.5	81.4
Percentage of students writing four or more diploma exams within three years of entering Grade 10.	41.8	46.2	44.8	44.7	40.4
Drop Out Rate - annual dropout rate of students aged 14 to 18	3.0	5.2	2.1	2.7	3.0
High school to post-secondary transition rate of students within six years of entering Grade 10.	57.5	47.5	60.2	54.2	54.6
Percentage of Grade 12 students eligible for a Rutherford Scholarship.	60.1	62.1	62.2	65.8	63.9

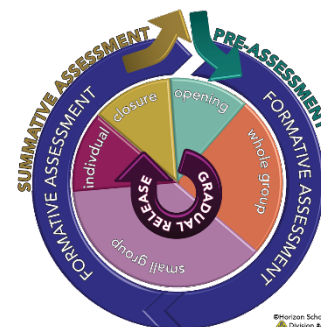
Performance Measure	Results (in percentages)				
	2016	2017	2018	2019	2020
Percentage of teachers, parents and students who are satisfied that students model the characteristics of active citizenship.	89.0	88.7	87.6	90.3	88.4



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 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.
- 🍏 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

Provincial Outcome Two: First Nations, Metis, and Inuit students in Alberta are successful

Performance Measure	Results (in percentages)				
	2015	2016	2017	2018	2019
Overall percentage of self-identified FNMI students in Grades 6 and 9 who achieved the acceptable standard on Provincial Achievement Tests (overall cohort results).	61.1	68.4	53.6	48.9	48.2
Overall percentage of self-identified FNMI students in Grades 6 and 9 who achieved the standard of excellence on Provincial Achievement Tests (overall cohort results).	2.8	9.2	11.9	8.7	7.1
Overall percentage of self-identified FNMI students who achieved the acceptable standard on diploma examinations (overall results).	83.3	90.5	92.6	90.9	85.0
Overall percentage of self-identified FNMI students who achieved the standard of excellence on diploma examinations (overall results).	11.1	14.3	11.1	18.2	5.0

Performance Measure	Results (in percentages)				
	2015	2016	2017	2018	2019
High School Completion Rate – Percentage of self-identified FNMI students who completed high school within three years of entering Grade 10.	75.9	90.2	72.0	91.8	61.9
Percentage of self-identified FNMI students writing four or more diploma exams within three years of entering Grade 10.	31.6	30.1	0.0	15.3	10.3
Drop Out Rate - annual dropout rate of self-identified FNMI students aged 14 to 18	0.0	10.4	6.4	4.1	2.7
High school to post-secondary transition rate of self-identified FNMI students within six years of entering Grade 10.	50.9	29.7	40.7	44.7	49.1
Percentage of Grade 12 self-identified FNMI students eligible for a Rutherford Scholarship.	47.4	30.0	28.6	*	50.0

Key Strategies for Continued Success and Improvement:

- 🍏 Foundational Knowledge: First Nations, Inuit, and Metis (Indigenous People)
 - 🍏 Horizon’s Indigenous committee is developing a strategic action plan to address the FNMI component of the Quality Standards.
 - 🍏 Promote and implement use of culturally appropriate resources (e.g. FNMI literature) and professional learning tools for educators to develop foundational knowledge of FNMI culture, tradition, history, ways of knowing and learning.
 - 🍏 Bring awareness of the experiences of residential school survivors (e.g. participation in “Orange Shirt Day”: A call for all Albertans to come together in the spirit of reconciliation, Kairos blanket activity).
 - 🍏 Facilitate a community National Indigenous Peoples day celebration in Taber on June 21
 - 🍏 * Examine current data and create strategies for schools to maximize the success of FNMI students
 - 🍏 Utilize elders from the area in a variety of ways at a number of grade levels to connect learning to culture in a holistic way
 - 🍏 * Redefine role of FNMI liaison worker to focus on areas of priority that empower students to have success in school and beyond, and support staff to create learning spaces and schools where FNMI students recognize themselves in the curriculum, feel safe and welcome

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

Provincial Outcome Three: Alberta has excellent teachers, school leaders, and school authority leaders

Performance Measure	Results (in percentages)				
	2016	2017	2018	2019	2020
Percentage of teachers, parents and students satisfied with the opportunity for students to receive a broad program of studies including fine arts, career, technology, and health and physical education.	82.9	82.8	80.5	82.8	83.1

- Our core goal, key action areas, and supporting strategies have a direct correlation to the work we do to build our staff’s capacity to meet the Superintendent, Leadership, and Teacher Quality Standards, and the System Education Leader Practice Profile.

