

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, March 15, 2016 beginning at 1:00 p.m. in the Eric Johnson Room.

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

ALSO PRESENT: Dr. Wilco Tymensen, Superintendent of Schools
Phil Johansen, Associate Superintendent of Finance & Operations
Clark Bosch, Associate Superintendent of Programs, Services & Human Resources
Amber Darroch, Associate Superintendent of Curriculum & Instruction
Nikki Jamieson, Taber Times
Barb McDonald, Recording Secretary

REGRETS: Derek Baron, Trustee

ACTION ITEMS

A.1 Moved by Terry Michaelis that the Board approve the agenda as presented with the following additions:

Under Action Items:

A.6 – Investigation #2016-001 Report

A.7 – 10-Year School Facilities Plan

Carried AGENDA APPROVED
41/16

A.2 Moved by Jennifer Crowson that the Board approve the [*Minutes of the Regular Board Meeting held Tuesday, February 23, 2016*](#), as provided in Enclosure 1 of the agenda.

Carried BOARD MEETING
MINUTES APPROVED
42/16

A.3 Moved by Rick Anderson that the Board approve the [*February/March 2016 Payment of Accounts summary*](#) in the amount of \$3,966,442.79 as provided in Enclosure 2 of the agenda.

Carried PAYMENT OF
ACCOUNTS REPORT
APPROVED
43/16

A.4 Moved by Bruce Francis that the Board approve bridge financing in the amount of \$300,000.00 to the Barnwell School Society for phase 2 of the Barnwell School capital project.

Carried \$300,000 BRIDGE
FINANCING FOR
BARNWELL SCHOOL
SOCIETY APPROVED
44/16

A.5 Moved by Bruce Francis that the Board accept as information received, the investigation report regarding the harassment complaint (#2016-001).

Carried INVESTIGATION
REPORT #2016-001
ACCEPTED AS
RECEIVED
45/16

A.6	Moved by Rick Anderson that the Board approve first reading of Policy IHF Welcoming, Caring, Respectful and Safe Learning Environments as presented.	FIRST READING OF POLICY IHF APPROVED 46/16
	Carried	
A.7	Moved by Bruce Francis that the board accept as information received, the Facilities Department 10-Year School Capital Plan.	10-YEAR SCHOOL CAPITAL PLAN ACCEPT AS RECEIVED 47/16
	Carried	

DISCUSSION ITEMS

D.1 C.U.P.E. Dinner

An informal supper meeting with local C.U.P.E representatives, Board members and senior administration will be taking place on Wednesday, May 4th beginning at 6:00 p.m. at Luigi's in Taber.

D.2 Financial Report

Jason Miller, Director of Finance presented a financial report to the Board for the period ended February 29, 2016.

INFORMATION ITEMS

I.1 Superintendent's Progress Report

Wilco Tymensen's March report to the Board included the following information:

- The last month primarily consisted of focusing heavily on community feedback regarding Policy IHF, *Welcoming, Caring, Respectful and Safe Learning Environments*
- Participated in recruitment search for new Warner Hockey School coach

I.2 Trustee/Committee Reports

I.2.1 Zone 6 ASBA Report – Marie Logan

Marie Logan, Zone 6 representative, provided an overview of the ASBA Zone 6 meeting that took place in Lethbridge on March 9th which included the following information:

- The upcoming Edwin Parr Awards which will be taking place on Wednesday, May 13th in Taber at the Heritage. Horizon's nominee this year is Kaitlyn Smith, a first year teacher at Vauxhall Elementary School
- A committee has been selected to review the Inclusive Education Policy Framework document. This is scheduled to be completed by the end of May 2016
- A report released on February 22, 2016 regarding *Valuing Mental Health* was reviewed and will require a collaborative approach between government and stakeholders, including educational partners
- Holy Spirit provided a presentation on the *Graduation Coach Program* which is intended to create an academic program that will help FNMI students complete high school.
- Ron Taylor and Donna Crowshoe gave a presentation that showed how FNMI students in Zone 6 compare to other students in the province. Discussions were held on how jurisdictions can work with FNMI families, community organizations and agencies to maximize opportunities for FNMI student success.

