

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, January 28, 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,
Terry Michaelis

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

ACTION ITEMS

- A.1 Moved by Jennifer Crowson that the Board approve the agenda as presented with the following additions:

Under Action Items

A.4.3. Additional wording to be included into Policy GC *Superintendent of Schools*

Under Action Items

A.5. Monitoring of Fire and Intrusion Alarm Systems

A.6. Allocation of Unrestricted Reserve Funds to Restricted Reserves for Inclusive Education and English Language Learners

Under Information Items

I.1.2.4. Hutterian Brethren Schools AGM Review – Terry Michaelis

	Carried Unanimously	AGENDA APPROVED 01/14
A.2	Moved by Derek Baron that the Board approve the Minutes of the Regular Board Meeting held Tuesday, December 17, 2013 as provided in Enclosure 1 of the agenda. Carried Unanimously	REGULAR BOARD MEETING MINUTES APPROVED 02/14
A.3	Moved by Terry Michaelis that the Board approve the December/January Payment of Accounts report in the amount of \$3,610,645.91 as provided in Enclosure 2 of the agenda. Carried Unanimously	PAYMENT OF ACCOUNTS REPORT APPROVED 03/14
A.4.1	Moved by Terry Michaelis that the Board approve to lay on the table the topic of Policy BBF <i>School Board Member Ethics and Code of Conduct</i> , as provided in Enclosure 3 of the agenda, pending reconsideration in light of clarification being sought. Carried Unanimously	TOPIC OF POLICY BBF TO LAY ON THE TABLE 04/14
A.4.2	Moved by Derek Baron that the Board approve second reading of Policy BD <i>Board Meetings</i> as provided in Enclosure 4 of the agenda. Carried Unanimously	SECOND READING OF POLICY BD APPROVED 05/14

A.4.2.1 Moved by Bruce Francis that the Board approve the final reading of Policy BD <i>Board Meetings</i> as provided in Enclosure 1 of the agenda.	Carried Unanimously	FINAL READING OF POLICY BD APPROVED 06/14
A.4.3 Moved by Bruce Francis that the Board approve second reading of Policy GC <i>Superintendent of Schools</i> as provided in Enclosure 5 of the agenda, including the following addition to the Policy under Regulation 4. - Personnel Management: <ul style="list-style-type: none"> ▪ 4.3 That the Board delegates to the Superintendent the power to suspend and/or terminate the services and/or the administrative designation of a teacher. There will be no procedure or right of appeal of such decisions by the Superintendent to this Board. The right of appeal of such decisions by the Superintendent will be to a Board of Reference as it is aligned with Provincial Legislation. 	Carried Unanimously	SECOND READING OF POLICY GC APPROVED 07/14
A.4.3.1 Moved by Derek Baron that the Board approve the final reading of Policy GC <i>Superintendent of Schools</i> as provided in Enclosure 5 of the agenda, including the following addition to the Policy under Regulation 4. - Personnel Management: <ul style="list-style-type: none"> ▪ 4.3 That the Board delegates to the Superintendent the power to suspend and/or terminate the services and/or the administrative designation of a teacher. There will be no procedure or right of appeal of such decisions by the Superintendent to this Board. The right of appeal of such decisions by the Superintendent will be to a Board of Reference as it is aligned with Provincial Legislation. 	Carried Unanimously	FINAL READING OF POLICY GC APPROVED 08/14
A.5 Moved by Derek Baron that the Board approve the installation of 24 hour monitoring and new cellular communicator equipment to monitor Horizon facilities' fire and intrusion alarm systems. Further, that the estimated cost of \$18,000.00 for the installations be funded out of Infrastructure, Maintenance and Renewal (IMR) funding with annual operating costs to be funded out of Plant Operations and Maintenance (PO&M) funds.	Carried Unanimously	INSTALLATION OF NEW SCHOOL SECURITY SYSTEMS APPROVED 09/14
A.6 Moved by Jennifer Crowson that the Board approve the allocation of \$420,000.00 of unrestricted reserves to an Inclusive Education restricted reserve to assist in ensuring the development of an Inclusive Education System, recognizing the necessary shift from a dual system of mainstream education and special education to a system that takes responsibility for all students.	Carried Unanimously	ALLOCATION OF UNRESTRICTED RESERVES TO AN INCLUSIVE EDUCATION RESTRICTED RESERVE APPROVED 10/14
A.6.1 Moved by Bruce Francis that the Board approve the allocation of \$420,000.00 of unrestricted reserves to an English Language Learner restricted reserve in light of the cutback of government English as a Second Language (ESL) funding from seven to five years.	Carried Unanimously	ALLOCATION OF UNRESTRICTED RESERVES TO AN ENGLISH LANGUAGE LEARNER RESTRICTED RESERVE APPROVED 11/14