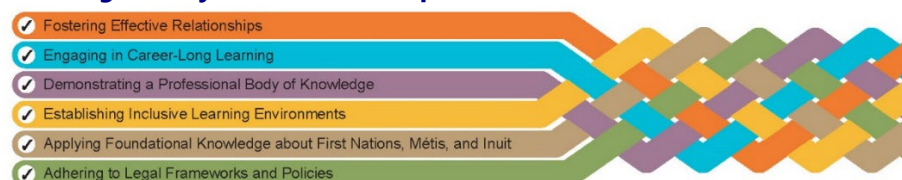
Provincial Outcome Four: Alberta’s K-12 education system is well governed and managed

Performance Measure	Results (in percentages)				
	2016	2017	2018	2019	2020
Percentage of teacher, parent and student agreement that: students are safe at school, are learning the importance of caring for others, are learning respect for others and are treated fairly in school.	93.7	93.5	92.8	94.1	93.4
Percentage of teachers, parents and students satisfied with the overall quality of basic education.	92.8	92.6	92.7	93.6	92.5
Percentage of teachers and parents who agree that students are taught attitudes and behaviours that will make them successful at work when they finish school.	88.5	90.7	87.6	87.1	87.5
Percentage of teachers and parents satisfied with parental involvement in decisions about their child’s education.	86.1	87.9	85.5	87.1	86.4
Percentage of teachers, parents and students indicating that their school and schools in their jurisdiction have improved or stayed the same the last three years.	86.7	88.4	85.2	85.3	83.9

Key Strategies for Continued Success and Improvement:

- Our core goal, key action areas, and supporting strategies have a direct correlation to the work we do to build our staff’s capacity to meet the Superintendent, Leadership, and Teacher Quality Standards, and the System Education Leader Practice Profile.
 - Leader’s ongoing analysis of the context, and making decisions about what leadership knowledge and abilities to apply, to achieve quality school leadership, quality teaching and optimum learning for all students in the school authority.

Teaching Quality Standard – Competencies



Financial Information

Budget Summary

The 2020-2021 budget was created utilizing the funding framework introduced by the province in the spring of 2020. This provincial budget maintained funding for education across the province, but reallocated that funding to jurisdictions under a new methodology. Every jurisdiction received an increase in funding as the province reduced department expenses and eliminated some special initiatives. The Horizon School Division received an increase in funding of almost 9%.

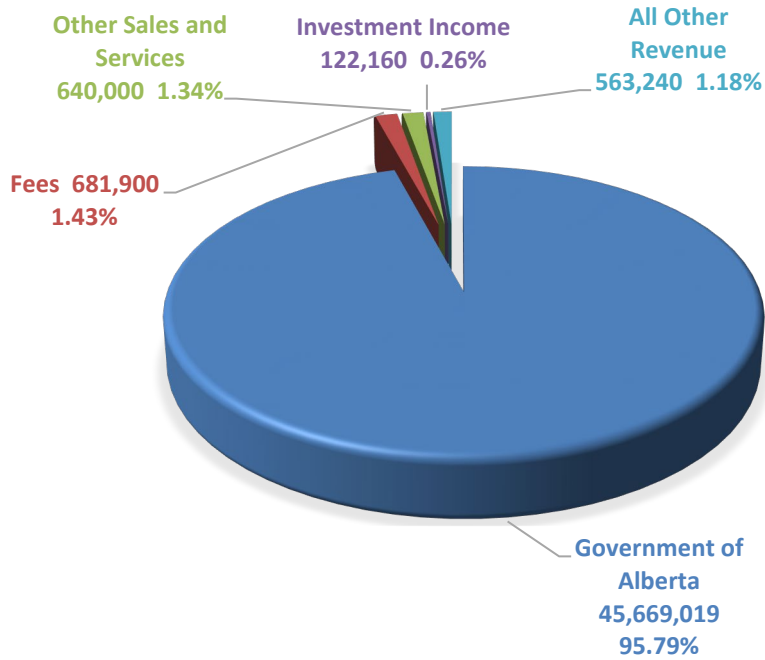
The Horizon School Division has had many years with significant deficits, and reserves have been greatly diminished. The board has made difficult decisions to reduce costs over the last couple years with the intent of delivering a balanced budget. The increase in funding for 2020-2021 has allowed the board to maintain many existing services and address some needs that have developed. Allocations to school decentralized budgets have been increased. A position was restored within the Information Technology department. An Off-Campus Coordinator position was added for organizing Work Experience.

