

**Regular Board Meeting Agenda – 1:00p.m.**

**MONDAY, MARCH 31<sup>ST</sup>, 2025**

**Acknowledgement of the Land**

*Horizon School Division is located on the traditional land of the Blackfoot Confederacy, Treaty 7 territory and the home of the Métis Nation of Alberta, District 1. We honor the Blackfoot people and the diverse Indigenous peoples whose ancestors have marked this territory for centuries, a place that has welcomed many peoples from around the world to make their home here. Together we call upon all our collective communities to build a stronger understanding of all peoples who dwell on this land we call home.*

**A – ACTION ITEMS**

A.1 Agenda	<b>ENCLOSURE 1 ENCLOSURE 2 ENCLOSURE 3 ENCLOSURE 4 ENCLOSURE 5 ENCLOSURE 6</b>
A.2 Minutes of Regular Board Meeting held Tuesday, February 25 <sup>th</sup> , 2025	
A.3 March 2025 Payment of Accounts	
A.4 Second & Final Reading Policy FEA - Custodial Services	
A.5 Second & Final Reading Policy EBCB – Fire Prevention	
A.6 Second & Final Reading Policy EBCE – Lockdowns	
A.7 Second & Final Reading Policy GK – Sales Personnel	
A.8 Joint Elections Resolution	

**D – DISCUSSION ITEMS**

D.1 Lomond School Athletics	<b>ENCLOSURE 7</b>
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**I – INFORMATION ITEMS**

I.1 Superintendent's Report – Dr. Wilco Tymensen	<b>ENCLOSURE 8</b>
I.2 Trustee/Committee Report	
I.2.1 ASBA Zone 6 Report – Mandy Court	
I.2.2 Facilities Meeting Report – Bruce Francis	<b>ENCLOSURE 9 ENCLOSURE 10</b>
I.2.3 Administrator Meeting Report – Derek Baron	
I.3 Associate Superintendent of Finance and Operations – Phil Johansen	
I.4 Associate Superintendent of Human Services – Karen Rancier	
I.5 Associate Superintendent of Learner Services Report – Terri-Lynn Duncan	

**C - CORRESPONDENCE**

C.1 News Release – Legislature assembles for start of spring session	<b>ENCLOSURE 11</b>
C.2 News Release – Statement: In-person exemption update: Minister Nicolaides	
C.3 News Release – Premier announces new Minister of Infrastructure	

**Board will move into Committee**

## **DATES TO REMEMBER**

• April 1 – CUPE Bargaining
• April 3 – CUPE Bargaining
• April 3 – Referral Assessments
• April 4 – Policy Committee Meeting (am)
• April 7 – 11 – Education Week
• April 7 – Curriculum Cafe
• April 7 – Referral Assessments
• April 10 – Developmental Check-ups
• April 11 – Colony Meeting
• April 15 – Administrator's Meeting
• April 16 – ASBA Zone 6 Meeting
• April 16 – Referral Assessments
• April 16 – Resiliency Celebration Night
• April 18 – STAT Holiday – Good Friday
• April 18 – 25 – Easter Break – No School
• April 21 – Easter Monday
• April 28 – Board Meeting
• April 30 – Council of School Councils Meeting
• May 1 – Referral Assessments
• May 1 – LST Meeting
• May 5 – 9 – Teacher Appreciation Week

# Horizon School Division



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The Board of Trustees of Horizon School Division held its Regular Board meeting on Tuesday, February 25<sup>th</sup> 2025, beginning at 12:30p.m.

TRUSTEES IN ATTENDANCE: Marie Logan - Board Chair, Maxwell Holst – Vice Chair  
Derek Baron, Bruce Francis

ALSO IN ATTENDANCE: Dr. Wilco Tymensen, Superintendent of Schools  
Phil Johansen, Associate Superintendent of Finance & Operations  
Karen Rancier, Associate Superintendent of Human Services  
Terri-Lynn Duncan, Associate Superintendent of Learner Services  
Sheila Laqua, Recording Secretary

VIA ZOOM Mandy Court, Trustee, Cal Braid, Taber Times

TRUSTEE REGRETS: Jennifer Crowson, Trustee

## **ACTION ITEMS**

<b>A.1</b>	Moved by Derek Baron that the Board approve the agenda with the addition of A.7 – Three-Year Capital Plan . Carried Unanimously	AGENDA APPROVED 13/25
<b>A.2</b>	Moved by Blair Lowry that the Board approve the Minutes of the Regular Board Meeting held Monday, January 27 <sup>th</sup> , 2025 as provided by Enclosure #1 of the agenda. Carried Unanimously	BOARD MEETING MINUTES APPROVED 14/25
<b>A.3</b>	Moved by Maxwell Holst that the Board approve the February 2025 Payment of Accounts in the amount of \$6,007,344.60 as provided in Enclosure #2 of the agenda. Carried Unanimously	PAYMENT OF ACCOUNTS APPROVED 15/25
<b>A.4</b>	Moved by Derek Baron that the Board approved First Reading of Policy HGB – Inclusive Learning as provided in Enclosure #3 of the agenda. Carried Unanimously	FIRST READING POLICY HGB APPROVED 16/25
<b>A.5</b>	Moved by Blair Lowry that the Board approved First Reading of Policy HGBJ – Early Childhood Services as provided in Enclosure #4 of the agenda. Carried Unanimously	FIRST READING POLICY HGBJ APPROVED 17/25

