



Board of Directors

Board Meeting

Agenda Package

February 16, 2022

☞ *New Horizons Charter School Society* ☞

**NEW HORIZONS CHARTER SCHOOL SOCIETY
BOARD OF DIRECTORS' MEETING**

February 16, 2022

AGENDA

<https://us06web.zoom.us/join/91234567890>

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 | 7:02 pm |
| <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, a 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> | | | |
| 3. | Adoption of Agenda | D. Hanson | 7:05 pm |
| 4. | Disclosure of Conflict of Interest | D. Hanson | 7:10 pm |
| 5. | Approval of Minutes | D. Hanson | 7:12 pm |
| | 5.1 January 19, 2022 – attachment | | |
| | 5.2 February 10, 2022 Special Board Meeting
(will be sent in separate attachment) | | |
| 6. | Administration Reports | | 7:15 pm |
| | 6.1 Principal's Report – | T. Zarowny | |
| | 6.2 Secretary Treasurer's Report - | P. Dundas | |
| | 6.3 Superintendent's Report – attachment | D. Lindquist | |
| | 6.3.1 SLS Financial Report | P. Dundas | |
| 7. | Board Reports | | 7:25 pm |
| | 7.1 Board Chair's Report | D. Hanson | |
| | 7.2 Other Committee Reports | D. Hanson | |
| 8. | New Business | | 7:35 pm |
| | 8.1 Draft School Year Calendar – 2022-23 | D. Lindquist | |
| | 8.2 Mid-year progress report on Three-Year
Education Plan 2021-24 | T. Zarowny | |

8.3	TAAPCS Exec Director Recruitment Questions	D. Hanson	
9.	Board Work Plan – attachment	D. Hanson	8:00 pm
10.	The Association of Alberta Public Charter Schools	D. Hanson	8:05 pm
11.	Receipt of Reports	D. Hanson	8:15 pm
12.	Correspondence Sent	D. Hanson	8:17 pm
12.1	Letter to Minister re: Funding		
12.2	Letter to Minister re: Transfer of Funds		
13.	Correspondence Received	D. Hanson	8:20 pm
13.1	Charter School Engagement Session		
13.2	EDC Minister New Public Engagements – Curriculum		
13.3	EDC Deputy Minister COVID-19 Update: Indoor Air Quality		
14.	In Camera	D. Hanson	8:25 pm
15.	Adjournment	D. Hanson	9:00 pm

Next Board Meeting – 7:00 pm, Wednesday, March 16, 2022

January 19, 2022, 7:00 p.m.

Board Members Present at Call to Order:

Dan Hanson
CHAIR

Jason Clarke
VICE CHAIR

Vincent Tong
BOARD SECRETARY AND
TREASURER

Shaun Guthrie
DIRECTOR

Ijeoma Ukiwe
DIRECTOR

Michelle Smith
DIRECTOR

Kristie Derkson
DIRECTOR

Administration Present:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Ted Zarowny
PRINCIPAL

Members Present:

Anita Sanderson

1. Call to Order

Chair Hanson called the virtual meeting to order at 7:04 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

The agenda was amended to include:

- 5.2 Minutes of January 16, 2022

Motion 2022-01-19-01 Moved that the agenda for the Board Meeting of January 19, 2022 be adopted as amended.

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

4. Disclosure of Conflict of Interest

None.

5. Approval of Minutes

Director Ukiwe joined the meeting.

5.1 Minutes of December 15, 2021

Brief discussion regarding procedure for recording votes cast for and against motions during a meeting.

Motion 2022-01-19-02 Moved that the Board Meeting minutes of December 15, 2021 be approved as presented.

*Moved: Director Smith
Seconded: Director Guthrie
Carried*

5.2 Minutes of January 16, 2022

Motion 2022-01-19-03 Moved that the Special Board Meeting minutes of January 16, 2022 be approved as presented.

*Moved: Director Ukiwe
Seconded: Director Guthrie
Carried*

6. Administration Reports

6.1 Principal's Report

Principal Zarowny provided a brief verbal report and indicated that admissions for 2022-23 opened in December. An information night was held the week of January 10 and 81 applications have been received to date. Discussion followed.

Director Derkson joined the meeting.