I.2.2 Facilities Committee Report – Bruce Francis

Bruce Francis, Facilities Committee rep., provided an update on the work undertaken during the past month within the Facilities Department. Updates in the following areas were provided:

- Maintenance Projects including:
 - Decanting at Warner School
 - Painting projects
 - Foliage maintenance, tree pruning and fertilization
 - Surveillance camera upgrades at W.R. Myers and D.A. Ferguson schools
 - IMR and upcoming capital projects

Please [click here](#) to review the entire March 2016 Facilities Committee Report.

I.2.3 February Administrators' Meeting Report – Rick Anderson

Rick Anderson reviewed the highlights of the March 8th Administrators' meeting as presented in Enclosure #3 of the agenda. [Click here](#) to review the entire March 8th Administrators' meeting summary.

I.3. Associate Superintendent of Finance and Operations Report

Phil Johansen provided a February/March 2016 update to the Board as follows:

- Focusing with the ongoing work with the Barnwell, Warner, D.A Ferguson/W.R. Myers modernization projects
- Working closely with Administration and the Warner Hockey School Society
- Presented a finance information session to Administrators at the March 8th Admin. meeting and provided and provided them information on the upcoming budget process, and spoke about changes the financial processes in terms of school decentralized budgets

I.4 Associate Superintendent of Programs, Services and Human Resources Report

Clark Bosch provided a February/March 2016 update to the Board which included the following information:

Early Learning has been hosting Family Orientated Programming Sessions throughout the Division. We held one at the Taber Gymnastics Club, at the end of February, that lead the children through simple motor activities while working on language concepts and speech skills. We also held one in Warner last Thursday, and have another in Vauxhall this Friday, called Book Sharing. With parents, we discuss the benefits of books and strategies to implement while reading books together with their child.

Robbie attended the monthly SW RCSD meeting. Laura was invited to attend the SW RCSD Mental Health Committee meeting.

Terri-Lynn and Glenn hosted a SIVA Refresher training for those whose SIVA certificates were about to expire. The training was 1 full day and had 12 participants.

Laura did an evening parent presentation at Central School on parenting strong-willed children.

Robbie and Laura attended a behaviour seminar in Calgary called 'Save Your Sanity' by Colleen DeVeyrac. Training was on proactively supporting children and youth.

Elisha attended the Early Childhood Development Coalition Conference in Edmonton. The Conference was hosted by Family & Community Support Services Association of Alberta. There were a lot of Members of coalitions were given opportunities to talk and share ideas of what they have done.

JoAnn and Tanya have finished facilitating the Hanen Program *Learning Language and Loving It* to all our Instructors and Speech Language Assistants. This program had 8 sessions to it and has been ongoing since October.

Robbie and Laura started participating in a new initiative with Severe/Complex Behaviour Community of Practice. It is an online based collaborative effort of all 17 RCSD regions throughout the province.

Angela, Glenn, Amy Davis (counsellor) and Alyson Archibald are facilitating a 'Go To' Educators Training this Thursday, March 17th and Friday, March 18th. The training will have participants become Go To Educators who can help identify mental health problems and mental disorders in the secondary school setting. We have 24 people registered for this training with 8 being outside the division.

Our 'Spring Screening Tour' is set to begin April 4th until April 29th. The specific dates are as follows:

- April 4th & 11th Central
- April 5th Dr. Hamman
- April 6th Barnwell
- April 7th & 14th Taber Christian
- April 13th Hays
- April 18th Chamberlain
- April 19th LT Westlake
- April 20th Warner
- April 26th Vauxhall
- April 27th Enchant
- April 29th Milk River *This will most likely be moved to April 20th with Warner

I.5 Associate Superintendent of Curriculum and Instruction Report

Amber Darroch's report was distributed and included the following information:

KEY ACTION AREA #1:

Ensure core instruction that enhances the development of student competencies (Ministerial Order #001/2013) and incorporates relevant, meaningful, engaging, hands-on, and interdisciplinary learning experiences.