<b>A.6</b>	Moved by Maxwell Holst that the Board approved First Reading of Policy IE - Attendance as provided in Enclosure #5 of the agenda.  Carried Unanimously	FIRST READING POLICY FEA APPROVED 18/25
<b>A.7</b>	Moved by Bruce Francis that the Board approve the 2025-2026 Three-Year Capital Plan.  Carried Unanimously	THREE-YEAR CAPITAL PLAN APPROVED 19/25

## **DISCUSSION ITEMS**

### **D.1 2026-2027 DRAFT JURISDICTION CALENDAR**

- The 2026-2027 DRAFT Jurisdiction Calendar was presented to the Board for discussion.

## **INFORMATION ITEMS**

### **I.1 SUPERINTENDENT'S REPORT**

Superintendent, Wilco Tymensen February 2025 report can be viewed [here](#).

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

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

Board Chair, Marie Logan provided the February ASBA Zone 6 Report summary:

- February meeting was virtual
  - Motion to moved Zone 6 banking services to ASBA beginning September 1, 2025
  - Edwin Parr Selection Committee is being formed
    - Banquet to be held on May 21, 2025
  - President, M. Dennis & V.P, S. Baziuk shared information on the Real Property Governance Act, National Food Program & Positions Statements
  - Campaign Kits can be found of the ASBA website

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

Vice Chair, Bruce Francis, provided an update regarding Facilities Department work for the month of February 2025:

- Capital Projects
  - W.R. Myers/D.A. Ferguson Phase 2
  - 2025-2026 Three-Year Capital Plan
  - Money moved from contingency to repair a boiler in Vauxhall

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

Trustee, Blair Lowry provided highlights from the February 2025 Administrator's Meeting:

- Sharing School Practices Presenters
  - HMAP, Taber Christian School, Colony Schools, Taber Christian High School
- World Café conversations
- Google Image copyright concerns
- New Curriculum for grades 7-9 and 10
- Diploma & PAT Exam security



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

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Philip Johansen, Associate Superintendent of Finance and Operations shared the following January summary:

- Addressing staffing shortages within Division Office due to staff on leave. Attention shifted to meeting deadlines:
  - Monthly Financial Report
  - Producing T4A's
  - Charitable Return
  - Monthly Bookkeeping and
  - Preparing for the Government Reporting Entity (GRE) report which is expected this week.
- Following the GRE, attention will return to preparing for the upcoming election, and negotiating Joint Use Planning Agreements with municipalities.
- The provincial government will release their budget this Thursday, but the funding manual will not be available for about a month. This will provide some time to do preliminary budget work.

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

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Karen Rancier, Associate Superintendent of Human Services February 2025 report can be viewed [here](#).

### **I.5 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT**

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Terri-Lynn Duncan, Associate Superintendent of Learner Services February 2025 report can be viewed [here](#).

### **CORRESPONDENCE**

No discussion come from the Correspondence.

Moved by Maxwell Holst that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED  
20/25

### **COMMITTEE ITEMS**

Moved Bruce Francis by that the Board meet in Committee.

Carried Unanimously

COMMITTEE  
21/25

Moved by Derek Baron that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED  
22/25

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Marie Logan, Chair

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Sheila Laqua, Executive Secretary

PAYMENT OF ACCOUNTS REPORT			
Board Meeting - March 31, 2025			
General	February 24/25		259556.57
General	February 27/25		1256858.9
General	March 4/25		132288.47
General	March 11/25		161806.88
General	March 18/25		404092.69
"A" Payroll	February 2025	Teacher	1755499.83
		Support	731056.25
"B" Payroll	February 2025	Casual	15,450.12
		Subs	77,493.53
<b>Total Accounts</b>			<b>4,794,103.24</b>
Board Chair _____			
PJ:dd			
March 24, 2025			

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## HORIZON SCHOOL DIVISION

### POLICY HANDBOOK

Policy Code:	FEA
Policy Title:	Custodial Services
Cross Reference:	<del>FEF, OHS Act</del>
Legal Reference:	<i>OHS Act, Education Act, S. 225</i>
Adoption Date:	December 18, 1996
Amendment or Re-	<del>November 17, 2009</del>
affirmation Date:	<del>January 23, 2019</del>

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### POLICY

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION BELIEVES THAT QUALITY CUSTODIAL SERVICES ARE ESSENTIAL IN ALL DIVISION OCCUPIED BUILDINGS. CUSTODIAL SERVICES SHALL BE PROVIDED THROUGH EMPLOYMENT OR INDEPENDENT CONTRACTS BASED UPON ESTABLISHED CRITERIA, GUIDELINES AND REGULATIONS, TO ENSURE THAT BUILDINGS AND GROUNDS, WITHIN THE CUSTODIANS' DUTIES, ARE KEPT CLEAN, COMFORTABLE AND SAFE.