6.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas indicated that the modulars have been placed and are being prepared for occupancy. Estimated completion for occupancy is four to six weeks. Discussion followed.

6.3 Superintendent's Report

Superintendent Lindquist spoke to the COVID-19 Re-entry Plan and summarized the changes approved at the January 16, 2022 Special Board Meeting. There is ongoing discussion regarding the criteria needed to shift a school to at-home learning. CASS has sent a survey seeking feedback on what criteria should be considered when looking at the shift to online learning. Discussion followed.

Director Smith left the meeting.

The SLS review is moving forward. Reviewers are in place and work is expected to begin in early February.

The 2022-23 school year calendar will be deferred to the February meeting pending release of the EIPS 2022-23 calendar (due to transportation usage), as noted in the agenda package.

7. Board Reports

7.1 Board Chair's Report

Chair Hanson thanked the directors and administration for participating in the recent Special Board Meeting. The commitment of all is appreciated.

7.2 Committee Reports

Finance Committee

The committee met last week to review the first quarter financial report for period ending November 30, 2022. Details of the report will be addressed in item 8.3.

Policy Guidelines and Bylaws Committee

Vice Chair Clarke indicated that the committee will be calling a meeting for February. There are many items to be addressed, including the following:

- 202 Severe Allergy
- 201 Technology Use
- 210 Welcoming, Caring
- Bylaw 6.1.7 - Voting at Meetings
- New Recommendations – Pandemic Response
- New Recommendations – Student Injury / Illness

Survey Committee

Director Guthrie and Principal Zarowny indicated that the committee met. Details will be discussed in item 8.2.

Public Relations Committee

Chair Hanson indicated that a letter regarding funding is being finalized and will be sent in the near future.

Personnel Committee

Chair Hanson indicated that the committee will be meeting in the next few weeks, date to be determined.

8. New Business

8.1 NHS Stakeholder Forum

Superintendent Lindquist presented the final agenda for the Stakeholder Forum scheduled for January 24, 2022, as included in the agenda package. Discussion followed.

8.2 Stakeholder Survey

Principal Zarowny indicated that no changes were made to the survey questions, as shared with the Board prior to the meeting. The committee is bringing four recommendations to the Board for input, as included in the agenda package. Discussion followed.

8.3 First Quarter Financial Report

Board Secretary and Treasurer Tong presented the First Quarter Financial Report, as included in the agenda package. Discussion followed.

Motion 2022-01-19-04 Moved that the Board receive the Quarterly Financial Report for the period ended November 30, 2021 as information.

*Moved: Board Secretary and Treasurer Tong
Seconded: Vice Chair Clarke
Carried*

8.4 Review Policy 210 and Associated Student Code of Conduct

Superintendent Lindquist spoke to the required annual review of Policy #210 and the Student Code of Conduct, as included in the agenda package. Discussion followed.

Motion 2022-01-19-05 Moved that the Board affirms that Policy 210 was reviewed and that the Board confirms compliance with the requirements of the Education Act.

*Moved: Director Guthrie
Seconded: Director Ukiwe
Carried*

Motion 2022-01-19-06 Moved that the Board affirms that the Student Code of Conduct was reviewed and that the Board confirms compliance with the requirements of the Education Act.

*Moved: Vice Chair Clarke
Seconded: Director Guthrie
Carried*

9. Board Work Plan

The Board reviewed the Work Plan for 2021-22, as included in the agenda package.

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

Director Smith provided a brief verbal report prior to leaving the meeting and indicated that this month's meeting is being postponed. Executive Director Picard will be leaving TAAPCS to pursue a superintendent position.

11. Receipt of Reports

Motion 2022-01-19-07 Moved that all reports be received as presented during the meeting.

Moved: Vice Chair Clarke

Seconded: Director Ukiwe

Carried

12. Correspondence Sent

13. Correspondence Received

- 13.1 Minister Update on Resumption of Learning
- 13.2 EDC DM Update on Resumption of Learning
- 13.3 Updated Guidance Document for Managing COVID-19 in Schools
- 13.4 Promotional Campaign for the Explore 2022 – Second Language Program
- 13.5 Update from AHS – Omicron Variant and Outbreak Management Support

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

14. In Camera

No in-camera meeting.

15. Adjournment

Chair Hanson adjourned the meeting at 8:39 p.m.

