

# 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, October 21, 2014 beginning at 1:30 p.m. in the Eric Johnson Room

TRUSTEES PRESENT: Marie Logan, Board Chair  
Bruce Francis, Board Vice-Chair  
Blair Lowry, Rick Anderson, Derek Baron, Jennifer Crowson, Terry Michaelis

ALSO PRESENT: Wilco Tymensen, Superintendent of Schools  
John Rakai, Associate Superintendent of Finance & Operations  
Clark Bosch, Associate Superintendent of Programs, Services & HR  
Erin Hurkett, Associate Superintendent of Curriculum & Instruction  
Barb McDonald, Recording Secretary  
J.W. Schnarr, Taber Times

## ACTION ITEMS

A.1 Moved by Derek Baron that the Board approve the agenda as presented with the following additions and amendments:

### Under Discussion Items:

D.1 Changed to 2015 – 2016 School Year Calendar. Previous D.1 item regarding a Special Board Meeting date included under A.5 2014-2015 Board Meeting Dates.

### Under Information Items:

1.2.2 Correction to say October Admin. Meeting rather than September Admin. Meeting and change Trustee in attendance to Jennifer Crowson rather than Rick Anderson

Carried Unanimously

AGENDA  
APPROVED  
142/14

A.2 Moved by Bruce Francis that the Board approve the [Minutes of the Regular Board Meeting held Tuesday, September 16, 2014](#) as provided in Enclosure 1 of the agenda.

Carried Unanimously

REGULAR BOARD  
MEETING MINUTES  
APPROVED  
143/14

A.3 Moved by Terry Michaelis that the Board approve the [September/October Payment of Accounts](#) report in the amount of \$4,468,788.12 as provided in Enclosure 2 of the agenda.

Carried Unanimously

PAYMENT OF  
ACCOUNTS REPORT  
APPROVED  
144/14

A.4 Moved by Blair Lowry that the Board approve the motion to accept the information received regarding the designation of Vice-Principals for Lomond Community School of Tammy McClure and Melissa Gartly for the 2014 – 2015 School Year

Carried Unanimously

INFORMATION  
REGARDING VICE-  
PRINCIPAL  
DESIGNATIONS  
APPROVED  
145/14

A.5 Moved by Jennifer Crowson that the Board approve the Board meeting dates for the period November 2014 to October 2015 inclusive, as follows:

- Tuesday, November 25, 2014: Regular Board Meeting to include review and approval of the 2013/14 Audited Financial Statement, 2014/15 – 2016/17 Education and Three Year Plan, and 2014-2015 Budget Update
- Monday, December 15, 2014
- Tuesday, January 20, 2015
- Tuesday, February 24, 2015
- Tuesday, March 17, 2015
- Tuesday, April 21, 2015
- Tuesday, May 19, 2015
- Tuesday, June 16, 2015
- Tuesday, August 25, 2015
- Tuesday, September 15, 2015
- Tuesday, October 20, 2015

Carried Unanimously

BOARD MEETING  
DATES APPROVED  
146/14

### DISCUSSION ITEMS

#### D.1 2014-2015 School Year Calendar

Erin Hurkett presented a [draft of the 2015-2016 school year calendar](#) to the Board. Following discussions, Erin will present the draft calendar to School Administrators to share with Parent Councils and various stakeholders for their input with the intent of obtaining final Board approval of the calendar at the November 2014 Board Meeting.

### INFORMATION ITEMS

#### 1. Superintendent's Progress Report Educational Leadership

- The Superintendent provided ongoing support and advice to principals on matters related to school operations including: new hires, leaves, parent council matters, teacher summative evaluations, conflict mediation, and other legal issues.
- Meetings with all principals occurred to discuss their Annual Education Results and Three Year Plans. Conversations about how the jurisdiction can support school's efforts to passionately engaged learners who confidently pursue continual improvement now and in the future as contributing global citizens also occurred.
- The first of several division wide Professional Development days came to fruition. Teachers spent the day working collaboratively on Individual Student Plans and professional learning communities.
- The Superintendent also had the opportunity to attend a Google Lunch n' Learn session put on by Amber Darroch, Horizon's Director of Learning.

#### Fiscal Responsibility

- With funding being based on September 30 enrollment numbers I am happy to report that the jurisdiction is up over 120 students above March 2013 projections. Based on new enrollment numbers staffing levels were reviewed and all school requests for staffing enhancements were approved.

#### Personnel Management

- Principal Professional Growth Planning meetings were conducted with the twelve continuing principals not undergoing evaluation. Evaluation observations and conversations and ongoing support occurred with the seven new principals undergoing evaluation.

#### Policy

- In alignment with policy, new requests for transportation were processed by the Transportation coordinator; by the end of the first day of school 150 last minute transportation requests were processed.

Decisions continue to be guided by precedent and past practice until decisions regarding upcoming changes are made. Expectations are that these decisions will be made this fall once Alberta Education regulations are released. Preliminary work on policy changes has already commenced.

### **Organizational Leadership and Management**

- Barnwell and Warner Modernization meetings continue to be attended every two weeks. A design plan has been submitted to Alberta Education and Alberta Infrastructure. The Barnwell community is continuing to fund raise and work collaboratively towards finalizing submissions of commitment letters regarding the project enhancements. Design plan schematics and pictures of both modernizations are available via the horizon website.
- The second administrator meeting of the year was held on October 14<sup>h</sup>.
- The Superintendent has been working with the Clinical Team Leader to create a Emergency Response Manual.
- The Alberta Teacher's Association New Teacher Induction Banquet was attended.
- Vauxhall High School's awards banquet was also attended.

### **Communications and Community Relations**

- A welcome back BBQ was organized for all Division Office and Maintenance staff and their families. A huge thank you for all your efforts. Your dedication to service contributed to another amazing school year start.
- The Superintendent had the opportunity to attend Enchant School's welcome back BBQ and participate in the community Terry Fox run. A huge thank you to those who assisted in the BBQ. Enchant Colony's buns were amazing as was Enchant School's secret BBQ sauce. A great time was had by all.
- Meetings with outside agencies were attended. These include: Alberta School Board Association (provincial meeting with Minister Dirks), Alberta Education – home schooling (Zone Six Services), College of Alberta School Superintendents, and Xerox. Communication also occurred with individuals from Taber Adult Learning, Taber Community Against Drugs, and Taber Community Action and Prevention Society.
- A conversation with Kaitlyn Mills, Horizon's representative on the Minister's Student Advisory Council, and a Student Engagement Advisor from Alberta Education's Engagement Branch; Research, System Assurance and Engagement to discuss capturing student voice and enhancing student's engagement with regard to direction setting.

