

Horizon School Division No. 67

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The Board of Trustees of Horizon School Division No. 67 held its Regular Board meeting on Tuesday, September 17, 2013 beginning at 1:50 p.m. in the Eric Johnson Room

TRUSTEES PRESENT: Audrey Krizsan, Board Chair
Derek Baron, Board Vice-Chair
Marie Logan, Bruce Francis, Sharon Holtman,
Jennifer Crowson, Terry Michaelis

ALSO PRESENT: Wilco Tymensen, Superintendent of Schools
John Rakai, Associate Superintendent of Finance & Operations
Erin Hurkett, Associate Superintendent of Curriculum & Instruction
Trevor Bush, Taber Times
Barb McDonald, Recording Secretary

REGRETS: Clark Bosch, Associate Superintendent of Programs & Services

ACTION ITEMS

Moved by Terry Michaelis that the Board approve the agenda as presented with the following additions:

Under Action Items:

#7 Approve CUPE Memorandum of Agreement Ratification

Under Information Items:

#6 ATA Volunteer Services Award – A. Krizsan

7 ASBA Recognition of Trustee Years of Services & ASBA
Honourary Life Member Nomination – S. Holtman

Carried Unanimously

AGENDA APPROVED
152/13

Moved by Derek Baron that the Board approve the Minutes of the Regular Board Meeting held Tuesday, August 27, 2013 as provided in Enclosure 1 of the agenda.

Carried Unanimously

REGULAR BOARD
MEETING MINUTES
APPROVED
153/13

Moved by Bruce Francis that the Board approve the Payment of Accounts report in the amount of \$3,484,868.36 as provided in Enclosure 2 of the agenda.

Carried Unanimously

PAYMENT OF
ACCOUNTS REPORT
APPROVED
154/13

Moved by Jennifer Crowson that the Board approve second reading of Policy HGADA *Off-Campus Education* as provided in Enclosure 3 of the agenda.

Carried Unanimously

SECOND READING OF
POLICY HGADA
APPROVED
155/13

Moved by Sharon Holtman that the Board approve third and final reading of Policy HGADA *Off-Campus Education* as provided in Enclosure 3 of the agenda.

Carried Unanimously

THIRD AND FINAL
READING OF POLICY
HGADA APPROVED
156/13

Moved by Bruce Francis that the Board approve second reading of Policy HGAC *Religious Instruction* as provided in Enclosure 4 of the agenda.

Carried Unanimously

SECOND READING OF
POLICY HGAC
APPROVED
157/13

Moved by Derek Baron that the Board approve third and final reading of Policy HGAC *Religious Instruction* as provided in Enclosure 4 of the agenda.

Carried Unanimously

THIRD AND FINAL
READING OF POLICY
HGAC APPROVED
158/13

Moved by Bruce Francis that the Board approve the Barnwell School Caretaking tender as presented be awarded to Rhonda Olsen.

Carried Unanimously

BARNWELL SCHOOL
CARETAKING TENDER
APPROVED
159/13

Moved by Sharon Holtman that the Board approve the CUPE Memorandum of Agreement ratification.

Carried Unanimously

CUPE MEMORANDUM OF
AGREEMENT
RATIFICATION
APPROVED
160/13

INFORMATION ITEMS

1. Superintendent's Progress Report 2013-14 School Year Start-Up

Schools were the central focus as student and staff returned to school. Classes started August 28th with three days of school. The Superintendent, Associate Superintendent of Program of Services, and Associate Superintendent of Curriculum and Instruction visited all classrooms in 10 schools in the first week and individual visits were made by one of the superintendents to all other regular schools. Some transportation issues arose and most have been resolved. We are continuing to explore efficiencies. Thank you to Evelyn Gross for her dedication to ensuring that all students are transported to school safely.

Staffing

A number of support staff positions have been filled. Discussions to address pressure points in schools have also occurred including providing additional teacher allocations. Start-up remains an extremely busy time for human resources and payroll at division office. Thank you to Lean Sorensen and Deanna Killinger for committing additional hours to ensuring all staff receive timely remuneration.

Student Achievement

Results from diploma examinations indicate that students once again did exceptionally well. Detailed results will be forthcoming in October as per provincial protocol.

Curriculum

Nine Zone Six jurisdictions attended a Horizon meeting to explore Alberta Education's prototyping Request for Proposal. Conversations revolved around opportunities to collaborate as the vision of Curriculum Redesign is achieved. Jurisdictions will be seeking further information prior to deciding how to move forward.

