

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 Thursday, February 16TH, 2017 beginning at 1:00p.m. in the Eric Johnson Room.

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

ALSO PRESENT: Dr. Wilco Tymensen, Superintendent of Schools
Phil Johansen, Associate Superintendent of Finance & Operations
Amber Darroch, Associate Superintendent of Learning
Anita Richardson, Associate Superintendent of Programs & Human Services
Nikki Jamieson, Taber Times
Sheila Laqua, Recording Secretary

REGRETS: Terry Michaelis

ACTION ITEMS

- | | | |
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| A.1 | Moved by Derek Baron that the Board approve the agenda as presented. | AGENDA APPROVED
13/17 |
| | Carried Unanimously | |
| A.2 | Moved by Bruce Francis that the Board approve the <u>Minutes of the Regular Board Meeting, held Tuesday, January 17th, 2017.</u> | BOARD MEETING
MINUTES APPROVED
14/17 |
| | Carried Unanimously | |
| A.3 | Moved by Jennifer Crowson that the Board approve the <u>January/February 2017 Payment of Accounts</u> report in the amount of \$2,356,845.58 as provided in Enclosure 2 of the agenda | PAYMENT OF
ACCOUNT APPROVED
15/17 |
| | Carried Unanimously | |
| A.4 | Moved by Blair Lowry that the Board approve the second reading of <u>Policy HK – Student Assessment Evaluation & Reporting</u> as provided in Enclosure 3 of the agenda | POLICY HK SECOND
READING
APPROVED
16/17 |
| | Carried Unanimously | |
| | Moved by Rick Anderson that the Board approved the final reading of Policy HK – Student Assessment Evaluation & Reporting as provided in Enclosure 3 of the agenda | POLICY HK FINAL
READING APPROVED
17/17 |
| | Carried Unanimously | |
| A.5 | Moved by Derek Baron that the Board approve the first reading of <u>Policy HGB – Inclusive Learning</u> as provided in Enclosure 4 of the agenda | POLICY HGB
FIRST READING
APPROVED
18/17 |
| | Carried Unanimously | |
| A.6 | Moved by Rick Anderson that the Board approve the first reading of <u>Policy HGBJ – Early Childhood Services</u> as provided in Enclosure 5 of the agenda | POLICY IE
FIRST READING
APPROVED
19/17 |
| | Carried Unanimously | |

A.7 Moved by Bruce Francis that the Board approve the amended 3-Year Capital Plan

3-YEAR CAPITAL PLAN
APPROVED
20/17

The Board also discussed the D.A. Ferguson / W.R. Myers modernization. The discussion included concerns about the inadequate upgrades to the mechanical and electrical systems. The Board directed the Superintendent to draft a letter that is to be sent to the Ministry. The letter should address the Board's concerns and requests.

Carried Unanimously

INFORMATION ITEMS

I.1 Superintendent's Progress Report

Educational Leadership and Student Welfare

- Dialogue between schools and division office are ongoing. Conversations/topics typically focus on processes that ensure student safety and well-being, financial management, instructional leadership, and legal matters. This month they also included staffing, facility use, and off-campus excursions.
- The Board met with the Minister of Education, whom also toured Central School.
- Attended the ASEBP resiliency session, which explored ways to reduce stress within today's high-paced world. The session focused on ways that teachers could leverage stress to achieve high performance rather than reducing workload.

Personnel Management

- Principal Evaluation meetings are ongoing.
- CUPE collective bargaining meetings have taken place

Policy and Strategic Planning

- Policy Committee met to discuss Policy HGBJ Early Childhood Services, and Policy HGB Inclusive Learning.

Organizational Leadership and Management

- Significant work has been undertaken related to consultation and communication around the DAF/WRM modernization. A community forum took place on December 12.
- Barnwell's Library board contractual discussions relating to the Library's occupancy occurred.
- Annual Hutterian Bretheran meeting took place in January. The meeting was attended by all Colony Ministers and German teachers.