Next Board Meeting: February 16, 2022

MEMORANDUM

February 16, 2022

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Superintendent's Report

Background:

NHS Re-entry Plan

Data trends:

	January 31	February 3	February 6	February 8
Current COVID-19 cases (Alberta)	35,322	32,711	30,094	26,896
Current hospitalizations (Alberta)	1585	1584	1542	1615
Current ICU (Alberta)	109	118	118	135
12+ populations with at least one vaccine dose	89.8%	89.9%	89.9%	89.9%
12+ population fully vaccinated	86.1%	86.2%	86.2%	86.3%
Aged 5 – 11 provincial vaccination rates (at least one dose)	45.4%	45.7%	46.1%	46.3%
Aged 5 – 11 provincial vaccination rates (at least two doses)	13.9%	15.5%	17.8%	18.5%
Sherwood Park schools on alert list	Not tracked	Not tracked	Not tracked	Not tracked
Current active cases aged 5 – 9 (Alberta)	1786	1613	1429	1178
Current active cases – aged 10 – 19 (Alberta)	3097	2786	2490	2161

The changes made to the re-entry plan are working and we continue to have a number of parents reported student COVID-19 cases daily. We continue to inform parents of COVID-19 affected classrooms that there is a case in their classroom. In this way, rather than moving the entire classroom to at-home learning, parents may determine if they will keep their children home for a period of time. Children with COVID-19 are required to not attend school for 10 days or symptom-free (whichever is longest).

Managing the implementation of the COVID-19 plan is working with good overall parental and community support. One of the challenges is that although we suspect that many of our students are partially or fully vaccinated, unless stated by parents, we must assume unvaccinated status due to the significant variations in the provincial and federal government (international travel only) requirements. As an example, we require partially or non-vaccinated students that are close household contacts to not return to school for 14 days, whereas fully vaccinated students do not have to isolate and only monitor for symptoms (AHS requirement).

The re-entry plan is regularly monitored as it has been over the past 20-24 months. As the Alberta Government considers changes to the required health and safety measures, we will continue to review the plan and provide advice to the NHS Board of Directors.

Board discussion and direction is required for providing administration about how the board wishes to handle the health and safety measures currently being implemented should the Alberta Government begin to lessen their application across the province. For example, it is expected that the Alberta Premier will announce a roll-back of health and safety measures similar to what is happening in some provinces and other countries. If the announcement is made prior to the February board meeting, additional information will be provided to the board prior to or at the meeting.

2021/22 Alberta Education Assurance (AEA) Survey

The survey will be administered in late February this year. This is the second year of this survey since it replaced the previous Accountability Pillar Survey. Students, parents and teachers will complete the survey. The survey is confidential and will be used by our school to inform our planning and reporting documents.

Alberts Education SLS Review

The SLS review is underway. The review consists of interviewing one parent, two teachers, and school and system administration. In addition, a random sample of mild / moderate coded student files (consultant developed) were uploaded to an Alberta Education SharePoint and reviewed. In addition, some severe disability coded student files were also reviewed.

Also attached to this report is the SLS funding spreadsheet that was also submitted to the consultants for review. Secretary-Treasurer Dundas will discuss, as part of the presentation of this report at the meeting, the spreadsheet and how funding is distributed to support students with mild/moderate or severe learning needs.

It is important to note to the board that historically, all our students do well academically and there are other significant supports for students who require other supports beyond academics.