Negotiations

The Superintendent met with the acting ATA local president and the head of the ATA negotiating committee lead s to introduce the new Associate Superintendents. The meeting was informal in nature.

The Superintendent also met with C.U.P.E. on September 7, 2013. Following an all-day meeting that lasted late into the evening, a potential agreement was reached. C.U.P.E. will be voting on the agreement within the upcoming weeks.

The Superintendent also met with the Co-Chair of the Horizon C2 committee to discuss the upcoming internal review that will be addressing teacher workload and teacher efficacy as it relates to student success.

Other

- Continual school visits
- The Superintendent continues to represent all ten Zone six jurisdictions at the provincial level as a member of the College of Alberta School Superintends executive
- Administrator Leadership Symposium
- Administrator Meeting
- Division Office Staff Meeting
- The jurisdiction hosted a social where by community members could visit and meet Horizon's new senior leadership team.

2. Trustee/Committee Reports

2.1 ASBA Zone 6 Report – Marie Logan, Zone 6 Representative provided an update from the Zone 6 meeting she attended on September 11th. Highlights from the meeting were as follows:

- Information regarding changes to diploma exams – by the 2014/2015 school year, all diploma exam sessions (with the exception of August) will require pre-registration
- Student Learning Assessments (SLA's) will be replacing the existing PAT's. The SLA's will enable parents and teachers to be more aware of the student's strengths or areas that require improvement. A grade 3 pilot will begin in September of 2014.
- Education Act Regulatory Review consultations and surveys have been taking place with the public and stakeholders. The regulatory review is accessible on the Alberta Education website and everyone is strongly encouraged to provide their input. On October 9th, sessions will be held in Lethbridge that will include the following areas
 - Closure of Schools (Is regulation required?)
 - Delivery of Specialized Supports and Services
 - Home Education
 - School Fees
 - Student Assessment
 - Private Schools
 - School Councils
 - Early Childhood Services
 - Charter Schools
 - Education Professions and Occupations
 - Transportation
- Teaching Quality Task Force – this task force will be exploring new directions for supporting excellence in teachers and other educators
- Regional Health Teams
- Governance Task Force Survey
- ASBA Governance Handbook

2.2 Facilities Committee Report – Jennifer Crowson, Facilities Committee Chair, provided an update on work undertaken during the past month within the Facilities Department. The report included the following information:

- Vauxhall Bus Garage – future home of Horizon MAP Outreach School is near completion with the expected move-in date to take place on the weekend of September 27th
- Site work at Vauxhall Elementary and Vauxhall High Schools
- 2013 IMR Projects including:
 - Site development and student washroom improvements at Chamberlain School
 - Completion of all Enchant School projects
 - Near completion of the Erle Rivers High School floor tile replacement, and upgrades to modern and high efficient light fixtures.
 - Completion of all Milk River Elementary School projects
 - Completion of Hays School improvements
 - Near Completion of the Lomond Community School improvements roof replacement, fascia and metal cladding
 - Completion of L.T. Westlake School boulevard paving project
 - Completion of the W.R. Myers School gym floor replacement, furnace replacement

2.3 Administrators' Meeting Report – Bruce Francis provided a report (as per the handout that was distributed) to the Board from the September 10th Administrator's Meeting.

3. Associate Superintendent of Finance and Operations Report

John Rakai reported on the following:

- Mr. Rakai spent the majority of the month of September focusing on preparation of documents for the CUPE negotiations as well as the October 2013 Public School Board election
- The board was reminded that nomination day is September 23, 2013. All individuals wishing to run for the School Board Trustee must drop their nomination papers off at Division office between 10 a.m. and 12 noon.
- Working on decentralized budgets and will have them completed once final enrollment numbers are in on September 30th
- Participated in discussions regarding the commencement of the C2 Committee meetings

4. Associate Superintendent of Programs & Services Report

Clark Bosch was not present at the meeting but provided a report (Enclosure # 7) to the board with the following information:

International Education:

- International Education has been busy getting ready for the fall. We have 11 students coming to Horizon School Division for long term study, China, Japan, Korea and Germany.
- Our 3 Korean Interns have arrived. They will be in Lomond, Milk River Elementary and D.A. Ferguson Middle School. One of our interns was denied access to Canada due to incorrect medical paperwork but has since gone back to Korea and returned with the appropriate documentation.
- In addition to our long term stays we are preparing to host two short term groups coming to us from Colombia. One Columbian group will be here from September to November and the other group from November to December. There has been discussion around a third short term group either before or after the Spring break but nothing has been decided at the time.
- We welcomed Marie Hutchison to the role of our International Homestay Coordinator/ Administrative Support position. Marie has lived in Taber for 24 years and she and her husband, John, have three grown who have met with success throughout Horizon School Division. Marie previously worked in Horizon as a Family Connections worker.
- I will be away September 15 – October 1 participating in an Alberta Education Student Recruitment Mission in Brazil and Chile. Alberta Education believes these two markets will be increasingly fertile for international students in the immediate future.
- We are continuing to work with **Nenoshiroishi Elementary School**. To help facilitate this process, Fleur Sweetman, a teacher at Lomond Colony School is excited to take the lead

liaison position. Fleur lived and taught in Japan for 10 years. Fleur has participated in preliminary communications with Mr. Dewar, the Vice Principal, regarding the best way to proceed in order to achieve the best possible outcomes for this partnership.

Early Learning:

- Ann Muldoon and Lynn Saler, with the support of JoAnn Hill and Marion Keeping, have been tireless in their efforts to get our programs up and running, staff hired, assessments completed, applications for PUF pre-approval submitted to AB Ed, and licensing requirements met. We currently have 130 children enrolled in pre-k and 27 pre-approved for PUF (pre-k and k). We have most programs staffed, but have still a few assistant positions to fill.
- The IEPT pilot ended in June, and the government will not be implementing the tool. In an email to school divisions, AB Ed said:

Success stories shared in regional wrap-up sessions indicated that participation in the IEPT pilot created opportunities for teachers to enhance their capacity to meet diverse learning needs and that overall, it was a positive experience for the majority of schools. Teachers expressed appreciation for the content of the IEPT in both the application and the online Inclusive Education Library. However, teachers also indicated that the application required considerable time and increased their workload. In this time of fiscal restraint, the IEPT is not sustainable as it requires substantial support from Education staff and school authority employees, particularly from a technical perspective. The Ministry of Education will focus on maintaining and enhancing the content and making the online Inclusive Education Library available to all Alberta schools to help enhance teachers' capacity in meeting the diverse learning needs of students. Enhanced content will include easy-to-use templates that will support the Individual Program Planning (IPP) process as we transition into the new Education Act.

Inclusive Learning:

- We are contracting out again this year for our psych-ed assessments. We have entered into an agreement with Tanya Surette, a Registered Psychologist for the 2013-14 school year. Tanya has previously worked in the division as a FSLC and will be available on Wednesday up until about 2:00 pm. She works at the University of Lethbridge the rest of the time and does some private practice. She trained under Wayne Aikins and comes highly recommended. In her role as our Educational Psychologist Tanya will provide our teachers, students, and parents with assessment and delivery strategies aimed at maximizing student success.
- Horizon School Division is pleased to announce the appointment of Laura Elliott as the Educational Behaviour Consultant. Laura has worked in the field of Child and Youth Care for over 18 years in both group care and outreach capacity. She has extensive knowledge in behaviour management and has also taught behaviour management for Lethbridge College. Laura is self-motivated and has networked throughout many community resources to support individuals to live the best they can.
- Accommodations for Diploma exams will now be approved at division level for most students. We will need to develop a process by which this is done, probably similar to that for PAT accommodation approvals. Erin and Ann will work on streamlining the process for both achievement tests and Diplomas for students on either an IPP or an ELL program plan. Historically in the division we have created IPPs with accommodations (E.g. use of CD version of test), applied for special format materials for exams to reflect these accommodations, and only much later applied for permission to use these accommodations. This year, we would like to approve the accommodations early in the year, so Learning Support Teachers are clear on which special format materials their students are eligible to use.

- The Southwest Regional Collaborative Service Delivery Leadership team begins planning again this week to develop a coordinated approach to providing services to students within the continuum of supports and services model. The Collaborative has hired a regional manager, Margaret Vennard, who previously worked with Career Transitions. This will be the last year that REACH exists, as their services to schools will be incorporated within the RCSD.