### **Leadership Practices**

The Senior Administration Leadership Team including Directors met to discuss the jurisdiction's three year plan

## **2. Trustee/Committee Reports**

**2.1 ASBA Zone 6 Report** - Marie Logan, Zone 6 Representative reported on the Zone 6 meeting that took place on Wednesday, October 8th in Lethbridge. Highlights of the meeting included the following:

- The approval of the 2014-2015 Zone 6 Budget will take place at the November 2014 meeting.
- The price for the annual Edwin Parr Awards tickets has risen from \$30.00 to \$35.00 per person
- In terms of elections, all Zone 6 positions will remain as is for the next year with the exception of the Zone Director for the Provincial ASBA Board and the Alternate Director. Elections for these two positions will take place at the November meeting
- The goal for ASBA to have an advocacy plan is for April 2015. Board will be asked, as part of the annual strategic plan survey, to submit what they believe the three advocacy priorities should be
- Enrollment updates for Zone 6 with most jurisdictions showing increased enrollment numbers with the start of the 2014-2015 school year
- Deadline dates brought to the Board's attention were November 14, 2014 for submission of the Family and Community Safety Grant; November 15, 2014 is the deadline for nominations for the Teaching Excellent Awards; November 30, 2014 is the deadline for jurisdictions to post their three-year plans and annual education results reports
- Information regarding nomination deadline dates for the upcoming Teaching in Excellence Awards. Information can be downloaded from the Alberta Education website at <http://education.alberta.ca/teachers/excellence.aspx>

- The next Zone 6 meeting is scheduled for Wednesday, November 12, 2014 at the Holy Spirit Board Office in Lethbridge.

## **2.2 Administrators' Meeting Report – Jennifer Crowson**

The [October 14<sup>th</sup> Administrators' Meeting summary](#) was enclosed in the agenda and included some of the following highlights:

- Policy Review
- Revised Emergency Response Manual
- PAT and Diploma Exam Results Presentation
- RCSD (Regional Collaborative Service Delivery) Mental Health
- 2015 – 2016 School Year Calendar
- Student Assessment
- Decentralized Budgets
- SLA Update
- Lord's Prayer
- Class Size Funding
- September 29<sup>th</sup> PD Day Feedback

## **2.3 Facilities Committee Report**

Derek Baron, Facilities Committee Chair, provided an update on work undertaken during the past month within the Facilities Department. The October Facilities report was enclosed in the agenda and included the following information:

- The W.R. Myers/D.A. Ferguson playing field is complete. Irrigation has been installed and will remain operational until mid-October. As part of the field development, ten different enterprises from the Taber area provided donations at a total value of \$58,452.00 and included the following organizations:
 

Lantic Inc.	George Miller Excavating	Shimbashi Farms
Barry Clements	F. Miller Excavating	River Bend Rock Products
Prime Rentals	East End Iron	Chinook Carriers
Taber Rugby Club		
- The winterization of irrigation systems throughout the division
- Erected a control/sound room for the performing arts program at L.T. Westlake School
- Information shared regarding recent government announcement of the approval to proceed with planning for capital construction projects of D.A. Ferguson and W.R. Myers Schools. Upcoming value management sessions will be taking place on November 27<sup>th</sup> and 28<sup>th</sup>.
- Various maintenance and administrative work completed during the months of September and October.

## **3. Associate Superintendent of Finance and Operations Report**

John Rakai reported the following information:

- Met with the transportation consultant at the end of September to review compliance with the extra-curricular/co-curricular vehicle safety program. It was identified that the daily driver log that is currently being used is only applicable for daily return trips within a 160 km radius from each school based location. For any overnight trip or trip over 160 km radius from the school location, the trip will need to be recorded on a graph grid. There will be another review prior to the end of 2014 and in preparation of the March 2015 re-audit.
- Participated in an informative Division Office *Google Lunch n' Learn Session*, facilitated by Amber Darroch on the useful and time saving applications that are available for users of Gmail.
- The enrollment cut-off date was October 3<sup>rd</sup> with all schools meeting this deadline date
- Working on school decentralized budgets that will be sent out to schools by the end of October.
- Attended a design committee meeting on October 2<sup>nd</sup> for Warner and Barnwell Schools. Following this meeting, the schematic design report was submitted to Alberta Education and Infrastructure. It is the goal for tendering to take place in January 2015.
- Attended a two-day legal conference, focusing on "Duty to Accommodate" for employees, staff and parents. All information obtained from this conference will be posted and available for Division Office staff to peruse for their information
- Attended the October 14<sup>th</sup> Administrator Meeting

- Participated in a meeting with principals from both D.A. Ferguson and W.R. Myers Schools regarding the upcoming value management session to be held on November 27<sup>th</sup> and 28<sup>th</sup>. It is the intent that at the end of this value management session, a consensus will be reached as to whether there will be a modernization of the existing buildings for both the middle school and high school or that there will be a new high school and a modernization of the middle school.

#### 4. Associate Superintendent of Programs and Services Report

Mr. Bosch's report was distributed at the meeting and included updates and highlights in the following areas:

- Human Resources
- Early Learning/Inclusive Education
- Pre-K Information
- Collaborative Team Meetings
- Regional Collaborative Service Delivery
- Kanadier Mennonite Program updates
- Meeting with Taber Police Chief, RCMP and LGM Church Leaders
- High School Redesign
- Hutterian Brethren Schools
- Teacher Evaluations

#### 5. Associate Superintendent of Curriculum and Instruction Report

Erin Hurkett's report was provided as Enclosure 8 of the agenda and included the following information:

##### **Goal 1: All learners will finish school possessing 21<sup>st</sup> century learning competencies.**

**Key Action:** Develop a common language and understanding of the following 21<sup>st</sup> 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.

- September 29<sup>th</sup>: Organized and facilitated a division-wide PD day that consisted of collaborative creation of ISP documents in the morning and collaborative Google+ groups in the afternoon
- October 2<sup>nd</sup>: Attended an SAPDC session on the new Career and Technology Foundations (CTF)

Curriculum.

