

# Horizon School Division

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The Board of Trustees of Horizon School Division No. 67 held its Regular Board meeting on Monday, January 27<sup>th</sup>, 2020 beginning at 2:00 p.m. in the Eric Johnson Room.

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

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

## ACTION ITEMS

Jason Miller, Director of Finance, shared the Internal Financial Report for the period ending December 31, 2019 with the Board.

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|-----|---|--|
| A.1 | Moved by Blair Lowry that the Board approve the agenda.   | AGENDA<br>APPROVED                           |
|     | Carried Unanimously   | 01/20  |
| A.2 | Moved by Derek Baron that the Board approve the <a href="#">Minutes of the Regular Board Meeting, held Monday, December 16<sup>th</sup>, 2019</a> as provided by Enclosure #1 of the agenda.            | BOARD MEETING<br>MINUTES APPROVED            |
|     | Carried Unanimously   | 02/20  |
| A.3 | Moved by Blair Lowry that the Board approve the <a href="#">January 2020 Payment of Accounts</a> in the amount of \$2,221,100,00 as provided in Enclosure #2 of the agenda.                             | PAYMENT OF<br>ACCOUNT APPROVED               |
|     | Carried Unanimously   | 03/20  |
| A.4 | Moved by Bruce Francis that the Board approve the second reading of Policy: HIAE – Fees as provided by Enclosure #3 of the agenda.  | SECOND READING OF<br>POLICY HIAE<br>APPROVED |
|     | Carried Unanimously   | 04/20  |
|     | Moved by Rick Anderson that the Board approve the final reading of <a href="#">Policy: HIAE – Fees</a> as provided by Enclosure #3 of the agenda  | FINAL READING OF<br>POLICY HIAE<br>APPROVED  |
|     | Carried Unanimously   | 05/20  |
| A.5 | Move by Jennifer Crowson that the Board approved the renewal of the <a href="#">Locally Developed Course: Bible Studies for Kindergarten through Grade 9</a> as provided by Enclosure #4 of the agenda. | LOCALLY DEVELOPED<br>COURSE APPROVED         |
|     | Carried Unanimously   | 06/20  |

## DISCUSSION ITEMS

### D.1 D.A. FERGUSON COMPLEX GRAND OPENING

The Grand Opening Ceremony of the D.A. Ferguson modernization has been set for Sept 15, 2020.

### D.2 LOMOND COMMUNITY MULTI-PURPOSE FACILITY BOOKINGS

- |     |   |  |
|-----|---|--|
| A.6 | Moved by Bruce Francis that the Board delegate the ability to approve exceptions to <i>Policy JG: Community use of Facilities</i> as they relate to the Lomond Community Multi-Purpose Facility to senior administration with the expectation that senior administration provide the board with a summary of any such exceptions at the subsequent Board meeting. | DELEGATE USE OF LMPF TO SENIOR ADMINISTRATION APPROVED |
|     | Carried Unanimously   | 07/20  |

### D.3 ASBA SPRING CONFERENCE ATTENDANCE

Board Chair, Marie Logan and Superintendent, Dr. Wilco Tymensen will be attending the ASBA Spring Conference to be held in Red Deer, May 31 – June 2, 2020.

### D.4 APEX AWARDS BANQUET

Board Chair, Marie Logan, Vice-Chair, Bruce Francis and Trustee, Rick Anderson will be attending the APEX Youth Awards Banquet being held on Friday, February 28th, 2020.

### D.5 RURAL EDUCATION SYMPOSIUM ATTENDANCE

Trustee, Christa Runka and Associate Superintendent, Amber Darroch will be attending the RES on March 1-3, 2020, in Edmonton.

### D.6 SCIENCE OLYMPICS

Trustee Rick Anderson will be a judge at the Science Olympics to be held at D.A. Ferguson Middle School on Wednesday, April 8, 2020.