DISCUSSION ITEMS

D.1 Transportation Review

Wilco Tymensen provided an update to the Board in terms of the upcoming division-wide transportation and school attendance boundary review forums. These forums will be taking place as the Board felt that it was important to allow parents and community members an opportunity to provide their thoughts and perspectives on transportation priorities, improvement and efficiency. The Board has organized three community forums that will take place from 6:00 p.m. – 7:30 p.m. in Horizon communities as follows:

- February 11, 2014 – Milk River Elementary School
- February 13, 2014 – Enchant School
- February 25, 2014 – D.A. Ferguson Middle School

Notices have been sent to all schools, placed in school newsletters and posted on the Horizon website as well as Facebook. Advertisements also have been placed in local community newspapers. There will also be an online survey that will be available as of February 26, 2014 where parents and stakeholders may provide their input.

Based on these three forums, the Board will review all of the feedback and work towards developing some suggestions which will be presented to parents and community members at open houses that have been scheduled to take place from 6:00 p.m. – 7:00 p.m. as follows:

- April 7, 2014 – Lomond Community School
- April 10, 2014 – Hays School
- April 17, 2014 – Warner School
- April 28, 2014 – D.A. Ferguson Middle School

The board will make final decisions regarding their review pending the announcement of the revised *Student Transportation Regulation* that is expected to be announced in September 2014. It is expected that the review will result in Horizon adopting revised Transportation Policies, Regulations and Guidelines that would take effect with the commencement of the 2015-2016 school year at which time the new *Education Act* will take effect.

INFORMATION ITEMS

I.1 Superintendent's Progress Report

Educational Leadership

- Provided ongoing support and advise to principals on matters related to school operations including: teacher evaluation and leaves, parent council matters, student discipline, and legal issues

Fiscal Responsibility

- Planned for the jurisdiction Transportation Review. The review will provide parents and stakeholders extensive opportunities to share perspectives, priorities, and personal values regarding student transportation via face-to-face and online opportunities. Community input will guide the board in their decisions regarding upcoming changes to transportation policies and practices.

Personnel Management

- Met with the C2 committee to discuss the C2 survey results and planned the next steps
- Worked with schools to apply for exceptions to the 907 hr requirement
- Ongoing Principal Evaluations
- Attended a CUPE Management meeting

Policy

- Ongoing policy development and review in preparation for proclamation of the Education Act and contextual issues requiring policy such as the Lord's Prayer.

Strategic Planning and Reporting

- Met with AB ED to discuss the jurisdictions AERR and 3 year plan including the implementation and monitoring of strategies

Organizational Leadership and Management

- Facilitated the January Admin Meeting

Communications and Community Relations

- Wrote an article for the Lethbridge Herald as one of four members of the Superintendent's Column
- Brought to fruition a new jurisdiction website which contains the ability to communicate with parents when buses are delayed or cancelled
- I am honored to be able to communicate that the Division Office once again adopted 2 families this Christmas. Gifts were purchased by staff, wrapped and delivered.
- Attended the TCAPS Christmas luncheon
- Attended as many concerts as possible during the evening and midday schedule. Between Board Trustees and Senior Leadership all concerts were attended. The Superintendent prioritized concert attendance based on new school leadership (e.g. Hays, Lomond, and Chamberlain) and recent community issues (e.g. Dr. Hamman). The SALT team also attended W.R. Myer's Christmas breakfast.