This curriculum will begin in the fall of 2015 and is competency focused. The curriculum will be used with Jr. High school students

- October 6<sup>th</sup>: Facilitated the Leadership Cohort. The focus was instructional leadership. Pamela Adams and David Townsend facilitated a professional growth session and Holly Godson, Johanna Kutanzi and Alyson Archibald facilitated a portion in regards to instructional leadership, teacher supervision and evaluation.
- October 8<sup>th</sup>: Met with Kaitlyn Mills, a student from Vauxhall High School to begin planning for Horizon's student leadership day on October 22<sup>nd</sup>. The focus will be student engagement and voice
- October 9<sup>th</sup>: Attended a curriculum prototyping update and input session in Lethbridge. Teachers from all southern school districts were in attendance as well as table facilitators from Alberta Education and the Calgary Board of Education
- October 15<sup>th</sup>: This date was allotted for new teachers to meet and collaborate with their teacher mentors. Almost all new teachers utilized this day to work with their mentors
- October 16<sup>th</sup>: Attended a LGSM meeting. Opportunities for students in home school situations and the possibility of accessing Horizon School facilities were discussed
- October 17<sup>th</sup>: Attended a dual credit meeting with Lethbridge College. Discussion surrounded student labs and attendance issues.

**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.

- September 25: Facilitated PD sessions for Milk River Elementary and Erle Rivers High Schools. Literacy benchmark assessment was the focus for MRE and supplementary instruction and use of the benchmarks to inform instruction was the focus at ERHS.
- September 26<sup>th</sup>: Attended a Beers and Probst Literacy PD with Horizon teachers and administrators. The session focused on supporting adolescent learners who struggle with literacy.

- September 29<sup>th</sup>: Facilitated an afternoon PD session for the division wide PD for new teachers, focusing on classroom organization and routines conducive to literacy learning and engagement.
- October 9<sup>th</sup>: Attended the new teacher induction ATA banquet
- October 14<sup>th</sup>: Attended the D.A. Ferguson Awards banquet
- October 17<sup>th</sup>: Facilitated a PD session at Lomond Community School regarding ESL Benchmarks and best practices. I have been attending all three-year planning meetings with principals and have been inquiring about literacy/numeracy practices and asking where areas of support are required.

In addition to the above information, Ms. Hurkett also presented to the Board, the 2013-2014 PAT and Diploma exam results. As in previous years, Horizon was above the provincial average in almost all subject areas. Updates were also provided by Ms. Hurkett from Amber Darroch, Director of Learning and George Epp, Mennonite Liaison worker.

**6. Correspondence**

No items of discussion came forward from [Correspondence as provided in Enclosure 7](#) of the agenda.

**COMMITTEE ITEMS**

Moved by Jennifer Crowson on that the Board meet in Committee.

Carried Unanimously

COMMITTEE  
147/14

Moved by Blair Lowry that the meeting reconvene.

Carried Unanimously

RECONVENE  
148/14

Moved by Derek Baron that the meeting adjourn

Carried Unanimously

MEETING  
ADJOURNED  
149/14

Original Signed November 25, 2014

Marie Logan, Chair

Original Signed November 25, 2014

Barb McDonald, Secretary

# 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 16, 2014 beginning at 1:00 p.m. in the Eric Johnson Room

TRUSTEES PRESENT: Marie Logan, Board Chair  
Bruce Francis, Board Vice-Chair  
Blair Lowry, Rick Anderson, Derek Baron, Jennifer Crowson,

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

REGRETS: Terry Michaelis, Trustee  
Clark Bosch, Associate Superintendent of Programs & Services/Human Resources

## **ACTION ITEMS**

- A.1 Moved by Derek Baron that the Board approve the agenda as presented with the following addition:
- |  |                     |          |
|--|---------------------|----------|
| <b><u>Under Action Items:</u></b>  |                     | AGENDA   |
| A.4 Recommendation for revision to Policy FEF <i>Contract for Services</i> |                     | APPROVED |
|  | Carried Unanimously | 130/14   |
- A.2 Moved by Jennifer Crowson that the Board approve the [Minutes of the Regular Board Meeting held Tuesday, August 19, 2014](#) as provided in Enclosure 1 of the agenda.
- |  |                     |  |
|--|---------------------|--|
|  | Carried Unanimously | REGULAR BOARD MEETING MINUTES APPROVED |
|  |                     | 131/14                                 |
- A.3 Moved by Rick Anderson that the Board approve the [August/September Payment of Accounts](#) report in the amount of \$3,393,251.94 as provided in Enclosure 2 of the agenda.
- |  |                     |                                     |
|--|---------------------|-------------------------------------|
|  | Carried Unanimously | PAYMENT OF ACCOUNTS REPORT APPROVED |
|  |                     | 132/14                              |
- A.4.1 Moved by Derek Baron that the Board approve the recommendation to revise Policy FEF *Contract for Services* to include a \$15,000 per year threshold after which contracting for long-term services must be tendered or re-tendered in accordance with the Policy..
- |  |                     |                                 |
|--|---------------------|---------------------------------|
|  | Carried Unanimously | REVISION TO POLICY FEF APPROVED |
|  |                     | 133/14                          |

## **INFORMATION ITEMS**

### **I.1 Board School and Colony Tour Dates**

The Horizon Board of Trustees as well as members of the Senior Administrative Leadership team will be touring and visiting schools and colonies throughout the 2014-2015 school year. The first two tours of the year will be taking place on October 28<sup>th</sup> at Delco and Kingsland Colonies, and on November 4<sup>th</sup> at Bluegrass, Sunnysite and Elmspring Colonies. The remaining school and colony tour dates will be scheduled at the October Board meeting.

## **I.2 Enrollment Update**

Wilco Tymensen reported to the Board that enrollment numbers to date are up approximately 125 students from original projections for this school year, with 80 additional students in grades 1-12 and 45 additional students in Kindergarten. The Division is up approximately 70 students overall compared to last year's enrollment numbers.

## **I.3 Superintendent's Progress Report**

### **Educational Leadership**

- The Superintendent provided ongoing support and advise to principals on matters related to school operations including: new hires, leaves, parent council matters, teacher summative evaluations, conflict mediation, and other legal issues.
- The Superintendent toured Amber Darroch, the new Director of Learning around to a number of schools and was able to visit all schools excluding colonies. A schedule for board colony school tours is in the works.
- An orientation day was facilitated for seven new principals and Horizon's Director of Learning to acquaint them to our culture and practice.
- The Superintendent also had the opportunity to sit in on portions of the new teacher orientation, facilitated by the Associate Superintendent of Curriculum.

### **Fiscal Responsibility**

- To ensure alignment of program breadth and fiscal responsibility, visits were made to neighboring jurisdictions to tour their mobile shop facilities.

### **Personnel Management**

- Evaluation meetings were set up with the seven new principals undergoing evaluation

### **Policy**

- In alignment with policy, new requests for transportation were processed by the Transportation coordinator; by the end of the first day of school 150 last minute transportation requests were processed. Decisions continue to be guided by precedent and past practice until decisions regarding upcoming changes are made. Expectations are that these decisions will be made this fall once Alberta Education regulations are released. Preliminary work on policy changes has already commenced.

