

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, June 19th, 2018 beginning at 1:00 p.m. in the Eric Johnson Room.

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

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

ACTION ITEMS

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| A.1 | Moved by Rick Anderson that the Board approve the agenda. | AGENDA
APPROVED |
| | Carried Unanimously | |
| A.2 | Moved by Jennifer Crowson that the Board approve the Minutes of the Regular Board Meeting, held Tuesday, May 15th, 2018 as provided by Enclosure 1 of the agenda | 83/18
BOARD MEETING
MINUTES APPROVED |
| | Carried Unanimously | |
| A.3 | Moved by Derek Baron that the Board approve the Minutes of the Budget Meeting, held Wednesday, May 23rd, 2018 as provided by Enclosure 2 of the agenda | 84/18
BUDGET MEETING
MINUTES APPROVED |
| | Carried Unanimously | |
| A.4 | Moved by Blair Lowry that the Board approve the June 2018 Payment of Accounts in the amount of \$2,771,316.38 as provided in Enclosure 3 of the Agenda | 85/18
PAYMENT OF ACCOUNT
APPROVED |
| | Carried Unanimously | |
| | 86/18 | |

DISCUSSION ITEMS

D.1 BOARD SCHOOL VISITS

2018-2019			
September 19, 2018 Warner Sunnysite Kingsland	October 11, 2018 Enchant School Lomond School Armada Colony Lomond Colony Enchant Colony	Spring 2019* Arden T. Litt Chamberlain School Barnwell School Evergreen Colony Midland Colony	Spring 2019* Delco Fairlane Hillridge Oaklane Prairie Home
*Spring 2019 Board Tour dates will be set at the January 2019 Board Meeting			

INFORMATION ITEMS

I.1 Superintendent's Report

Wilco Tymensen, Superintendent, shared the following June 2018 report with the Board:

Educational Leadership and Student Welfare

- Meetings and dialogue between schools and division office are ongoing. Conversations/topics typically focus on processes that ensure student safety, well-being, and conduct; financial management; and instructional leadership. This month they also included budgeting, staffing, transportation, off-campus excursions, student conduct and discipline, and guidance with regard to student and parental concerns.
- School visits this month included: ACE Place, D.A. Ferguson Middle School, Milk River Elementary School, Erle Rivers Jr. Sr. High School, Warner School, Lomond Community School, and W.R. Myers High School.
- Meeting with AB ED representation (Field Services) occurred.
- Workshop regarding concept based curriculum
- Provincial chief superintendent teleconference

Personnel Management

- Meetings and conversations have taken place with regard to teacher and support staff hiring, as well as the teacher transfer process.
- Teacher instructional and assignable time templates work is ongoing.
- Interviews for Lomond Community School and Taber Mennonite School principals have taken place.
- Teacher and assistant retirement acknowledgements/celebrations

Policy and Strategic Planning and Reporting

- CASS' superintendent leadership quality standard advisory committee meetings have taken place. Work is underway related to creating learning modules that are aligned with the competencies within the standard.

Fiscal Responsibility, Organizational Leadership and Management

- ATA Collective Bargaining. The Board met on May 31, 2019.
- Teachers' Employer Bargaining Association (TEBA) meeting
- Participation in several Minister's teleconferences related to the Ministry's Superintendent Compensation review
- Participation in several teleconferences related to CASS' Superintendent Compensation Advisory Committee.
- Alberta School Board Association's spring general meeting
- Taber Mennonite School/ D.A. Ferguson Middle School / W.R. Myer High School meeting regarding Taber Mennonite School relocation.

Communications and Community Relations

- A number of meetings and celebrations were attended over the last month. These include but are not limited to
 - Administrator Meeting
 - Division Office staff meeting
 - Senior Administrative Leadership Team meeting
 - APEX Youth Awards planning meeting
 - W.R. Myers High School graduation ceremony
 - Lomond Community School graduation ceremony
 - ACE Place graduation will also be attended in June
 - College of Alberta School Superintendent Zone Six meeting
 - Vauxhall Academy of Baseball (VAB) golf tournament

I.2 Trustee/Committee Reports

I.2.1 Zone 6 ASBA Report

Marie Logan shared the following June Zone 6 Meeting update with the Board:

- Positive reports were given about Edwin Parr Awards Banquet held in May
- School Board members attended the Spring General Meeting held in Red Deer
- The next General Meeting for zone 6 ASBA will take place on September 19, 2018. Elections will take place for Director, Alternate Director and Labour Rep. Horizon is scheduled to give a presentation at the November 2018 meeting.
- Communication's Directors have been hired by several Boards, with the purpose of telling positive events happening in the divisions and what the Boards have accomplished.
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I.2.2 Administrator's Meeting Report

Christa Runka, trustee, shared highlights from the June 2018 Administrator's Meeting.