A larger contingency fund than normal was maintained for 2020-2021. This operating year has considerable uncertainty related to COVID-19 and the costs related to collective bargaining. An agreement with teaching staff was not reached until after the start of the school year and a contract with support staff has still not been finalized. The need to be able to instruct remotely has led to the addition of 3.4 FTE teaching staff. Class sizes have been kept low by maintaining teachers where enrollment declined. Sub costs associated with sick leave and staff being required to self-isolate are expected to be considerable. Additional costs for maintenance and sanitation are also budgeted to be at least \$350,000. The federal government has provided funding to assist with the safe return to school. The Horizon School Division has been allocated \$1,223,250 of this. It is anticipated that costs associated with COVID-19 will exceed this funding by \$400,000 - \$500,000.

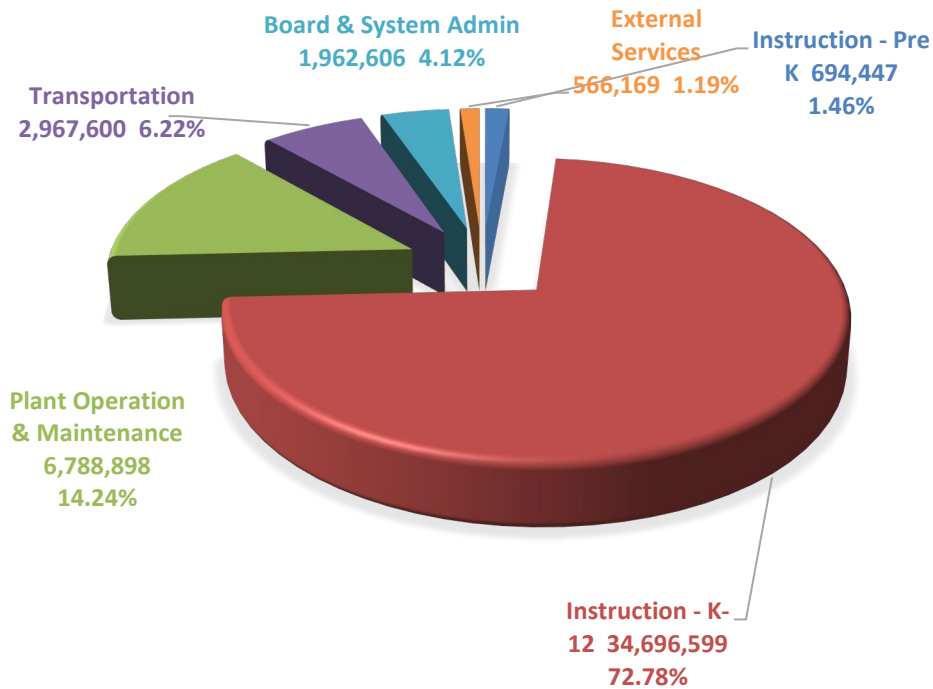
Key budget statistics are as follows:

	2018-2019 Actual (Restated)	2019-2020 Actual	2020-2021 Budget
Revenue	\$45,328,498	\$43,448,735	\$47,676,319
Expenses	\$45,444,770	\$44,306,171	\$47,676,319
Excess of Expenses over revenue	(\$116,272)	(\$857,436)	\$0.00
Includes: Unsupported amortization (non-cash)			
Accumulated Surplus			
Beginning of year	\$10,938,679	\$10,822,407	\$9,964,971
End of year	\$10,822,407	\$9,964,971	\$10,409,591
Accumulated surplus includes investment in capital assets	\$5,438,137	\$5,722,168	\$5,277,548