Communications and Community Relations

- A number of meetings and celebrations were attended over the last month. These include but are not limited to:
 - Administrator's meeting
 - PreCASS – Human Resources meeting
 - CASSIX meeting
 - Meetings related to the APEX Youth Awards have been attended

I.2 Trustee/Committee Reports

I.2.1 Zone 6 ASBA Report

Marie Logan, Zone 6 representative, shared information from the last Zone Meeting.

- The meeting focused on the upcoming Edwin Parr Awards, with information packaged passed out to school Board Chairs'.
- Horizon School Division Board will be hosting the May 10th meeting which will be held prior to the Edwin Parr Awards.

- The Board has also been asked to provide the presentation which will include a presentation on Fentynal (Taber Resource Officer) and one on e-cigarettes (A.H.S.)

I.2.2 December Administrator’s Meeting Summary

Bruce Francis reviewed the highlights of the February 14, 2017 Administrators’ meeting. [Click here](#) to review the entire February 14, 2017 Administrators’ meeting summary.

I.2.3 Facilities Report

Bruce Francis, Facilities Committee Chair, provided a report to the Board on the work undertaken during the past month within the Facilities Department and included the following highlights:

Capital Projects

- ***Barnwell School***
 - The Barnwell Modernization construction project has completed the first and primary phase of the work. Substantial completion was issued as of January 9, 2017 with the school moving in on the same day. The first day of class in the newly constructed facility was January 10, 2017.
 - Horizon School Division No. 67 facilities crews have engaged in by-owner construction work for the past ten weeks working overtime and weekend hours as needs have arisen.
 - Due to unforeseen site conditions uncovered during the excavation for the phase two addition, excavation depths will need to be increased until suitable bearing surfaces are achieved. Added costs will be incurred and will be absorbed by project contingency allowances.
- ***Warner School***
 - Demolition of the first phase is complete and the construction of new space is progressing well. Additional shoring has been required in the 1957 section to accommodate snow and wind loads.
 - Alberta Education approved additional funding to allow for the installation of new flooring in the 1957 section gym, deleting the crawl space, repairing pilasters, and added concrete for most of the first phase flooring.
 - While certain challenges have arisen, Nitro Construction continues to work well with Horizon School Division No. 67 and consultants to come to acceptable solutions staying within a reasonable budget and maintaining a governing schedule.
- ***Site work Tender for Barnwell and Warner Schools***
 - Schedule

▪ Public tender opening	February 14, 2017
▪ Site visit for both projects	March 1, 2017
▪ Tender close	March 9, 2016
▪ Tender award	March 21, 2017
▪ Project Start	April or May (weather dependent)
▪ Project duration	3 Months (weather dependent)
- Maintenance Work is ongoing throughout the Division
- Special Board Reserve Projects are complete with the exception of three, which will extend into the 2017 calendar year

I.3 Associate Superintendent of Finance and Operations Report

- First Student contract will expire the year so a tender has been posted for Student Transportation, closing April 28, 2017 The contract will be for a 5-year period
- Continues to be a busy season with payroll working on T4s & year end

I.4 Associate Superintendent of Learning

Learner Services lead team members:

- Amber Darroch, Associate Superintendent
- Terri-Lynn Duncan, Director of Learning (Curriculum & Instruction)
- Robbie Charlebois, Director of Learning (Inclusive Education)
- Angela Miller, Clinical Team Lead

KEY ACTION AREA #1:

