

# 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](http://www.horizon.ab.ca)

The Board of Trustees of Horizon School Division held its Regular Board meeting on Monday, January 23, 2023, beginning at 1:15 p.m.

TRUSTEES IN ATTENDANCE: Marie Logan - Board Chair, Bruce Francis – Vice Chair  
Derek Baron, Blair Lowry, Jennifer Crowson, Mandy Court

ALSO IN ATTENDANCE: Dr. Wilco Tymensen, Superintendent of Schools  
Phil Johansen, Associate Superintendent of Finance & Operations  
Robbie Charlebois, Associate Superintendent of Human Services  
Terri-Lynn Duncan, Associate Superintendent of Learner Services  
Sheila Laqua, Recording Secretary  
Reporter, Taber Times

VIA ZOOM: Maxwell Holst, Trustee

## **ACTION ITEMS**

<b>A.1</b>	Moved by Maxwell Holst that the Board approve the agenda.  Carried Unanimously	AGENDA APPROVED 01/23
<b>A.2</b>	Moved by Blair Lowry that the Board approve the Minutes of the Regular Board Meeting held Monday, December 19 <sup>th</sup> , 2022, as provided by Enclosure #1 of the agenda.  Carried Unanimously	BOARD MEETING MINUTES APPROVED  02/23
<b>A.3</b>	Moved by Jennifer Crowson that the Board approve the January 2023 Payment of Accounts in the amount of \$4,590,775.70 as provided in Enclosure #2 of the agenda.  Carried Unanimously	PAYMENT OF ACCOUNTS APPROVED 03/23
<b>A.4</b>	Moved by Derek Baron that the Board approve second reading of Policy GH – Substitute Support Staff as provided in Enclosure #3 of the agenda.  Carried Unanimously	SECOND READING OF POLICY GH APPROVED 04/23
	Moved by Derek Baron that the Board approve final reading of Policy GH – Substitute Support Staff as provided in Enclosure #3 of the agenda.  Carried Unanimously	FINAL READING OF POLICY GH APPROVED 05/23

<b>A.5</b>	Moved by Maxwell Holst that the Board approve second reading of Policy HD – School Day as provided in Enclosure #4 of the agenda. Carried Unanimously	SECOND READING OF POLICY HD APPROVED 06/23
	Moved by Maxwell Holst that the Board approve final reading of Policy HD – School Day as provided in Enclosure #4 of the agenda. Carried Unanimously	FINAL READING OF POLICY HD APPROVED 07/23
<b>A.6</b>	Moved by Mandy Court that the Board approve second reading of Policy HGAA – Locally Developed Courses as provided in Enclosure #5 of the agenda. Carried Unanimously	SECOND READING OF POLICY HGAA APPROVED 08/23
	Moved by Mandy Court that the Board approve final reading of Policy HGAA – Locally Developed Courses as provided in Enclosure #5 of the agenda. Carried Unanimously	FINAL READING POLICY HGAA APPROVED 09/23
<b>A.7</b>	Moved by Blair Lowry that the Board approve second reading of Policy HGAB – Planning for Instruction as provided in Enclosure #6 of the agenda. Carried Unanimously	SECOND READING OF POLICY HGAB APPROVED 10/23
	Moved by Blair Lowry that the Board approve final reading of Policy HGAB – Planning for Instruction as provided in Enclosure #6 of the agenda. Carried Unanimously	FINAL READING OF POLICY HGAB APPROVED 11/23
<b>A.8</b>	Moved by Bruce Francis that the Board approve second reading of Policy HGAE – Religion & Human Sexuality as provided in Enclosure #7 of the agenda. Carried Unanimously	SECOND READING OF POLICY HGAE APPROVED 12/23
	Moved by Bruce Francis that the Board approve final reading of Policy HGAE – Religion & Human Sexuality as provided in Enclosure #7 of the agenda. Carried Unanimously	FINAL READING OF POLICY HGAE APPROVED 13/23
<b>A.9</b>	Moved by Jennifer Crowson that the Board approve second reading of Policy HGBHA – Alternative Programs as provided in Enclosure #8 of the agenda. Carried Unanimously	SECOND READING OF POLICY HGBHA APPROVED 14/23