### **Organizational Leadership and Management**

- Barnwell and Warner Modernization meetings continue to be attended every two weeks
- As part of the school year start up Division Office staff met, fire drill processes were discussed and the fire alarm was sounded. Taber's Fire Chief Steve Munshaw was also in attendance to discuss the Division Office fire evacuation procedure.
- The first administrator meeting of the year was held on September 9<sup>th</sup>.

### **Communications and Community Relations**

- The Superintendent had the opportunity to attend Hays School and share in a community engagement opportunity where Hays' seniors shared their childhood stories with the children of Hays School as part of a Social Studies project. A huge thank you to the seniors who attended. A great time was had by all.
- Meetings with outside agencies were attended. These include: University of Lethbridge (Leadership Cohort support), Alberta School Board Association (assessment workshop), Alberta Education (Zone Services).

### **Leadership Practices**

- The Senior Administration Leadership Team including Directors met to discuss the jurisdiction's three year plan
- As part of the Jurisdiction's efforts to build leadership capacity, Horizon's leadership program had its first meeting.



- Lastly I am pleased to be able to communicate to the Board that I accepted the Deputy Minister's and Vauxhall High School's Vice Principal's ICE Bucket Challenge. A big thank you to Bert and Larry's for the copious amount of slush.

### **I.3.1 ASBA Zone 6 Report**

Marie Logan, Zone 6 Representative reported on the Zone 6 meeting that took place on Wednesday, September 10<sup>th</sup> at the Lethbridge School District No. 51 Education Centre. Highlights of the meeting included the following:

- The annual FGM in Edmonton this November will focus on advocacy. Attendees will obtain a better understanding of the value of local autonomy. ASBA will be inviting the new Education Minister, along with several MLA's to attend.
- The ASBA reported that only 40 schools have Gay Straight Alliance(GSA) policies. It was noted that all school boards are encouraged to have such a policy in place.
- Colleen Deitz, Palliser Regional Division gave a presentation on a proposed model called "Strengthening the Voice". The purpose of this model is to give ASBA and school boards a stronger provincial voice in education.
- An informative presentation on Assessment was hosted by Dr. John Rymer.

### **I.3.2 Administrators' Meeting Report – Rick Anderson**

The [September 9<sup>th</sup> Administrators' Meeting summary](#) was enclosed in the agenda and included some of the following highlights:

- Division Office Restructuring
- Policy Review
- Proposal of Automated Substitute Teacher Requests
- 2015-2016 School Year Draft Calendar
- Horizon Leadership/Mentorship Cohort Program
- Student Learning Assessment Pilots
- Instructional Support Plans
- Alberta Health Services Updates
- CASL (Canadian Anti-Spamming Legislation)
- School Three Year Plans and Professional Growth Planning
- Occupational Health & Safety
- Student Advisory Council and School Councils
- Cellular Mobility Plan Changes

### **I.3.2 Facilities Committee Report**

Derek Baron, Facilities Committee Chair, provided an update on work undertaken during the past month within the Facilities Department. The [September Facilities report](#) was enclosed in the agenda and included the following information:

- The Vauxhall MAP Project will be complete by October 10, 2014
- 2014 IMR and Renewal Projects including:
  - W.R. Myers/D.A. Ferguson Playing Field
  - Barnwell School roofing project
  - Horizon MAP window replacements
- Taber Irrigation Metering
- Vauxhall Irrigation Repairs
- Various maintenance work completed during the months of August and September.

### **I.5. Associate Superintendent of Finance and Operations Report**

John Rakai reported the following information:

- Participated in both the Barnwell and Warner Schools design team meetings that took place on August 21<sup>st</sup> on September 11<sup>th</sup>. The next meeting will take place on October 2, 2014.

- Waiting for architect feedback (for both Barnwell and Warner Schools re-modernizations) regarding the schematic design cost consultant's reports. Participated in the new Principal orientation session and also met with the seven new principals to review decentralized budgets.
- Met with both Warner Hockey School and W.R. Myers High School co-curricular and extra-curricular bus drivers where a review of the Safety Program and requirements regarding the operation of these vehicles was conducted.
- Mr. Rakai and Jake Heide (Facilities Manager) participated in a telephone conference workshop regarding procurement that was presented by Alberta Infrastructure and Alberta Education. The conference pertained mainly to proceedings of tendering and purchasing protocol for approved construction projects.

#### **I.6. Associate Superintendent of Programs and Services Report**

Mr. Bosch's report was distributed at the meeting and included updates and highlights in the following areas:

- Human Resources
- Early Learning/Inclusive Education
- Regional Collaborative Service Delivery
- Counselling Services and FNMI Education
- Kannadier Mennonite Program updates
- High School Redesign
- Hutterian Brethren Schools
- Teacher Evaluations

#### **I.7. Associate Superintendent of Curriculum and Instruction Report**

Erin Hurkett's report was provided as Enclosure 8 of the agenda and included the following information:

##### **Goal 1: All learners will finish school possessing 21<sup>st</sup> century learning competencies.**

**Key Action:** Develop a common language and understanding of the following 21<sup>st</sup> 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.

- August 21 & 22<sup>nd</sup>: Facilitated the new teacher orientation for Horizon School Division.
- September 4<sup>th</sup>: Attended a Dual Credit meeting at Lethbridge College. Students taking the Health Care Aide program will receive 25 tier 3 credits. Because the funding is now at tier 3, school districts have been asked how they plan to spend the increased credit revenue (it was funded at tier 1 in the past).

**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.

- August 25<sup>th</sup>: Trained staff members from D.A. Ferguson, W.R. Myers, and Taber Mennonite School in the Fountas & Pinnell literacy benchmarks
- August 26<sup>th</sup>: Assisted Kacie Neamtu from Erle Rivers with training to use the Fountas & Pinnell literacy benchmarks
- August 26<sup>th</sup>: Provided professional development for colony teachers on using assessment to inform instruction – creating guided reading groups. Colony teachers were also given an update and information on the SLAs.
- September 2<sup>nd</sup>: Facilitated a grade 3 teacher SLA meeting. Almost all grade 3 teachers in the division were in attendance. Digital question examples were shown and the performance task was discussed. Questions from teachers were sent to Alberta Education for clarification.
- September 3<sup>rd</sup>: Attended an SLA VC meeting with Alberta Education to clarify any concerns before administration of the assessments. The period for SLA administration will be between September 29<sup>th</sup> and October 10<sup>th</sup>.

In addition to the above areas, I have been able to conference with all new teachers I will be evaluating this year.

**I.8. Correspondence**

No items of discussion came forward from Correspondence as provided in [Enclosure 8](#) of the agenda.

