



Board Meeting

Agenda Package

September 23, 2020

☞ *New Horizons Charter School Society* ☞

AGENDA**Type of Meeting:** Board**Date:** September 23, 2020**Page:**1 of 2*"TOWARDS NEW HORIZONS":**Is it in the best interest of our students?**Does it support excellence?*

**NEW HORIZONS CHARTER SCHOOL SOCIETY
BOARD OF DIRECTORS' MEETING
SEPTEMBER 23, 2020**

AGENDA

Vision: New Horizons School will enable gifted students to strive for excellence in a positive academic learning environment that fosters social and emotional support for each student.

- | | | | |
|--|---|--------------|---------|
| 1. | Call to Order | D. Hanson | 7:00 pm |
| 2. | Statement of Territorial Acknowledgment | D. Hanson | 7:01 pm |
| <p><i>The Board of Directors of the New Horizons Charter School Society respectfully acknowledges that the land on which we meet is Treaty 6 territory, a traditional home, gathering place, and travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, Sioux, as well as the homeland of the Métis Nation. We recognize our responsibility as Treaty members and honour the heritage and gifts of the First Peoples of this land.</i></p> | | | |
| 3. | Adoption of Agenda | D. Hanson | 7:02 pm |
| 4. | Disclosure of Conflict of Interest | D. Hanson | 7:03 pm |
| 5. | Administration Reports | | 7:05 pm |
| | 5.1 Principal's Report – | T. Zarowny | |
| | 5.2 Secretary Treasurer's Report – | P. Dundas | |
| | 5.3 Superintendent's Report – attachment | D. Lindquist | |
| 6. | Board Reports | | 7:15 pm |
| | 6.1 Board Chair's Report | D. Hanson | |
| | 6.2 Committee Reports | D. Hanson | |
| 7. | New Business | | 7:20 pm |
| | 7.1 Federal Covid-19 Support Funding | P. Dundas | |
| | 7.2 Board Elections and Fall Series of Board and Society Meetings | D. Lindquist | |
| 8. | Board Work Plan | | 8:10 pm |
| | 8.1 Draft Board Work Plan 2020-21 – attachment | D. Hanson | |
| 9. | The Association of Alberta Public Charter Schools | D. Hanson | 8:15 pm |

AGENDA

Type of Meeting: Board

Date: September 23, 2020

Page:2 of 2

"TOWARDS NEW HORIZONS": Is it in the best interest of our students? Does it support excellence?"

- 10. **Receipt of Reports** D. Hanson 8:20 pm
- 11. **Correspondence Sent** D. Hanson 8:21 pm
- 12. **Correspondence Received** D. Hanson 8:22 pm
 - 12.1 Minister Return to School Email (August 28, 2020) - attachment
 - 12.2 CMOH Order (August 29, 2020) – attachment
 - 12.3 Ministry of Education 2019/20 Annual Report (August 27, 2020) – attachment
 - 12.4 TAAPCS Letter to ADM re: SLS Funding
- 13. **In Camera** D. Hanson 8:27 pm
- 14. **Adjournment** D. Hanson 8:40 pm

Next Board Meeting – October 7, 2020

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June 17, 2020

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

June 17, 2020, 7:00 p.m.

Board Members Present at Call to Order:

Dan Hanson
CHAIR

Jason Clarke
VICE-CHAIR

Shari Morin
SECRETARY

Vincent Tong
TREASURER

Administration Present:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Ted Zarowny
PRINCIPAL

Members Present:

Elizabeth Macve

Sarah Jane Lovgren

1. Call to Order

Chair Hanson called the virtual meeting to order at 7:08 p.m. and made opening remarks.

2. Statement of Territorial Acknowledgment

The Board of Directors of the New Horizons Charter School Society respectfully acknowledges that the land on which we meet is Treaty 6 territory, a traditional home, gathering place, and travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, and Sioux, as well as the homeland of the Métis Nation. We recognize our responsibility as Treaty members and honour the heritage and gifts of the First Peoples of this land.

3. Adoption of Agenda

Chair Hanson asked to add a round table discussion as item 14.2.

Motion 2020-06-17-01 Moved that the agenda for the Board Meeting of June 17, 2020 be adopted as amended.

*Moved: Director Clarke
Seconded: Director Morin
Carried*

DRAFT

Page 1

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June 17, 2020

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

4. Disclosure of Conflict of Interest:

None

5. Approval of Minutes

5.1 Minutes of May 20, 2020

Motion 2020-06-17-02 Moved that the Board Meeting minutes of May 20, 2020 be approved as presented.

Moved: Director Clarke

Seconded: Director Morin

Carried

6. Administration Reports

6.1 Superintendent's Report

Superintendent Lindquist provided an update on the parent survey regarding re-entry planning. There was great response with ~97 families responding and the data received has been very valuable in planning for re-entry for the 2020-21 school year. Further discussion to follow later in the agenda.

Superintendent Lindquist recognized the dedication and efforts of the Board throughout the year, particularly in light of the ongoing pandemic.

7. Board Reports

7.1 Board Chair's Report

Board Chair Hanson thanked the Board and administration for their dedication and efforts throughout the school year. It was a challenging but very successful year. There will be a lot to discuss and look at over the summer as plans for re-entry come together.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June 17, 2020

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

7.2 Finance Committee Report

7.2.1 Third Quarter Financial Report

Director Tong and Secretary Treasurer Dundas provided a summary of the third quarter financial report. The budget for 2020-21 has been approved by the Education Minister. Discussion followed.

Director Tong inquired as to the status of the Request for Proposal for school caretaker. There were many applicants and the finalists will be presenting next week with decision to follow.

Motion 2020-06-17-03 Moved that the Board accept the Third Quarter Financial Report as presented.

*Moved: Director Tong
Seconded: Director Clarke
Carried*

7.3 Other Committee Reports

Policy Committee

No report.

Survey Committee

To be covered later in agenda.

Finance and Audit Committee

Reported in 7.2.

Public Relations

The committee is continuing to meet weekly and is working to create an advocacy plan. It is expected that a draft plan will be distributed to Board members in the coming weeks.

Personnel

No report.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June 17, 2020

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

8. New Business

8.1 School Council Report #2

School Council Chair Elizabeth Macve presented the second School Council report for the year summarizing the initiatives funded and the volunteer efforts of parents. School Council Chair Macve recognized the support and dedication of school and administration and expressed appreciation for their efforts. Discussion followed.

8.2 Date of SGM and AGM Fall 2020

Superintendent Lindquist spoke to the selection of meeting dates for the AGM and SGM to be held in the fall. Discussion followed.