	Moved by Jennifer Crowson that the Board approve final reading of Policy HGBHA – Alternative Programs as provided in Enclosure #8 of the agenda.  Carried Unanimously	FINAL READING OF POLICY HGBHA APPROVED 15/23
<b>A.10</b>	Moved by Bruce Francis that the Board approve first reading of Policy BF – Policy Development as provided in Enclosure #9 of the agenda.  Carried Unanimously	FIRST READING OF POLICY BF APPROVED 16/23
<b>A.11</b>	Moved by Maxwell Holst that the Board approve first reading of Policy GAA – Code of Conduct as provided in Enclosure #10 of the agenda.  Carried Unanimously	FIRST READING OF POLICY GAA APPROVED 17/23
<b>A.12</b>	Moved by Mandy Court that the Board approve first reading of Policy HIB – Copyright as provided in Enclosure #11 of the agenda.  Carried Unanimously	FIRST READING OF POLICY HIB APPROVED 18/23
<b>A.13</b>	Moved by Blair Lowry that the Board approve first reading of Policy HKF – High School Graduation Ceremonies as provided in Enclosure #12 of the agenda.  Carried Unanimously	FIRST READING OF POLICY HKF APPROVED 19/23
<b>A.14</b>	Moved by Bruce Francis that the Board approve first reading of Policy HLBA – Course Challenge as provided in Enclosure #13 of the agenda.  Carried Unanimously	FIRST READING OF POLICY HLBA APPROVED 20/23

## **DISCUSSION ITEMS**

### **D.1 DRAFT 2024-2025 CALENDAR**

- The 2024-2025 Draft Jurisdiction Calendar was shared with the Board and feedback was sought.

## **INFORMATION ITEMS**

### **I.1 SUPERINTENDENT'S REPORT**

Wilco Tymensen, Superintendent, shared the following January 2023 report with the Board:

- [View report here.](#)

### **I.2 TRUSTEE/COMMITTEE REPORT**

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

Marie Logan, Zone 6 Rep, provided a summary from the Zone 6 meeting.

- ASBA President Marilyn Dennis reported on Alberta Health’s Creating Tobacco Free Future and noted the request for ASBA to give input to this program by January 31, 2023. Written input to the Career Education Task Force was provided by boards and their submissions were included as an attachment to the ASBA report.
- Dr. V. Abboud indicated there may be possible adjustments to the Edwin Parr Awards forthcoming.
- The Speaker’s Corner on February 23, 2023, from 6-8pm, will be about Strategic Learning.
- ASBA showed a slide presentation on their Budget Assumptions. Budget Bulletin will be sent out April 3, 2023.
- Feedback has been requested from Boards regarding Emergent Position Statements.

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

Trustee, Bruce Francis, provided a summary of the Facilities Department focus for the month of January 2023:

- Milk River Capital Project has been re-tendered with 3 companies submitting tenders. Tender closed on January 20<sup>th</sup>, 2023. A contractor should be selected early February, allowing for contractor mobilization in approximately April 2023.
- Alternate options to air conditioning Dr. Hamman School took place as the HVAC system is not compatible with the addition of air conditioning.
- 10-year Capital Plan was reviewed
- Draft 3-Year Capital Plan was reviewed – The plan will be forthcoming to the board in March as it needs to be submitted by the end of March to AB Infrastructure
- Live streaming camera’s have been installed in the WR Myers gymnasium to accommodate virtual athletic spectators.

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

Trustee, Maxwell Holst, provided a summary of the Administrator’s Meeting for the month of January 2023:

- Congratulation to Principal, Brock Campbell for being awarded Taber Chamber of Commerce Citizen of the Year.
- Discussed the 2024-2025 Draft Calendar
- Financial discussion included 2021-2022 Audited Financial Statement, 2022-2023 Budget, and best practices related to: expenditures, school generated funds, & expense reimbursement.
- Review of the proposed Horizon Leadership Development program.
- Professional Learning was held in the afternoon.

## **I.3 ASSOCIATE SUPERINTENDENT OF FINANCE AND OPERATIONS**

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Philip Johansen, Associate Superintendent of Finance and Operations, shared the January 2023 summary:

- Financial Quarterly Report
- Developing a Financial Toof
- Building a ‘joint-use’ planning template

## **I.4 ASSOCIATE SUPERINTENDENT OF HUMAN SERVICES REPORT**

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- [View report here.](#)

## **I.5 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT**

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- [View report here.](#)

Moved by Derek Baron that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED

21/23

### **COMMITTEE ITEMS**

Moved by Derek Baron that the Board meet in Committee.

Carried Unanimously

COMMITTEE

22/23

Moved by Bruce Francis that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED

23/23

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Marie Logan, Chair

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Sheila Laqua, Executive Secretary