### GUIDELINES

1. The level of custodial services shall be determined by the Facilities Manager in consultation with the Principal ~~or in consultation with other appropriate Division personnel for non-school buildings and~~ Associate Superintendent of Finance and Operations.
2. Determination of the level of services shall take the following into consideration at each building:
  - 2.1. student enrollment of schools (as the primary factor);
  - 2.2. number of staff;
  - 2.3. number of rooms;
  - 2.4. amount and type of circulation, storage, and washroom spaces;
  - 2.5. floor area; and
  - 2.6. perimeter green spaces, sidewalks and playgrounds.
3. Special consideration shall be given for:
  - 3.1. gymnasium space;
  - 3.2. public use of facility;
  - 3.3. multi-level areas; and
  - 3.4. age and condition of building.

## **REGULATIONS**

1. The Facilities Manager has overall responsibility for custodial work in the Division.
2. The Custodian is directly responsible to the Principal in each school.
  - 2.1. The Facilities Manager will provide the Principal with a copy of the custodial contract, or job description in the case of a Horizon employee.
3. It is the responsibility of the Principal, through the custodian, to ensure the school buildings are secured at all times.
4. It is the responsibility of the Principal to ensure that school facilities are cleaned and maintained by custodians, in accordance with established criteria, guidelines and regulations.
5. The Principal shall notify the Facilities Manager of concerns regarding the custodial services being provided by the Custodian.
  - 5.1. The Facilities Manager will conduct an inspection/evaluation in consultation with the Principal and report findings and actions taken back to the Principal.
6. Custodians shall rectify emergency situations and immediately report such situations to the Principal and Facilities Manager.
7. Non-emergent situations requiring attention beyond the Custodians' responsibilities are to be reported to the Principal and Facilities Manager using the work order system.
8. Custodians are responsible for daily record keeping as ~~requirements~~required by the Facilities Manager.
9. Custodians shall be required to have the necessary certifications, requirements as required by Legislation and by contract, e.g. WHMIS, criminal record checks that are acceptable to the division, ability to be bondable.
10. The Facilities Manager will provide notice to the principal when custodial services are being renewed, reviewed or replaced, and the opportunity to review the services prior to hiring a Custodian or entering into a contract for services.

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**HORIZON SCHOOL DIVISION**  
**POLICY HANDBOOK**

**Policy Code:** EBCB  
**Policy Title:** Fire ~~Drills~~Prevention Measures  
**Cross Reference:** HCE  
**Legal Reference:** Fire Code Regulation  
**Adoption Date:** November 26, 1996  
**Amendment or Re-affirmation Date:** ~~May 15, 2008~~  
November 30, 2017

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**POLICY**

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION EXPECTS PRINCIPAL TO ESTABLISHING, IN ACCORDANCE WITH LEGISLATIVE AND CODE REQUIREMENTS AND IN CONSULTATION WITH THE LOCAL FIRE DEPARTMENT, APPROPRIATE PROGRAM AND PROCEDURES FOR THE SAFE AND ORDERLY EVACUATION OF STUDENTS DURING A FIRE DRILL, AN ACTUAL FIRE, OR OTHER EMERGENCY AND ENSURING APPROPRIATE FIRE PREVENTION MEASURES.

**GUIDELINES**

1. Approved fire extinguishers shall be provided in all schools and buildings and shall be of a type determined by the class of combustible material in the area to be protected.
  - 1.1. Fire extinguisher inspections shall be organized and conducted annually by the Maintenance Department.
  - 1.2. Faulty fire equipment or vandalism to or theft of fire prevention equipment should be immediately reported to the principal and/or facilities manager.
2. Fire doors shall not be permanently held open and should be maintained in a closed position, unless equipped with a magnetic hold-open device.
3. Christmas trees brought into the school must comply with Fire Department guidelines.
  - 3.1. Harvested natural trees shall not be used for display purposes.
4. The use of extension cords shall be kept to a minimum.
5. Mechanical rooms, storerooms, and basement areas shall be kept in a clean, neat, and tidy condition at all times, free from rubbish, litter, oily rags, construction waste, and other waste matter of any description.
  - 5.1. Caretakers, maintenance, and technology staff shall not store or permit anyone else to store any materials or equipment in janitorial, server, boiler, electrical or mechanical rooms.
  - 5.2. All walls, ceilings, in boiler rooms and surrounding areas, shall be kept in a good state of repair to prevent the spread of fires.
6. All flammable, combustible, corrosive, oxidizing or organic liquids shall be properly stored in cabinets consistent with Work Place Hazardous Materials Information System (WHMIS) and Transportation of Dangerous Goods (TDG) regulations.

- 6.1. Cloths and rags used in conjunction with flammable liquids shall not be allowed to accumulate.
7. Flammable and combustible liquids in schools shall be limited to reasonable amounts essential for maintenance, demonstration, or experimental work and subject to storage requirements.
8. Students and staff should become familiar with at least two exits for evacuation in case one exit becomes inaccessible.
9. Staff should know the location of fire alarm stations in the school and be familiar with their operation.
10. Staff should know the location of fire extinguishers and be familiar with their use.