Motion 2020-06-17-04 Moved that the Board approve the following meeting dates:

- *SGM – October 7, 2020*
- *AGM – November 25, 2020*

Moved: Director Clarke

Seconded: Director Morin

Carried

8.3 September Board Meeting Date

Superintendent Lindquist spoke to the selection of a date for the September Board meeting. Discussion followed. There was consensus that the September Board meeting will be held on September 23, 2020.

8.4 Summer Board Housekeeping Retreat Date

Superintendent Lindquist spoke to the selection of a date for the summer Board Housekeeping Retreat. Discussion followed. There was consensus that the Summer Board Housekeeping Retreat will be held on August 15, 2020.

8.5 Stakeholder Survey Report

Principal Zarowny spoke to the Stakeholder Survey results and summarized the results. Discussion followed.

Chair Hanson adjusted the agenda and moved the in camera portion up to allow for voting while quorum is still present at the meeting. The In Camera meeting was held in a breakout room with Board members, details noted later in these minutes, and then returned to the regular agenda.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June 17, 2020

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

8.6 Revised Fee Schedule 2020-21

Superintendent Lindquist spoke to the revised fee schedule for 2020-21.
Discussion followed.

Motion 2020-06-17-05 Moved that the Board approve the 2020-21 school fees as presented and include the technology fee increase for K-gr 2 by \$5.00 and for Gr 3-9 by \$10.00.

*Moved: Director Clarke
Seconded: Director Tong
Carried*

8.7 Re-entry Planning

Deferred to future meeting.

8.8 May 2020 Accountability Pillar Report

Deferred to future meeting.

9. Board Work Plan

The Board reviewed the Work Plan for 2019-20 as included the agenda package.

10. The Association of Alberta Public Charter Schools (TAAPCS)

No report.

11. Receipt of Reports

Motion 2020-06-17-06 Moved that all reports be received as presented during the meeting.

*Moved: Director Tong
Seconded: Director Morin
Carried*

12. Correspondence Sent

12.1 Letter to Minister re: Deficit Budget

13. Correspondence Received

13.1 EDC Minister – Choice in Education Act

13.2 Assurance Framework: 2020-21 Planning-Reporting Timelines

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June 17, 2020

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

14. In Camera

Motion 2020-06-17-07 Moved that the meeting move in camera at 8:15 p.m.

Moved: Director Morin

Seconded: Director Tong

Carried

Motion to Move Out of Camera:

Motion 2020-06-17-08 Moved that the meeting move out of camera at 8:21 p.m.

Moved: Director Morin

Seconded: Director Clarke

Carried

14. New Business (con't)

14.1 Matters Arising from In Camera Meeting

Motion 2020-06-17-09 Moved that the contract of employment for the following employees be ratified:

- Employee #0307*
- Employee #0308*
- Employee #0309*

Moved: Director Clarke

Seconded: Director Tong

Carried

14.2 Round Table Discussion

No discussion.

15. Adjournment

Chair Hanson adjourned the meeting at 8:51 p.m.

Next Board Meeting: September 23, 2020



**Secretary Treasurer Report to the Board of Directors
September 23, 2020**

1. CMR Stimulus Update

We were approved for \$500,000.00 in CMR Stimulus project funding. We have spent \$33,181.00 to date.

- Classroom Addition – completed
- Security Lights – lights received; almost complete
- Cement Repair – all completed but modular door
- Gym Renovation – millwork completed; bleachers ordered; new windows on doors installed; under stage storage still to be done
- Paving – should be completed by September 18, 2020
- Garage Renovation – should be completed by September 30, 2020

2. COVID Budget Update

We have hired a day porter to allow for enhanced cleaning in the school due to COVID-19. This increased our cost \$23,484.00 per year. As we were able to lower our costs on overall caretaking through the hiring of a new contractor we have actually decreased our caretaking budget. However, the potential is there that the caretaking fee could increase if we have positive COVID-19 cases or if it is determined additional cleaning is required.

In June we purchased PPE and our desk protectors and barriers in August. We also received PPE from Alberta Education in August as well. At this time, we have cleaning products and hand sanitizer that will last a few months but we will likely need to purchase more before the end of the year.

Increased expenses due to COVID-19 may total \$156,988.50 and are broken on the attached spreadsheet.

When our Audited Financial Statements have been completed, we will need to make a decision to purchase more technology as there is a need due to at home learning.

3. Audit

On August 24/25, 2020, Yaremchuk & Annicchiarico completed our interim audit. They will return to the school and complete the audit the week of October 5, 2020.

Patti Dundas, Secretary-Treasurer



Dean Lindquist
Superintendent
Phone: 780-416-2353
Email: dlindquist@newhorizons.ca

MEMORANDUM

Date: September 23, 2020

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Superintendent's Report - September 2020

Covid-19 School Re-entry Update

School opened as planned in the 2020-21 re-entry plan. The staggered re-entry for the first three days worked well. As discussed with the principal, once all students arrived beginning on September 8 it provided for some initial crowding but through adjusting dismissal schedules, this was alleviated.

Teachers have organized their classrooms to maximize spacing of desks, but in most cases 2M separation is not feasible. However, desk shields were placed on all student desks and plexi-glass separations were placed in other areas of the school such as the school office.

Students are encouraged through teaching and reminders (signage, etc) to physically distance themselves from others, wear a mask when not at their desk, practice good hand hygiene and respiratory etiquette and other health and safety practices to reduce the risk of transmission of Covid-19.

There are many challenges with re-entry to school. Student absences, students being sent home for Covid-19 type symptoms, timelines for awaiting Covid-19 test results all impact day to day operations of the school.

2020-21 Enrollment

At the time of the preparation of this report, 407 students are enrolled at our school. This translates into 388 FTE.

As part of the school-wide plan, there are now two classes of all grades K – 8. Continued growth is anticipated as we move to two classes of grade 9 in the 2021/22 school year.

The following table illustrates school enrollment over the past 6 years:

Year	Enrollment
2020/21	407
2019/20	391
2018/19	352
2017/18	317
2016/17	274
2015/16	250

Enrollment by Grade (2020-21)

Kindergarten	38
Grade 1	42
Grade 2	44
Grade 3	46
Grade 4	45
Grade 5	47
Grade 6	48
Grade 7	38
Grade 8	38
Grade 9	21

Parents selecting at-home learning fluctuates and it is anticipated that we will have a more accurate report for the October Board Meeting. As of the middle of September we had about 46 students receiving at-home learning.

Mr. Zarowny will provide further enrolment information at the Board meeting of September 23, 2020.

Recommendations:

It is recommended that the Board receive this report as information.



