

Horizon School Division

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The Board of Trustees of Horizon School Division No. 67 held its Regular Board meeting on Monday, February 24th, 2020 beginning at 12:30 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

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| A.1 | Moved by Blair Lowry that the Board approve the agenda with the following additions:
A.6 – First Reading of Policy: FL- School Closure
D.2 – Trustees attending Administrator’s Symposium
Carried Unanimously | AGENDA
APPROVED

11/20 |
| A.2 | Moved by Jennifer Crowson that the Board approve the Minutes of the Regular Board Meeting, held Monday, January 27th, 2020 as provided by Enclosure #1 of the agenda.
Carried Unanimously | BOARD MEETING
MINUTES APPROVED

12/20 |
| A.3 | Moved by Rick Anderson that the Board approve the February 2020 Payment of Accounts in the amount of \$2,239,489.55 as provided in Enclosure #2 of the agenda.
Carried Unanimously | PAYMENT OF
ACCOUNT APPROVED

13/20 |
| A.4 | Moved by Bruce Francis that the Board approve the first reading of Policy: EEAB – Bus Routes as provided by Enclosure #3 of the agenda.
Carried Unanimously | FIRST READING OF
POLICY EEAB
APPROVED

14/20 |
| A.5 | Move by Bruce Francis that the Board approved the 2020 – 2021 Three-Year Capital Plan as provided by Enclosure #4 of the agenda with the change in #2 from D.A. Ferguson/W.R. Myers to W.R. Myers.
Carried Unanimously | THREE-YEAR CAPITAL
PLAN APPROVED

15/20 |
| A.6 | Moved by Derek Baron that the Board approve the first reading of Policy: FL – School Closure .
Carried Unanimously | FIRST READING OF
POLICY FL APPROVED

16/20 |

DISCUSSION ITEMS

D.1 NEW FUNDING FRAMEWORK

Superintendent, Wilco Tymensen shared with the Board possible changes and updates to the New Funding Framework that will be released Thursday, February 27th, 2020. Senior Administrators will be attending a provincial meeting on Friday, February 28th to gather further details and discuss implications of the released budget. Superintendent, Wilco Tymensen and Associate Superintendent, Philip Johansen will be attending from Horizon School Division.

D.2 TRUSTEES ATTENDING THE ADMINISTRATOR'S SYMPOSIUM

Trustees were invited to attend the Administrator's Symposium that will be held on Monday, April 6th, 2020.

INFORMATION ITEMS

I.1 SUPERINTENDENT'S REPORT

Wilco Tymensen, Superintendent shared the following February 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, February included a CASS executive meeting. 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.
- Administrator Symposium planning committee meeting
- Completed a number of Alberta Education surveys including input into the *draft Ministerial Order on Student Learning* and the *Curriculum Advisory Panel's Recommendations on Direction for Curriculum*

Personnel Management

- Met with Robbie Charlebois, Assistant Superintendent of Human Resources to lay out the timeline and process for enrollment verification and teacher transfers

Policy and Strategic Planning and Reporting

- No policy meetings have occurred this month. However, review and revisions of Policy EEA: Student Transpiration, and IC: School Attendance Areas is underway

Fiscal Responsibility, Organizational Leadership and Management

- Taber Mennonite School, D.A. Ferguson, W.R. Myers transition meeting
- There has been a number of communications between Alberta Health Services and school divisions related to the Coronavirus

- Met with Xerox regarding new management

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
 - PreCASS and CASSIX meeting
 - Administrator meeting
 - Council of School Council meeting which focused primarily on 10 advocacy resolutions:
 1. Provincial and Federal Legislation Related to Vaping Products
 2. Diploma Exam Weighting
 3. Consistent, Negotiated Price, and Bulk Purchase/ Distribution, of EpiPens
 4. Achieving Equitable Public Education
 5. Support for Addressing Class Size and Complex Classrooms
 6. Informed, Adequate Funding for Classrooms and Schools
 7. Access to Funding for Public Schools and Public School Fees
 8. Prioritizing Funding for Education in Areas of High Student Density
 9. Mental Wellness Curriculum Incorporation
 10. Student Education Advocacy