Strong core instruction that develops student competencies

- Assessment coaching in schools has continued since the new year, including half and full days spent at a dozen schools in the past month.
- Direct individual and small group teacher support has been extended by Terri-Lynn Duncan in the past month to address areas like instructional planning, literacy and numeracy instruction, and provincial achievement testing procedures.
- Amber Darroch attended the Alberta Assessment Consortium Board of Directors meeting in Edmonton on January 18.
- Learning and Technology Policy Direction #5 (Access, Infrastructure, & Digital Learning Environments) Committee work has begun to identify a new model for technology evergreening and recommendations for essential classroom technologies at various levels. This committee including teachers, admin and division office met on January 25 and will meet again on February 27th.
- All kindergarten teachers met with Early Learning Coordinator, Andra Johnson on February 3rd to examine assessment practice and other instructional supports for kindergarten learners.
- Amber Darroch attended the Texas Computer Educators Association Annual Conference with 8 other Horizon administrators and teachers to examine student-centered learning in technology rich environments.

KEY ACTION AREA #2:

Response to Instruction and Intervention Framework to improve literacy and numeracy proficiency

- Horizon has been hosting regional collaboration of Zone 6 boards using the Dossier software to manage Instructional Support Plans (ISPs) for students. Rather than individually request specific customizations at added costs, divisions are identifying best practices and use of the tools, then putting them forward as features the developer should provide free to all of us.
- Refresher and full certification sessions in SIVA (Supporting Individuals through Valued Attachments) were offered in January to Horizon staff, facilitated by Terri-Lynn Duncan and Laura Elliott.
- Amber Darroch, Robbie Charlebois and Angela Miller are working with AHS, Addiction and Mental Health and Southwest RCSD to formalize a process for more direct mental health therapist support to remote communities in need, including Lomond, Enchant, and Vauxhall.
- Continuing networks like the FASD Network in Southern Alberta and Horizon's own Learning Support Teachers are used to continually improve services to students and support front line staff in this work.
- Horizon is part of an intensive behaviour consultation series with Mount Royal University's Centre for Child Well-Being in which a student's parents, interagency workers, and school staff all collaborate on how to support him or her in very complex cases. The access to highly skilled team members allows Horizon staff to best support a specific student as well as to develop a variety of skills for transfer to many students.

KEY ACTION AREA #3:

Stakeholder engagement impacts student success

- The Director of Learning (C&I) attended Everactive Schools' "Shaping the Future" provincial conference on health and wellness along with four teacher representatives. Part of our Wellness Fund project, this event showcases provincial strategies for promoting comprehensive school health.
- Related to comprehensive school health (CSH), Terri-Lynn Duncan continues to represent Horizon and Southern Alberta schools in the South Zone CSH Committee with Alberta Health Services, most recently at a meeting on February 6th.

LEADERSHIP PRACTICES

- The Associate Superintendent and Directors attended the Zone 6 Pre-CASS and CASS meetings on February 2nd and 3rd.
- The Associate Superintendent and Directors continue to work with probationary teachers on their summative evaluations.

I.5 Associate Superintendent of Programs and Human Services Report

Human Resources

- Spring staffing process is underway – Principal meetings almost complete

Leadership Practices

- Continuing with teacher evaluations for probationary teachers and working with principals in areas of concern

Stakeholder Engagement Impacts Student Success

- OurSchool surveys are under way
- SOS-Q contract has been signed and training will be initiated for schools participating in this survey

FNMI

- Indigenous Committee meeting monthly – developing an action plan for Horizon School Division
- Hosted Hali Heavy Shield (ATA Walking Together) who presented in regards to FNMI in Alberta Education and facilitated the Treaty 7 Blanket Exercise at the Jan. 10 Admin Meeting.

I.6 Barnwell School Demo Photos

- Barnwell School demolition from the January 17, 2017 school visit, were shared with Board members.

COMMITTEE ITEMS

Moved by Blair Lowry that the Board meet in Committee.	COMMITTEE 21/17
Carried Unanimously	
Moved by Derek Baron that the meeting reconvene.	RECONVENE 22/17
Carried Unanimously	
Moved by Rick Anderson that the meeting adjourn	MEETING ADJOURNED 23/17
Carried Unanimously	

Marie Logan, Chair

Sheila Laqua, Executive Secretary