

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: June 16, 2021

Initials: Chair \_\_\_\_\_

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

---

**June 16, 2021, 7:00 p.m.**

Board Members Present at Call to Order:

Dan Hanson  
CHAIR

Vincent Tong  
BOARD SECRETARY AND  
TREASURER

Ijeoma Ukiwe  
DIRECTOR

Shaun Guthrie  
DIRECTOR

Michelle Smith  
DIRECTOR

Administration Present:

Dean Lindquist  
SUPERINTENDENT

Patti Dundas  
SECRETARY-TREASURER

Ted Zarowny  
PRINCIPAL

Members Present:

Sarah-Jane Lovgren

Elizabeth Macve

Mable Chan-Simons

**1. Call to Order**

Chair Hanson called the virtual meeting to order at 7:01 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**

*Motion 2021-06-16-01 Moved that the agenda for the Board Meeting of June 16, 2021 be adopted as amended.*

*Moved: Director Smith  
Seconded: Director Guthrie  
Carried*

**4. Disclosure of Conflict of Interest:**

None

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: June 16, 2021

Initials: Chair \_\_\_\_\_

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

---

**5. Approval of Minutes**

**5.1 Minutes of May 19, 2021**

*Motion 2021-06-16-02 Moved that the Board Meeting minutes of May 19, 2021 be approved as presented.*

*Moved: Director Guthrie*

*Seconded: Director Smith*

*Carried*

**6. Administration Reports**

**6.1 Principal's Report**

Principal Zarowny indicated that the staff and students are discussing and addressing diversity and inclusiveness as a result of the recent national news focus on the Islamic community. The playground construction is set to begin on July 19, 2021. Thank you to FANHS, School Council and the NHS parent community for their work towards raising the funds towards its construction and completion.

Principal Zarowny noted some of the differences and challenges that the pandemic created throughout the past school year. He acknowledged that it has been a stressful and exhausting year and expressed thanks and appreciation to the entire staff, parent community, administration and Board members for the support expressed and received throughout the year.

**6.2 Superintendent's Report**

Superintendent Lindquist spoke to the COVID-19 Re-entry Plan, the Board of Directors Governance Orientation Session and the AB Ed K-3 Reading Screening Tools Update, as included in the agenda package. Discussion followed.

Principal Zarowny joined the meeting. The meeting moved back to item 6.1 for the Principal's Report.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: June 16, 2021

Initials: Chair \_\_\_\_\_

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

---

## 7. Board Reports

### 7.1 Board Chair's Report

Chair Hanson indicated that the meeting with Minister Glubish and MLA Walker was very productive. There was discussion on the successes of NHS as well as the space and funding challenges that the school is facing. An information package will be forwarded to Minister Glubish and MLA Walker with more detailed information for further discussion at a government level. Chair Hanson thanked the Board for all of the work and effort over the past year.

### 7.2 Finance Committee Report

Committee Chair Tong indicated that the committee met and discussed the Quarterly Financial Report for the period ended May 31, 2021. Overall, spending to date is mostly on target and the budget is on track with prior projections. Secretary Treasurer Dundas shared the budget summary and invited questions.

*Motion 2021-06-16-03      Moved that the Board receive the Quarterly Financial Report for the period ended May 31, 2021 as information.*

*Moved:      Board Secretary and Treasurer Tong  
Seconded:      Director Ukiwe  
Carried*

### 7.3 Other Committee Reports

#### **Policy Guidelines and Bylaws Committee**

No report.

#### **Survey Committee**

No report.

#### **Public Relations**

No report.

#### **Personnel**

No report.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: June 16, 2021

Initials: Chair \_\_\_\_\_

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

---

**8. New Business**

**8.1 Quarterly Financial Report**

Discussed during item 7.1.

**8.2 Modular Approval**

Secretary Dundas indicated that NHCSS received approval for two additional modular classrooms, as included in the agenda package. The prep sheets have been completed and submitted and formal approval has been received from Alberta Education. Plans are underway to begin the tender process. The timeline is not yet confirmed but is estimated for spring of 2022 at the earliest. Discussion followed.

**8.3 NHCSS SGM Date for Elections**

Superintendent Lindquist spoke to the requirement to set a date for the NHCSS SGM for elections, as included in the agenda package.