**COMMITTEE ITEMS**

Moved by Bruce Francis on that the Board meet in Committee.

Carried Unanimously

COMMITTEE  
134/14

Moved by Derek Baron that the meeting reconvene.

Carried Unanimously

RECONVENE  
135/14

Moved by Rick Anderson that the meeting adjourn

Carried Unanimously

MEETING  
ADJOURNED  
136/14

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Marie Logan, Chair

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Barb McDonald, Secretary

**PAYMENT OF ACCOUNTS REPORT**

**Board Meeting - October 21, 2014**

<b>General</b>	<b>August 31/14</b>		<b>364,724.72</b>
<b>General</b>	<b>September 10/14</b>		<b>1,012,127.95</b>
<b>U.S. Funds</b>	<b>September 12/14</b>		<b>714.17</b>
<b>General</b>	<b>September 11/14</b>		<b>63,726.11</b>
<b>U.S. Funds</b>	<b>September 15/14</b>		<b>2,028.42</b>
<b>U.S. Funds</b>	<b>September 19/14</b>		<b>155.74</b>
<b>General</b>	<b>September 24/14</b>		<b>283,227.43</b>
<b>General</b>	<b>September 30/14</b>		<b>1,100.00</b>
<b>U.S. Funds</b>	<b>October 1/14</b>		<b>136.85</b>
<b>General</b>	<b>October 3/14</b>		<b>100.00</b>
<b>General</b>	<b>October 7/14</b>		<b>687,390.42</b>
<b>"A" Payroll</b>	<b>September 2014</b>	<b>Teachers</b>	<b>1,561,779.92</b>
	<b>September 2014</b>	<b>Support</b>	<b>421,996.06</b>
<b>"B" Payroll</b>	<b>August 2014</b>	<b>Casual</b>	<b>18,813.75</b>
	<b>September 2014</b>	<b>Casual</b>	<b>9,481.40</b>
	<b>September 2014</b>	<b>Subs</b>	<b>41,285.18</b>
<b>Total Accounts</b>			<b>4,468,788.12</b>
<b>Board Chair</b>	_____		
<b>Associate Superintendent</b>	_____		
<b>PJ:dd</b>			
<b>October 9/2014</b>			



October 2014

**Associate Superintendent of Programs and Services / Human Resources Report – Clark Bosch**

**Human Resources:**

- As a result of increased enrollment we were able to provide 11 schools with increased teacher time as of October 1<sup>st</sup> for the 2014-15 school year. All schools who requested additional time were able to see their request met in full.

**Early Learning / Inclusive Education:**

**September 2014 Count – Students Requiring Support:**

- Grade 1 - 12:
  - Code 40 - 57 Students
  - Code 50 - 293 Students
- Currently, 63 students from grades 1 to 12 are being provided full or part-time assistant support out of the centralized Inclusive Learning budget.
- Pre-K & Kindergarten:
  - PUF - 40 children
  - M/M - 42 children

**Pre-K Information:**

- **13** Pre-K Programs for the 2014/2015 School Year (Enchant is the only community without a Pre-K program due to low registration)
- We have a total of **126** children registered in Pre-K.
- This is lower than last year's registration numbers. At this time last year, we had **135** children registered. We had new registrants throughout the school year which brought the registration number up to **147** by the end of the year.

**Collaborative Team Meetings:**

- In the 2013-14 school year Chamberlain School was the site of a pilot project for a collaborative approach to meeting the academic, social/emotional and behavioural needs of students. A team from division office including the Director of Inclusive Learning, Supervisor of Early Learning, Clinical Team Leader, and Behaviour Consultant met with the school-based team – principal, teachers, FSLC and Family Connections Worker – three times throughout the year to discuss individual students and to brainstorm strategies/actions to address their needs. Chamberlain staff members were very satisfied with the collaborative team meetings and the support they received from division office, and division office personnel appreciated the opportunity to be in the school, getting to know staff and supporting all students.

- This year three more schools – Vauxhall High School, DA Ferguson, and Erle Rivers High School – are holding collaborative team meetings, and the division office team has been expanded to include the Associate Superintendent of Curriculum and Instruction.
- We are very excited about this collaborative and pro-active approach to identifying and addressing student needs.

### **Regional Collaborative Service Delivery:**

- Clark continues to attend RSCD meetings at the Governance level while Ann represents Horizon at the Leadership level meetings

### **Kanadier Mennonite Programming:**

#### **Student count report**

- George has compiled the student count as of October 2014 (attached). The first one we did was in Jan 2104. Actual increase from the last school year shows 130 more students. There are positive trends and some problems areas. George believes the general Mennonite population has increased slightly in Horizon's geographic area and it's good to see that the number of students attending school also increases.

#### **Follow-up attendance**

- George visits schools and completes many of phone calls and home visits to follow-up on students that are registered but not attending. As a result, this number is getting lower each year. George's focus is on connecting with school families to ensure they have a voice and communicate that feedback to the school. Overall, this matter is very positive.

#### **Meeting with Taber Police Chief, RCMP, and LGM church leaders**

- Several times each year we have a closed door meeting at the Taber Police station with church leaders. George is part of these meetings. The purpose is to have frank discussions about issues facing the Police and the Mennonite people and come up with strategies to reduce the concerns about teenage activity. These meetings are all about building trust and helping us understand each other better.

#### **General trends critical issues**

- There are still more families coming to southern Alberta.
- Housing is a critical issue. Rental rates in many cases are far too high.
- Many new students now are referred by other Mennonite people.
- Medical problems including depression seem to be increasing.
- Instances of issues related to alcohol & drug abuse seem to be increasing.

- Issues related to citizenship documentation / work permits are increasing.
- Many of the Mennonite churches are growing and a few becoming more determined to also grow their own school programs.

### **High School Redesign:**

- Clark and 25 teachers from across the district travelled to Red Deer to participate in the first, “teacher focussed”, High School Redesign learning day on September 26<sup>th</sup>.
- On October 16, Clark and school representatives from Horizon took part in the HSR Design, South Region collaborative day, where they discussed matters pertaining to the foundations of Assessment and Personalization.
- Clark shared the “Advisor Handbook” with all participating schools in order to provide support to them in the development of Advisor Programs at their schools.