## INFORMATION ITEMS

### I.1 SUPERINTENDENT'S REPORT

Wilco Tymensen, Superintendent shared the following January 2020 Update 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: transportation, off-campus excursions, student and staff conduct and discipline, and guidance with regard to student and parental concerns.
- As the second vice president of the Collage of Alberta School Superintendents, January included a CASS executive meetings that included discussions with the Deputy Minister and Three Assistant Deputy Ministers. Meetings typically involve provincial education perspectives, discussions with the Ministry regarding future direction and sharing of perspectives. Discussions also included

dialogue around the funding framework/assurance review being undertaken by ADM Gene Williams.

- Met with Taber Legion to discuss the proposed May 8 Legion ceremony to celebrate the 75<sup>th</sup> anniversary of the end of WWII. I believe the May 8 date is connected to the liberation of the Netherlands.

### **Personnel Management**

- 2020/2021 enrollment verification
- Participated in Division Office 7 Habits training

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

- No policy meetings have occurred this month. However, review and revisions of Policy EEACB: Bus Route Contracts, EEAB: Bus Routes, EEA: Student Transportation, IC: School Attendance Areas is underway based on board feedback.
- Met with AB ED field services regarding the school division's 3YEP and AERR meeting

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

- Collective bargaining with CUPE is ongoing

### **Communications and Community Relations**

- A number of meetings and celebrations were attended over the last month. These include but are not limited to
  - Division Office staff meeting
  - Senior Administrative Leadership Team meeting
  - Christmas concerts
  - APEX Youth Awards planning
  - Colony Elders Meeting
  - CASS SLQS PD Committee
  - TCS Society meeting

### **AERR – Three Year Plan Update**

## **Assistant Superintendent of Human Services Report – Robbie Charlebois**

### **Indigenous Programming**

- Planning in the new year at WR Myers making hand drums and having a drum group session for students planning stage this week.
- Attend Indigenous sharing network meetings monthly
- First Indigenous family feast night at WR Myers we had 60 RSVP and 43 showed up was a great success
- Making moccasins with Myers staff – Elder Cecilia Soto came from Milk River had a great conversations and laughter
- Theron Black at WR Myers yesterday, his presentation was on Healing through Art & Culture from addictions
- There is a mobile unit that comes to Lethbridge Location is White Eagle Wellness 1277-3<sup>rd</sup> ave. They come every 3 months. It's a first come first serve. You will need the kids long form birth

certificates with both parents' name and picture ID if 16 or older. If you need more information you can call 403-942-6991-helped get 5 students get treaty cards

- Help two gr.12 students from WR apply for College and University
- Dream catcher making at Central planning stage right now Feb, 2020
- Experiential learning week with Vauxhall map school planning stage land base, traditional games etc.... May 2020
- Working with U of L mentorship ladies, LCC indigenous recruiter
- Spirit Bear is another event we will be putting on it's still in the planning stage May 10<sup>th</sup>
- Continuing to create relationships with the Indigenous people in our community and surrounding.

### **Low German Mennonite Programming**

- Assist with Locally Developed LGM Language and Culture course (German class) at Horizon MAP
  - Created lesson plans for "German teacher" and the teacher assigned to the class
  - Modeled teaching techniques and strategies for the "German teacher"
- Meeting with principal and vice principal
  - Met with the principal and vice principal to discuss some issues that had come up at the LGM Christmas concert. A plan was put in place that will be a win-win for all parties involved.
- Presented at SAKA meeting
  - One feedback comment after the presentation was:  
"I have a better understanding of the context that exists behind specific behaviours. This enhanced understanding increases empathy and demystifies some of the cultural differences."