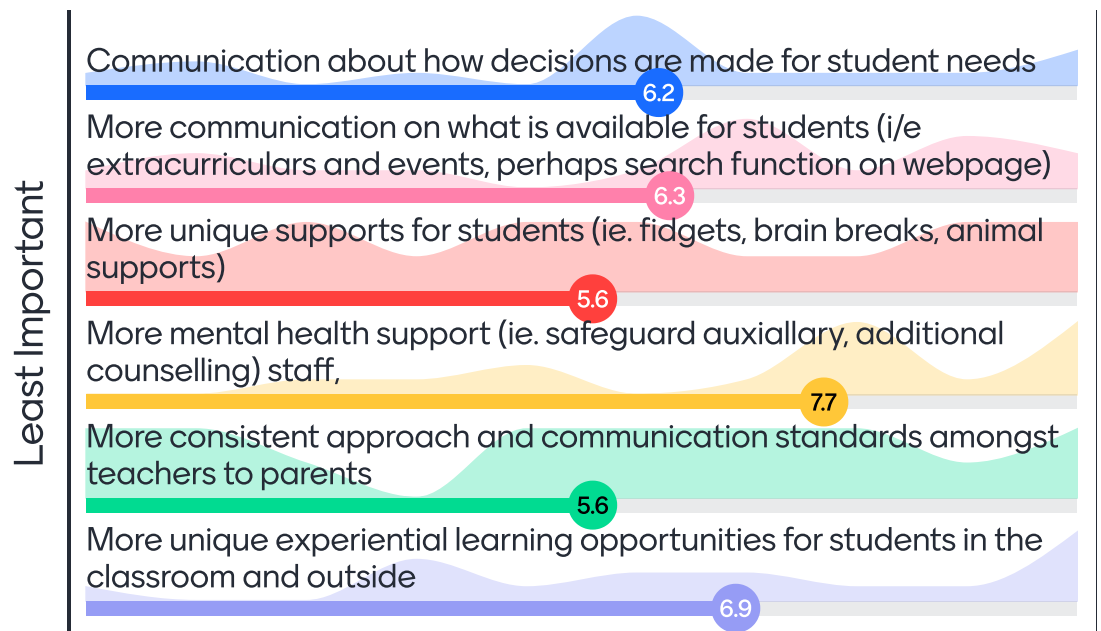
Stakeholder Forum

Mentimeter results from the Stakeholder Forum are shared in this board package.

Sincerely,

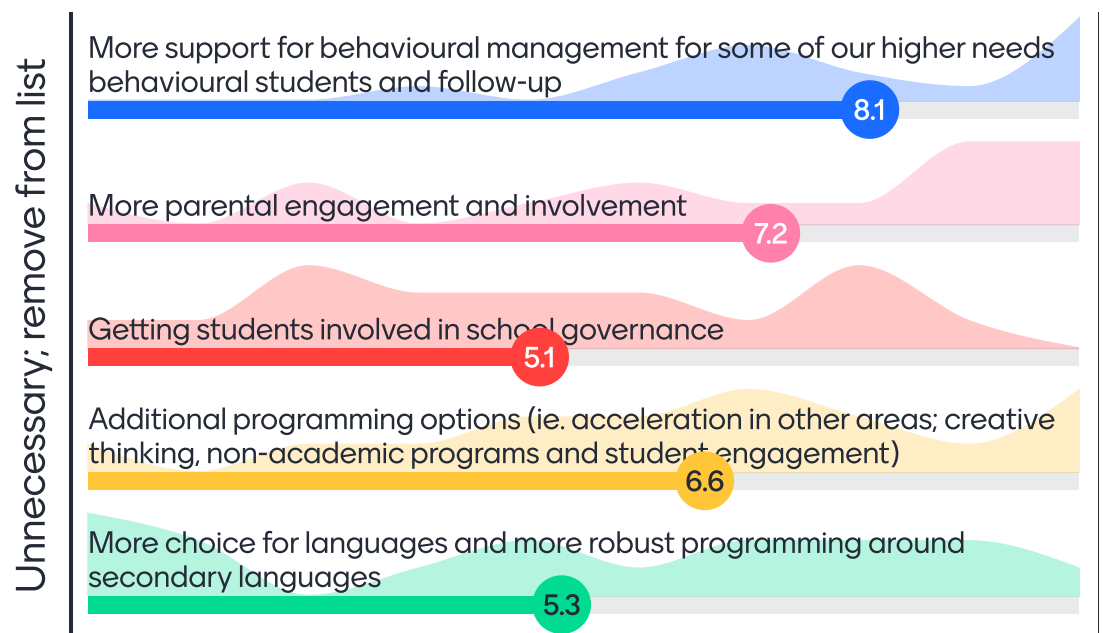
Dean Lindquist

To better improve or support student learning, what areas that NHS needs to improve or do better?



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Patti Dundas
Secretary Treasurer
Phone: 780-416-2353
Email:
pdundas@newhorizons.ca

MEMORANDUM

February 16, 2022

To: Board of Directors
From: Patti Dundas – Secretary Treasurer
Subject: SLS Financial Report

Background:

The SLS Consultants asked all Charter schools to gather 5 years of actual financial information for their review.

