

# Horizon School Division

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The Board of Trustees of Horizon School Division held its Regular Board meeting on Tuesday, May 30<sup>th</sup>, 2023, beginning at 12:40 p.m.

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

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

REGRETS: Robbie Charlebois, Associate Superintendent of Human Services

## ACTION ITEMS

<b>A.1</b>	Moved by Blair Lowry that the Board approve the agenda with the following addition: A.20 – ASBA rural caucus Membership Fees Carried Unanimously	AGENDA APPROVED 75/23
<b>A.2</b>	Moved by Derek Baron that the Board approve the Minutes of the Regular Board Meeting held Monday April 24 <sup>th</sup> , 2023, as provided by Enclosure #1 of the agenda. Carried Unanimously	BOARD MEETING MINUTES APPROVED 76/23
<b>A.3</b>	Moved by Jennifer Crowson that the Board approve the May 2023 Payment of Accounts in the amount of \$5,254,354.62 as provided in Enclosure #2 of the agenda. Carried Unanimously	PAYMENT OF ACCOUNTS APPROVED 77/23
<b>A.4</b>	Moved by Bruce Francis that the Board approve the 2023-24 Budget for Horizon School Division. Carried Unanimously	2023-24 BUDGET APPROVED 78/23
<b>A.5</b>	Moved by Bruce Francis that the Board approve the 2023-24 IMR Funding as provided in Enclosure #3 of the agenda. Carried Unanimously	2023-24 IMR FUNDING APPROVED 79/23

<b>A.6</b>	Moved by Jennifer Crowson that the Board approved the 2023-24 School Fee Schedule as provided in Enclosure #4 of the agenda. Carried Unanimously	2023-24 SCHOOL FEE SCHEDULE APPROVED 80/23
<b>A.7</b>	Moved by Derek Baron that the Board approved the Three-Year Educational Plan as provided in Enclosure #5 of the agenda. Carried Unanimously	THREE-YEAR EDUCATIONAL PLAN APPROVED 81/23
<b>A.8</b>	Moved by Derek Baron that the Board approve second reading of Policy IFGA – Interrogation/Search of Students and Seizure of Property as provided in Enclosure #6 of the agenda. Carried Unanimously	SECOND READING OF POLICY IFGA APPROVED 82/23
	Moved by Derek Baron that the Board approve final reading of Policy IFGA – Interrogation/Search of Students and Seizure of Property as provided in Enclosure #6 of the agenda. Carried Unanimously	FINAL READING OF POLICY IFGA APPROVED 83/23
<b>A.9</b>	Moved by Maxwell Holst that the Board approve second reading of Policy IHCE – Student Illness/Injury as provided in Enclosure #7 of the agenda. Carried Unanimously	SECOND READING OF POLICY IHCE APPROVED 84/23
	Moved by Maxwell Holst that the Board approve final reading of Policy IHCE – Student Illness/Injury as provided in Enclosure #7 of the agenda. Carried Unanimously	FINAL READING OF POLICY IHCE APPROVED 85/23
<b>A.10</b>	Moved by Mandy Court that the Board approve second reading of Policy IHCF – Supervision of Students as provided in Enclosure #8 of the agenda. Carried Unanimously	SECOND READING OF POLICY IHCF APPROVED 86/23
	Moved by Mandy Court that the Board approve final reading of Policy IHCF – Supervision of Students as provided in Enclosure #8 of the agenda. Carried Unanimously	FINAL READING OF POLICY IHCF APPROVED 87/23
<b>A.11</b>	Moved by Blair Lowry that the Board approve second reading of Policy IHCG – Head Lice as provided in Enclosure #9 of the agenda. Carried Unanimously	SECOND READING OF POLICY IHCG APPROVED 88/23