Dean Lindquist



Dean Lindquist
Superintendent
Phone: 780-416-2353
Email: dlindquist@newhorizons.ca

MEMORANDUM

Date September 23, 2020

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Federal Covid-19 Support Funding

Background:

On the pages following this memorandum, the email providing information regarding Federal funding to New Horizons Charter School is included along with a planned expenditure spreadsheet. The Secretary-Treasurer will talk to this funding and planned expenditures.

Recommendations:

It is recommended that the Board approve the identified Covid-19 planned expenditures using the Federal Funding.

A handwritten signature in blue ink, appearing to read "Dean Lindquist", is written over a light blue circular stamp.

Dean Lindquist



Dean Lindquist <dlindquist@newhorizons.ca>

Government of Canada Safe Return to Class Fund

1 message

EDC Minister <Education.Minister@gov.ab.ca>

Wed, Sep 2, 2020 at 11:05 AM

To: Board Chairs and Superintendents of Public, Separate, Francophone and Charter School Authorities

Private School Authorities

Early Childhood Services

Presidents and Executive Directors of Stakeholder Associations

Alberta Catholic School Trustees' Association (ACSTA)

Alberta Educational Facilities Administrators Association (AEFAA)

Alberta School Boards Association (ASBA)

Alberta School Councils' Association (ASCA)

Alberta Teachers' Association (ATA)

Association canadienne-française de l'Alberta (ACFA)

Association of Independent Schools & Colleges in Alberta (AISCA)

Association of School Business Officials of Alberta (ASBOA)

College of Alberta School Superintendents (CASS)

Council of Catholic Superintendents of Alberta (CCSSA)

Fédération des conseils scolaires francophones de l'Alberta (FCSFA)

Fédération des parents francophones de l'Alberta (FPFA)

Public School Boards' Association of Alberta (PSBAA)

The Association of Alberta Public Charter Schools (TAAPCS)

French version will follow shortly.

On August 26, 2020, the federal government announced that it would provide funding to the provinces for COVID-related school re-entry measures. Alberta's total share will be approximately \$262 million, made in two equal instalments. School authorities will be eligible to access this additional funding for COVID-19-related expenses.

This funding will allow your school authority to address staffing, adapting learning spaces and personal protective equipment, cleaning and safety considerations for schools and buses, supports for special needs students, and online learning and teacher training. This is in addition to increases in provincial funding, which includes a \$120 million increase in provincial operating funding for this

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school year, \$250 million in accelerated Capital Maintenance and Renewal Funding, \$10 million in PPE which includes 1.6 million masks for staff and students, and the authorization for school boards to access their reserves, of which there is \$363 million available across Alberta.

Please note that my department will require increased reporting to account for the spending of these federal dollars due to requirements laid out by the federal government. You will receive further instruction and information on required reporting from the Financial Reporting and Accountability Branch in the near future.

Funding amounts for your individual school authority can be found [online](#). Funding will be allocated in two payments as per the structure of the federal government's program, and will flow to school authorities once it is received from the federal government. The first payment will be made in September 2020 and will be equal to 50 per cent of your total projected allocation. The second payment will be made later in the school year.

I appreciate the challenges school authorities are facing with in-person classes resuming this fall to near-normal operations with health measures. I commend the actions being taken by school authorities to ensure student and staff safety is a top priority. Our government remains committed to ensuring school authorities have the support and resources required to ensure the safety of our students and staff.

Sincerely,

Adriana LaGrange

Minister of Education

cc: Secretary Treasurers of Public, Separate, Francophone, Charter and Independent School Authorities
Communications Contacts at School Divisions

Classification: Protected A

**COVID-19 Expenses - 2020-21
Budget**

2020-21 School Year	TOTAL	Comments
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Operating Budget Projected Deficit 2020-21 School Year	-\$157,510.00
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Additional COVID Expenses

Personnel	-\$39,176.00	Extra personnel time
Technology	-\$32,812.50	Chromebooks, carts, cases, etc.
Sub Costs	-\$40,000.00	Additional funding due to possible illness
Other Expenses	-\$45,000.00	\$30,000 already spent
Estimated PPE Costs/Signage, etc Resources - workbooks online Google online addition Classroom Webcams		
TOTAL COVID-19 Expenses	-\$156,988.50	

Revenue

Federal Government	\$155,400.00
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Don Falk
Superintendent
Phone: 780-416-2353
Email: dfalk@newhorizons.ca

MEMORANDUM

September 23, 2020

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Board Composition / Board Elections / Fall Series of Society and Board Meetings

Background:

Attached is information regarding the series of fall meetings of the New Horizons Charter School Society and of the Board of Directors, as required by the bylaws of the Society.

The Board is also advised of the status of the current members of the Board of Directors:

1. Elected on October 10, 2018 for a two-year term (term expires in October 2020)
 - Jason Clarke
 - Dan Hanson
 - Shari Morin
 - Vincent Tong
2. Elected on October 9, 2019 for a two year term (term expires in October 2021)
 - Christopher Burrows
 - Ijeoma Ukiwe
 - Nicole Pasemko (ceased being a director on April 22, 2020)

There is a need to elect:

- Four directors for a two-year term; and
- One director for a one-year term to complete the balance of the two-year term begun by Nicole Pasemko on October 10, 2019 (term expires October 2021)

at the Special General Meeting of the NHCS Society, scheduled for October 7, 2020.

Also attached are examples of information documents with respect to Society membership and Board elections that have been circulated to parents and staff members in the fall of each school year.

Dean Lindquist

Attachments



Dean Lindquist
Superintendent
Phone: 780-416-2353
Email: dlindquist@newhorizons.ca

MEMORANDUM

Date: September 23, 2020

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Fall 2020 Series of NHCS Society and Board Meetings

Special General Meeting of NHCS Society to elect Directors

- Must be held on or before October 10 (Bylaws Article 6.1.5.1). Scheduled for October 7, 2020.
- Notification must be provided to Society members at least 21 days in advance (Bylaws Article 5.3.2). Correspondence (e.g. email, letter) should therefore be sent to parents on or before September 16, 2020.
- Meeting date must be established by Board motion (Bylaws Article 5.3.1). This was done on June 17, 2020.
- Our practice has been to circulate a special information bulletin at beginning of each school year.