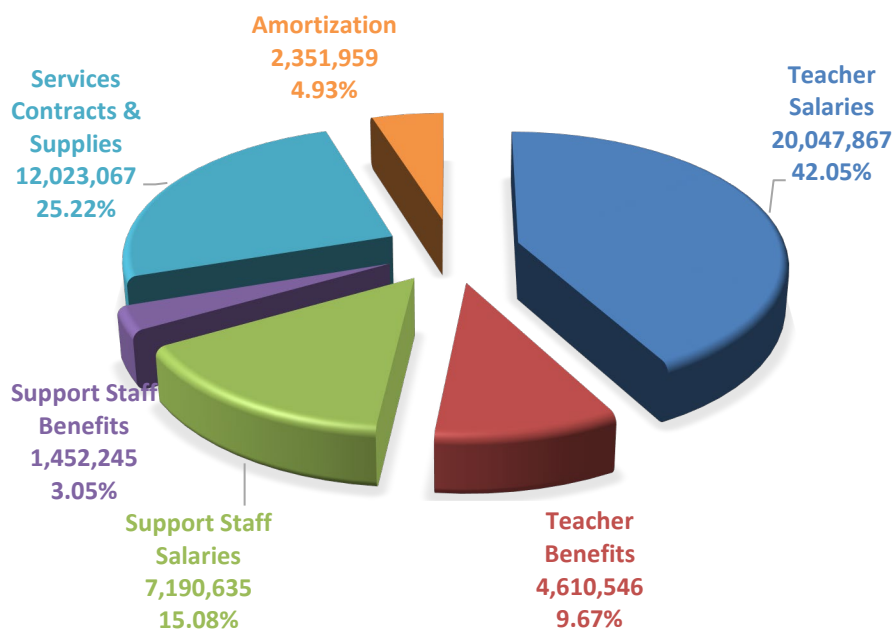
2020 – 2021 Budget Revenues



2020 – 2021 Budget Expense by Program



2020 – 2021 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/>

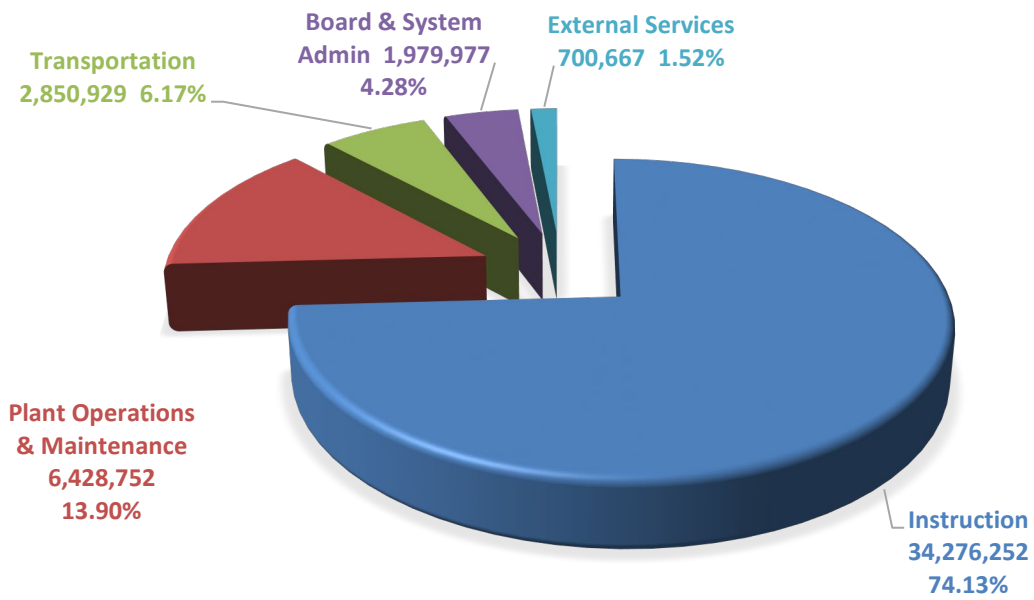
For the year ended August 31:

	Aug 31, 2019 (Restated)	Aug 31, 2020
Revenue	\$45,328,498	\$43,448,735
Expenses	\$45,444,770	\$44,306,171
Excess of Expenses over revenue	(\$116,272)	(\$857,436)
Includes: Unsupported amortization (non-cash)	\$476,304	\$463,096
Accumulated surplus		
Beginning of year	\$10,938,679	\$10,822,407
End of year	\$10,822,407	\$9,964,971

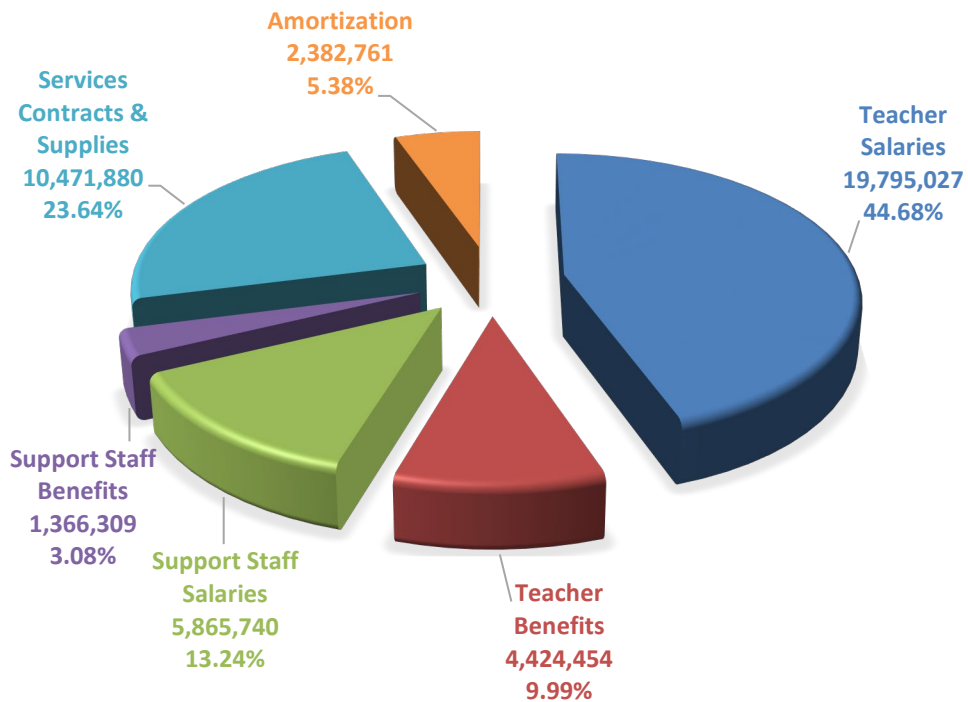
The Board's reserves as of August 31, 2020 are as follows:

Unrestricted Funds		\$921,756
Operating Reserves		
Decentralized (School based carry-over)	\$552,084	
School Generated Funds	\$670,484	
Colony Start-up	\$40,000	
Technology	\$500,000	
Division Office Equipment	\$51,842	
Total Operating Reserves		\$1,814,410
Capital Reserves		\$1,506,637
Investment in Capital Assets		\$5,722,168
Accumulated Re-measurement Losses		\$0
Total Accumulated Surplus		\$9,964,971

2019 – 2020 AFS Expense by Program



2019 – 2020 AFS Expense by Object



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 was completed in the summer of 2020.



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.

PO&M funding is formula based on the full time equivalent weighted enrolment taken from the previous year’s funded head count. The province has provided the following PO&M Funding to Horizon:

Year	Funding
2015 – 2016	\$ 3,638,767
2016 – 2017	\$3,686,718
2017 – 2018	\$3,820,008
2018 – 2019	\$3,782,177
2019-2020	\$3,890,153

These funds provide for the maintenance and operation of 19 board owned school buildings, 2 board owned non-school buildings (division office and maintenance shop).

The IMR program funds renovations and/or upgrades to a facility. Horizon’s first priority for this spending is to ensure that health, safety and essential upgrading needs, including emergent priorities are met. The largest annual single expenditure component of the IMR funding is usually on roofing replacement. Other projects include replacement of failed hot water tanks/boilers and furnaces, flooring, washroom upgrades, fire and security systems, etc. IMR funding is formula based using the weighted enrolment taken from the previous year’s funded head count. The following compares the provincial funding over the past few years:

Year	Funding
2014 – 2015	\$1,387,583
2015 – 2016	\$528,437
2016 – 2017	\$1,153,018
2017 – 2018	\$1,656,365
2018 – 2019	\$1,640,899
2019-2020	\$1,158,954

Parental Involvement

Parents are involved in the process of planning at numerous levels. All schools have school councils that are part of the Alberta School Council Association and are actively engaged in decisions at the school level. School plans that inform the jurisdiction plan are developed with parental input. The Horizon School Division Council of School Councils is actively engaged at the division level and provides input via meetings throughout the year. Jurisdiction results are shared with the Council. Parents are part of key committees at a jurisdiction level including the Policy Committee and the Budget Committee. The jurisdiction also continues to keep parents in the loop with regular newspaper article, an annual “around Horizon” newspaper and regular social media updates. The Board continues to provide opportunities to engage parents and incorporate their perspectives into Board decisions.

Whistleblower Protection

The Horizon School Division Public Interest Disclosure (Whistleblower Protection) policy was approved in February 2014. From September 2019 to August 2020, no disclosures were reported directly to the public interest commissioner.

Disclosures received	None
Disclosures acted on	None
Investigations commenced as a result of disclosures	None
In cases where wrongdoing is found, description of wrongdoing and recommendations or corrective actions taken.	NA

Timelines and Communication

The Board of Trustees reviews and approves the combined Annual Education Plan and Annual Education Results Report at the November Board meeting. The Education Plan is shared with local media, school administrators, and the Horizon Council of School Councils and can be picked up at Division Office or accessed through the division website.