## **REGULATIONS**

1. Fire escapes, balconies, ladders, halls, exits, and all means of egress shall be kept clear of obstructions at all times.
2. No exit door shall be locked, bolted, or otherwise fastened so that the door cannot be opened from the inside by the use of the ordinary door latch or knob or by pressure on the door or on a panic release device.
3. Within a day after its occurrence, the principal shall report to the Associate Superintendent of Finance and Operations, in writing, every fire regardless of its size.
- 4.4. The principal shall ensure that each teaching area in the school is posted with an appropriate fire drill sign indicating the normal evacuation route.
- 2.5. During the first week of school, employees and students shall be instructed how to proceed during an evacuation.
- 3.6. A fire drill shall be held at least three times during the fall semester and three times during the spring semester, as per code.
- 4.7. The principal shall maintain a record of all fire drills and evacuations including the following information:
  - 4.1.7.1. date and time of exercise;
  - 4.2.7.2. evacuation time
  - 4.3.7.3. comments and recommendations.
- 5.8. A copy of fire drill procedures shall be included in the School Safety Plan.

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**HORIZON SCHOOL DIVISION****POLICY HANDBOOK**

<b>Policy Code:</b>	EBCE
<b>Policy Title:</b>	School Security (Lockdown)
<b>Cross Reference:</b>	EBCB, EBCD, IFCJ, IHF
<b>Legal Reference:</b>	<i>Education Act</i>
<b>Adoption Date:</b>	May 30, 2002
<b>Amendment or Re-</b>	Jan. 23, 2003; April 17, 2008
<b>Affirmation Date:</b>	March 21, 2017

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**POLICY**

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION BELIEVES THAT SCHOOL SECURITY (LOCKDOWN) DRILLS ARE AN ESSENTIAL PART OF ALL SCHOOL SAFETY PROGRAMS. THE BOARD DELEGATES TO THE PRINCIPAL THE RESPONSIBILITY OF ESTABLISHING AN APPROPRIATE PROGRAM AND PROCEDURES FOR A SAFE SCHOOL SECURITY (LOCKDOWN) DRILL.

**REGULATIONS**

1. School Lockdown procedures must be developed and followed ~~the procedures outlined in Attachment 'A'~~ for the purpose of ensuring consistent division-wide procedures
2. The Principal shall conduct at least two school security (lockdown) drills per year (one per semester).
3. Staff, students, and parents shall be made aware of the purpose of the drill and the date and time.
4. Every effort should be made to reduce potential anxiety, especially with younger and special needs children.
5. Where appropriate, the Principal may involve police and other emergency response personnel who shall be invited to provide feedback for improvement.
6. The Principal shall maintain a record of all school security (lock down) drills, using the prescribed school division reporting system.

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**HORIZON SCHOOL DIVISION**

**Policy Code:** GK  
**Policy Title:** Sales Personnel on  
School Premises

**POLICY HANDBOOK**

**Cross Reference:** **IE**  
**Legal Reference:** Education Act  
**Adoption Date:** February 26, 1997  
**Amendment or Re-** May 15, 2008  
**affirmation Date:** November 30, 2017

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**POLICY**

THE BOARD OF TRUSTEES OF THE HORIZON SCHOOL DIVISION PROHIBITS PERSONS FROM CANVASSING, SELLING OR OFFERING TO SELL GOODS, SERVICES, OR MERCHANDISE ~~TO A TEACHER OR A STUDENT ON SCHOOL PREMISES-DIVISION~~ PROPERTY WITHOUT PRIOR CONSENT ~~OF THE BOARD OF HORIZON SCHOOL DIVISION.~~

**REGULATIONS**

~~1.~~ Consent of the Board may be given by the Superintendent of Schools, ~~or~~ by the Principal of the school, or the facilities manager with regard to the Maintenance Building.

~~2.1.~~ 2.1.

~~Written consent is preferable, but verbal consent is acceptable.~~

~~3.2.~~ Consent may be withdrawn at any time, and the ~~The Principal~~ individual who provided consent is authorized to have sales personnel ~~without the above consent~~ removed from the school premises.



On behalf of Lomond Community School and our Senior Boys Volleyball program, I would like to submit an application for inclusion in the Deep South Volleyball League this upcoming season.

We recognize the concerns raised regarding our program, specifically around the absence of a JV team and the potential impact on the league's long-term continuity. However, we are asking that you consider making an exception for us. It would mean a change in scheduling for one year, but the impact it would have on our team would be immeasurable.

Our Senior Boys team has a core group of five highly committed and talented Grade 12 athletes who have demonstrated their dedication to the sport and to representing their school with pride. The small schools in your league can appreciate that it is rare to have five strong graduating players in a 1A program. They have played as a volleyball team since grade 9. Due to a lack of league ability, we have had to play exhibition games with schools in Taber and Vauxhall and then supplemented these matches with several 1A and 2A tournaments every year. This group has shown they can compete at a high level, as evidenced by their success in tournaments. They are eager for the chance to test themselves in a competitive environment that matches their skill level on a weekly basis, and we firmly believe this league is the right fit. A spot in this league would allow them to compete consistently on a weekly basis and give them the opportunity to challenge their competitive natures.

We understand there are concerns that a one-year inclusion may impact league stability. However, we respectfully suggest that it would simply mean a minor schedule adjustment for a single season—there were bye weeks for some teams in your schedule last year, and we could potentially fill in some of those gaps. We also understand that the location of Lomond could be a deterrent, however based on your schedule from last season, they only have to make one trip out. It is only 30 km further for a team like Churchill to drive here versus going to Taber. We also have a great facility to host games in.