### **Hutterian Brethren Schools:**

- New to Bluegrass Colony School is Jamie Klein who has assumed the teaching position at this colony school. Jamie has spent most of the summer preparing for her multi-graded experience and has lots of enthusiasm and passion towards the teaching process. We welcome her and wish her all the best.
- In the latter part of the summer, three new teaching assistants were hired to fill two vacancies at Elmspring Colony School and one at Cameron Farms Colony School. A big welcome to Jennifer Coupe and Jeralyn Goldsmith at Elmspring, and to Jenna Krahn at Cameron Farms.
- With the implementation of the 907 hours of instruction at our colony schools, the first official week for teachers included regular items such as the beginning staff meeting and preparation at the school sites, however, two days of professional development were also put in place. A full day of centralized p.d. allowed colony teachers to focus on guided reading instruction that will be implemented in the 2014-15 school year at all sites and the newly introduced Instructional Support Plans (ISP).
- Teachers were given direction in determining their guided reading groups/levels and how they might structure the literacy block and organize the learning tasks that will occur while a teacher focuses on a particular group of students. In the previous school year teachers had received professional development on universal assessment practices and had begun to use these assessments to direct literacy instruction. Guided reading resources at all colony schools up to the grade six level had also been provided in the 2013-14 school year.
- With respect to the ISP process, teachers were in-serviced on the final version of the document, discussed which present IPP students will be moved to the streamlined ISP, and how this will



change the process of teachers meeting the instructional needs of particular colony students and how progress will be conveyed to parents in the future.

- On another item of change, Student Learning Assessments (SLAs) at the grade three level, colony teachers were provided an opportunity to look at potential test questions that might be part of the assessment and to discuss how it might look for colony students. Unfortunately, the 'hard copy' format of practice questions and potential layout for students not receiving the 'digital' version had not been made available by Alberta Education at the time of the in-service. We were fortunate to be led by Erin Hurkett, Associate Superintendent of Curriculum and Instruction, during the guided reading and SLA professional development and appreciated her direction.
- Horizon's colony teachers also took advantage of the opportunity to collaborate with their colleagues during the first week. Groups of teachers gathered to work on an array of items such as: word work using the 'Words Their Way' program; sharing and developing art lessons at colony schools; collaborating on long-range planning processes; and/or visiting other schools to collaborate with colleagues on learning structures for balanced literacy processes. Teachers were engaged with their colleagues for the benefit of engaging their students in the near future.

**Teacher Evaluation:**

- I have begun the process to evaluate 6 of our first year teachers. I will also be observing an additional 8 new teachers on temporary contracts.

# Alberta students continue to excel in Science

National and provincial tests reveal Alberta students are demonstrating a high level of achievement in science and performing strongly in other key subject areas.

According to the latest national results, Alberta students achieved the highest marks in the country in science, second highest in reading, and third highest in math. Provincial assessments also indicate more high school students have been achieving excellence in physics, chemistry, and biology over the past several years.

“We’re encouraged by the high level of achievement and interest our students are demonstrating in a core subject such as science. Scientific literacy is vital to ensuring our students are able to succeed in a knowledge-driven society.”

Gordon Dirks, Minister of Education

More high school students are also attaining the standard of excellence on English language arts 30-1 and 30-2 diploma exams. The number of students achieving excellence on Grade 6 and 9 English language arts increased slightly over last year. Excellence refers to students who demonstrate a mastery of the core subject material.

While five years of data are needed to determine provincial trends in math, national results indicate Alberta students are on par with the Canadian average and have improved their performance since 2010.

“Although the overall results are positive, we know that subjects such as math require ongoing attention. Strong numeracy and literacy skills are vital for young Albertans moving into post-secondary programs or the workplace, which is why we’re making these essential skills the foundation to every subject, at every grade level.”

Gordon Dirks, Minister of Education

Standardized tests are one way of assessing student learning and identifying strengths or areas needing improvement.

Alberta Education is currently piloting new digital Student Learning Assessments that will replace Provincial Achievement Tests. The new assessments will better identify student learning needs for teachers and parents at the start of the school year.

- **Kathleen Range**  
**780-427-5010**

Press Secretary, Education



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## **Prentice Government advances the schools Alberta needs now**

The Prentice government announced Phase 3 of a consolidated advancement of education capital projects representing a 10-year capital build-out of new schools and school expansions.

This three-phase build-out will consist of 230 capital projects, consisting of both new schools and modernizations. This work will enable Alberta to catch-up to student enrollment growth. These three phases of work – essential to keep pace with 10 years of record growth - amounts to the largest school construction project in Canadian history.

### **The three phases and 230 projects are phased as follows:**

- Phase 1 - announced in 2011, includes 35 schools, of which 31 are complete;
- Phase 2 - announced in 2013, includes 50 new schools and 70 modernizations, all but five of which will be ready to accept students in 2016; and
- Phase 3 - 55 new schools and 20 modernizations announced today.

“Alberta’s prosperous future has drawn young families from all over Canada and the world to our province. This government is listening to Albertans and acting quickly to deliver on the priorities of Alberta families and communities.”

*- Jim Prentice, Premier of Alberta*

New commitments in Phase 3 announcement today include \$43.2 million in funding to school boards this year to begin immediate planning for 55 new schools and 20 further modernizations. This immediate allocation will accelerate projects by up to one year. Communities where the schools will be located have already been identified.

The Prentice Government has also committed to full transparency with respect to all capital projects, including school projects. Albertans will be able to track all school builds and modernizations on a School Program Status report that will be available from the Department of Infrastructure today.

All activities related to this consolidated program will be fast-tracked through Cabinet to ensure sufficient resources are in place and school siting approval processes are streamlined. In addition, another \$100 million has been allocated to fast-track school maintenance projects.

"We are moving quickly to provide school boards that have high-growth enrolment with the predictability they need for longer-term infrastructure planning. I am pleased to equip them with the extra resources they need to meet this challenging situation now and in years to come."

