

Horizon School Division REGULAR BOARD MEETING Eric Johnson Meeting Room

Regular Board Meeting Agenda – 1:00 pm

Monday, September 27th, 2021

A – Action Items

A.1	Agenda	
A.2	Minutes of Regular Board Meeting held Monday, August 30 th , 2021	ENCLOSURE 1
A.3	Minutes of Special Board Meeting held on Wednesday, September 8 th , 2021	ENCLOSURE 2
A.4	September 2021 Payment of Account	ENCLOSURE 3

I - Discussion Items

D.1 Extra-Curricular Transportation	
D.2 ATA New Teacher Induction Ceremony (October 7@3:30pm – virtual)	

I - Information Items

I.1 Superintendent's Report – Wilco Tymensen	ENCLOSURE 4
I.2 Trustee/Committee Report	
I.2.1 Zone 6 Report – Marie Logan	
I.2.2 Facilities Meeting Report – Bruce Francis	
I.2.3 Administrator's Meeting Report – Bruce Francis	
I.3 Associate Superintendent of Finance and Operations – Phil Johansen	
I.4 Associate Superintendent of Learner Services Report – Amber Darroch	ENCLOSURE 5

<u>C-Correspondence</u>	ENCLOSURE 6
C.1 ERHS Reunion Request	
C.2 Board Reply to Request	
C.3 Trustees in Manitoba and Nova Scotia	

Dates to Remember

Dat	Dates to Remember		
•	September 29 - TEBA		
•	September 30 – Truth and Reconciliation Day		
•	October 11 – Thanksgiving – Stat Holiday		
•	October 12 – Administrator's Meeting		
•	October 25 – Division Wide PD Day – no school		
•	October 28 – Organizational & Board Meeting		
•	November 9 – Administrator's Meeting		
•	November 11 – Remembrance Day – Stat Holiday		
•	November 12 – School PD Day – no school		
•	November 15 – 18 – Christian Education Week (trustee/Sr. Admin. invited to attend)		
•	November 17 – COSC Meeting		
•	November 17 – TCS – Grandparent Day (trustee/Sr. Admin. invited to attend)		

• December 17 – TCS – Christmas program and pancake breakfast (trustee/Sr. Admin. Invited to attend)

Horizon School Division

6302 – 56 Street Taber, Alberta T1G 1Z9

Phone: (403) 223-3547 1-800-215-2398 FAX: (403) 223-2999

www.horizon.ab.ca

The Board of Trustees of Horizon School Division held its Regular Board meeting on Monday, August 30th, 2021, beginning at 1:00 p.m.

TRUSTEES IN ATTENDANCE: Marie Logan, Board Chair

Bruce Francis, Board Vice-Chair

Derek Baron, Jennifer Crowson, Blair Lowry, Rick Anderson, Christa Runka

ALSO IN ATTENDANCE:

IN PERSON Dr. Wilco Tymensen, Superintendent of Schools

Phil Johansen, Associate Superintendent of Finance & Operations Amber Darroch, Associate Superintendent of Learner Services

Sheila Laqua, Recording Secretary Cole Parkinson, Taber Times

ACTION ITEMS

A.1	Moved by Rick Anderson approve the agenda with the following addition: A.21 - moved to D.5 A.24 - Delegation of power Carried Unanimously	AGENDA APPROVED 74/21
A.2	Moved by Jennifer Crowson that the Board approve the Minutes of the Regular Board Meeting held Monday, June 28 th , 2021, as provided by Enclosure #1 of the agenda. Carried Unanimously	BOARD MEETING MINUTES APPROVED 75/21
A.3	Moved by Derek Anderson that the Board approve the August 2021 Payment of Accounts_in the amount of \$8,452,745.83 as provided in Enclosure #2 of the agenda. Carried Unanimously	PAYMENT OF ACCOUNT APPROVED 76/21
A.4	Moved by Bruce Francis that the Board approve second reading of Policy IFCA – Suicide and Threat Assessment Protocols. Carried Unanimously	SECOND READING POLICY IFCA APPROVED 77/21

