

# 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 Wednesday, February 27<sup>th</sup>, 2019 beginning at 1:00 p.m. in the Eric Johnson Room.

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

Presentation – Benita Peters – Low German Mennonite Consultant

Presentation - 2018-2019 Interim Financial Report for the period ending January 31, 2019 – Jason Miller, Director of Finance

## ACTION ITEMS

- |     |   |   |
|-----|---|---|
| A.1 | Moved by Rick Anderson that the Board approve the agenda.<br><br>Carried Unanimously  | AGENDA<br>APPROVED<br>168/19                        |
| A.2 | Moved by Blair Lowry that the Board approve the <a href="#">Minutes of the Regular Board Meeting, held Wednesday, January 23<sup>rd</sup>, 2019</a> as provided by Enclosure #1 of the agenda.<br><br>Carried Unanimously | BOARD MEETING<br>MINUTES APPROVED<br>169/19         |
| A.3 | Moved by Jennifer Crowson that the Board approve the <a href="#">February 2019 Payment of Accounts</a> in the amount of \$2,426,682.48 was provided in Enclosure #2 of the Agenda.<br><br>Carried Unanimously             | PAYMENT OF ACCOUNT<br>APPROVED<br>170/19            |
| A.4 | Move by Bruce Francis that the Board approve the second reading of Policy IFCI – Threat Assessment as provided by Enclosure #3 of the agenda.<br><br>Carried Unanimously  | SECOND READING OF<br>POLICY IFCI APPROVED<br>171/19 |
|     | Move by Derek Baron that the Board approve the third and final reading of <a href="#">Policy IFCI – Threat Assessment</a> as provided by Enclosure #3 of the agenda.<br><br>Carried Unanimously                           | FINAL READING OF<br>POLICY IFCI APPROVED<br>172/19  |
| A.5 | Moved by Christa Runka that the Board delete <a href="#">Policy IFCJ – Weapons in Schools</a> as provided by Enclosure #4 of the agenda.<br><br>Carried Unanimously   | DELETE POLICY IFCJ<br>APPROVED<br>173/19            |
| A.6 | Moved by Rick Anderson that the Board delete <a href="#">Policy IFCL – School Violence</a> as provided by Enclosure #5 of the agenda.<br><br>Carried Unanimously  | DELETE POLICY IFCL<br>APPROVED<br>174/19            |

A.7 Moved by Bruce Francis that the Board transfer \$2,235,000.00 from Board Reserves to Capital Reserves.

APPROVE TRANSFER OF FUNDS TO CAPITAL RESERVES

Carried Unanimously

175/19

### DISCUSSION ITEMS

#### D.1 Education Week

- The Board discussed Education Week which will be held the week of April 29<sup>th</sup>, 2019

### INFORMATION ITEMS

#### I.1 Superintendent's Report

Wilco Tymensen, Superintendent, shared the following February 2019 updated 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 since the last Board meeting included: ACE Place, Central School, D.A. Ferguson Middle School, Dr. Hamman Elementary School, Hays School, Horizon Mennonite Alternative Program, L.T. Westlake Fine Arts School, Vauxhall Elementary School, W.R. Myers High School
- The Superintendent attended an Alberta Education, Alberta Teachers Association, College of Alberta School Superintendent, Superintendent Leadership Quality Standard Advisory certification trainer in-service.
- Horizon senior leadership are organizing the College of Alberta School Superintendent and Alberta School Business Officials of Alberta summer conference in Waterton. Meetings are ongoing.
  - Administrator Leadership Symposium planning is ongoing
  - Conversations with schools about allergy aware practices have occurred
  - W.R. Myers and ACE Place student attendance collaborative response meeting was attended.
  - The superintendent dealt with the Friday February 8<sup>th</sup> Bomb threats made against L.T. Westlake School, D.A. Ferguson Middle School, W.R. Myers High School, and Central Elementary School

##### **Personnel Management**

- School staff were surveyed with regard to principal performance as part of principal evaluations
- The principals of Vauxhall Elementary School and D.A. Ferguson Middle School, as well as the vice principal of D.A. Ferguson Middle school have communicated their intention to retire at the end of the 2018-2019 school year. The recruitment process has begun and meetings with school staff and school councils have occurred to collect input in order to develop a profile of the ideal candidate.

##### **Policy and Strategic Planning and Reporting**

- Meetings are ongoing about ways to meet the needs of Taber Mennonite Students given the space constraints within their current context.
- The superintendent attended an Alberta Health Services in-service on Cannabis and the implications of school jurisdictions and student safety.

##### **Fiscal Responsibility, Organizational Leadership and Management**

- The associate Superintendent of Finance and Operations and the Superintendent attended an Alberta Education meeting regarding funding claw backs related to improper waiving of prerequisites and the 45 CEU cap.

##### **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
- CASSIX meeting
- APEX planning meetings were attended. A huge thank you goes out to the committee for all their hard work. This year twelve Horizon students were nominated.
- Hutterite Elders meeting
- Council of School Council meeting
- Hays tiny house fundraiser was attended

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

### **I.2.1 Zone 6 ASBA Report**

Marie Logan shared the following update with the Board:

- No Report due to no meeting held in February

### **I.2.2 Facilities Report**

Bruce Francis, Facilities Committee Chair, provided a report to the Board on the work undertaken for the month of February 2019:

Capital Projects:

- W.R. Myers/D.A. Ferguson
  - Progress is continuing on a steady basis
  - Projected completion date will be the end of 2019
- 2018-2019 IMR Projects on in progress with completion for all projects expected to be by the end of summer 2019

### **I.2.3 Administrator's Meeting Report**

Bruce Francis provided the following February 2019 Administrator's Meeting update to the Board. Topics discussed included:

- Policy GDN – Support Staff Evaluation
- Professional Growth Planning
- Cycling Courses and PAT Administration
- First Aiders in Schools
- Substitute Teacher Shortage
- Internet Access & Firewall Protections for iPads
- Taber Incident
- Bussing Options for Schools

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

Phil Johansen provided a February 2019 update to the Board:

- Update on finance sharing with parent councils
- Colony Meeting – Financial Statement
- Met with Administrators requesting 'funding pool' items
- Grant Writing Program
- Preliminary budget work for 2019-2020

## **I.4 Associate Superintendent of Learner Services Report**

Amber Darroch, Associate Superintendent of Learner Services, shared the following February 2019 update with the Board:

- Terri-Lynn Duncan, Director of Learning has been hosting a series of Friday afternoon sessions with teachers wanting to improve their math classes. There has been a great response from almost 20 teachers. Teachers have been sharing the lessons that they have tried with students and are excited to see how engaged students are during the math stretches or whole group instruction. Guided Math is a structure for teaching whereby a teacher supports each child's development of mathematical proficiency at increasing levels of difficulty, within the context of a small

group. Terri will now be extending these Friday afternoon sessions, called "Curriculum Coffeehouse", to teachers who would like to plan and create materials on concept based learning and the new curriculum.

- Robbie Charlebois, Director of Inclusive Learning, as part of her Professional Growth Plan, has been working in the community to involve parents in inclusive education. She has been involved with the formation of the Taber Parent Inclusion Committee (TPIC). The parent-driven group is just getting underway and will be supported by Horizon School Division as a partner. The group describes its mandate as: *"We work together with our local families, school division, community supports, and businesses to embrace an inclusive community for children with disabilities through awareness and education."*
- Horizon's Low German Mennonite Consultant, Benita Peters, continues to work actively with all schools and will be transitioned from three to five days per week by Easter break in order for her to meet the demand of support in schools for staff, students, and community partners.

### I.5 Associate Superintendent of Programs and Human Services Report

Anita Richardson, Associate Superintendent of Programs and Human Services shared the following February 2019 report with the Board:

#### **Building Effective Relationships**

- Participating in local bargaining process ongoing.
- Career Transitions – Chair of the board.
- Meeting with any staff interested in a change in role/position as indicated in the teacher intention form

#### **Modeling Commitment to Professional Learning**

- Attended 2-day Julie Stern Workshop on Concept Based Curriculum with a Horizon teacher
- Attending 2-day workshop to prepare for the National Knowledge Exam to receive CPHR designation.
- Participating in Cognitive Coaching 10-day course over this school year. Hosted by Holy Spirit Roman Catholic School Division
- Attend CASS Professional Learning Events
- Enrolled in Weaving Ways: Indigenous Ways of Knowing in Classrooms and Schools 5 part (8hr) Webinar series.
- Enrolled in 5 part ATA Webinar series, 'Teacher Talks' to develop First Nations, Metis and Inuit Foundational Knowledge with several Horizon teachers
- Completed the LQS training and LQS Instructor training in Edmonton, Feb. 7-9

#### **Visionary Leadership**

- Supporting school based 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 Skills Exploration Day in Calgary to determine the quality of the opportunity for our students

#### **Leading Learning**

- Ongoing support for Principals with staffing concerns.
- Looking to facilitate a joint admin session with the Kainai Board of Education as well as a learning day at Kainai with our Indigenous Champions.
- Began instructing LQS training in Calgary Feb 21/22

#### **Supporting First Nations, Metis and Inuit Education for All Students**

- Indigenous Champions –
  - January session focused on Understanding the Social Implications of Indigenous Realities and selecting resources that accurately reflect and demonstrate the strength and diversity of First Nations, Metis and Inuit.
- Blanket Exercise
  - Scheduled Blanket Exercises:
    - MD of Taber Office staff and Council - February 14, 2019 → looking to have all MD staff trained in the future
    - ERHS, March 8
    - Colony Teachers, May 30
  - Completed in 11 schools

- Partnership with University of Lethbridge -> First Nations, Metis, Inuit Mentorship Program for high school and middle school students partnered with university students. Began last week.
- Eagle Spirit Nest Community Association (ESNCA).
  - Board of directors comprised of representatives from: The Blood Reserve, Town of Taber, MD of Taber, Horizon, Holy Spirit, Taber Special Needs, Taber Times, Taber Chamber of Commerce, and a Cree elder
  - Awaiting confirmation of our status as a registered society

#### **Sustaining Effective Instructional Leadership**

- Hosting Horizon Induction Program Sessions this year
- Evaluation Process for Probationary Teachers – 19 this year under evaluation; I am completing 14

#### **School Authority Operations and Resources**

- Meeting with all school principals to discuss initial enrollment projections and staffing requests – only 1 school left
- Draft 2020-2021 calendar developed. Will be shared online for feedback via a survey
- Powerschool's automated dispatch fully functional and undergoing tweaks
- Developing jurisdiction approach to Indigenous resource purchases and dispersion through heading a working committee.

#### **I.6 Board Response to ASBA Questions**

- No discussion held

#### **Correspondence**

No Discussion items came forward from the Correspondence as provided by Enclosure #10 of the agenda.

#### **COMMITTEE ITEMS**

Moved by Christa Runka that the Board meet in Committee.	Carried Unanimously	COMMITTEE 176/19
Moved by Bruce Francis that the meeting reconvene.	Carried Unanimously	RECONVENE 177/19
Moved by Rick Anderson that the meeting adjourn.	Carried Unanimously	MEETING ADJOURNED 178/19

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Marie Logan, Chair

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Sheila Laqua, Executive Secretary