*- Gordon Dirks, Minister of Education*

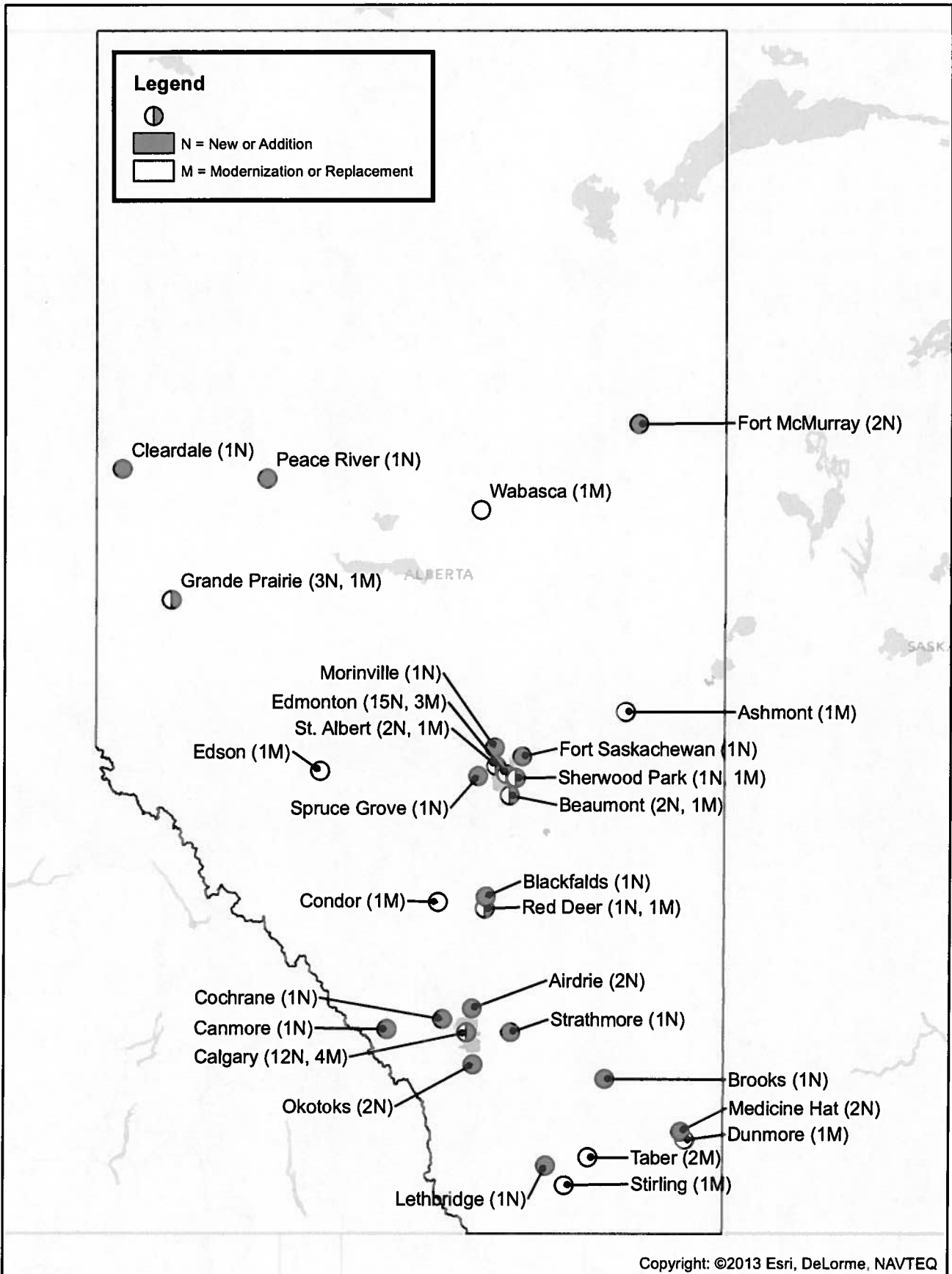
A four-member Cabinet committee, consisting of Minister of Infrastructure Manmeet Bhullar, Education Minister Gordon Dirks, Minister Diana McQueen and Minister Jeff Johnson, has been assigned to oversee the building of these schools to ensure opening targets are met. The committee will consult regularly with school boards, municipalities and the construction industry to expedite permitting and other approvals, and to strengthen the capacity to deliver these projects to Alberta students as quickly as possible.

"This approach to building schools will get children into new classrooms sooner and protect existing schools so they are safe and comfortable for students. Our committee will provide senior-level oversight, help streamline processes, and ensure these schools open on time as promised."

*- Manmeet S. Bhullar, Minister of Infrastructure*

# 55 New Schools or Additions, 20 Modernizations or Replacements

\*Specific site locations not yet finalized.





*Erle Rivers High School*

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PO Box 358, 205 - 3 Ave. NE  
Milk River, AB T0K 1M0  
Ph: 403-647-3665 Fx: 403-647-2054  
<http://erlerivers.horizon.ab.ca>

September 15, 2014

Horizon School Division Trustees

Taber, Alberta

Dear Trustees:

On behalf of the students and staff of Erle Rivers High School I would like to send a thank you to the HSD Trustees for the kind donation to our school library.

With the ever-increasing prevalence of technology, it is still so important to continue to encourage the use and love of books. It's always wonderful to increase our collection of youth fiction. Riordan books are hugely popular right now and the Maze Runner Series are hot items as well.

Once again, thank you so much for the great donation to our school library. Your support of our school is greatly appreciated.

Yours truly,

Rita Lodermeier,

Acting librarian, Erle Rivers High School

# Praising Passion

Our Praising Passion column, formerly known as Passion for Health, celebrates inspiring Albertans who are committed to improving the health and well-being of people in their communities.

You can vote for the Praising Passion nominee you'd like see featured in the next issue of Apple by emailing [apple.mag@albertahealthservices.ca](mailto:apple.mag@albertahealthservices.ca) or calling 403-943-1993. Comments are welcome and voting is open until Oct. 10, 2014.

## Nominees for the Winter 2015 issue are:

### Bev Parks

As the executive director of the Norwood Child & Family Resource Centre, Bev loves helping others see the good in the world. She lives every day according to her motto "live, love, laugh," and wants to make Alberta a place where everyone is respected and accepted.



### Cathy Payne

By day, Cathy manages the medicine unit at the Northern Lights Regional Health Centre. Away from work, she has invested hundreds of hours volunteering at the Northern Lights Health Foundation. She believes in the importance of volunteering and is a dedicated fundraising leader for the foundation.



### Christene Gordon

The director of client services and programs with Alzheimer Society of Alberta and Northwest Territories, Christene has worked for more than 20 years to change how we think about dementia and to promote innovation in dementia care.



### George Epp

For the past 13 years, George has worked for Horizon School Division in Taber as a Low German Mennonite liaison worker, and is also the manager of the Taber Mennonite Central Committee Services for Newcomers program. His goal: for everyone to have the opportunity to live a meaningful and productive life in Alberta.



### Lynn Berry-Barsaloux

Lynn is a registered social worker at Alberta Health Services' Child and Youth Mental Health Clinic in Grande Prairie, where she's worked for 40 years. She believes in empowering young women and nearly 30 years ago was part of a committee that started the Pregnant and Parenting Teen Program.



### Mark Rowed

A volunteer and original founding member of the Okotoks Network, Mark works to increase the quality of life in neighbourhoods by creating social connections. The network is currently working to bring people together through shared interests and activities so they can get to know their neighbours.