Highlights included:

- Attendance Intervention Presentation
- Discussion of the New OHS Policy that came into effect June 1, 2108
- Finances/Budget
- Curriculum Development and Implementation
- Growing as a Leader

I.2.3 Facilities Report

Bruce Francis, Facilities Committee Chair, provided a report to the Board on the work undertaken for the month of June 2018:

- Capital Project
 - D.A. Ferguson Middle School Modernization
 - Demolition is underway. Mechanical and electrical upgrades to the gymnasium and administration area (W.R. Myers) are expected to be completed over the summer months.
 - Warner School Modernization
 - Final phase of construction is underway including site work and adding the third ply of SBS torch down roofing.
- Kinnaird Planning & Research Report was presented to the Board
- 2018 IMR project are underway and will be in full swing over the summer months

I.3 Associate Superintendent of Finance and Operations Report

Phil Johansen provided June 2018 update to the Board. Highlights as follows:

- Attended June Administrator's Meeting
- Attended 3-day training on the Freedom of Information and Protection of Privacy Act (FOIP)

Jason Miller, Director of Finances, presented the quarterly financial report for the period ending May 31, 2018

I.4 Associate Superintendent of Learner Services Report

Amber Darroch, Associate Superintendent of Learner Services, shared the following June 2018 report with the Board:
Report:

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

Instructional Coaches: Sharon Skretting, Assessment
Crystal McGregor, Secondary Literacy & ELL
Coral James, Learner Success

KEY ACTION AREA #1:

Strong core instruction that develops student competencies

- In order to promote awareness of Alberta's future curriculum and its fit with Horizon's current practice, a Learner Services update was shared with all teacher. Amber wrote an article for the "Eye on Education" column of the Lethbridge Herald published on May 23rd on the upcoming curriculum. The same presentation shared with the Board of Trustees in May was shared with principals at the June 12 Administrators' Committee meeting.
- Amber, Terri- Lynn and Cynthia Parr from Southern Alberta Professional Development consortia worked with Grade one teachers in the division using Mathology, Pearson's math resources for Kindergarten - Gr 3. During the day teachers were able to spend time looking at planning, how they could incorporate Guided Math in small groups to enhance differentiation for students.
- Crystal has been following up with middle school and high school teachers using book clubs. Teacher feedback survey indicated that middle school and high school teachers would like more professional learning on assessment practices in book clubs - conversations, observations, reader's notebooks.
- Crystal worked with two schools to develop ELA scope and sequence for 2018-19 academic year (plans included book clubs, poetry bracket, balanced literacy daily & weekly schedule).
- In support of Learning Commons and all schools maximizing use of their library collections, a division-wide software program, "Destiny" by Follett, is being implemented in all schools. In the past, schools have had to choose the program they felt they could afford, resulting in a fractured approach, outdated software, and cumbersome collection management/distribution systems. Destiny will be in place for the start of the new school year.

KEY ACTION AREA #2:

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

- Southwest Regional Collaborative Service Delivery (RCSD) held its year end meetings of Leadership and Executive Committee on June 14. Amber will take over the role of Executive Committee Chair in 2018-19 and Robbie will chair the region's Complex Case Committee.
- Crystal has been working with and supporting teachers and new English Language Learners at Taber Mennonite School which comprised of gathering phonics, sight words, early literacy resources. She spent time modelling vocabulary instruction using Levelled Literacy Instruction and developed a high school program plan with the school principal.
- During Taber Mennonites Professional development day Crystal worked with staff to analyze Levelled Literacy Instruction and Fountas and Pinnell results.
- Robbie spent a professional learning day with Hays school developing and planning their Collaborative Response Model for 2018-19
- Robbie spent a morning with LTW school talking about trauma and strategies for creating trauma sensitive classrooms
- Angela and Robbie presented to the leadership cohort focused on understanding and responding to student needs

KEY ACTION AREA #3:

Student success is a collective endeavour

- Terri-Lynn and Stephanie Whirl from Alberta Health Services were asked to come and discuss Comprehensive School Health and its benefits with the W.R. Myers staff at their staff meeting. Stephanie Whirl also presented to the Colony staff on the same topic.
- High School and Middle School teachers are currently participating in a summer book club with Crystal and Terri-Lynn reading Penny Kittle and Kelly Gallagher's 180 Days as well as four novels. Discussions for this book club are taking place on Goodreads.
- Terri-Lynn attended an English as a Second Language Team Meeting with district lead teachers and district leads from across Alberta. The discussion was on best practices being used in different districts with plans to meet next year to develop common assessments and intake process if needed. Terri-Lynn also created a team Google drive where everyone can share resources to meet the needs of our English as a Second Language Learners.
- The last Learning Support Teacher meeting for the school year was at the end of May, with the Book Club meeting to

follow. The focus of the meeting included a discussion on accountability and follow up from Psych-ed assessment recommendations, the CRM (Collaborative Response Model) module on Dossier for 2018-19, and moving forward with our Collaborative Response Models.