	Moved by Blair Lowry that the Board approve final reading of Policy IFCA – Suicide and Threat Assessment Protocols as provided by Enclosure #3 of the agenda. Carried Unanimously	FINAL READING POLICY IFCA APPROVED 78/21
A.5	Move by Bruce Francis that the Board approve the locally developed high school course <i>Big History (2019) 15</i> acquired from the Chinook's Edge School Division from September 1, 2021 to August 31, 2023. Carried Unanimously	LDC BIG HISTORY (2019) 15 APPROVED 79/21
A.6	Move by Jennifer Crowson that the Board approve the locally developed high school course <i>Broadcast Video 15/25/35</i> acquired from the Black Gold School Division from September 1, 2021 to August 31, 2024. Carried Unanimously	LDC BROADCAST VIDEO 15/25/35 APPROVED 80/21
A.7	Move by Jennifer Crowson that the Board approve the locally developed high school course <i>Chamber Ensemble (2021)</i> 15/25/35 acquired from the Calgary School Division from September 1, 2021 to August 31, 2025. Carried Unanimously	LDC CHAMBER ENSEMBLE (2021) 15/25/35 APPROVED 81/21
A.8	Move by Rick Anderson that the Board approve the locally developed high school course <i>Choir (2021) 15/25/35</i> acquired from the Calgary School Division from September 1, 2021 to August 31, 2025. Carried Unanimously	LDC CHOIR (2021) 15//25/35 APPROVED 82/21
A.9	Move by Christa Runka that the Board approve the locally developed high school course <i>ESL Expository English (2021) 15/25</i> acquired from the Calgary School Division from September 1, 2021 to August 31, 2024. Carried Unanimously	LDC ESL EXPOSITORY ENGLISH (2021) 15/25 APPROVED 83/21
A.10	Move by Blair Lowry that the Board approve the locally developed high school course <i>ESL Introduction Mathematics (2020) 15</i> acquired from the Calgary School Division from September 1, 2021 to August 31, 2024. Carried Unanimously	LDC ESL INTRODUCTION MATHEMATICS (2020) 15 APPROVED 84/21
A.11	Move by Bruce Francis that the Board approve the locally developed high school course <i>Film and Media Art (2021) 15/25/35</i> acquired from the Calgary School Division from September 1, 2021 to August 31, 2025. Carried Unanimously	LDC FILM AND MEDIA ART (2021) 15/25/35 APPROVED 85/21

1.12	Move by Jennifer Crowson that the Board approve the locally developed high school course <i>Forensic Studies (2021) 25/35</i> acquired from the Edmonton School Division from September 1, 2021 to August 31, 2025. Carried Unanimously	LDC FORENSIC STUDIES (2021) 25/35 APPROVED 86/21
A.13	Move by Derek Baron that the Board approve the locally developed high school course <i>Forensic Studies (2021) 35</i> acquired from the Pembina Hills School Division from September 1, 2021 to August 31, 2025. Carried Unanimously	LDC FORSENDIC STUDIES (2021) 35 APPROVED 87/21
A.14	Move by Rick Anderson that the Board approve the locally developed high school course <i>Instrumental Jazz (2021) 15/25/35</i> acquired from the Calgary School Division from September 1, 2021 to August 31, 2025. Carried Unanimously	LDC INSTRUMENTAL JAZZ (2021) 15/25/35 APPROVED 88/21
A.15	Move by Christa Runka that the Board approve the locally developed high school course <i>Leadership, Character and Social Responsibility</i> (2021) 15/25/35 acquired from the Golden Hills School Division from September 1, 2021 to August 31, 2025. Carried Unanimously	LDC LEADERSHIP, CHARACTER AND SOCIAL RESPONSIBBILITY (2021) 15/25/35 APPROVED 89/21
A.16	Move by Blair Lowry that the Board approve the locally developed high school course <i>Religious Studies: Book of Mormon Part B 35</i> acquired from the Westwind School Division from September 1, 2021 to August 31, 2022. Carried Unanimously	LDC RELIGIOUS STUDIES: BOOK OF MORMON PART B 35 APPROVED 90/21
A.17	Move by Bruce Francis that the Board approve the locally developed high school course <i>Reading (2021) 15/25</i> acquired from the Calgary School Division from September 1, 2021 to August 31, 2024. Carried Unanimously	LDC READING (2021) 15/25 APPROVED 91/21
A.18	Move by Jennifer Crowson that the Board approve the locally developed high school course <i>Religions of the World (2021) 35</i> acquired from the Edmonton Catholic Separate School Division from September 1, 2021 to August 31, 2025. Carried Unanimously	LDC RELIGIONS OF THE WORLD (2021) APPROVED 92/21