Leadership Practices

- Attended the annual Colony Elders meeting to discuss educational issues that impact colonies
- Met with the Education Minister, Deputy Minister, and all Assistant Deputy Ministers as part of the College of Alberta School Superintendents executive.

I.2 Trustee/Committee Reports

I.2.1 ASBA Zone 6 Report – Marie Logan, Zone 6 Representative provided an update from the Zone 6 meeting she attended on January 8, 2014. Highlights from the meeting included the following:

- ASBA will be opening talks with the government and partners about dropping the Program for International Student Assessment (PISA) results as Alberta's ranking dropped in reading, science and math.
- The new deadline for submitting nominations for the 2014 Edwin Parr Awards is March 21, 2014. All nominations must be sent to Pam Boyson at Westwind School Division.
- The Minister of Accountability gave a presentation about the need to modernize FOIP and how to deal with some of the challenges.
- The next Zone 6 meeting will take place on Wednesday, February 5, 2014 at the Holy Spirit Board Office beginning at 9:45 a.m.

I.2.2 Facilities Committee Report – Derek Baron, Facilities Committee Chair, provided an update on work undertaken during the past month within the Facilities Department. The report was enclosed in the agenda and included the following information:

- New School Modernization Projects
 - The Minister of Alberta Infrastructure made an official announcement on January 27, 2014 that Barnwell School and Warner School have both been approved for re-modernization projects. Both press releases announcing the projects can be found on the Horizon School Division website.
- Vauxhall MAP Project Update
 - The third and final phase on construction is underway with polyurethane foam being applied to exterior walls and ceiling, electrical has been roughed in for exterior walls, exterior finishing is substantially complete
- Other maintenance work completed during December 2013 and January 2014 including:
 - Additional signage installation in and around the Vauxhall schools bus loop after further approval from the Town of Vauxhall
 - Replaced water meter at Erle Rivers High School
 - Repair of water lines at W.R. Myers High School
 - Removal of unneeded exterior fire sprinkler equipment at Vauxhall Elementary School
 - Annual fire alarm testing and inspection for all schools and facilities is underway with completion expected by February 14, 2014
 - Annual testing of emergency and exit lighting is underway in conjunction with fire alarm testing
 - Fencing has been erected on the east side of Dr. Hamman Elementary School to address student safety concerns brought forth by school administration
 - Re-finished the gym floors at Vauxhall High School, Enchant School and Erle Rivers High School during the Christmas break

- Some major preventative maintenance was performed on large air handling equipment throughout the division as well as significant lighting repair and replacement.
- Facilities Manager/Administration:
 - Met with several schools and completed a walk-through of facilities and grounds with minor repairs being identified and repair work completed
 - Ongoing effort from the Facilities Manager to visit schools, caretaking staff and contractors
 - Continued preparation for the upcoming projects including the WRM/DAF playing field upgrades
 - Caretaking inspection report for Central Elementary School
 - Met with the M.D. of Taber Reeve to discuss the potential of an outdoor ice rink in Grassy Lake
 - Walk through with school administration to review emergency plans for isolation equipment for electricity, gas, water and fire suppression equipment have been completed at some schools. Inspection of remaining schools will be completed by the spring of 2014.
 - Preparing for the Lomond library carpet replacement IMR project with all materials being ordered and contract arrangements made for installation.

I.2.3 Administrators Meeting Report – Bruce Francis provided a brief report of the January 14th Administrators' Meeting, as per the handout that was distributed, including discussions that took place regarding Horizon policies, Inclusive Education, decentralized budgets, authenticating computers, jurisdiction-wide photocopier contracts, transportation, high-school redesign and the upcoming APEX Youth Awards.