LEADERSHIP PRACTICES

- Horizon's system educator leaders attended the final College of Alberta School Superintendents (CASS) meeting of the year in Medicine Hat. This completes Amber's year as Zone Chair and she will be moving in to the role of Zone Director for CASSix for the next two years.
- The senior leadership team, including Directors of Learning attended CASSIX in Medicine Hat. Curriculum and Instruction leads met to discuss the Future Curriculum and did a book study together called *Transitioning to a Concept-Based Curriculum and Instruction. How to Bring Content and Process together* by Lynn Erickson and Lois Lanning.
- On May 23, 2018 district leads from across Alberta met to discuss Literacy in each of our school divisions. Terri-Lynn joined these leads to share what is happening in Horizon and to
- The senior leadership team, including Directors of Learning attended a professional development seminar on the book *Transitioning to a Concept-Based Curriculum and Instruction. How to Bring Content and Process together* by Lynn Erickson and Lois Lanning that was held in Lethbridge by Southern Alberta Professional Development Consortia. There is a 2-day workshop planned for the fall in October where one lead representative from every Elementary will attend with Terri-Lynn to prepare teachers and schools for the Future Curriculum.

I.5 Associate Superintendent of Programs and Human Services Report

Anita Richardson, Associate Superintendent of Programs and Human Services shared the following June 2018 report with the Board:

Human Resources

- Participating in local bargaining process ongoing.
- Spring staffing process has been busy and appears to be slowing down as expected.
- 2019-2020 Calendar discussed at last admin meeting
- Probationary teachers for 2018-2019 looks to be similar to this year with 15, 2 new admin
- Participated in Webinar – OHS Act Amendments for Schools (harassment focus)

Leadership Practices

- Ongoing support for Principals with staffing concerns.
- Leadership Cohort – final meeting was May 28
- JSET (Jurisdiction Student Engagement Team) –
 - Regional Student Event planning meeting May 18 and June 18 → event to be held Nov. 14, 2018 at University of Lethbridge

High School Re-design

- Committee is being formed to move forward with planning for a Horizon Experiential Week in conjunction with LCC, Mount Royal University, University of Calgary, Livingstone Range, and Palliser School Division in May 2019.
- Attended professional learning -> Concept-based Curriculum and Instruction for the Thinking Classroom – Shift in Alberta's Future Curriculum

Stakeholder Engagement

- Having John Burger, developer of the Student Orientation to School Questionnaire visit with principals interested in administering the survey this fall. This survey provides individual and group feedback to help with school planning and collaborative response meetings.
- Career Transitions – Currently the vice chair of the board. Supporting the Executive Director to address funding concerns has been a primary focus.
- Attended Vauxhall Academy of Baseball fundraiser
- Attended Horizon Mennonite Alternative Program Graduation Dinner and Celebration

First Nations, Metis, Inuit

- Indigenous Champions – scheduled a full day session with an instructor from the ATA for Aug. 30. Two topics: Indigenous Alberta – the Footsteps of Our Ancestors and Braiding Indigenous Stories Through Our History – Collective Memories of Forced Assimilation.

- Indigenous Committee – Met May 7 for final meeting this year
 - Sub committee has been planning National Indigenous Peoples Day – June 21 → students will attend from 10-2 and public event will be 4 – 8 pm
- Blanket Exercise
 - Had school Blanket Exercises
 - Barnwell School, May 11
 - Warner School, May 22
 - Second Community Blanket Exercise in the works, being led by Taber Police Services
- Partnership with University of Lethbridge starting in September -> First Nations, Metis, Inuit Mentorship Program for high school and middle school students partnered with university students.
- Held two meetings with interested individuals in regards to starting a charitable organization and raising funds to support a multicultural holistic education centre grounded in Indigenous Ways of Knowing. Support and participation from the MD of Taber, the Town of Taber, The Taber Chamber of Commerce, The Taber Times/Vauxhall Advance, Safe Haven, Taber Adult Learning, The Taber Library and a few other organizations and concerned citizens. We will begin raising funds under the current TDLF (Taber and District Learning Foundation) while we begin the process of obtaining our own charitable organization number.

Correspondence

No Discussion items came forward from the Correspondence as provided by Enclosure 8 of the agenda.

COMMITTEE ITEMS

Moved by Rick Anderson that the Board meet in Committee.	Carried Unanimously	COMMITTEE 87/18
Moved by Blair Lowry that the meeting reconvene.	Carried Unanimously	RECONVENE 88/18
Moved by Christa Runka that the meeting adjourn	Carried Unanimously	MEETING ADJOURNED 89/18

Marie Logan, Chair

Sheila Laqua, Executive Secretary