A.19	Move by Derek Baron that the Board approve the locally developed high school course <i>Stained Glass (2020) 15/25/35</i> acquired from the Battle River School Division from September 1, 2021 to August 31, 2024. Carried Unanimously	LDC STAINED GLASS (2020) 15/25/35 APPROVED 93/21
A.20	Move by Rick Anderson that the Board approve the locally developed high school course <i>Understanding Video Games 15</i> acquired from the Parkland School Division from September 1, 2021 to August 31, 2025. Carried Unanimously	LDC UNDERSTANDING VIDEO GAMES 15 APPROVED 94/21
A.21	International Travel - Moved to discussion item D.5	Moved to Discussion Item
A.22	Moved by Bruce Francis that the Board approved the 2022-2023 Jurisdictional Calendar with proposed changes. Carried Unanimously	2022-2021 JURISDICTIONAL CALENDAR APPROVED 95/21
A.23	Moved by Derek Baron that the Board approved the request from the Milk River Community School Enhancement Society which would see the Milk River Community School Enhancement Society pay for additional square footage for the school's future gymnasium with the condition that the funding be provided to the division in time for designs to be completed and in compliance with Alberta Infrastructure timeline requirements.	MILK RIVER MODERNIZATION ENHANCEMENTS APPROVED
	Carried Unanimously	96/21
A.24	Moved by Bruce Francis that the Board delegate to the Superintendent the power to suspend and/or terminate the services and/or the administrative designation of a teacher. Such a motion shall mean that there is no procedure or right of appeal of such decisions by the Superintendent to the Board. The right of appeal of such decisions by the Superintendent will be to a Board of Reference as contemplated by Part 7, Division 5 of the Education Act. The Superintendent is hereby directed to resume such practices immediately.	POWER TO SUSPEND/TERMINATE APPROVED
	Carried Unanimously	97/21

DISCUSSION ITEMS

D.1 COMMUNITY USE OF FACILITES

Due to the easing of Alberta Health Services restrictions, a ban on Community Use of Facilities will not be reinstated for the 2021-2022 school year. Practices regarding community usage will return to normal as per policy JG and be in alignment with Alberta Health restrictions in place at the time.

D.2 BOARD REPRESENTATION AT SEPTEMBER/OCTOBER ADMINISTRATOR'S MEETINGS

September 14, 2021 – Bruce Francis October 12, 2021 - Blair Lowry

D.3 OCTOBER BOARD MEETING DATE

The October Board meeting will be held on Thursday, October 28, 2021

D.4 ASBA FALL GENERAL MEETING – NOVEMBER 14-16, 2021

The Board will attend the ASBA Fall General Meeting in person.

D.5 INTERNATIONAL TRAVEL

The Board discussed international travel. A ban on international travel will not be reinstated for the 2021-2022 school year given the fluid nature of the Pandemic. Practices regarding international travel will return to normal including consideration of federal travel advisories as per policy HICA.

INFORMATION ITEMS

I.1 SUPERINTENDENT'S REPORT

Wilco Tymensen, Superintendent shared the August 2021 report with the Board:

• The Superintendent showcased the divisions new assurance dashboard which provides public access to measures as per the assurance framework. The dashboard is accessible via www.horizon.ab.ca/board/reports.