Or refer to the following links:

Combined Three Year Education Plan and Annual Education Results Report
<https://www.horizon.ab.ca/download/223272>

Capital Plan
<https://www.horizon.ab.ca/download/195393>

Combined Three Year Education Plan and Annual Education Results One Page Summary Report
<https://www.horizon.ab.ca/download/223268>

Audited Financial Statement
<https://www.horizon.ab.ca/download/223242>

2019-2020 Budget
<https://www.horizon.ab.ca/download/223242>

Horizon School Division
6302 – 56 Street
Taber, AB T1G 1Z9
Phone: (403) 223-3547

For additional general and/or financial information, please contact
Sheila Laqua – Executive Secretary for the Board of Trustees and Office of the Superintendent
Phil Johansen – Associate Superintendent Finance and Operations

Horizon School Division Jurisdictional Calendar 2021-2022 School Year Calendar



Aug-21				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
♥	23	♥	24	♦
♥	30	☀	31	

Instructional Days 1 M-Th 1 F 0

Sep-21				
M	T	W	T	F
		1	2	3
H	6	7	8	9
	13	14	15	16
	20	21	22	●
	27	28	29	Π

Instructional Days 19 M-Th 16 F 3

Oct-21				
M	T	W	T	F
				1
	4	5	6	7
	8	9	10	11
H	18	19	20	21
●	25	26	27	28

Instructional Days 19 M-Th 14 F 5

Nov-21				
M	T	W	T	F
1	☒	3	☒	5
☒	8	☒	9	10
	15	16	17	18
	22	23	24	25
	29	30		

Instructional Days 20 M-Th 17 F 3

Dec-21				
M	T	W	T	F
		1	2	3
	6	7	8	9
	13	14	15	16
H	20	H	21	H
H	27	H	28	H

Instructional Days 13 M-Th 10 F 3

Jan-22				
M	T	W	T	F
H	3	4	5	6
	10	☒	11	12
	17	18	19	20
☒	24	☒	25	☒
	31			

Instructional Days 18 1st Sem. M-Th 15 F 3
2 2nd Sem. M-Th 1 F 1

Feb-22				
M	T	W	T	F
		1	2	3
	7	8	9	10
	14	15	16	17
H	21	H	22	H
	28			

Instructional Days 15 M-Th 12 F 3

Mar-22				
M	T	W	T	F
		1	2	3
♦	7	8	9	10
	14	15	16	17
	21	22	23	24
	28	29	30	31

Instructional Days 21 M-Th 18 F 3

Apr-22				
M	T	W	T	F
				1
☒	4	☒	5	☒
☒	11	☒	12	☒
H	18	H	19	H
	25	26	27	28

Instructional Days 15 M-Th 12 F 3

May-22				
M	T	W	T	F
2	◀	3	◀	4
9	10	11	12	13
16	17	18	19	20
H	23	24	25	26
	30	31		

Instructional Days 21 M-Th 17 F 4

Jun-22				
M	T	W	T	F
		1	2	3
	6	7	8	9
☒	13	☒	14	☒
☒	20	21	☒	☒
☒	27	☀	♥	♥

Instructional Days 20 M-Th 16 F 4

	Sem. 1	Sem. 2	Total
Instructional Days	90	94	184
Non-Instructional Days	10	6	16
Total Days			200

- ☀ First Day of School (1-12)
- ☀ Last day of 1st Semester
- ☀ First day of 2nd Semester
- ☀ Last Day of School (Elem.)
- ☀ Last Day of School (Jr. High & Sr. High)
- ◀ PAT Grades 6, 9
- ☒ PAT & Diploma Exams
- ☒ Diploma Exams
- R Report Card
- Π Planning for Student Support Day (All Schools) - no students

- H Division Wide Holiday - no students, no staff
- ♥ Division Wide Time Free From Instruction (TFFI) - no students
- ♦ Division Wide Teacher PD Day - no students
- Division Wide Teacher/Support Staff PD Day - no students
- ❖ Division Wide Unassigned Teacher Time - no students, no staff
- ♥ School Based Time Free From Instruction (TFFI) - no students
- School Based PD Day (All Schools) - no Students
- ◐ School Based PD Day, 1/2 day - No Students
- ❖ School Based Unassigned Teacher Time - no students, no staff
- School Based Parent/Teacher Interviews - no students
- School Based Parent/Teacher Interviews - after school

1st Sem.	M-TH	73	F	17
2nd Sem.	M-TH	76	F	18
Total Instructional Days		149	35	184

Elementary (enter manually):	M-TH		F	
Total Instructional Days				0

Date	Holidays & Observances
September 6, 2021	Labour Day
October 11, 2021	Thanksgiving Day
November 7, 2021	Daylight Savings Ends
November 11, 2021	Remembrance Day
December 25, 2021	Christmas Day
December 26, 2021	Boxing Day
January 1, 2022	New Year's Day
January 6, 2022	Epiphany
February 21, 2022	Family Day (Alberta)
February 24-25, 2022	Teachers Convention
March 12, 2022	Daylight Savings Begins
April 15, 2022	Good Friday
April 18, 2022	Easter Monday
May 23, 2022	Victoria Day
May 26, 2022	Ascension
June 5, 2022	Pentecost
June 21, 2022	National Indigenous Peoples Day
July 1, 2022	Canada Day