### **Career Counseling**

- Experiential Learning Week - May 4 to 8
  - Assisting schools in planning their Experiential Learning Week
  - Completing interest surveys from students (and encouraging career research)
  - Organizing a student registration process and then applying for college seats
  - Developed a web site so students can explore their options
- EPIC Career Fair - Feb 12
  - Pre-register students
  - Register students
  - Assist with supervision and transportation
- One on One meetings with students, scholarships, transition planning, applying and decision making

Classroom presentations on CALM and Health topics and for ELW and EPIC

## **I.2 TRUSTEE/COMMITTEE REPORTS**

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

Marie Logan, Zone Chair, provided the following summary of the December Zone 6 ASBA Meeting:

- Choices in Education
  - The Alberta School Board Association has sent out a link to a video to help raise awareness and promote the excellent opportunities, choice and programming that already exists in the Public, Catholic and Francophone School Boards. The video has been playing in the movie theatres. [Click here](#) to view the video.

- FACES (Facilitates Awareness, Character Building, and Experiences for Students)
  - There are 10 sessions over the summer for Grande 9 students going into Grade 10. The 12-day course is offered at the Gladstone Ranch or Goldeye and students receive 15 high school credits. April 1 is the online registrations as LRSC and usually fills in about 45 minutes. Course includes outdoor activities, hiking, rock climbing, canoeing, team building, leadership skills and personal development.
- February 19<sup>th</sup>, 2020 will be the next ASBA General Meeting with a presentation on lobbying.

### **I.2.1 Facilities Report**

Bruce Francis, Facilities Committee Chair, provided a report to the Board on the work undertaken by the Maintenance Department for the month of January 2020:

- Capital Project - D.A. Ferguson/W.R. Myers
  - Final phase of the partial modernization is underway
- Acoustic tiles were installed in both DA Ferguson and WR Myers gymnasiums. The project was completed prior to the start of school, following the Christmas break. Over the course of the next month, a determination will be made as to whether or not additional baffles will be required.
- Gymnasium lighting upgrade is complete for Central school gymnasium. Existing fluorescent lights were removed and replaced with LED lights improving the lighting levels. Corridor light upgrade portion is set to start the next school break.
- Lomond school envelop improvements started over the break. Completion is expected over the course of winter as weather permits
- Barrier free access project at Dr. Hamman school is substantially complete. Finishing and painting is scheduled for the February break

### **I.3 ASSOCIATE SUPERINTENDENT OF FINANCE AND OPERATIONS REPORT**

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Phil Johansen, Associate Superintendent of Finance and Operations shared the following January 2020 summary to the Board:

- Transportation review
- Reviewing OH&S structure
- Preparing to replace photocopier fleet due to contract ending
- Reviewing accounts and general ledger
- Meeting with colony Elders

### **I.4 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT**

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Amber Darroch, Associate Superintendent of Learner Services, shared the following January 2020 report with the Board:

*Learner Services lead team members:*

Amber Darroch, Associate Superintendent  
 Terri-Lynn Duncan, Assistant Superintendent  
 Angela Miller, Clinical Team Lead  
 Shea Mellow, Instructional Coach

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### **KEY ACTION AREA #1:**

## Strong core instruction that develops student competencies

- Amber is in the process of meeting with all principals to discuss course offerings in the 2020-21 school year, supporting alignment with Alberta Education regulations and approved Programs of Study. Horizon schools go to great lengths to provide a broad and high-quality range of courses at all levels and are being supported in using innovative approaches to engage and inspire their students.
- A student leadership initiative is underway in partnership with Alberta Health Services (AHS) and our own Family Connections Wellness Coaches. Students are currently being recruited and will receive training to design anti-vaping (e-cigarette) campaigns for their own schools. Peer to peer communication on issues such as health is effective in helping youth make positive and informed choices.