Membership

- Article 4.2.1. of the Bylaws states, "The membership year runs from the date of the Annual General Meeting of the Society of one year until the day prior to the Annual General Meeting of the Society of the following year. To exercise membership privileges at an AGM/SGM, a Society Member must be in the Register of Members on the Date of Notice of the AGM/SGM as per Article 5.2.2 and 5.3.2 respectively."
- In order to comply with this Bylaw requirement, the following schedule will be implemented in 2020:

<i>Sept 7</i>	<i>Send out Information Bulletin re NHCS Society, Board Elections, and Board Governance. Attached are a Declaration of Understanding and a Board Nomination Form. The date of the SGM is NOT included in this correspondence (to do so would trigger the 21-day count), even though it was chosen by the Board in June.</i>
<i>Sept 15</i>	<i>Deadline for submission of signed Declaration of Understanding</i>
<i>Sept 16</i>	<i>Circulate notice of SGM, to be held on Oct 10/18 (notice must be provided at least 21 days before SGM)</i>
<i>Oct 7</i>	<i>SGM & Board elections</i>

Appointment of Board Officers

- Within one week following the election of Directors, the Board of Directors must elect a Chair, a Vice Chair, a Secretary, and a Treasurer from amongst themselves. The results of this election must be communicated to the Society members by written notice within seven days (Bylaws Article 6.1.5.3).

Annual General Meeting

- Must be held on or before November 30 (Bylaws Article 5.2.1). The date set at the June 2020 Board Meeting for the AGM is November 25, 2020.

- Notification must be provided to Society members at least 21 days in advance. The place, date and time of the AGM are stated in this notice as well as any business requiring a Special Resolution (Bylaws Article 5.2.2).
- Bylaws identify agenda items that must be included (Bylaws Article 5.2.3).

It is recommended that the Board



Dean Lindquist

NEW HORIZONS CHARTER SCHOOL SOCIETY
DECLARATION OF UNDERSTANDING

The New Horizons Charter School Society (NHCSS) is a non-profit charitable organization dedicated to operating New Horizons School, a school for academically gifted children. The Society is governed by an elected Board of Directors, and this Board is the governing body of New Horizons School. Staff members employed at New Horizons School have the right to membership in the Society without paying a membership fee.

As a member of the NHCSS, I understand that I have a right to speak at Board and Society Meetings, the right to vote on Special Resolutions at General Meetings of the Society, and the right to request the addition of agenda items for Board Meetings. I understand these rights and other terms of membership are detailed in the NHCSS Bylaws.

As a member of the Society, I understand that I have a responsibility to be an active, informed and supportive participant in Society affairs as they relate to New Horizons School.

I agree with the statements contained in this document, and understanding the rights and responsibilities involved, wish to become a member of the New Horizons Charter School Society. I declare my support for the NHCSS and I agree to act in accordance with the Society Bylaws.

Name: _____

Address: _____

Street Address

City

Postal Code

Phone No: Home: _____

Work: (780) 416-2353

Email: _____

Date: _____

Signature: _____

Type of Membership: Staff

Position at New Horizons School:

This membership commences on the Date of Signature, and expires the day prior to the Annual General Meeting of the New Horizons Charter School Society in the year **2020**. Please complete this form and return it to the school office.

For NHCSS Use: Date Membership Form Received: _____



Dan Hanson
Chair – Board of Directors
Phone: 780-416-2353
Email: dhanson@newhorizons.ca

September 16, 2020

Dear Parents:

Re: Invitation to Consider Service on the Board of Directors

New Horizons School exists because of the vision, dedication and hard work of parents – parents just like you. It was parental vision that dreamed of a school for gifted children 25 years ago and it was parents whose commitment and hard work brought the school into being. Further, it has been the ongoing vision and commitment of parents, working together with administration and staff, that have enabled the school to grow and flourish in the years that have followed.

To be sure, there are many ways in which parents contribute to the life and health of our school: volunteering in classrooms, serving on School Council, fundraising through FANHS or other means, attending parent meetings ... or simply being involved, engaged and supportive.

But the school also needs the guidance and direction that is provided by a Board of Directors. It is the Board that establishes the key policies that guide the practices of the school, that determines the priorities found in the Education Plan, that sets the school budget, that approves capital plans, that hires key administrative personnel. In short, it is the Board that provides the critical oversight and governance that is essential to the healthy operation of the school.

And this is where you come in. We are seeking parents – parents with a commitment to the well-being of the school, parents who may or may not have specific leadership skills, but who believe in the value of this school and are willing to serve – to consider service as a Board member.

Attached to this letter are documents that summarize the work of the Board of Directors and provide information on how to submit your nomination for service on the Board. Please give this important matter your serious consideration. We would love to see your completed nomination form!

Parents who have questions about service on the Board are welcome to email me at dhanson@newhorizons.ca.

Best regards,

A handwritten signature in blue ink, appearing to read "Dan Hanson", is written over a horizontal blue line.

Dan Hanson – Chair, New Horizons School Board of Directors

Attachments (2)

1000 Strathcona Drive, Sherwood Park, AB T8A 3R6
P: 780-416-2353 F: 780-467-0274 W: newhorizons.ab.ca



Board of Directors

A unique feature of charter schools is the requirement to have a volunteer Board of Directors. As the governance body for the school, the Board sets direction, formulates policy, and makes decisions required of it in the School Act, the New Horizons School Charter, and the Society's bylaws.

Service on the Board is a tremendous opportunity to become involved in and learn about the education of students in our school and across the province. All members of the New Horizons Charter School Society are encouraged to give serious consideration to giving their time to the worthy and rewarding position of Board director.

Board directors are volunteers, usually parents of students at the school, who serve a two-year term by attending meetings, discussing issues, and making decisions regarding governance matters for the school. No special experience or background is required - just a dedication to the success of the school.

Major responsibilities of the Board of Directors include:

- Provide overall governance of and direction to the school.
- Meet Alberta Education requirements: school budget, Annual Education Results Report, Three-Year Education Plan, audited financial statement.
- Initiate, review, and monitor Board policies.
- Consider educational matters initiated and recommended to the Board by the administration.
- Negotiate collective agreement with the Alberta Teachers' Association.
- Engage parents, students, and staff in meaningful consultations regarding priorities and direction at the school.

The Board of Directors is accountable to the New Horizons Charter School Society and, through the *School Act* and the *School Charter*, to the Minister of Education.

The structure of the Board is outlined in the Society bylaws and consists of:

- A maximum of seven directors.
- Four officer positions: Chair, Vice Chair, Secretary, Treasurer.
- Committees: Audit, Personnel, Policy, Public Relations, Survey.

Board directors are expected to be prepared for and attend approximately ten regular public meetings each year, at which the superintendent, secretary-treasurer, and principal provide reports to the Board and any timely issues of concern to the Board are discussed. Committees may be struck to deal with regular or emergent issues under the Board's responsibility. Board directors may also participate in meetings with other charter school boards and administration, and with representatives or officials from provincial and municipal governments.