Gr. 12 Diploma Exams	Nov.	Jan.	Apr.	Jun.	Achievement Exams	Gr. 9*	Gr. 6*
English LA 30-1 Pt. A	2	11	4	13	English Language Arts Part A	Jan 11	May 3
English LA 30-2 Pt. A	2	11	4	13	English Language Arts Part B	Jan 21-29	June 14-25
Social 30-1 Pt. A	3	12	5	14	Science	Jan 21-29	June 14-25
Social 30-2 Pt. A	3	12	5	14	Social Studies	Jan 21-29	June 14-25
English LA 30-1 Pt. B	4	21	6	17	Mathematics Part A	Jan 21-29	June 14-25
English LA 30-2 Pt. B	4	21	6	17	Mathematics Part B	Jan 21-29	June 14-25
Social 30-1 Pt. B	5	24	7	22			
Social 30-2 Pt. B	5	24	7	22			
Math 30-1	8	20	8	20			
Math 30-2		20	8	20			
Physics 30	9	27	12	27			
Chemistry 30	8	26	11	24			
Biology 30	9	25	8	23			
Science 30			11	28			

* Window periods approved by AB Education are draft

APPROVED: September 29, 2020

Superintendents Progress Report

November, 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 there was extensive time spent on walking school administration through quarantining staff and students due to COVID.
 - Horizon has had 30 classroom students and staff quarantined as well as some students on 2 buses connected to 8 cases.
- As the vice president of the College of Alberta School Superintendents, this month included a CASS executive meeting. Meetings typically involve provincial education perspectives, discussions. There is also normally a four partners meeting (Association of School Business Officials of Alberta, Alberta School Council Association, Alberta School Board Association, and College of Alberta School Superintendents and monthly Canadian Association of School System Administrators which includes representation from all Canadian provinces and territories.

Personnel Management

- ATA and CUPE bargaining is ongoing
 - Attended provincial Teacher Employer Bargaining Association (TEBA) meeting
- Principal classroom evaluation observations occurred
- Principal professional growth plan meetings were completed
- Conducted Transportation Coordinator interviews

Policy and Strategic Planning and Reporting

- No policy review to date
- Attended the College of Alberta School Superintendent virtual Fall Conference and attended multiple session on the new assurance framework

Fiscal Responsibility, Organizational Leadership and Management

- Associate Superintendent of Finance and Operations and Director of Finance Kendall Olsen focused on preparing the audited financial statements.

Communications and Community Relations

- A number of meetings were attended, either in person or virtually, over the last month. These include but are not limited to
 - Division Office staff meeting
 - Senior Administrative Leadership Team meeting
 - Administrator meeting
 - Alberta School Board Associations (ASBA) Annual General Meeting (Virtual)
 - Council of School Councils (virtual)
 - Career Transition AGM

Associate Superintendent, Learner Services
Report to the Board of Trustees – November 23, 2020

Learner Services lead team members:

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

KEY ACTION AREA #1:

Strong core instruction that develops student competencies

- Terri-Lynn and the Inclusive learning team have started a monthly newsletter that is shared with Principals and Learning Support Teachers to build capacity in universal strategies and capacity in understanding Speech and Language, Occupational Therapy, Physical Therapy strategies. The newsletters also highlight a literacy or numeracy resource/strategy that can be shared with all staff.
- Amber and Shea Mellow presented at the CASS Fall Conference about the use of instructional coaching to improve teacher professional practice and how taking a long term approach to professional learning (ongoing learning rather than one-time presentations) has greater impact on improvement.
- Learner Services continues to collaborate with the ATA Local Professional Development Committee. November 13th would have been a professional development day which had been jointly organized. The plan for the day will be moved ahead to Horizon's third and final division-wide learning day on March 8th.
- Amber continues to work closely with the At Home Learning teachers to consult on student progress, parent inquiries, learning resources, and report cards.

KEY ACTION AREA #2:

Response to Instruction and Intervention

- Terri-Lynn and the Inclusive learning team have continued to attend Instructional Support Plan Meetings (ISPs) and Early Learning Plans (ELPs) this month as well as Collaborative Response Meetings (CRMs) to support students, families and staff.
- Laura Elliott, behaviour specialist, has had 3 new referrals this month and has consulted in person or on the phone about 9 other students. She has also provided training to two individual staff

members in SIVA (Supporting Individuals Through Valued Attachments).