I.2 TRUSTEE/COMMITTEE REPORT

I.2.1 Facilities Report

Bruce Francis, Facilities Committee Chair, provided the following summary points to the Board, on the work undertaken by the Maintenance Department for the month of August 2021:

- Milk River Modernization
 - Alberta Infrastructure run project
 - o Planning meetings will begin the middle of September
 - July 2022 construction starts
- Lomond Heating Project
 - o Completion will be the middle of September 2021
- Daily/Weekly Checklists for the custodial staff
- 2021 IMR/CMR projects complete

I.3 ASSOCIATE SUPERINTENDENT OF OPERATIONS AND FINANCE REPORT

Phil Johansen, Associate Superintendent of Operations shared the following August 2021 summary with the Board:

- Updating the General Ledger for reporting
- Reviewing election procedures
- Year-end finances

I.4 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT

Amber Darroch, Associate Superintendent of Learner Services, shared the following August 2021 report with the Board:

• View August Report her here

I.5 VICE PRINCIPALS

The list of 2021-2022 vice principals was shared with the Board as per Enclosure #23.

CORRESPONDENCE

No Discussion Items came forward from the Correspondence. Moved by Christa Runka that the meeting adjourn. **MEETING ADJOURNED** Carried Unanimously 98/21 **COMMITTEE ITEMS** Moved by that the Board meet in Committee. COMMITTEE **Carried Unanimously** 99/21 MEETING ADJOURNED Moved by that the meeting adjourn. **Carried Unanimously** 100/21 Marie Logan, Chair Sheila Laqua, Executive Secretary

HORIZON SCHOOL DIVISION



6302 – 56 Street Taber, Alberta T1G 1Z9

The Board of Trustees of Horizon School Division held a Special Board Meeting on Wednesday, September 8, 2021 beginning at 8:15 a.m.

PRESENT: Marie Logan, Board Chair

Bruce Francis, Board Vice Chair

Rick Anderson, Derek Baron, Jennifer Crowson, Blair Lowry, Christa Runka

Waiver of Notice of Special Meeting and Special Meeting Agenda Attached

A.1	Moved by Blair Lowry that the Board approve the Special Meeting Agenda as contained in the Waiver of Notice of Special Meeting Carried Unanimously	AGENDA APPROVED 101/21
A.2	Moved by Jennifer Crowson that the Horizon School Division recognize September 30, the National Day for Truth and Reconciliation as a non-operational day for schools. The division is committed to honouring survivors, their families, and communities, and ensuring that the history and legacy of Residential School remains a vital component of the reconciliation process. As such the Board directs the superintendent to update the 2021-2022 school calendar so that September 30 is non-operation without impacting instructional time requirements. Carried Unanimously	NATIONAL DAY FOR TRUTH AND RECONDILIATION IS A NON- OPERATIONAL DAY FOR SCHOOLS
A.3	Moved by Derek Baron that the meeting adjourn Carried Unanimously	MEETING ADJOUNRED 103/21

PAYMENT OF ACCOUNTS REPORT			
	Board Meeting - Septemb	per 27, 2021	
U.S.	August 31/21		30.90
General	August 31/21		360540.47
General	August 31/21		113469.64
General	August 31/21		30653.6
General	August 31/21		251962.60
General	September 8/21		39287.66
U.S.	September 9/21		1,932.30
U.S.	September 14/21		1,338.29
General	September 15/21		47,717.68
General	September 20/21		9,166.70
U.S.	September 22/21		126.15
"A" Payroll		Teachers	
		Support	
"B" Payroll	August 2021	Casual	10,437.77
		Subs	705.96
Total Accounts			867,369.72
Board Chair			
PJ:dd			

Horizon School Division August 2021 U.S. Accounts

	U.S. Funds	Canadian Funds
Math Facts Pro	24.00	30.90
Total U.S. Accounts	24.00	30.90

KO:dd August 31, 2021

Horizon School Division September 2021 U.S. Accounts

	U.S. Funds	Canadian Funds
Transfinder Corp.	1500.00	1932.30
Total U.S. Accounts	1500.00	1932.30

KO:dd September 9/21

Horizon School Division September 2021 U.S. Accounts

	U.S. Funds	Canadian Funds
Coach Cliff's Gala Ball Pits LLC	1038.00	1338.29
Total U.S. Accounts	1038.00	1338.29