	Moved by Blair Lowry that the Board approve final reading of Policy IHCG – Head Lice as provided in Enclosure #9 of the agenda.  Carried Unanimously	FINAL READING POLICY IHCG APPROVED 89/23
<b>A.12</b>	Moved by Bruce Francis that the Board approve first reading of Policy IHEB – Child Abuse and Neglect as provided in Enclosure #10 of the agenda.  Carried Unanimously	FIRST READING OF POLICY IHEB APPROVED 90/23
<b>A.13</b>	Moved by Jennifer Crowson that the Board approve first reading of Policy IKA – Fundraising as provided in Enclosure #11 of the agenda.  Carried Unanimously	FIRST READING OF POLICY IKA APPROVED 91/23
<b>A.14</b>	Moved by Derek Baron that the Board approve first reading of Policy EEA – Student Transportation as provided in Enclosure #12 of the agenda.  Carried Unanimously	FIRST READING OF POLICY EEA APPROVED 92/23
<b>A.15</b>	Moved by Maxwell Holst that the Board approve first reading of Policy IC – Student Attendance Area as provided in Enclosure #13 of the agenda.  Carried Unanimously	FIRST READING OF POLICY IC APPROVED  93/23
<b>A.16</b>	Moved by Mandy Court that the Board delete Policy IHCH – Student Accidental Insurance as provided in Enclosure #14 of the agenda.  Carried Unanimously	DELETE POLICY IHCH APPROVED 94/23
<b>A.17</b>	Moved by Bruce Francis that the Board accept the tender from Taber Commercial Cleaning for the caretaking at L.T. Westlake School for a 2-year period starting July 1, 2023  Carried Unanimously	L.T. WESTLAKE CARETAKING TENDER APPROVED 95/23
<b>A.18</b>	Moved by Bruce Francis that the Board accept the tender from Parhar Custodial Services for the caretaking at Dr. Hamman School for a 2-year period starting July 1, 2023  Carried Unanimously	DR. HAMMAN CARETAKING TENDER APPROVED 96/23
<b>A.19</b>	Moved by that the Board accept the tender from Allan Matthews for the caretaking at Chamberlain School for a 2-year period starting July 1, 2023  Carried Unanimously	CHAMBERLAIN CARETAKING TENDER APPROVED 97/23
<b>A.20</b>	Moved by Mandy Court that the Board approve renewing Horizon Division’s membership with the Rural Caucus for the amount of	RUAL CAUCUS MEMBERSHIP

\$488.27.

Carried Unanimously

RENEWAL APPROVED  
98/23

## **DISCUSSION ITEMS**

### **D.1 ADMINISTRATION'S MEETING TRUSTEE REPRESENTATION**

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The following Trustees will attend the Administrator's meetings for September and October:

- September 12, 2023 – Maxwell Holst
- October 10, 2023 – Mandy Court

### **D.2 EMPLOYEE RECOGNITION AWARDS**

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- Trustees will present Horizon School Division employees with recognition awards for 5, 10, 15, 20, etc. years of service. We appreciate all that Horizon School Division employees do and for their dedicated service.

## **INFORMATION ITEMS**

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

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

- [View report here.](#)

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

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

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

- Discussed the upcoming election
- Edwin Parr Event took place on May 17<sup>th</sup>, 2023

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

Vice Chair, Bruce Francis, provided a summary of the Facilities Department focus for the month of May 2023:

- Final IMR Review
- Milk River Ridge Modernization update – photos were shared
  - Playground funding was discussed
- Caretaking tenders discussed
- W.R. Myers planning meeting to be held in June

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

Superintendent, Wilco Tymensen, provided a summary of the Administrator's Meeting for the month of May 2023:

- VTRA (ARTO) Refresher took place in the morning
- Assurance Survey
- Three-Year School Plans
- Debrief on Taber Incident
- HR documentation review

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

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

- The budget for 2023 presents a deficit of \$51,383.
  - This deficit is from the amortization of the Asset Retirement Obligations. This is a non-cash expense related to the eventual remediation of hazardous materials, such as asbestos. When these materials are remediated in a modernization a gain will be realized.
- Alberta Education provided a significant increase in funding. This funding increase allowed for the board to do the following:
  - Additional teachers: 2 FTE
  - Additional assistants: 12 FTE
  - Increasing decentralized budgets by \$50 per student
  - Increased benefit costs due to increasing premiums \$290,000
  - Increasing transportation service
- Collective agreements with the ATA and CUPE have not been settled at the time of this budget passing. The results of those negotiations could result in adjustments to projections and operations.

### **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.](#)

### **CORRESPONDENCE**

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- No discussion came from the correspondence.

Moved by Maxwell Holst that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED  
99/23

### **COMMITTEE ITEMS**

Moved by Bruce Francis that the Board meet in Committee.

Carried Unanimously

COMMITTEE  
100/23

Moved by Derek Baron that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED  
101/23

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Marie Logan, Chair

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Sheila Laqua, Executive Secretary