LEADERSHIP PRACTICES

- Terri-Lynn has been attending Southern Alberta Professional Development Consortia (SAPDC) committees for English as a Second Language (ESL), Numeracy, and Literacy. These committees are organized for division leads across the South Zone to learn, share and discuss best teaching practices and resources.
 - Amber serves on the Advisory Board for Imagine Everything, a software development organization operating across Canada with a not-for-profit business model. The board meets monthly and advises on projects including websites, individual program plans for students, and digital guestbooks for school visitors/contact tracing.
 - Principal growth plan and school plan meetings were completed by early November. Senior administrators have met one on one with each principal. Prevalent themes in these discussions included planning for professional learning, accommodating learning needs of students in the wake of classes being cancelled in the spring, and how schools continue to plan for collaborative response to ensure all students are successful.
 - As Chair of the provincial CASS Women in Leadership Committee, Amber served as the host to a CASS Fall Conference session sharing an ATA research study on the experience of female teachers pursuing leadership opportunities in Alberta.
-

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

Date: Wed, Nov 4, 2020 at 2:59 PM

Subject: News Release: Municipal election changes support transparency

Municipal election changes support transparency

November 04, 2020 [Media inquiries](#)

Alberta's government is taking action to ensure fairness among third-party advertisers and reducing red tape in municipal elections.

Keeping elections fair, increasing accountability and reducing red tape are the goals of the *Local Authorities Election Amendment Act, 2020 (No. 2)*.

Proposed changes to the *Local Authorities Election Act* include:

- Ensuring municipal and school board elections are easily accessible and cost-effective for Albertans by holding them at the same time as a Senate vote or referendum.
- Restricting the amount of money third-party advertisers can accept from donors in municipal elections by setting a contribution limit of \$30,000 per donor per third-party advertiser.

“Municipal and school board elections should be fair, transparent and inclusive. These changes will help minimize costs associated with holding elections. The amendments are being brought forward now so municipalities and school boards have time to prepare for and comply with the new rules.”

Tracy Allard, Minister of Municipal Affairs

“We support these changes. Allowing a Senate or referendum vote during a general election will increase the attention on all issues and voter turnout will improve.”

Greg Sawchuk, reeve, Municipal District of Bonnyville

The proposed amendments reflect the government's commitment to democratic reform.

Quick facts

- The next municipal and school board election will occur on Oct. 18, 2021, with the nomination process beginning on Jan. 1, 2021.
- Currently, the *Local Authorities Election Act* sets the standard municipal general election date as the third Monday in October, but gives municipalities the ability to set their election date as the preceding Saturday, while the *Alberta Senate Election Act* and *Referendum Act* require municipalities to hold these Senate elections and referendum votes on the third Monday in October.
- The *Local Authorities Election Act* defines a third-party advertiser as an individual, corporation, or group, but not a candidate. Third-party advertisers are required to register with the municipality they intend to advertise in when they have incurred or plan to incur expenses of at least \$1,000 for election advertising, or they have accepted or plan to accept at least \$1,000 in election advertising contributions.
- If passed, the changes will take effect on Jan. 1, 2021.

Related information

- [Local election rule changes](#)
- [Local Authorities Election Act](#)
- [Alberta Senate Election Act](#)
- [Referendum Act](#)
- [Bill 45: Local Authorities Election Amendment Act, 2020 \(No. 2\)](#)

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

Date: Fri, Nov 6, 2020 at 5:15 PM

Subject: Statement: Alberta Public Service negotiations: Minister Toews

Alberta Public Service negotiations: Minister Toews

November 06, 2020 [Media inquiries](#)

President of Treasury Board and Minister of Finance issued the following statement about the negotiations between the Alberta Union of Provincial Employees (AUPE) and the Alberta Public Service (APS):

“Negotiations between AUPE and APS resumed yesterday after being on pause because of the pandemic. The APS presented the government’s new offer to AUPE.

“The mandate presented to the union reflects the province’s current economic and fiscal reality. The government is asking unionized public service employees to be part of the solution, as we face the worst economic crisis in nearly a century.

“Alberta’s government has led the way with pay cuts for the Premier, MLAs and most recently for political staff. The province has revised its bargaining position, asking the public service to take an additional three per cent reduction in the first year and zeros for the next three years. The previous position was for a one per cent reduction. This is a fair and reasonable offer. The union’s ongoing proposal is asking for a five per cent raise, while thousands of Albertans working in the private sector have already taken pay cuts.

“Alberta now faces a debt burden of almost \$100 billion and fiscal responsibility and accountability to taxpayers is more important than ever.

“Compensation is government’s largest expense and represents more than half of operating expenses. The government is committed to delivering core government services more cost effectively to ensure those services are sustainable into the future.”

Related information

- [Fair deal for every Albertan](#)