KO:dd September 14/21

Horizon School Division September 2021 U.S. Accounts

	U.S. Funds	Canadian Funds
Learning A-Z	97.20	97.20
Total U.S. Accounts	126.15	126.15

KO:dd September 22/21

Superintendents Progress Report September, 2021

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 included providing school administration updates related to COVID health restrictions, conversations with Alberta Health Services (AHS) and school administration related to positive COVID cases and clarity of questions. Conversations with administration also included discussions about student discipline and suspensions, and student transportation as it relates to extra-curricular.
- Conversations about how to honor September 30, National Day for Truth and Reconciliation have taken place.
- As the president-elect of the College of Alberta School Superintendents, there are ongoing dialogue with other partner groups. Meetings typically involve provincial education perspectives, discussions. There is also normally a four partners meeting (Association of School Business Officials of Alberta (ASBOA), Alberta School Council Association (ASCA), Alberta School Board Association (ASBA), and College of Alberta School Superintendents(CASS)) and monthly Canadian Association of School System Administrators (CASSA) which includes representation from all Canadian provinces and territories. This month also included numerous meetings and discussions with the Minister of Education, Deputy Minister, ASBA, as well as meetings with CASS zone 1, zone 2/3, and 6.
- Presented at the College of Alberta School Superintendent new membership academy
- Visited all schools as the school year started up

Personnel Management

- Principal evaluations have commenced. Meetings with the principals to discuss expectations and timelines have been undertaken
- Interviews for a new principal for Chamberlain School/Arden T. Litt are underway.

Policy and Strategic Planning and Reporting

- Planning for implementation of the new assurance framework is ongoing.
- Spent time collecting and communicating feedback regarding the draft curriculum.
- Attended a software showcase

Fiscal Responsibility, Organizational Leadership and Management

• Attendance numbers are being monitored closely.

Communications and Community Relations

- A number of meetings were attended, either in person or virtually, over the last month. Larger meetings have been virtual to comply with COVID restrictions. These include but are not limited to
 - o Senior Administrative Leadership Team (SALT) meeting
 - Two Administrator meetings
 - Division Office staff meeting
 - o College of Alberta School Superintendent Zone 6 (CASSIX)
 - Division Office staff meeting

Associate Superintendent, Learner Services Report to the Board of Trustees – September 27, 2021

Learner Services lead team members:

Amber Darroch, Associate Superintendent
Terri-Lynn Duncan, Assistant Superintendent (Inclusive Education)
Dave LeGrandeur, Director of Learner Services
Coral James, Coordinator of Learner Services
Angela Miller, Clinical Team Lead
Amanda Cayford, Instructional Coach (/Coordinator)

KEY ACTION AREA #1:

Strong core instruction that develops student competencies

- Two division staff are playing an instructional coaching role this year. Though they are versatile,
 Coral James will primarily support teachers in Kindergarten to grade 3 and Amanda Cayford is
 working with grades 4-12 teachers. In their first month, the team is working through school visits
 to set up plans for the year while also troubleshooting any immediate issues arising in the very
 early weeks of school.
- A "Software Showcase" was held for division office staff in early September, enabling staff to better understand the technology tools being used by staff, teachers, and students. Short demonstrations on # different tools included presentations by teachers and a librarian.
- Horizon will be collaborating with the Alberta Assessment Consortium (AAC) this school year to support school leaders and teachers with assessment tools for the classroom as well as in preparation for the new curriculum. The Sept 14 Administrators' Committee meeting included a presentation of tools available to principals to aid in facilitating staff discussions about assessment practice. Horizon is collaborating with other provincial school divisions also involved with piloting the draft curriculum, coordinated by AAC.
- As part of the support to any Horizon teachers piloting a subject or unit from the provincial draft curriculum in 2021-22, a plenary session was held this month. Funded by Alberta Education, the cohort of Horizon teachers will meet monthly to promote collaboration, preparation and related professional learning.
- The Learner Services team is collaborating with the staff of Hays, Vauxhall Elementary, Dr Hamman, and LT Westlake to support a professional learning series developing readiness for curriculum implementation. This will continue through the year on common school-based professional learning days with the first session already having been held on Sept 23.
- Terri-Lynn has connected with Christ the Redeemer School Division to share new curriculum learning and resources for the 2021-2022 school year. Opportunities to collaborate are plentiful

as both divisions are using the same teachers and student resource: Pearson's "Mathology", both online and in print.