Information shared included the upcoming Transportation review sessions, Inspiring Education and Horizons three-year education plan and the upcoming division-wide professional development day on March 10th.

I.2.4 Hutterian Brethren Colony Schools Meeting Update – Terry Michaelis gave an update on the Colony Schools Meeting he attended on January 20, 2014 at Division Office. Colony members present are very interested and proactive towards the education of their students.

I.3. Associate Superintendent of Finance and Operations Report – John Rakai

John Rakai reported the following information:

- In addition to meetings attended with the Superintendent and Associate Superintendents of Programs and Services and Curriculum and Instruction, the CUPE Union-Management Committee met to develop terms of reference for the Committee. Met with a number of principals to assist with their decentralized budgets.
- Attended a Capital Planning Workshop with Jake Heide, Facilities Manager and Sheila Jensen, Operations & Maintenance Administrative Assistant. It was noted that there will be a new formula for determining school utilization coming into effect for the 2015 Area, Capacity and Utilization report due each January or February.

I.1.3.1 Phil Johansen, Director of Finance provided a financial report to the board for the period ending December 31, 2013. The report is projecting a break-even to a small surplus position as at the end of the operating year of August 31, 2014.

I.4. Associate Superintendent of Programs & Services Report – Clark Bosch

International Education:

- We have welcomed a new student from China who will be with us from now until the end of the school year and will be hosting a short term group from Columbia in April-May. Sheila has been able to secure the required number of home stay families for the group.
- I will be attending the Strategic Road Map for International Education planning session with Alberta Education in February.

- The paperwork for our partnership between **Nenoshiroishi Elementary School** and Lomond School has been completed and our students are now communicating with their Japanese counterparts.

Early and Inclusive Learning:

- December Learning Support meeting – Margaret Vennard, Regional Manager for the Southwest Regional Collaborative Service Delivery, presented an overview of the emerging regional model designed to support schools and community partners in meeting the needs of children and youth.
- Lynn and Ann met with licensing officials to clarify accreditation requirements for staff in pre-K programs, as it is often difficult to hire instructors and assistants with the required qualifications in rural areas. The Supervisor of Early Learning, who is recognized as having a Level 3 childcare qualification, can be named as a member of staff in all of our programs, thus meeting the requirement that one in every four staff members must hold a minimum of Level 2.
- We have opened up registrations for pre-K programs for next year and will be advertising in the next week or two. Plans for pre-K and Kindergarten screening programs are well under way for April and May.
- A team from division office (Director of Inclusive Learning, Clinical Team Leader, Supervisor of Early Learning, and Behaviour Consultant) attended three collaborative team meetings at Chamberlain School to problem solve with teachers around student learning, well-being and behaviour.
- To date this year, 18 psycho-educational assessments have been completed and 14 parent conferences have been held. Tanya Surette, our contracted psychologist, will be working with us until the end of the first week in April, at which time she will be leaving to have a baby. Tanya has committed extra time to assessments in Horizon over the next few months, and we are confident that all those planned for this year will be completed.
- Ann and I have been looking at decentralized Inclusive Learning budgets to determine how schools have used these funds to support all students in the 2013/14 year. The learning support model presented at the November admin meeting will form the basis of discussion at upcoming meetings on innovative ways in which schools could use their decentralized funds to strengthen inclusive practices.