Most importantly, we are committed to giving these student-athletes the opportunity to compete at the highest level they can before they graduate. This is about more than wins and losses; it's about rewarding their years of dedication with a chance to compete in a league that matches their ambition and ability. Again, we ask that you make an exception. Based on our school population we cannot commit long term, however, this team and its coaches have already committed the last four years to driving countless hours and practicing in order to be competitive.

We are open to discussions around how we can support the league's values and structure moving forward. Whether this is through collaboration on scheduling or in some other way, we are committed to working with the league.

Thank you for considering our application. We hope you'll allow our Senior Boys team the chance to compete, and we are more than willing to address any further concerns the committee may have. Please don't hesitate to contact me if you have any further questions.

Sincerely,

Melissa Gartly  
Principal  
Lomond Community School  
(403)331-5552

Application approved by:

Marie Logan  
Board of Education Chair  
Horizon School Division

## **Superintendents Progress Report**

### **March 2025**

#### ***The Superintendent Leadership Quality Standard:***

*Quality superintendent leadership occurs when the superintendent's ongoing analysis of the context, and the superintendent's decisions about what leadership knowledge and abilities to apply, result in quality school leadership, quality teaching and optimum learning for all students in the school authority.*

The Superintendent Leadership Quality Standard is described by the following competencies.

#### **Building Effective Relationships**

- Establishing a welcoming, caring, respectful and safe learning environment.

#### **Modelling Commitment to Professional Learning**

- Enhancing leadership, teaching, and learning.

#### **Visionary Leadership**

- A preferred future.

#### **Leading Learning**

- Promotes shared responsibility for student success and continuous improvement.

#### **Ensuring First Nations, Metis, and Inuit Education for all students**

- Establishing structures and providing the resources for schools.

#### **School authority operations and resources**

- Alignment with goals and priorities.

#### **Supporting Effective Governance**

- Providing the board with information, advice and support to fulfill governance role.

Note that government has introduced 2 new bills this year: Bills 33 and 34 Modernize Privacy and Access

- With the passage of [Bill 33 – Protection of Privacy Act](#) and [Bill 34 – Access to Information Act](#), school authorities will need to navigate new privacy and access regulations that aim to modernize data management, security, and transparency. Both acts received royal assent on Dec. 5, 2024, and are expected to come into force later this spring, supported by regulations.
- Bill 33 introduces mandatory privacy management programs, requiring school authorities to proactively assess and safeguard student and staff data. With stricter cybersecurity measures and mandatory breach notification rules, school authorities will need to enhance IT security and staff training and undertake privacy Impact Assessments (PIAs) for certain projects, and increase administrative oversight.
- Bill 34 modernizes Alberta's Freedom of Information and Protection of Privacy (FOIP) process, granting school authorities more flexibility to refuse requests.

The following is a summary of meetings and activities that I have participated in.

- Canada wide EdCAN Advisory Council meeting
- Teacher Employer Bargaining Association (TEBA) meeting
- Alberta School Board Association and Minister of Education meeting
- College of Alberta School Superintendent provincial conference
- Senior Administrative Leadership Team (SALT) meeting
- Meeting with Dr. Adam Browning the new superintendent of schools for 2025-2026

- 2025-2026 budget meeting
- Collective Bargaining meeting – CUPE
  - Including bargaining, strike contingency planning
- Administrator meeting
- Council of School Council meetings
- Principal evaluation and recruitment meetings
- Division Office staff meeting
- W.R. Myers modernization meetings
- Meetings and conversations with principals, staff, and parents as needed and/or requested. Conversations have focused on:
  - school off-campus excursions
  - student and parent concerns



## 250331 Board Report

### Associate Superintendent of Human Services

#### **Human Services**

- We acknowledged the dedication and hard work of our substitute teachers during the week of March 10-15 by thanking them with a letter and a gift card.
- Horizon School Division was represented at the Taber Adult Learning Job Fair on March 13 and the King's University Job Fair on March 14.
- I participated in two CUPE bargaining/mediation sessions in March.
- I submitted our Edwin Parr nominee package to ASBA.
- I continue to observe and provide feedback and support to teachers under evaluation this year.

#### **Professional Development and Meetings**

- Along with other Senior Leadership Team members, I attended the March CASS Professional Development sessions and meetings in Edmonton.
- I attended the "Reasonable Accommodation of Students with Complex Needs to the Point of Hardship and Teacher/EA Safety" session on February 27.

#### **Clinical Team Leader/FSLC/Wellness Coaches**

- Program Manager along with the Instructional Coach delivered a recertification training for SIVA ( Supporting Individuals through Valued Attachments ) for Horizon School Division - 14 Students.
- The Clinical Team Leader and Mckinley Williams, FSLC, will also be attending training in April to become trainers in SIVA.
- The Clinical Team Lead has accepted a Master of Counselling Practicum student to start in September-June 2026. The student will be supervised by the CTL and FSLC, Rylee Beland. The practicum student, Jay Learn, will be at DAF as an FSLC Tuesday, Wednesday and Thursdays.
- The CTL has started a 36 Clinical Supervision Certification Course to be completed by the end of April. This is in conjunction with the 30 hour clinical leadership training completed in November, December and January.
- Taber Community Action and Prevention Society (TCAPS) held their annual fundraiser on March 15. Partial proceeds will go to "My City Care" the organization that has helped out numerous families within our community and division with clothing, Christmas gifts and healthy lunches!
  - CTL and Program Manager attended the event. Three Wellness Coaches volunteered for the event.
- The Family Connections Program Manager and Lead in Early Learning are running two consecutive SIVA full day sessions to train the staff of WR Myers and as well as another group of staff in the division. This will be the last training offered for this school year for Horizon School Division Staff.
- Currently we have one temporary Wellness Coach Position for Milk River and Warner - staff is being redeployed to support those schools with programming for the short-term.
- As summer draws closer the Family Connections Program is looking to hire a summer student for the months of Late June to August - 8 Weeks