*Motion 2021-06-16-04      Moved that the Board set the date for the NHCSS SGM for Wednesday, October 6, 2021 at 7:00 p.m.*

*Moved:      Director Guthrie*

*Seconded:      Director Smith*

*Carried*

**8.4 September 2021 Board Meeting Date**

Superintendent Lindquist spoke to the requirement to set a date for the September 2021 Board Meeting, as included in the agenda package. The Board reached consensus to hold the meeting on Wednesday, September 22, 2021 at 7:00 p.m.

**8.5 Summer Housekeeping Retreat Date**

Superintendent Lindquist spoke to the requirement to set a date for the Summer Housekeeping Retreat, as included in the agenda package. Discussion followed. The Board reached consensus to hold the Retreat in person at the school on Saturday, August 21, 2021 from 9:00 a.m. to 3:00 p.m.

**8.6 Revised Fee Schedule 2021-22**

Superintendent Lindquist spoke to proposed Fee Schedule 2021-22, as included in the agenda package. The fee amount for Kanga pouches is revised to \$10 each from the noted \$5.50 and there is an additional item of Kindercooking for \$10 per student. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: June 16, 2021

Initials: Chair \_\_\_\_\_

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

---

*Motion 2021-06-16-05 Moved that the Board approve the proposed Fee Schedule 2021-22 as presented.*

*Moved: Director Smith*

*Seconded: Director Ukiwe*

*Carried*

**8.7 AEP Updated**

Superintendent Lindquist indicated that the Annual Education Plan required an update due to the modular classroom approval, as distributed with the agenda package. Discussion followed.

**8.8 FANHS Report**

No report. The agenda item will be deferred to the September 22, 2021 Board meeting.

**8.9 School Council Update**

School Council Chair Elizabeth Macve provided a School Council Update to the Board on the events and initiatives that School Council has participated in and/or financially supported over the past year.

**9. Board Work Plan**

The Board reviewed the Work Plan for 2020-21, as included the agenda package. Discussion followed. There was Board consensus to include the FANHS report in September, 2021 and to move approval of the Annual Education Plan from April to May of 2022.

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

Chair Hanson indicated that another meeting is scheduled in June prior to a summer break.

**11. Receipt of Reports**

*Motion 2021-06-16-06 Moved that all reports be received as presented during the meeting.*

*Moved: Director Guthrie*

*Seconded: Director Smith*

*Carried*

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: June 16, 2021

Initials: Chair \_\_\_\_\_

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

---

**12. Correspondence Sent**

- 12.1 Letter of Invitation to Minister Glubish
- 12.2 Letter of Invitation to MLA Walker

**13. Correspondence Received**

- 13.1 EDC DM Flags at Half Mast for Children's Remains Found at Kamloops Residential School
- 13.2 EDC Minister Intervention Funding to Address COVID-19 Learning Disruptions
- 13.3 EDC Minister Child and Youth Well-Being Review
- 13.4 EDC Minister Budget Submission Extension
- 13.5 EDC DM Critical Worker Benefit Program Expansion
- 13.6 EDC DM Vaccinations
- 13.7 EDC DM COVID-19 Open for Summer – Graduation Ceremonies
- 13.8 TAAPCS PSBAA Research Report

Chair Hanson invited guest attendees to make comments or ask questions. Brief discussion followed.

**14. Motion to Move In Camera**

*Motion 2021-06-16-07 Moved that the meeting move in camera at 8:31 p.m.*

*Moved: Director Guthrie*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

**Motion to Move Out of Camera:**

*Motion 2021-06-16-08 Moved that the meeting move out of camera at 8:37 p.m.*

*Moved: Director Ukiwe*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: June 16, 2021

Initials: Chair \_\_\_\_\_

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

---

**15. New Business (con't)**

**15.1 Matters Arising from In Camera Meeting**

*Motion 2021-06-16-09*

*Moved that the Board of Directors ratify the employment contract for the following:*

- *Employee #0320 Substitute Teacher*
- *Employee #0321 Substitute Teacher*
- *Employee #0307 Temporary Teaching Contract*
- *Employee #0298 Probationary Teaching Contract*
- *Employee #0309 Continuous Teaching Contract*

*Moved: Director Guthrie*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

**16. Adjournment**

Chair Hanson adjourned the meeting at 8:44 p.m.

*Next Board Meeting: September 22, 2021*