FNMI Education:

- Lisa Sowinski was busy in December working with families to make sure they are all set up for Christmas and coordinating things associated with the Angel Tree gift program.
- We have been transporting some parents to and from appointments with appropriate service agencies. Many of our families in need have no way to keep these appointments without Lisa's help.
- A number of families have been provided winter clothing as the temperatures have dropped this winter. We greatly appreciate the support of our community through their clothing donations in aiding this effort.
- Lisa has attended school-based meetings along with students and parents in an effort to assist in success planning for our FNMI students who are struggling.
- We have facilitated the paperwork for a few student taking work experience and the Registered Apprenticeship Program.
- We have supported some of our single parents secure appointments with Family Justice and other agencies to proceed in the effort to receive appropriate custody papers, birth certificates and Social Insurance Numbers.
- Lisa is working with a few mothers and the MP Office in Taber on getting their child tax situation in order. These mothers have not received child tax for a few years.
- Lisa continues to transport some students to school, and continues to facilitate the picking up and dropping off of homework for students who have been ill.
- We have coordinated one of our Gr 12 students to read with a Central student.
- Lisa will be attending an aboriginal job fair coming up Feb. 12th with our students and career counselors.
- Lisa attended the Pathway to Change an Aboriginal Community Model Focus Discussion in Lethbridge.
- We are currently in the planning stages of a few cultural events that a couple of schools want.

Counselling:

- We are currently facilitating two Girl's Circle Groups at Taber Mennonite School (Grade 7 and 8, 9 & 10).
- We are continuing to present a Conflict Management Program at Taber Christian School in grades two and three called Kelso's Choice.
- Counsellors are starting up a Mentorship Program at Central School and Dr. Hamman at the beginning of February.
- We are in the planning stage aimed at facilitating a multi-school Boys Social Group with other Counsellors for grades 4 – 12 which is set to begin in February.
- The FSLC Team is currently planning for our FSLC Conference on March 6 that Horizon is hosting for the School Divisions in Southern Alberta.
- We have been busy representing Horizon on various committees such as TCAD, TCAPS, Regional Advisory Committee.
- Daelynn and I participated in a focus group for Alberta health Services in order to share needs and gaps we are experiencing for our schools in our community's services.
- First term of Mentorship completed. All went well and about to enter the second group.
- Facilitating two stress groups in Vauxhall which are psycho-educational groups, teaching about triggers, physical symptoms, and tools to manage stress.
- In Vauxhall we are facilitating a Grade 4 girls Friendship group to help teach the girls appropriate friendship skills, and self-confidence.
- We have a boys group at the MAP School which centers around developing their emotional vocabulary, coping tools for anger, and friendship skills. This is a junior high boys group. We also have a Jr. High girls group that focuses on self-confidence, coping skills and healthy lifestyle habits.
- Most of the high schools in the Division received support leading up to exam week. For example, most high school classes received a short presentation on exam stress and how to get through exams. Exam stress kits will be available in the hallways during exam week which will include things like stress balls, snack, water and tips on how to take care of yourself during exam week. Received Youth in Action Grant to help support this initiative. Cheque presentation will occur at W.R Myers assembly this month. Our team has started planning for the Resiliency Campaign in May.
- Our team has started planning for Pink Shirt Day in the Division.
- Connected a number of families with food hampers, Angel Tree and Adopt a Family for the Christmas Holidays.
Lunch time learning started at Central- Students were able to choose from between 6 and 9 different options - for example: yoga, crafts, model cars, launching devices, storytelling, ipad checkers, cooking, baking, wildlife identification, line dancing, wood working, drama, etc. Each student then participates in their chosen topic for 3 weeks. Many of the session volunteer leaders are teachers at the school, but we also have different community members coming in to share their skills/talents/passions.
- Families First will start at Central in February. The purpose of this program is bringing together families to share a meal and provide opportunities to connect as a family. Presenters are also brought in from the community to provide information on strengthening family bonds.
- A Living library starts the first week of February where Family Connections along with Central librarian will bring in speakers to discuss different topics such as: health and nutrition, exercise, safety etc.
- Collaboration with Jill Lambden the health promotion coordinator in Lethbridge to do a presentation at the February staff meeting at Chamberlain on how to incorporate wellness into the classroom (outside of health and Phys Ed time).
- FSLC's continue to meet individually with counseling clients. Caseloads are very busy at this time. December was very busy as it is a stressful time for a lot of families and students. Dealt with a number of issues and concerns with families and students.
- FSLC Team is completing an Intensive training on Solution Focused Therapy