- Families First will run on April 2, 2025. The event will be held at the Vauxhall Elementary School. The Families First Event invites Enchant and Hays families to attend. FCSS will be presenting a Triple P parenting program around family routines and managing rules. Kim Forchuck, Margarita Penner will be supporting this from FCSS. Supper will be provided to families who are attending the event.
- The Family Connections Annual Wellness Pack Program done for Grade 5/6 Students will be starting shortly. Having all the donations received, Wellness Coaches will be putting together 200 Wellness Packs to support students. These packs include shampoo, body wash, toothpaste, toothbrush, deodorant, and personal safety books.
- April 2nd, 2025 is our Resiliency Postcard Selection Day where we have community Committee members select postcards of students from both Horizon and Holy Spirit to participate in the Resiliency Celebration evening which is on April 16th at the Taber Auditorium.
- Reminder as we come closer to the event Taber's 8th Annual Ignite "Ur" Spark Fair is happening at the Taber Agri-plex on May 21st, 2025.
- The Family School Liaison Counsellors and Wellness Coaches attended Horizon's PD morning session on Resilience February 24th. The Resilience Master Class was organized in partnership with Alberta Family Wellness Initiative, Palix Foundation, Taber Community Action and Prevention Society and Horizon School Division Clinical Team Lead. Wellness Coaches and FSLCs attended the evening Resiliency Masterclass for members of the community. There were 20 community members in attendance.
  - The Family School Liaison Program team followed up with professional development on how to utilize Resilience strategies in sessions and small groups.
- The Family School Liaison Counsellors and Wellness Coaches had their own afternoon PD session on Feb 24, 2025 from the Chinook Sexual Assault Centre on "Sexual Violence and an Introduction to Enhancing Schools' Responses" which broached three main topics: the realities prevalence, and trends among school-aged youth; the differences between sexual abuse, sexual assault, and barriers faced by schools; and strengthening schools' response to harmful sexual behaviours.
- The FSLP team was trained in the Brain Wise program on March 5. This program is offered to students from K-12. BrainWise is a comprehensive program that provides the essential tools to help individuals make good decisions and take control of their lives. This program offers a proven means of teaching essential critical thinking skills called "executive functions."
  - Wellness Coach, Jordan Cahoon was trained as a trainer for BrainWise Curriculum.
- The FSLP program still remains short a .6 FTE FSLC. However, We have an interview for the position for April 2, 2025.

### **Programming**

- For the most part Wellness Coaches are or have wrapped up their Resiliency Campaign Programming and are building school banners to decorate the Taber Auditorium.
- Schools participated in Celebrating Pink Shirt Day on February 26, 2025.
- Delco and SunnySite Colonies are in their last week of mental health programming around Resiliency and Problem Solving. Overall there were 62 new students who received programming. Both programs were six weeks long.

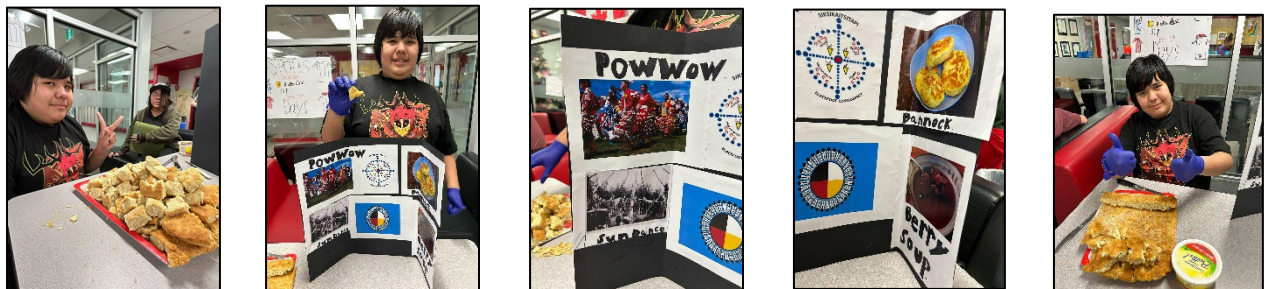




## February 25th Barnwell School Metis and Blackfoot Art



## March 14th, 2025 DAF Cultural studies exploratory class.



4 indigenous students

Cultural fair displaying their food and their culture. Hadez was in my class and did an amazing presentation on the Blackfoot and even brought in some Bannock to sample.

## Wellness

- Our Administrators and Senior Leadership Team met with Prairie Rose School Division for our second and final wellness session of the year on March 4. The content focus was on addressing simple, complicated, and complex issues in schools.