You can also call us at 403-943-1993 or email us at [apple.mag@albertahealthservices.ca](mailto:apple.mag@albertahealthservices.ca) to nominate someone working in health that you'd like to praise.

apple



TIMES PHOTO BY J.W. SCHNARR

**SCHOOL'S IN:** Barnwell School principal Sheldon Hoyt said the biggest change coming for Barnwell School will be the start of the massive modernization project beginning in the 2014-2015 school year.

# Barnwell School holding open house

**By J.W. Schnarr**  
**Taber Times**

[jwschnarr@tabertimes.com](mailto:jwschnarr@tabertimes.com)

Of all the schools that are looking forward to exciting new changes, Barnwell School could be the largest yet. The school is working toward their planned modernization beginning this year. The project, announced by the province earlier this year, will cost an estimated \$11 to \$12 million and is slated for completion by September 2016.

"It's supposed to start between March and April," said school principal Sheldon Hoyt. "We're actually in the design phase."

The school was originally built in pieces with decades between expansion. On the way out is the 1917 section of the building, but while upgrades and renovations are being completed in other areas first, students will actually be housed in that portion. They will then be moved out of the area altogether so it can be removed and rebuilt.

"We will struggle with the loss of the gym," said Hoyt. "Our school is very athletics-oriented. It will be a real challenge for us."

look at different ways of making up for that lost space, whether it be options in the community or even possibly bussing students to Taber to make use of facilities there.

In addition to athletic facilities, the school library is going to be expanded and merged with Barnwell's community library. This partnership will allow for the expansion of services offered in both the community and classroom settings, with the added bonus of allowing both the students and community to make full use of the Chinook Arch Regional Library System.

"The village will help support the cost of the library," said Hoyt, noting a portion of municipal taxes are used to pay for library service.

Hoyt said there is no new staff or teachers this year, and is forging ahead with an aggressive reading and early literacy campaign.

"The (school) division is really targeting early numeracy and literacy," said Hoyt. "We're going to try to do that as well."

An open house has been scheduled for tonight in the Barnwell School gym from 6 p.m. to 7 p.m. in order to reveal the decision to the community.



# NEWS

# Chamberlain encouraging engaged thinkers

By Trevor Busch  
Taber Times

tbusch@tabertimes.com

Students and staff at Chamberlain School in Grassy Lake are already knee deep in another school year, while new government initiatives on the educational front take centre stage for 2014-2015.

"A couple of the things that we're working on this year obviously are centered on the new ministerial order that's been proposed by the government," said principal Alyson Archibald. "So we're doing a lot of activities that encourage engaged thinking, ethical citizenship, and entrepreneurial spirit. This year, we've scheduled time on Fridays for collaborative learning environments to happen, and a lot of focus on numeracy, literacy and wellness. We're also doing some project-based learning for our junior high students, in the way of developing skills for those three 'E's that I've mentioned, and then the 21st century learning competencies. Those are kind of all new things for us."

Chamberlain students are also taking part in a health care related program through a southern Alberta post-secondary institution.

"We have two more students enrolled in the health care aid program, which is a dual credit program with Lethbridge College for high school students," said Archibald.

New staff at Chamberlain includes Erin Bettcher (Grades 1, 5 and 7), Terryn Gutfriend (part-time Grade 1), and Maree Koeler (Middle Years Science and Phys Ed).

"We do have a bit of an increase to our high school enrollment — we have 12 more kids than we projected," said Archibald.

Fridays will be a special focus for the school in 2014-2015, with an increasing emphasis on parental participation.

"We really want to increase our parental involvement, so in the afternoons we've scheduled the types of activities that we think parents would like to join us for, and we think kids will be excited to have parents around for," said Archibald.

"For example, our Terry Fox Run is coming up on Friday afternoon (12:30 p.m.). The types of things that we would schedule throughout the week during the year, we've made sure those are Friday afternoons this year."



TIMES PHOTO SUBMITTED

**HAVING THEIR KICKS:** Grade 5 students participate in a soccer skills event last Friday afternoon in Grassy Lake.

Chamberlain School is also joining the online universe with the creation of a new Twitter account.

"We've started a school Twitter account as well. The feed is on our website for it. It's @chamberlainat1 is the handle on it. We're trying to put pictures out of what kids are doing," said Archibald.

Standardized testing is also taking a bit of leap in Horizon School Division for the school year, according to Archibald.

"We're very creative with everything that we do here at Chamberlain. Certainly, there's some new government initiatives, and some new programs that we're certainly learning and looking through, and getting to know. One of the things that we've been talking about recently is that our Grade 3s are going to be taking the SLA test this year as opposed to the former PATs. So we're just getting all of the technical issues worked out with that. It really will be a mindshift — the end of the year focus on how students did, to a focus on developing the best instructional plan possible for students in the Grade 3 classroom, so we're piloting that this year along with all the other schools in the division."

# Horizon rising in enrollment

By J.W. Schnarr

Taber Times

[jwschnarr@tabertimes.com](mailto:jwschnarr@tabertimes.com)

Enrollment in Horizon School Division is up over expected numbers for the 2014-2015 school year.

That was the message from School Superintendent Wilco Tymensen during the school board's regular meeting on Sept. 16 when he provided a verbal update to the board in regards to enrollment numbers for the year.

"We have a fairly good start to the school year," he said. "We're up about 125 students."

Tymensen said numbers aren't finalized until the end of September due to the large amount of fluctuation happening at the beginning of the school year.

Those fluctuations include students who have registered, but may be busy working and can't attend, to students transferring from one school to another or out of the division entirely.

Of the 125 new students, Tymensen said close to 80 are in the Grade 1 to Grade 12 range, with the remaining 45 or so coming into the division as Kindergarten students.

"Kindergarten has always been difficult to predict," said Tymensen. "We hold the registration in May or April, but parents don't usually think about registering their child until the summer."

"We're quite pleased with those numbers," he added.

While exact numbers on each school were unavailable, Tymensen said Enchant School and D.A. Ferguson Middle School were both lower-than-expected for enrollment, for a variety of reasons. He noted Taber Christian School, Taber Mennonite School, Chamberlain School, and Arden T. Litt School's all had higher-than-expected numbers.

Many of the schools remained stable for the year, hitting close to their projections, though it doesn't mean they remained with the same number of children.

Projections can be made with increases or decreases in them, meaning if a school projected to lose 20 students and lost 20 students, for an example, they would hit their projected number while having a declining enrollment at the same time.

So while up from projected numbers by 125, the division is in fact only up by around 70 actual students, according to Tymensen.

One bright spot came from Milk River School, which Tymensen said has broke the 100 mark for students for the first time in eight years.

Tymensen said the trend for the division is more students are finding their way to HSD schools.

"Looking at the numbers, parents are making the choice to send their children to Horizon schools," he said.

"Overall, we're very happy with these numbers."