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Board directors are of students at the school, by attending meetings, making decisions regarding school. No special required - just a dedication



volunteers, usually parents who serve a two-year term discussing issues, and governance matters for the experience or background is to the success of the school.

Major responsibilities of the Board of Directors include:

- Provide overall governance of and direction to the school.
- Meet Alberta Education requirements: school budget, Annual Education Results Report, Three-Year Education Plan, audited financial statement.
- Initiate, review, and monitor Board policies.
- Consider educational matters initiated and recommended to the Board by the administration.
- Negotiate collective agreement with the Alberta Teachers' Association.
- Engage parents, students, and staff in meaningful consultations regarding priorities and direction at the school.

The Board of Directors is accountable to the New Horizons Charter School Society and, through the School Act and the School Charter, to the Minister of Education.

The structure of the Board is outlined in the Society bylaws and consists of:

- A maximum of seven directors.
- Four officer positions: Chair, Vice Chair, Secretary, Treasurer.
- Committees: Audit, Personnel, Policy, Public Relations, Survey.

Board directors are expected to be prepared for and attend approximately ten regular public meetings each year, at which the superintendent, secretary-treasurer, and principal provide reports to the Board and any timely issues of concern to the Board are discussed. Committees may be struck to deal with regular or emergent issues under the Board's responsibility. Board directors may also participate in meetings with other charter school boards and administration, and with representatives or officials from provincial and municipal governments.



Dean Lindquist
Superintendent
Phone: 780-416-2353
Email: dlindquist@newhorizons.ca

MEMORANDUM

Date: September 23, 2020

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Draft 2020-21 Board Work Plan

Background:

Attached is the draft Board Work Plan for 2020-21. The Board is asked to review the draft document and either approve it or provide feedback for changes prior to adoption.

As the Board Work Plan provides direction to the board and administration for work flow, it is strongly recommended that the board approve the work plan at this meeting.

Implications:

The board may adopt the work plan through resolution but also has the ability to make changes to the work plan throughout the school year.

Recommendations:

It is recommended that the Board approve the 2020-21 Board Work Plan as proposed.

A handwritten signature in blue ink, appearing to read "Dean Lindquist", is written over a faint circular stamp.

Dean Lindquist



Board of Directors – Work Plan for 2020-21

September	<ul style="list-style-type: none"> ▪ Adopt Board Work Plan for 2020-21 <input type="checkbox"/> ▪ Set date for October Board meeting <input type="checkbox"/> ▪ Receive report on provincial achievement test results (closed meeting) <input type="checkbox"/> ▪ Re-entry Plan Update <input type="checkbox"/>
October	<ul style="list-style-type: none"> ▪ Complete Board Organizational Actions <ul style="list-style-type: none"> - Conduct Special General Meeting; hold Board elections <input type="checkbox"/> - Elect Board executive officers (must be within one week of SGM) <input type="checkbox"/> - Select members for Board standing committees <input type="checkbox"/> - Set dates for Board meetings (motion required) <input type="checkbox"/> - Notify Service Alberta of change in executive officers <input type="checkbox"/> - Identify Board signing authorities <input type="checkbox"/> - Sign Board Member Code of Conduct – Policy #101 <input type="checkbox"/> ▪ Receive Accountability Pillar Results Report for October 2020 <input type="checkbox"/> ▪ Attend TAAPCS Annual General Meeting <input type="checkbox"/> ▪ Receive enrolment report for September 30, 2020 <input type="checkbox"/> ▪ Conduct initial orientation session for new Board members <input type="checkbox"/> ▪ Submit request to Alberta Education for modular classrooms <input type="checkbox"/> ▪ Set date for NHCS Society Annual General Meeting <input type="checkbox"/> ▪ Create Task Force to investigate establishment of New Horizons High School Program (as per Education Plan) <input type="checkbox"/> ▪ Re-entry Plan Update <input type="checkbox"/>
November	<ul style="list-style-type: none"> ▪ Conduct AGM of NHCS Society <input type="checkbox"/> ▪ Approve final Three-Year Education Plan 2020-2021 to 2022-23 <input type="checkbox"/> ▪ Approve revised budget for 2020-21 <input type="checkbox"/> ▪ Approve Annual Education Results Report 2019-20 <input type="checkbox"/> ▪ Approve Audited Financial Statement Year Ending Aug 31/20 <input type="checkbox"/> ▪ Receive Report #1 from School Council <input type="checkbox"/> ▪ Determine priorities, possible date for Stakeholder Forum <input type="checkbox"/> ▪ Re-entry Plan Update <input type="checkbox"/>
December	<ul style="list-style-type: none"> ▪ Receive Class Size Report for 2019-20 (To be deleted) <input type="checkbox"/> ▪ Set date for March Board Planning Retreat <input type="checkbox"/> ▪ Receive Counsellor’s Report for 2019-20 School Year <input type="checkbox"/> ▪ Re-entry Plan Update <input type="checkbox"/>
January	<ul style="list-style-type: none"> ▪ Receive Quarterly Financial Report for Sep - Nov 2020 <input type="checkbox"/> ▪ Review Policy 210 and associated Student Code of Conduct <input type="checkbox"/> ▪ Approve school calendar for 2021-22 in principle <input type="checkbox"/> ▪ Stakeholder Forum – Gather input on possible Education Plan priorities <input type="checkbox"/> ▪ Re-entry Plan Update <input type="checkbox"/>

Draft Work Plan

		<input type="checkbox"/>
February	<ul style="list-style-type: none"> ▪ Provide final approval of school calendar for 2021-22 ▪ Prepare breakfast for school staff ▪ Receive mid-year progress report on Three-Year Education Plan 2020-23 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
March	<ul style="list-style-type: none"> ▪ Board Retreat – Identify priorities for upcoming Education Plan ▪ Approve Three-Year Capital Plan for 2021-22 to 2023-24 ▪ Administer Board-developed Stakeholder Survey ▪ Re-entry Plan Update 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
April	<ul style="list-style-type: none"> ▪ Provide provisional approval to Education Plan 2020-21 to 2022-23 ▪ Receive Quarterly Financial Report for Dec 2020 – Feb 2021 ▪ Re-entry Plan Update 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
May	<ul style="list-style-type: none"> ▪ Attend TAAPCS Spring General Meeting ▪ Approve Budget for 2021-22 ▪ Receive Accountability Pillar Results Report for May 2021 ▪ Receive Board-developed stakeholder survey results ▪ Consider salary adjustment for support staff, senior administration ▪ Receive report from FANHS ▪ Re-entry Plan Update 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
June	<ul style="list-style-type: none"> ▪ Assess Board Work Plan progress for 2020-21 ▪ Receive Quarterly Financial Report for Mar – May 2021 ▪ Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10) ▪ Schedule September 2021 Board meeting ▪ Set date for Summer Board Housekeeping Retreat ▪ Receive Report #2 from School Council ▪ Re-entry Plan Update 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Ongoing	<ul style="list-style-type: none"> ▪ Consider proposals for new or amended Board policies ▪ Receive recommendations from Board committees 	<input type="checkbox"/> <input type="checkbox"/>
Annually	<ul style="list-style-type: none"> ▪ Negotiate collective agreement with ATA (as needed) 	<input type="checkbox"/> <input type="checkbox"/>
As Needed	<ul style="list-style-type: none"> ▪ Meet with: <ul style="list-style-type: none"> - County Council - MLAs 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