*Report completed by Karen Rancier, Associate Superintendent of Human Services*





**Associate Superintendent, Learner Services**  
**Report to the Board of Trustees – March 31, 2025**

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Learner Services lead team members:

Terri-Lynn Duncan, Associate Superintendent  
Dave LeGrandeur, Director of Learner Services  
Amber Kallen, Coordinator of Learner Services/Instructional Coach  
Crystal Carver, Instructional Coach  
Garth Moulard and Sharla Kane, Career Practitioners  
Bryan Pritchard, Off-campus Teacher  
Helena Goertzen, Low German Mennonite Liaison

**KEY ACTION AREA #1:**

**Strong core instruction that develops student competencies**

- The Learner Services team, along with the Taber Police and Clinical Team Leader, provided Teachers and the Community with Professional Learning on the Resilience Scale Masterclass for the entire morning. This professional development was a three-hour interactive workshop introducing the Brain Story and Resilience Scale Framework to build resilience and improve outcomes for individual students, families and communities. The afternoon sessions were for school-based teams, and continued work was done on assessment, the new curriculum, and artificial intelligence.
- The Coordinator of Learner Services continues to visit early learning classrooms and provide strategies and support for educators and students.
- The Associate Superintendent, Instructional Coach and the Coordinator of Learner Services facilitated the final grade 4-6 Layers of Reading and Writing workshop with Miriam and Michelle.
- The Learner Services Team begins developmental checkups for early learning and Kindergarten registrants in mid-March. Developmental check-ups are friendly, play-based activities with young children to see how they grow and learn. They help schools understand how each child is doing in areas like: Talking and understanding words (language), Moving and using their body (motor skills), Thinking and solving problems (cognitive skills), and Getting along with others (social skills). These check-ups help identify if a child might need extra support before starting school. The goal is to support kids early so they can feel confident and ready to learn when they enter kindergarten.
- The Instructional Coach continued to visit various classrooms to observe and work with teachers to expand their practice.
- Principals and teachers requested time to meet for the core subjects in grade nine and discuss best practices for engaging and preparing students for the Provincial Achievement Tests. The instructional coach met this need by providing sessions with teachers in PAT working groups for each grade 9 subject.

- The Instructional Coach facilitated a second round of Teaching Sprints with the Teaching Staff at Lomond.

#### KEY ACTION AREA #2:

##### Response to Instruction and Intervention

- The Director of Learner Services met with Southwest Collaborative Support Services during our bi-monthly meetings. We learned about the COPE program (Community Outreach of Pediatrics and Psychiatry in Education) that operates out of Calgary. While we are not necessarily able to access all professionals in the urban setting, we made some contacts to reach out to when attempting to support families in the south.
- The Coordinator of Learner Services attended early childhood support plan meetings, which included parents and school learning support teachers.
- The Director of Learner Services continues to meet with Principals and Learning Support Teachers to help determine next year's Educational Assistant Support requirements. The number of students with Complex needs in our division continues to rise.
- The Director of Learner Services and the Instructional Coach attended a TCHS CRM to review the process and answer questions.

#### KEY ACTION AREA #3:

##### K-12 Career Exploration

- Sharla Kane, our Career Practitioner, arranged for 80+ DAF Gr 6 students to explore various career paths at Lethbridge Polytechnic on Wednesday, March 12, 2025. Below is some thoughts from a Gr 6 teacher about how it went:
  - *"I thought it was a valuable experience for the Grade 6 students to see potential career opportunities and understand what the college offers. They were engaged and excited to explore the different programs and possibilities.*
  - *Thank you for helping make this experience happen—it was an excellent opportunity for them!"*

#### LEADERSHIP PRACTICES

- The Alberta Assessment Consortium is planning a fall Conference on The Assessment ERA: Uncovering Layers of Learning with Myron Dueck. The Associate Superintendent sits on the Board as Vice Chair and will help plan this Conference in the coming months.
- This month, the Director of Learning and the Associate Superintendent of Learner Services joined the Superintendent and the Human Services Associate at the CASS Spring Conference. There were many valuable sessions, and the time to connect with colleagues was beneficial. The Associate Superintendent also joined a full day of Alberta New Curriculum conversations with colleagues that week.



From: **Alberta News** <[alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca)>

Date: Mon, Feb 24, 2025 at 2:16 PM

Subject: News Release: Legislature assembles for start of spring session

# Legislature assembles for start of spring session

February 24, 2025 [Media inquiries](#)

Alberta's legislature will reconvene on Feb. 25 with legislation to meet the challenges faced by Albertans.

This spring, Alberta's government will present Budget 2025 alongside a suite of common-sense legislation that will increase clarity, efficiency and accountability within the province.

This session will see Alberta's government take action to support the implementation of measures announced in Budget 2025, modernizing existing legislation and reducing red tape, ensuring the province's laws remain relevant, easy to understand and attractive to investors.

“Alberta's government is heading back to the legislature to continue to work for Albertans. In the face of the shifting geopolitical landscape and a federal government preoccupied with its own internal bickering rather than guiding the country through these uncertain waters, our government will be taking decisive action to ensure Alberta is best positioned to meet challenges as they come.”