Our three schools in the far north – Lomond School, Lomond Colony, and Armada Colony – fall within the former Westview region, now called Bow River RCSD. Ann Muldoon will be attending their meetings this year to ensure we still get funding for those schools.

- We are in the process of developing a tool for schools to provide us with insight as to how they have utilized their decentralized funds.
- We will be continuing the fine work done by our Inclusive Learning Committee this year in order to ensure momentum is sustained in this area.

Counselling:

- Our FSLCs have completed classroom presentations on various topics including friendship skills and conflict resolution (Kelso's Choice).
- Staff have held several individual intakes with parents and students to open counselling files.
- Our FSLCs have completed presentations for all bus drivers with Student First around At-risk children and youth and what their role is if they observe any at-risk or threat making behaviors.
- Plans for Stepping Stone Mentorship Program are well underway and will be offered at L.T. Westlake, D.A. Ferguson, Myers, VES and VHS this fall. We anticipate this will start first week of October.
- Lisa Sowinski (FNMI) is working on student enrollment and supporting both current and new families in this process.
- Family Connections has hired Amy Janzen, as their Family Connections Worker who will be based out of Central School.
- The new Family Connection Provincial Leads for our Region are Jaret Farris and Dena Davis. The first Advisory Meeting for Family Connections is October 11. Angela and I will attend.
- We are continuing the process of securing a new Career Counsellor for W.R. Myers High School, Chamberlain School and Barnwell.

5. Associate Superintendent of Curriculum and Instruction Report

Erin Hurkett's report was enclosed in the agenda and included the following information:

Goal 1: All learners will finish school possessing 21st century learning competencies.

Key Action: Develop a common language and understanding of the following 21st century learning competencies and their relationship to innovation and entrepreneurialism: critical thinking, problem solving, and creative thinking. Support the professional capacity to integrate the competencies across grades and subjects.

- Met with other jurisdictions on Sept. 4th in regard to Curriculum Redesign and the RFP for Alberta Education.
- Discussed the RFP process and aspects of Curriculum Redesign with the administrative team on Sept. 10th.

Key Action: Support the professional capacity to understand and successfully implement early intervention and effective teaching strategies for literacy and numeracy to improve proficiency across the grades.

- Working on October 28th PD – ensure there is a morning session pertaining to literacy assessments that inform instruction and afternoon sessions related to comprehensive literacy instruction - focus on guided reading, phonetic instruction, reading to self and

others, and writing plus assessment practices that inform instruction and methods of intervention

- Met with Michelle Sawchuck on Sept. 11th to discuss adolescent literacy professional development for the division
- Discussed Sr. High adolescent literacy with Laurie Chomany and will be meeting with her in the near future to devise a division wide strategy/professional learning plan.

Key Action: Support the professional capacity for responsible, effective, and purposeful use of technology by all jurisdiction learners.

- Keynote speaker for October 28th PD Day is Alec Couros – focus on digital citizenship

Goal 2: All learners will demonstrate the personal attributes of contributing global citizens.

Key Action: Increase parent and community engagement through reciprocal and collaborative relationships.

- Met with all first year teachers that I will be evaluating this current school year. Policy, expectations, and levels of support were reviewed.

Key Action: Support the capacity of learners to set and accomplish goals through ownership of personal learning.

- Beginning to plan Safe and Caring Schools (SACS).
- Beginning to plan Science Olympics (planning meeting to be held on Oct. 28th PD Day) – students engage in a day of science problem solving challenges.
- Adolescent Literacy Session on Oct. 28th PD Day – personal goal setting – templates – one school's program that will be implemented this fall

Key Action: Align structures and practices with Horizon's model of the Continuum of Supports and Services.

- Collaborating with Ann Muldoon, Wilco, and Clark to ensure principals understand and are implementing the new inclusive learning funding model in line with the Continuum of Supports and Services.

COMMITTEE ITEMS

Moved by Jennifer Crowson that the Board meet in Committee.

Carried Unanimously

COMMITTEE
161/13

Moved by Derek Baron that the meeting reconvene.

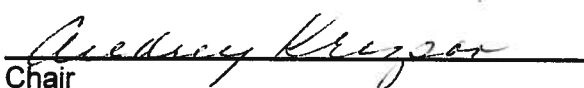
Carried Unanimously


RECONVENE
162/13

Moved by Terry Michaelis that the meeting adjourn

Carried Unanimously

MEETING
ADJOURNED
163/13


Chair


Secretary