Dean Lindquist <dlindquist@newhorizons.ca>

Return to School

1 message

EDC Minister <Education.Minister@gov.ab.ca>

Fri, Aug 28, 2020 at 1:59 PM

To: Board Chairs and Superintendents of Public, Separate, Francophone and Charter School Authorities

First Nations Education Directors

Private School Authorities

Early Childhood Services

Presidents and Executive Directors of Stakeholder Associations

Alberta Catholic School Trustees' Association (ACSTA)

Alberta Educational Facilities Administrators Association (AEFAA)

Alberta Home Education Association (AHEA)

Alberta Homeschooling Association (AHA)

Alberta School Boards Association (ASBA)

Alberta School Councils' Association (ASCA)

Alberta Teachers' Association (ATA)

Association canadienne-française de l'Alberta (ACFA)

Association of Independent Schools & Colleges in Alberta (AISCA)

Association of School Business Officials of Alberta (ASBOA)

College of Alberta School Superintendents (CASS)

Council of Catholic Superintendents of Alberta (CCSSA)

Fédération des conseils scolaires francophones de l'Alberta (FCSFA)

Fédération des parents francophones de l'Alberta (FPFA)

Public School Boards' Association of Alberta (PSBAA)

The Association of Alberta Public Charter Schools (TAAPCS)

Le texte français suit le texte anglais. French text follows English text.

The first day of school is almost upon us and I'm confident schools are well prepared to welcome students back safely. Thank you for all your hard work to get ready for a school

year that will be like no other in the history of our province.

I'd like to commend school authorities on your comprehensive return-to-school plans. You've done a stellar job to adapt schools to the COVID-19 environment, follow the health guidelines and offer learning choices to families.

Today, I got to see an excellent example of return-to-school preparations first hand. I visited St. John XXIII School in Edmonton and was pleased to see how schools are putting the health guidance and re-entry plan into action. I look forward to visiting more schools over the coming year.

The safety of staff and students will remain our top priority throughout the school year. We will continue to rely on the advice of Alberta's top medical experts and we remain committed to refining guidelines for schools to ensure they reflect current medical evidence.

And of course we will all still need to continue to be flexible and nimble as the year progresses and the pandemic evolves. Alberta Education will provide direction if needed for a school or school authority to move from one scenario to the other, based on consultations with the chief medical officer of health.

I'm also pleased to share with you that updated and new re-entry material has been added to www.alberta.ca/returntoschool. This includes the re-entry plan itself, guidance documents and resources, and an updated daily screening questionnaire. We have also added new video and material to support mask use in schools. I encourage you to continue checking the site for updated information and resources if guidance evolves.

As you make final preparations to open your doors to students after such a lengthy absence, I want to once again offer my sincere thanks to everyone who has worked to prepare for this moment. I wish you all the best for a successful year!

Sincerely,

Adriana LaGrange
Minister of Education

cc: Secretary Treasurers of Public, Separate, Francophone and Charter School Authorities
Communications Contacts at School Divisions

Le premier jour d'école arrive à grands pas et je suis convaincue que les écoles sont bien préparées à accueillir les élèves en toute sécurité. Je vous remercie de tous vos efforts pour être prêt en vue d'une année scolaire à nulle autre pareille dans l'histoire de notre province.

J'aimerais féliciter les autorités scolaires pour leurs plans de retour à l'école détaillés. Vous avez accompli un travail remarquable pour adapter les écoles à l'environnement de la COVID-19, suivre les directives en matière de santé et offrir des choix d'apprentissage aux familles.

Aujourd'hui, j'ai pu voir par moi-même un excellent exemple de préparation au retour en classe. Je me suis rendue à l'école St. John XXIII à Edmonton et j'ai été heureuse de constater la façon dont les écoles mettent en œuvre les recommandations en matière de santé de même que le plan de retour en classe. J'ai bien hâte de visiter d'autres écoles au cours de la prochaine année.

La sécurité du personnel et des élèves demeurera notre priorité absolue tout au long de l'année scolaire. Nous continuerons à nous appuyer sur les conseils des meilleurs experts médicaux de l'Alberta et nous nous engageons à peaufiner nos recommandations destinées aux écoles afin qu'elles reflètent les données médicales actuelles.

Bien sûr, nous devons tous continuer à faire preuve de souplesse à mesure que l'année avancera et que la pandémie évoluera. Alberta Education fournira des directives, si nécessaire, à une école ou à une autorité scolaire pour passer d'un scénario à l'autre, après consultation avec le médecin hygiéniste en chef.

J'ai également le plaisir de vous aviser que des informations, actualisées et nouvelles, ont été ajoutées au site www.alberta.ca/returntoschool. Cela comprend le plan de retour en classe lui-même, des documents relatifs aux recommandations et des ressources, ainsi qu'un questionnaire d'autoévaluation quotidien mis à jour. Nous avons également ajouté une nouvelle vidéo et des informations pour soutenir le port du masque dans les écoles. Je vous invite à continuer à visiter le site pour y trouver les mises à jour relatives aux informations et aux ressources si les recommandations évoluent.

Au moment d'apporter la touche finale à vos préparatifs en vue de l'ouverture de vos portes aux élèves après une si longue absence, je tiens une fois de plus à remercier sincèrement tous ceux qui ont contribué à préparer ce moment. Je vous souhaite à tous une année réussie.