This Financial Report was sent to them on January 28 and indicates that we have approximately \$760,000 in costs for our at risk students. We receive approximately 17.5% of this amount from Alberta Education in our SLS grant to ensure that our students are getting the supports that they need.

Recommendations:

It is recommended that this report be received as information.

Patti Dundas – Secretary Treasurer

Attachment

School Expenditure Form				
New Horizons Charter School Society				
New Horizons Charter School				
School Year		2017/18		
Specialized Learning Supports - Expenses		School Level		Authority Level
		FTE	Amount	FTE Amount
1	Education Assistants (EAs)	4.7	\$ 171,853.00	\$ -
2	Psychologists		\$ 3,057.58	\$ -
3	Behaviour Specialist		\$ 960.00	\$ -
4	Occupational Therapist (OT)		\$ -	\$ -
5	Speech Language Pathologists (SLP)		\$ -	\$ -
6	Learning Coach		\$ -	\$ -
7	Counsellor		\$ 77,921.36	\$ -
8	Family School Liaison Worker (FSLW)		\$ -	\$ -
9	Assistive Technology Supports		\$ -	\$ -
10	Vision/Hearing Supports & Diagnostic Services		\$ -	\$ -
11	Therapeutic Assistant - BT (TA - BT)		\$ -	\$ -
12	Therapeutic Assistant - OT (TA - OT)		\$ -	\$ -
13	Therapeutic Assistant - SL (TA - SL)		\$ -	\$ -
14	Other Speciality (i.e. Licensed Practical Nurses, Interpreter, Social Worker)		\$ -	\$ -
15	Certificated FTE		\$ 117,308.09	
16	Administration		\$ 40,684.15	
17	CO Administration			\$ 11,600.00
18	Substitutes			
	Parent/Specialist Meeting - 4 days		\$ 800.00	
19	GAPS			
	Registered Psychologists - Crisis Management		\$ 1,500.00	
	Education Assistants (EAs)	1.0	\$ 41,974.65	
20	Supplies & Materials - Testing		\$ 3,210.01	\$ -
21	Sensory Modulation Tools		\$ 500.00	
22	Technology		\$ 5,000.00	
	Total Expenses	5.73	\$ 464,768.84	0.00 \$ 11,600.00
Total Number of Students Required Support - School Level		318		
Total Number of Students Required Support - Authority Level				
Comments:				