*Joseph Schow, Government House Leader and Minister of Tourism and Sport*

Among the proposed legislation for the spring session is an act that would provide a uniform governance framework for professional regulatory organizations, so they can continue the important work of protecting the public interest of Albertans. Additional legislation would support Albertans' understanding of addiction treatment services, providing confidence that providers are aligned with the standards set out by the Alberta Recovery Model.

Alberta's government will also be introducing several pieces of legislation to help Albertans face the rising cost of living. Legislation would ensure Albertans have access to the utilities they need when they need them, at a price they can afford, and would enable better, faster, cheaper auto insurance for Alberta drivers.

The work in the assembly will be in addition to the government's ongoing efforts to de-escalate border and trade tensions with the U.S. amid uncertainty in global geopolitical and energy markets, reduce barriers to interprovincial trade, and maintain Alberta's status as the best place to live, work, and raise a family.

Alberta's government will table approximately 20 pieces of legislation this session, including\*:

- *Agriculture and Irrigation Statutes Amendment Act*
- *Automobile Insurance Act*
- *Financial Statutes Amendment Act*
- *Mental Health Services Protection Amendment Act*
- *Professional Governance Act*
- *Public Safety and Emergency Services Statutes Amendment Act*
- *Red Tape Reduction Statutes Amendment Act*
- *Utilities Statutes Amendment Act*
- *Wildlife Amendment Act*

*\*Names of legislation are subject to change.*

## **Multimedia**

- [Watch the news conference](#)

From: **Alberta News** <[alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca)>

Date: Wed, Feb 26, 2025 at 2:28 PM

Subject: Statement: In-person learning exemption update: Minister Nicolaides

## **In-person learning exemption update: Minister Nicolaides**

February 26, 2025 [Media inquiries](#)

Minister of Education Demetrios Nicolaides issued the following statement on updates to ministerial orders for exemption to in-person learning options:

“We are dedicated to ensuring every student in the province continues to receive a world-class education, even during ongoing strikes.

School boards have the trust of Alberta Education to make decisions regarding educational programming at the local level, as we believe they know best the needs of their students and schools. This includes plans to continue learning during strikes and or labour shortages.

“To help ensure the safety and well-being of students and staff during recent strikes, the Edmonton Public School Division requested, and was provided with, a ministerial order for an exemption to the in-person learning option for students who are supported by an educational assistant. Fort McMurray Roman Catholic Board of Education, Fort McMurray School District and Sturgeon School Division also all applied for and were granted similar exemptions.

“A recent court ruling highlighted the need to expand the reach of any exemption order to ensure that resources are evaluated and distributed to ensure *all students are considered*, regardless of whether they require educational assistant support or not.

“We have taken the court’s ruling very seriously and we will be making changes to the ministerial orders immediately. In-person learning is important for students’

success and mental well-being and Alberta's government will continue to work with school partners to continue in-person learning during ongoing strikes.

"We have taken steps to replace all ministerial exemption orders in effect with new exemption orders, inclusive of terms and conditions, which will direct school authorities to:

- Evaluate and distribute all resources considering all students in an inclusive, equitable and fair manner.
- Make reasonable efforts to:
  - Provide an in-person learning option to all students.
  - Enable a student to continue with the same courses and education program if they switch to at-home learning.
- Communicate with parents and students regularly.

"Alberta's government expects school boards to be in consistent and clear communication with students and parents during the ongoing strikes, and we continue to expect them to share details of their plans with their school communities as soon as they are able to do so.

"Alberta's K-12 education system has been built to provide our students with a world-class education that supports their academic, emotional and physical well-being, and we remain committed to this vision."

## **Media inquiries**

[Garrett Koehler](#)

780-554-5777

Press Secretary, Ministry of Education

From: **Alberta News** <[alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca)>

Date: Thu, Feb 27, 2025 at 5:07 PM

Subject: News Release: Premier announces new Minister of Infrastructure

# Premier announces new Minister of Infrastructure

February 27, 2025 [Media inquiries](#)

Premier Danielle Smith has named Martin Long as Alberta's new Minister of Infrastructure.



*Minister of Infrastructure, Martin Long, at swearing-in ceremony on February 27, 2025*

Martin Long, MLA for West Yellowhead, was sworn in as Minister of Infrastructure on Feb. 27. Minister Long has served as the Parliamentary Secretary for Small Business and Tourism in the former Jobs, Economy and Innovation ministry, Parliamentary Secretary for Small Business in Jobs, Economy, and Trade, and most recently as the Parliamentary Secretary for Rural Health.

“I am pleased to welcome Martin to Alberta’s cabinet. He is an extremely hard worker and I have full confidence in his ability to work with me and our cabinet colleagues to deliver on our government’s priorities, focusing on keeping our province the best place in Canada to live, work and raise a family.”

*Danielle Smith, Premier*



“I’m honoured to take on the role of Minister of Infrastructure. Our province is growing and it’s an exciting time to lead a ministry that will continue building infrastructure to meet the needs of Albertans today and for the future.”

*Martin Long, Minister of Infrastructure*

Budget 2025’s Capital Plan will invest \$26.1 billion across the province over the next three years, an increase of \$1.1 billion from last year. Of that amount, \$2.6 billion will go toward new schools and modernization projects that are critical to meeting the needs of a growing province.