Kanadier Mennonite Programming:

- December is a month when many of the LGM people look forward to traveling to Mexico for family visiting over the holidays.
- This also a time when many problems arise related to ... Addictions, Depression, Family Discord, etc. George has responded to calls, referrals, and continues his regular contact where we know people are having trouble. Over this past month we have dealt with several situations that involved the Taber Police, RCMP, Children's Services. Our own School Family Liaison Workers are often connected to these discussions.
- TMS held a Turkey Dinner for staff and students, which we participated in with some community agencies personnel attending including Horizon School Board member Rick Anderson.
- We hosted a Central Mennonite Christmas Program providing fellowship with parents, students and teachers.
- George continues daily to build relationships with parents visiting MCC Taber Services for Newcomers and TMS.
- Follow up phone calls were made to parents of LGM students from various schools. We are always looking for LGM people who are having trouble, children of their friends who are not going to school and maybe older children in the same families who are not attending school.
- We had a visit from the Calgary US Consulate, Vice Consul, Stephen MacLeod. That visit was regarding the many LGM families who are having trouble with traveling through the USA. It is mostly because of the fact that they have previously lived and worked in the USA and now need seek special permission to drive through the USA en route to Mexico. It affects our LGM students in that we do not want them to have trouble and be suddenly turned away at the border, resulting in losing them as Horizon students.
- George continues to work with our neighboring School Divisions to compare information and look for ways to make sure we engage more of the LGM students to our respective school systems.
- George continues to work with SAKA (Southern Alberta Kanadier Association) as President. We are increasing our activity, by events such as the conference held at the Horizon Board office a few months ago. We are currently working on a Low German recording (CD or Podcast) that will be for Newcomers, and will have 10 topics, including Education, Health matters, information on financial literacy and help with family matters (FCSS).

Career Counselling:

- First semester saw an unusually high volume of students make individual appointments primarily to start a university application process. As students complete their applications they often return to the career office to look for scholarships and awards.
- First semester brought in some grade 12 students who are having trouble deciding what to do after high school. This year we have seen a slight increase in this type of student, probably because Heather Brantner is very proactive at getting students to make appointments. Some grade 11's are also taking a proactive stance to career planning as well.
- The Career Rallies and Parents nights were organized were held and were well attended.
- Opportunity Shop continues to provide very effective communication opportunities and more students are attending post-secondary open house events than we have had in previous years. This being said, we still do not feel it is not as popular as it should be.
- Job Shadow was well subscribed to this year, but we did have some logistical problems. Students often were scheduled to attend a Lethbridge placement individually and parents were not able to drive. Next year we are going to ask students to apply in pairs, so they have to find someone who shares their choice, and then they will be paired if transportation is an issue and they may also be less likely to cancel their placements.

- Garth added several Pinterest boards and updated content to the Career Wiki and heard from nearby career staff that they have used the site. The Horizon Web Page Re-Design has seen our link move from the front page to a hard to access menu. It may be time to purchase a careerwiki.ca location and market it as an individual site instead of a link off of Horizon's site.

Second Semester Plans

- We will continue to focus on grade 11 student individual appointments
- CALM occurs in several schools career presentation will be made to those classes
- We will continue to inform, encourage, support and guide Grade 12 students as they enter scholarship competitions
- Explore the expansion of CareerCruising products for younger grades
- Expand Wiki

High School Redesign:

- I attended an Alberta Education workshop in Calgary with Vauxhall High School regarding "Moving Forward with High School Redesign". It is the intention of Vauxhall High School to submit a proposal to Alberta Education this spring to request to participate in the Redesign project in the fall of 2014.
- I attended the Alberta Education session, "Sharing from Lessons Learned...a Collaborative Approach in Calgary along with representative teams from MRM, VHS, Warner, Lomond and ERHS.