- Literacy Instruction – Director of Learning (Curriculum & Instruction) continues to consult with schools as they implement strategies and examine best practice.
- Numeracy Instruction – At its February 25th meeting, the numeracy committee worked on essential learning outcomes for Kindergarten through grade 10. The group decided they wish to develop common math assessments. The April meeting will focus on math indicators for Numbers.
- Assessment – The Associate Superintendent attended a “Students Achieve” gradebook presentation in Calgary with SIS and teacher rep to examine potential of PowerSchool and a third party program to align with our new report card approaches. As the division moves closer to finalizing standardized templates for Kindergarten, elementary and junior high, it will be important to select the best software solution to provide clarity for parents and ease of adoption for teachers.
- Science Olympics - Jr. High Science teachers and the Director met to coordinate and organize what the Science Olympics challenges would be and to organize the day. Science Olympics will be on May 18, 2016 from 9:30 to 2:30. The committee would like to invite a board member to be a judge on this day.
- Education Technology – The Associate Superintendent was interviewed as part of an Alberta Education study into five school jurisdictions achieving success in implementing all five policy directions of the Learning and Technology Policy Framework (LTPF). One of the emerging themes was the importance of putting learning before technology in the course of this work.
- The LTPF Community of Practice project team attended provincial meetings in Lethbridge hosted by Holy Spirit on Feb 22 & 23. Activities included school visits and breakout sessions focused on the integrity of implementation.
- Technology Evergreening – Consultation and visioning is occurring with schools scheduled for evergreening this year. Rather than the former practice of replacing old desktop computers with new ones, school teams are examining a variety of technology tools and planning for the adoption of technologies which best fit with the approaches to teaching and learning within each school.
- Professional Learning – the division wide professional learning day was held March 7. The Director of Learning (C&I) arranged for Dr. Richelle Marynowski from the University of Lethbridge to come and present to two of the Teachers Learning through Collaboration (TLC) groups. Teachers and school leaders had the full day to work toward the learning goals they identified in their collaborative groups for this school year.

KEY ACTION AREA #2:

Employ a Response to Instruction and Intervention Framework for teaching and learning to improve literacy and numeracy proficiency and enable all students to reach higher levels of academic achievement.

- Response to Intervention – The two Directors of Learning are collaborating closely in supporting teachers and initiatives where supports are extended to students with unique learning needs. Examples include both being involved with the Early Learning Coordinator meeting and the Learning Support Teachers meeting.

KEY ACTION AREA #3:

Increase parent and community engagement through reciprocal and collaborative relationships.

- Jurisdiction Student Engagement Team (JSET) – 18 student representatives from 8 high schools (Grades 9 through 12) participated in a JSET organizational day February 29th. The group will meet again in May and is very interested in planning a large student leadership event for Fall 2016
- International Education – The Director of Learning (C&I) attended an International Education Meeting for Alberta Education in Calgary to consult on the key priorities for districts in Alberta for the next three years.
- Policy Development – The Associate Superintendent attended the Policy Development Committee meeting and the community forum related to Policy IHG.
- Low German-Speaking Mennonite Liaison – The liaison worker continues to share information about congregated home school settings which may compete for Horizon students in the 2016-17 school year. A general trend observed is that of the LGM young people in our communities, the ones who have graduated from our HSD school programs have a much easier time getting and keeping jobs. Right now, he is not aware of any HSD grads who are not working (other than some mothers with young children). This is strong reinforcement for students to stay in school and complete programs.

Key strategies employed by the liaison worker include:

1. Work with service providers.
2. Keep connected with parents of children that attend school.
3. Make phone calls to the parents of children that do not attend school.
4. Stay connected to the LGM population generally, to help them, advocate for them and also take opportunities to teach them ways of taking care of their own matters in Canada.

Leadership Practices

- CASSIX – The Associate Superintendent is coordinating at Zone 6 Special Meeting to collaborate on shared feedback from Southern Alberta jurisdictions on the draft Teacher Quality Standard and draft School Leader Standard. CASS is seeking to formalize some communication structures throughout all 6 zones in order to seek input and arrive at shared position statements when provincial issues arise.
- Automated Absence and Substitute Management System – Staff training for all schools will be complete by Easter Break and two help sessions have also been offered to substitute teachers. All teacher absences and substitute teacher bookings will be made through the automated system as of April 4th.
- Warner Hockey School – The Associate Superintendent was the division representative on the hiring panel for the new Director of Hockey/ Head Coach.

Correspondence

No items of discussion came forward from Correspondence as provided in Enclosure #4 of the agenda.

COMMITTEE ITEMS

Moved by Rick Anderson that the Board meet in Committee.

Carried Unanimously

COMMITTEE
48/16

Moved by Jennifer Crowson that the meeting reconvene.

Carried Unanimously

RECONVENE
49/16

Moved by Bruce Francis that the meeting adjourn

Carried Unanimously

MEETING
ADJOURNED
50/16

Original Signed April 19, 2016

Marie Logan, Chair

Original Signed April 19, 2016

Barb McDonald, Secretary