I.2 TRUSTEE/COMMITTEE REPORTS

I.2.1 ASBA Zone Meeting Report

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

- Edwin Parr Awards planning meeting

I.2.1 Facilities Report

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

- D.A. Ferguson/W.R. Myers Capital Project
 - Sprinkler system projected to begin in a couple of weeks
 - New water main from 54th avenue
- 2020 IMR Project Re-Allocation
- Three-Year Capital plan
- Dr. Hamman Student Drop Off Area
- Finished acoustic paneling in the W.R. Myers Gym
- Central School lighting complete
- BCMS upgrade for L.T. Westlake complete
- Flooring replacement for L.T. Westlake complete
- Arden T. Litt lighting upgrade complete
- Barrier free access at Dr. Hamman School is complete

I.2.3 Administrator's Meeting Report – Bruce Francis

The February 2020 Administrator's Meeting summary was provided by Bruce Francis:

- Digitization of Student Records
- Division Wide PD Day
- Legion Ceremony
- Non-Designated Registration and Transportation Requests
- What if...E-Cigarettes
- Teaching for Conceptual Understanding
- Administrator's Symposium Update

I.3 ASSOCIATE SUPERINTENDENT OF FINANCE AND OPERATIONS REPORT

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

- Gathering information around Insurance due to the major increase in the insurance for school divisions
 - Meeting with members of ASBIE
 - Other insurance options to reduce costs for this year
 - Going forward the costs are predicted to increase
- Funding model information submission
- Photocopier replacement – contract ending April 30th
 - Options to replace or keep

I.4 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT

Amber Darroch, Associate Superintendent of Learner Services, shared the following February 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

KEY ACTION AREA #1:

Strong core instruction that develops student competencies

- A new Memorandum of Understanding has been signed with Prairie College, creating a new dual credit opportunity for high school students to take two Outdoor Leadership college courses and earn ten CTS credits at the same time. The coursework is delivered on one Saturday and over a five-day outdoor camp at Frontier Lodge in the Nordegg area. This course includes leadership, outdoor activities and Christian content, and four students from Arden T Litt Learning Centre are currently registered to attend in March 2020.
- Planning is underway for the third and final division-wide professional learning day of the school year, to be held on March 9th. All teachers will continue to engage in grade level or subject discipline groups as we continue our shared focus on teaching for conceptual understanding, while they also continue their collaborative work in their self-directed "Teachers Learning through Collaboration" (TLC) groups.

KEY ACTION AREA #2:

Response to Instruction and Intervention

- Schools are finishing up their second Individual Program Plan Meetings. Terri-Lynn is attending scheduled meetings for students kindergarten to grade 12 for the month of February.

- Terri-Lynn continues to attend Collaborative Response Meetings in schools to provide support in areas of literacy, numeracy and suggestions for Alberta Health Services or the inclusive learning team members who may be able to support students in areas of difficulty.
- On an ongoing basis, a number of our Learner Services team members attend school meetings with staff to coordinate supports for specific students who are experiencing difficulty.
- February is National Inclusive Education month. To promote awareness, the Horizon website profiles a great Shelley Moore video ([click here for the news link](#)). Some shared sites and strategies which may be helpful for students will be shared out with staff and parents this month.

LEADERSHIP PRACTICES

- Terri-Lynn is in the process of meeting with all Learning Support Teachers to discuss students in each school, needed professional development and answering any questions that they may have. She is also meeting with Principals to discuss their requests on learning support time and student priorities.
- Senior administrators who are CASS members attended the Zone 6 meetings at Prairie Rose School Division in Dunmore on February 6 & 7.
- Horizon school and system leaders will spend one day together on Monday, April 6th at the annual Leadership Symposium, condensed this year from two days to one. With the number of changes anticipated to come from Alberta Education, the symposium will focus on division values and priorities helping to provide the foundation for change and continuous improvement.

Other reports highlighted, in Enclosure # 5 of the agenda, include updates from Shea Mellow, Instructional Coach, Angela Miller, Clinical Team Lead, Eric Burgess, Program Manager, Family Connections, and Family School Liaison Program (FSLP) Activities.

CORRESPONDENCE

C.3 came forward as a discussion item from the Correspondence as provided by Enclosure #6 of the agenda.

C.3 – Edmonton Public Schools move to save cash by cutting five school days.

COMMITTEE ITEMS

Moved by that the Board meet in Committee.	COMMITTEE
Carried Unanimously	17/20
Moved by that the meeting reconvene.	RECONVENE
Carried Unanimously	18/20
Moved by Christa Runka that the meeting adjourn.	MEETING ADJOURNED
Carried Unanimously	19/20

Marie Logan, Chair

Sheila Laqua, Executive Secretary