Cordialement,

Adriana LaGrange

Ministre de l'Éducation

Classification: Protected A



Dean Lindquist <dlindquist@newhorizons.ca>

Chief Medical Officer of Health Order 33-2020 – Masks in Schools

1 message

EDC Deputy Minister <EducationDeputyMinister@gov.ab.ca>
Cc: Lorna Rosen <Lorna.Rosen@gov.ab.ca>

Sat, Aug 29, 2020 at 5:52 PM

To: Superintendents of Public, Separate, Francophone and Charter School Authorities**Secretary-Treasurers of Public, Separate, Francophone and Charter School Authorities****Executive Directors of Education Partner Associations**

Alberta Catholic School Trustees' Association (ACSTA)

Alberta School Boards Association (ASBA)

Alberta School Councils' Association (ASCA)

Alberta Teachers' Association (ATA)

Association of Independent Schools & Colleges in Alberta (AISCA)

Association of School Business Officials of Alberta (ASBOA)

College of Alberta School Superintendents (CASS)

Fédération des conseils scolaires francophones de l'Alberta (FCSFA)

Fédération des parents francophones de l'Alberta (FPFA)

Public School Boards' Association of Alberta (PSBAA)

The Association of Alberta Public Charter Schools (TAAPCS)

*Attachment now included.

Dear colleagues:

In follow-up to government's August 4, 2020 announcement that mask use for students in grades 4 to 12, as well as all school staff and visitors, will be mandatory when school returns for the 2020-21 school year, Alberta's Chief Medical Officer of Health has issued the attached public health order 33-2020 regarding mask use in schools.

This Order is effective Monday, August 31, 2020. We are sharing it with education system leaders in advance of it taking effect in order to provide as much advance notice as possible. This order will be posted online shortly and be available at www.alberta.ca/covid-19-orders-and-legislation.aspx.

The order states that when distancing cannot be ensured, the operator of a school must ensure that students in grades 4-12, staff members, and visitors wear a non-medical facemask that covers their mouth and nose while attending a school in indoor locations and while being transported on a school bus. Certain exceptions apply as outlined in the order, such as seated classroom instruction.

I would like to acknowledge the tremendous work that administrators, teachers, school staff and parents have done to prepare for the 2020/21 school year. Thank you for continuing to support the COVID-19 pandemic response and the safe reopening of schools in support of our children's education.

Sincerely,

Andre Corbould

Deputy Minister of Education

cc Lorna Rosen, Deputy Minister of Health

Classification: Protected A

Classification: Protected A

 **CMOH Order 33-2020.pdf**
4070K

RECORD OF DECISION – CMOH Order 33-2020

Re: 2020 COVID-19 Response

Whereas, I, Dr. Deena Hinshaw, Chief Medical Officer of Health (CMOH) initiated an investigation into the existence of COVID-19 within the Province of Alberta.

Whereas the investigation has confirmed that COVID-19 is present in Alberta.

Whereas under section 29(2)(b)(i) of the *Public Health Act*, I may take whatever steps I consider necessary

- (A) to suppress COVID-19 in those who may have already been infected with COVID-19,
- (B) to protect those who have not already been exposed to COVID-19,
- (C) to break the chain of transmission and prevent spread of COVID-19, and
- (D) to remove the source of infection.

Whereas having determined on August 4, 2020 that students in grades 4 to 12, staff members and visitors must wear a non-medical face mask in schools when physical distancing cannot be maintained.

Whereas students, parents and principals are all responsible for ensuring a welcoming, caring, respectful and safe learning environment within schools.

Therefore, I am taking the following steps to protect Albertans from exposure to COVID-19 and to prevent the spread of COVID-19:

1. This Order is effective August 31, 2020 and applies throughout the Province of Alberta.
2. For the purposes of this Order, “school” is defined as a school operating under the *Education Act* and includes the physical location or place where the school provides a structured learning environment through which an education program is offered or provided but does not include
 - (a) any parent or guardian directed program provided to a student (home education program), or
 - (b) any teacher directed education program provided in a home environment (temporary at-home learning) for immediate family members only.
3. For the purposes of this Order, “student” has the same meaning given to it in the *Education Act*.

4. For the purposes of this Order, a “staff member” is defined as any individual who is employed by, or provides services under a contract with, an operator of a school.
5. For the purposes of this Order, a “visitor” is defined as any individual who attends a school, but who is not a student or staff member.

Students, staff members and visitors must wear non-medical face masks

6. Subject to section 8 of this Order, an operator of a school must ensure that the following persons wear a non-medical face mask that covers their mouth and nose while attending an indoor location within a school:
 - (a) all students attending grades 4 through grade 12;
 - (b) all staff members;
 - (c) all visitors.
7. For greater certainty, a face shield is not considered a non-medical face mask.
8. All students attending grades 4 through 12, staff members and visitors must wear a non-medical face mask that covers their mouth and nose while attending an indoor location within a school, unless the student, staff member or visitor:
 - (a) is unable to place, use or remove a non-medical face mask without assistance;
 - (b) is unable to wear a non-medical face mask due to a mental or physical concern or limitation;
 - (c) is consuming food or drink in a designated area;
 - (d) is engaging in physical exercise;
 - (e) is seated at a desk or table
 - (i) within a classroom or place where the instruction, course or program of study is taking place, and
 - (ii) where the desks, tables and chairs are arranged in a manner
 - (A) to prevent persons who are seated from facing each other, and
 - (B) to allow the greatest possible distance between seated persons;
 - (f) is providing or receiving care or assistance where a non-medical face mask would hinder that caregiving or assistance; or
 - (g) is separated from every other person by a physical barrier.
9. An operator of a school must use its best efforts to ensure that any student, staff member or visitor who is not required to wear a non-medical face mask:

- (a) as permitted by section 8(a) or (b) of this Order is able to maintain a minimum of 2 metres distance from every other person;
- (b) as permitted by section 8(c) of this Order is able to maintain a minimum of 2 metres distance from every other person, if the designated area is not within a classroom or place where the instruction, course or program of study is taking place.

Transportation

10. Subject to section 12, an operator of a school must ensure that the following persons wear a non-medical face mask that covers their mouth and nose while being transported on a school bus:
 - (a) all students attending grades 4 through grade 12;
 - (b) all staff members;
 - (c) all visitors.
11. For greater certainty, section 10(b) applies in respect of any individual who transports students attending grades 4 through 12 on a school bus to a school, regardless of whether that individual is a staff member.
12. All students attending grades 4 through 12, staff members and visitors must wear a non-medical face mask that covers their mouth and nose while being transported on a school bus, unless the student, staff member or visitor:
 - (a) is unable to place, use or remove a non-medical face mask without assistance;
 - (b) is unable to wear a non-medical face mask due to a mental or physical concern or limitation;
 - (c) is providing or receiving care or assistance where a non-medical face mask would hinder that caregiving or assistance; or
 - (d) is separated from every other person by a physical barrier.