KEY ACTION AREA #2:

Response to Instruction and Intervention

- Education Forms is the new software tool enabling educators to document their planning for students who will benefit from specialized support. Family School Liaison Workers will also be able to document confidential information using the software. Training has continued through this month, culminating with all schools' staff working together on the "Planning for Student Supports" day on Sept 24.
- We continue to provide specialized programming for a number of students in our school division.
 Teachers are responsible for planning and developing suitable learning activities that are
 connected to the program of studies, and educational assistants support the process for
 students with the highest learning needs. Our actual expenditures are consistent with the
 projections made in the spring of 2021. The number of new students requiring specialized
 support is balanced with the number of those who have moved out.

LEADERSHIP PRACTICES

- As part of the mentorship role they are playing with colleagues provincially, Amber and Terri-Lynn attended the CASS New Members Academy on Sept 20 & 21. Dave attended as a New Member.
- This month Amber is reaching the end of terms as Chair, Alberta Assessment Consortium (AAC)
 Board of Directors and Chair, Alberta Regional Professional Development Consortia (ARPDC),
 Provincial Advisory Committee.
- Transition planning continues among the Learner Services leaders in advance of Amber's last day of work, October 15, 2021.
- As part of CASS Curriculum Review process, Terri-Lynn and Katie Graham from Grasslands will be working with CASS Director of Leadership Val Olekshy in compiling input and feedback to Alberta Education on the Draft Curriculum for Zone 6.

2

Sept. 3, 2021

Dear Marie Logan, Chairman of Horizon School Board,

On July 14, 2021, A group of former Milk River graduates of the years 1961, 1962, and 1963 got together to discuss the demise of the Earle Rivers High School. After lots of discussion and ideas we decided we would like to plan a reunion along with a tour of the High School and the Elementary School sometime in the summer if 2023. We are sure that other graduate grades groups would be interested in tours of the schools also. We would like to know whether this event would be possible to happen.

We would appreciate your response to this matter as soon as possible as we will have a lot of planning and notifying a large number of people that went to ERHL school from the above years.

Members of our committee are:

Charlotte Swanson Co-Chairman daughter of Earle Rivers

Joanne Nemeth Co-Chairman daughter of Earle Rivers

Betty Baldwin (Hummel)

Bob Bogle

Elizabeth (Liz) Higo (Nagy)

Shirley Kolesar (Thompson)

Daryle Schwartzenberger

Gloria Whipple (McTaggert)

Sincerely.

Liz Higo, Secretary of group

Lig Hijo

2506 21 Ave. S.

Lethbridge, AB

T1K 1H6



September 13, 2021 Dear Liz, We received your letter requesting a tour of Erle Rivers High School and the Milk River Elementary School during your 2023 summer reunion. July 2023 looks to be the best time for a tour; however, demolition dates have not been set yet and may impact your possible dates. Please reply with a few dates for July 2023 and we can see if they work. Also note that we will be planning a grand opening, tentatively for the fall of 2023, depending on actual completion date. If you have any questions please contact Wilco Tymensen, Superintendent. Sincerely, Marie Logan **Board Chair**

horizon

Good news for trustees in Manitoba and Nova Scotia

The Honorable Kelvin Goertzen, Premier of Manitoba, announced that Bill 64 will be withdrawn from his government's agenda and that he does not expect that the government would proceed with like legislation while he is Premier.

Click here to read more about this.

The Honorable Tim Houston, Premier of Nova Scotia stated in his party's platform for the most recent election that he believes that removing school boards was a mistake and that his government will return school boards to enable local decision making based on local needs.

To read more about this, start on page 106 of this document, at the heading School Boards.