### KEY ACTION AREA #2:

#### Response to Instruction and Intervention

- Schools have begun to schedule their second Individual Program Plan Meetings. Terri-Lynn is attending scheduled meetings for students' kindergarten to grade 12 and Andra Johnson is attending the Kindergarten and early learning scheduled meetings.
- Terri-Lynn has been attending Collaborative Response Meetings to provide support in areas of literacy, numeracy and suggestions for Alberta Health Services or the inclusive learning team members that may be able to support students in areas of difficulty.
- Horizon is part of a multi-district collaborative partnership facilitated by AHS to develop a clear, conceptual model of how schools and our partners can respond to middle/junior high school students at risk of chronic non-attendance. One school will be involved in helping create a clear intervention strategy for students with attendance concerns at the middle tier of our pyramid of intervention. Upon completion a year from now, the idea is to have a strategy which can be replicated in all of our schools and also applied to student concerns other than attendance. The slide that follows sums up the project:

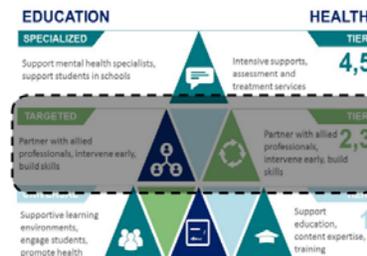
## Project Objective

### Vision

Children and youth in Alberta have access to **consistent and equitable, cross-sectoral, collaborative** addiction and mental health supports in school settings.

### Project Objective

To co-design, implement, and evaluate model(s) of **cross-sectoral and collaborative services and support in the middle tier of intervention** through a collaborative learning approach (CLA).



## LEADERSHIP PRACTICES

- Amber has facilitated training for division office staff and Chamberlain/ATL school staff on the “Seven Habits of Highly Effective People”.
- At the January session for all Horizon Early Learning Educators, Amber presented a session on how to best use effective leadership practices in an early learning context.
- Terri-Lynn recertified in SIVA (Supporting Individuals through Valued Attachments) Train the Trainer session with Glenn Jankowiak and Mandy Simmons so that the SIVA team can continue to provide training to administrators, teachers and educational assistants in the district.



Instructional Coach Update  
Shea Mellow

### December

Principal Meetings	Whole-Staff Coaching	Individual Teacher Coaching	Total School Visits	Additional PD Experiences
4	2	9	10	2

### January

Principal Meetings	Whole-Staff Coaching	Individual Teacher Coaching	Total School Visits	Additional PD Experiences
2	1	27	13	2

### Highlights

**#1: Coaching Staff Cycles:** Many Horizon schools have now arranged cycles of coaching for their staff and this is imperative support to achieve our ultimate goal of shifting and enhancing our practice as a collective - getting all teaching staff 'on the same page'. I see such potential for new strategies in conceptual learning to provide clear structures and processes to refine instruction and assessment for all classrooms, including multi-age classrooms, of which we have many in our division. Working with a whole staff allows for a collaborative approach within each school and essentially, throughout our division. This collective approach will empower our staff. ***Working smarter, not harder - an appropriate mantra to enrich the health of all teaching staff.***

**#2: "They may as well have been speaking Russian..."**

After our division-wide professional development day, a new teacher to the profession used this language to express to me how she was feeling overwhelmed with discussion on new pedagogy. Immediately, Amber and I were able to proceed by collaboratively planning a proactive approach to reach teachers who may be feeling stress with these new directions. In doing so, we created a visual reference to use at a universal level within our division. I have used this several times, with large groups as well as individual teachers - including the teacher who originally presented the "Speaking-Russian" reference. This teacher is now excited to proceed with renewed clarity and purpose. With excellent responses thus far, this tool is sure to provide clear direction to our entire administration and teaching staff. ***As the lead learners in the division, it is rewarding to problem-solve with colleagues and, ultimately, to be able to provide valuable support where it's truly needed.***

**CORRESPONDENCE**

**No Discussion items came forward** from the Correspondence as provided by Enclosure #6 of the agenda.

**COMMITTEE ITEMS**

Moved by Derek Baron that the Board meet in Committee. Carried Unanimously	COMMITTEE 08/20
Moved by Christa Runka that the meeting reconvene. Carried Unanimously	RECONVENE 09/20
Moved by Jennifer Crowson that the meeting adjourn. Carried Unanimously	MEETING ADJOURNED 10/20

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Marie Logan, Chair

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Sheila Laqua, Executive Secretary