Where physical distancing can be maintained

13. Subject to section 14 of this Order, sections 6 to 12 of this of Order do not apply in respect of an operator of a school who is able to ensure that all students, staff members and visitors maintain a minimum of 2 metres distance from every other person while attending an indoor location within a school or while being transported on a school bus.
14. An operator of a school must
 - (a) submit a plan to the Chief Medical Officer of Health that sets out how physical distancing will be maintained, and
 - (b) receive approval from the Chief Medical Officer of Health of its plan,

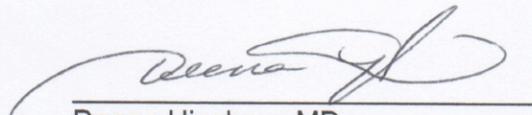
prior to allowing any students, staff members or visitors to attend an indoor location within its school or be transported on a school bus without wearing a non-medical face mask that covers their mouth and nose.

15. Despite section 13 of this Order, an operator of a school does not need to ensure that students, staff members and visitors are able to maintain a minimum of 2 metres distance from every other person when a student, staff member or visitor is seated at desk or table
- (a) within a classroom or place where the instruction, course or program of study is taking place, and
 - (b) where the desks, tables and chairs are arranged in a manner
 - (i) to prevent persons who are seated from facing each other, and
 - (ii) to allow the greatest possible distance between seated persons.

General

16. This Order remains in effect until rescinded by the Chief Medical Officer of Health.

Signed on this 29 day of August, 2020.


Deena Hinshaw, MD
Chief Medical Officer of Health



Dean Lindquist <dlindquist@newhorizons.ca>

Release of Ministry of Education 2019/20 Annual Report

1 message

EDC Deputy Minister <EducationDeputyMinister@gov.ab.ca>
Cc: Jim Peck <jim.peck@gov.ab.ca>

Thu, Aug 27, 2020 at 11:59 AM

To: Superintendents of Public, Separate, Francophone and Charter School Authorities

Secretary-Treasurers of Public, Separate, Francophone and Charter School Authorities

Executive Directors of Education Partner Associations

Alberta Catholic School Trustees' Association (ACSTA)

Alberta School Boards Association (ASBA)

Alberta School Councils' Association (ASCA)

Alberta Teachers' Association (ATA)

Association of Independent Schools & Colleges in Alberta (AISCA)

Association of School Business Officials of Alberta (ASBOA)

College of Alberta School Superintendents (CASS)

Fédération des conseils scolaires francophones de l'Alberta (FCSFA)

Fédération des parents francophones de l'Alberta (FPFA)

Public School Boards' Association of Alberta (PSBAA)

The Association of Alberta Public Charter Schools (TAAPCS)

Dear colleagues:

Today, the Government of Alberta released the Ministry of Education 2019/20 Annual Report.

Alberta Education's annual report contains performance measurement results, achievements in key priority areas and ministry financial highlights for 2019/20. The report is available online at <https://www.alberta.ca/government-and-ministry-annual-reports.aspx>.

Provincial assessment results for the 2019/20 year are not being reported. Due to the COVID-19 pandemic, achievement tests were cancelled, and only limited diploma exam sittings were held.

I would like to acknowledge the contributions of students and parents in making Alberta's education system so successful. I would like to thank our teachers, school administrators, school authorities and Alberta Education staff for their continued passion and commitment to delivering excellence in education in Alberta.

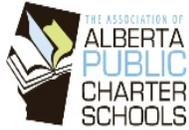
Sincerely,

Andre Corbould

Deputy Minister of Education

cc: Jim Peck, Senior Manager, Corporate Planning Branch

Classification: Protected A



THE ASSOCIATION OF ALBERTA PUBLIC CHARTER SCHOOLS

August 31, 2020

Gene Williams
Associate Deputy Minister
Ministry of Education

Dear Gene:

Over the past several months there have been a number of conversations as well as written exchanges, between TAAPCS and Alberta Education, regarding the very low SLS funding for charter schools. Subject to the assertion from the department that charter schools had very low numbers of special needs students, resulting in SLS funding for charters at a level equivalent to about 28% (on average) of the funding provided to all other public schools, our group was asked to submit numbers of students with special needs in each of our schools, as we assessed them, to substantiate our request for more SLS funding. We collected this information and the submission of these numbers was met with a request to demonstrate the basis upon which we had based our assessment. (It is worthy of note that such a demonstration is not required of other public schools, and indicates a form of skepticism as to the authenticity of charter school assessments of their own students). A draft letter was then submitted to TAAPCS indicating a methodology proposed by the department to assess numbers of students with special education needs.

Following an extensive consultation with our members, we have developed a perspective that we seek to be considered seriously by Alberta Education in recognition of the reality that charter schools are fully public schools with a mandate to approach all facets of education in a unique fashion.

There are definite challenges with the proposed methodology for assessing the special education needs of charter school students. Among them is the fact that the programming approach of each charter responds to the needs of special education students in a manner befitting the charter. As a prime example, FFCA is precluded by its charter from coding students, as the programming approach is designed to meet the needs of all students, including those with special needs. The proposed methodology is the standard methodology that was employed across Alberta school jurisdictions prior to 2012-13, and while it is still retained for student programming and other funding calculation purposes such as transportation and utilization rates for PO&M, it has been abandoned for Inclusion funding calculation. To revert to this methodology, for charter schools only, appears to us to be inappropriate as charter schools are public schools along with all other public school jurisdictions. In addition, this methodology flies in the face of charter school mandates to develop innovative means of responding to the educational needs of students.

We believe that a better methodology would be to use the factors in the current Inclusion formula that are used for all Francophone, Separate and Public jurisdictions. This methodology is premised on providing universal supports to all jurisdictions coupled with differential funding for factors that the Ministry has determined statistically positively correlate with a higher incidence of special needs

It's also important to note that the overall inclusive funding is largely for universal supports. While the percentages may have changed over time, it is likely that any variance would be minimal. In 2012-13 approximately \$230,000,000 was allocated for universal supports and an additional \$18,000,000 for differential factors.

We believe that, at a minimum, all charter school students should receive the universal inclusive amount allocated to other jurisdictions on a per capita basis. Any additional funding should be based on coding or qualifying for differential funding based on the formula factors.

Should there be a desire to understand how charters use these funds to support their students with special needs, we believe it would be much more positive and in line with the charter school mandate (as well as in line with the application of the funding framework to all other public school jurisdictions) to determine means and ways, in a collaborative fashion, for charter schools to share their innovative approaches in meeting the needs of those students.

We look forward to further dialogue to establish a foundation for working together to meet the needs of charter school students.

All the best,



Dale Erickson, President



Chris Gilmour, Vice-President

Cc: Andre Corbould, Deputy Minister
John Picard, Executive Director
Ron Koper, Chair, TAAPCS