Hutterian Brethren Schools:

- We met with the Colony Elders to discuss the "907 hours" situation. After a great deal of discussion the Elders were unanimous in their support of the Division applying for an exemption for the 2014-15 school year. Gary has drafted an Exception Request where the reduction instructional time is less than 4% for Alberta Education to consider.
- On January 13th we hosted our annual Colony Representatives/Elders meeting at Division Office. Topics included a financial review, Provincial Achievement Test results, future directions, the Provincial Tripartite Agreement and the 2014-15 school year calendar.
- Gary and I visited colonies in the south where we were able to meet the students and the German teacher on site.

Teacher Evaluation:

- I am currently completing 3 teacher evaluations at Erle Rivers High School. Due to the situation with the Principal there I will be completing my evaluations by February 1st rather than the spring as usually occurs.

I.5. Associate Superintendent of Curriculum and Instruction Report – Erin Hurkett

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

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.

- A professional learning session for Jr. high Science teachers was held at division office on January 15th. Science teachers planned the Science Olympics that focuses on critical and creative thinking, as well as problem solving. Science teachers also created a forum where they will share resources and would like to meet at the March PD day to collate and organize resources. These resources will be available to all jr. high Science teachers in Horizon.
- A graphic organizer outlining the policy shifts and changes occurring in Alberta Education and Horizon have been given to principals to discuss with their school communities. The organizer includes Inspiring Education outcomes, goals, outcomes, and key initiatives.

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.

- A representative from the company Imagine Learning facilitated a session for Horizon principals and literacy leads the morning of the January administrator meeting. Imagine Learning is a software program that is meant to act as a literacy intervention for English Language Learners and students who struggle with reading. It targets students from pre-K to grade 6. All elementary principals have decided to pilot the program and will send literacy leads to a training session on January 30th. If the pilot shows that positive results with students occur, division will look into purchasing the program centrally, and schools will look into purchasing student licenses.
- On January 14th, an initial meeting with the grade 6 teachers at D.A. Ferguson was held in regard to the English Language Learners in their classrooms. Student academics and behavior were discussed. Observation dates and time to discuss student programming will occur near the end of January.
- Because proficiency in literacy is one of Horizon's core goals, and because provincial achievement results are lower than previous years, professional learning sessions on literacy leadership for administrators and lead teachers will be held during administrator meetings. The sessions will focus on the 13 parameters of literacy leadership that include: shared beliefs, literacy lead teacher, daily literacy instruction, principal as literacy leader, intervention, case management, job embedded professional learning, team meetings, shared resources, budget for resources, literacy professional development, parents, and literacy across the curriculum. These sessions will also heavily involve discussion about inclusive practices because strong core instruction in the classroom is one of the most important elements in differentiating and meeting the needs of all students.

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

- A google community site was created for Horizon teachers. This site is a forum where teachers can set up professional learning groups that they will work with at division wide PD days and to continue their learning and work together via the community site. Most principals and technology leads have assisted their staff in signing into the Horizon community. A variety of groups and sessions have been posted.

C2 Committee

- In addition to the key actions, collaborative work by Horizon's C2 committee has been in progress. In response to a survey regarding teacher efficacy and workload, the committee will facilitate a solutions based forum the morning of the March 10th PD day, where teachers will participate in round table discussions on various themes. The committee will review the feedback and recommendations for improvements will be taken into consideration.

COMMITTEE ITEMS

Moved by Bruce Francis that the Board meet in Committee.

Carried Unanimously

COMMITTEE
12/14

Moved by Jennifer Crowson that the meeting reconvene.

Carried Unanimously

RECONVENE
13/14

Moved by Rick Anderson that the meeting adjourn

Carried Unanimously

MEETING
ADJOURNED
14/14

Original Signed – February 25, 2014
Chair

Original Signed – February 25, 2014
Secretary