School Expenditure Form																
New Horizons Charter School Society																
New Horizons Charter School																
School Year	2018/19				2019/20				2020/21				2021/22			
Specialized Learning Supports - Expenses	School Level		Authority Level		School Level		Authority Level		School Level		Authority Level		School Level		Authority Level	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
1 Education Assistants (EAs)	7.19	\$ 258,647.72			8.19	\$ 263,111.31	EA's not paid May/June		8.4	\$ 390,987.00	hours increased due to COVID		7.4	\$ 330,136.00		\$ -
2 Registered Psychologists											\$ -					\$ -
3 Behaviour Specialist		2,681.47				3,837.15				1,708.36		\$ -		5,000.00		\$ -
4 Occupational Therapist (OT)										1,072.50		\$ -		1,202.50		\$ -
5 Speech Language Pathologists (SLP)										422.50		\$ -		455.00		\$ -
6 Learning Coach /Learning Support /Learning Strategist										\$ -		\$ -		\$ -		\$ -
7 Counsellor	0.7	77,848.51			0.4	33,896.65			0.4	44,423.00		\$ -	0.4	44,527.00		\$ -
8 Family School Liaison Worker (FSLW)										\$ -		\$ -		\$ -		\$ -
9 Assistive Technology Supports												\$ -		\$ -		\$ -
10 Vision/Hearing Supports & Diagnostic Services						2,000.00				\$ -		\$ -		4,000.00		\$ -
11 Therapeutic Assistant - BT (TA - BT)										\$ -		\$ -		\$ -		\$ -
12 Therapeutic Assistant - OT (TA - OT)										\$ -		\$ -		\$ -		\$ -
13 Therapeutic Assistant - SL (TA - SL)										\$ -		\$ -		\$ -		\$ -
14 Other Speciality (i.e. Licensed Practical Nurses, Interpreter, Social Worker)										\$ -		\$ -		\$ -		\$ -
15 Certified FTE - 7% - IPP Writing/Evaluation		\$ 121,505.33				\$ 131,283.53				\$ 140,925.06				\$ 150,951.08		
16 Administration		\$ 40,684.15				\$ 40,684.15				\$ 40,684.15				\$ 40,684.15		
17 CO Administration			\$ 10,850.00				\$ 10,850.00					\$ 10,850.00				\$ 11,100.00
18 Substitutes																
Parent/Specialist Meeting - 6 days		\$ 1,380.00				\$ 1,380.00				\$ 1,380.00				\$ 1,380.00		
19 GAPS																
Counsellor	1.0	\$ 81,135.20			1.0	\$ 81,135.20			1.0	\$ 81,135.20			1.0	\$ 81,135.20		
Registered Psychologists - Crisis Management		\$ 4,500.00				\$ 4,500.00				\$ 4,500.00				\$ 4,500.00		
Education Assistants (EAs)	1.0	\$ 41,974.65			1.0	\$ 41,974.65			2.0	\$ 83,949.29			2.0	\$ 83,949.29		
20 Supplies & Materials - Testing		\$ 2,253.72				\$ 402.27				\$ 4,487.14		\$ -		\$ 3,000.00		\$ -
21 Sensory Modulation Tools		\$ 1,000.00				\$ 1,000.00				\$ 1,000.00				\$ 1,000.00		
22 Technology		\$ 6,000.00				\$ 8,000.00				\$ 9,000.00				\$ 9,000.00		
Total Expenses	9.89	\$ 639,610.75	\$ 10,850.00		10.59	\$ 613,204.91	\$ 10,850.00		8.83	\$ 805,674.20	0.00	\$ 10,850.00	7.83	\$ 760,920.22	0.00	\$ 11,100.00
Other Information																
Total Administrator FTE	1.3				1.6				1.6				1.6			
Total Teacher FTE	17.806				18.896				19.896				20.884			
Total Number of Students Required Support - School Level	353				390				407				425			
Total Number of Students Required Support - Authority Level																
Comments: We have seen a steady increase in our school population and a corresponding increase in coded students requiring additional support from educational assistants. NHS has historically accepted any student that meets the required gifted benchmark regardless of other special education needs (eg., autism, anxiety, behavioral, etc.) Larger school authorities have significant consultative supports on their administrative teams to provide guidance and direction to administration, teachers, parents, etc. In smaller school systems, these consultants are not affordable, yet the support is still required; therefore, superintendent, secretary-treasurer and school administration fulfill that role.																

MEMORANDUM

Date February 16, 2022

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: 2022/2023 School Year Calendar

Background:

The attached document presents a draft school calendar for the 2022/2023 school year. Administration's intent is to present a draft calendar to the Board for initial discussion and adoption in principle. Following this initial consideration by the Board, it is recommended that the draft calendar be presented for discussion and feedback to the School Council and school staff, with a view toward adoption at the March 2022 meeting of the Board of Directors.

As noted at the January board meeting, the initial draft is usually brought to the January board meeting for approval in principle. However, EIPS was conducting a review of their calendar and it was not available to us in time for the January board meeting and we require access to their calendar as they provide transportation to many of our students.

Key features of the draft proposed calendar address the following pieces of legislation, regulation and collective agreement articles:

1. Section 60 of the Province of Alberta Education Act establishes that "a board shall determine and make publicly available for each school year the days, dates and number of days of school operation."
2. As per the Funding Manual for School Authorities, and to allow for a balanced program that leads to the student learning outcomes outlined in the Ministerial Order on Student Learning, schools are required to ensure that Grade 1 to Grade 9 students have access to a minimum of 950 hours of instruction per year in each grade.
3. As per the Funding Manual for School Authorities, ECS operators shall provide access to a minimum of 475 hours of instruction for each child during a school year.
4. According to Article 8.12 of the collective agreement with the Alberta Teachers' Association, "Teachers will render service for the number of teaching days designated by the Board up to 200 teaching days, commencing the opening day of school in each school year, exclusive of vacation periods, weekends and general holidays of the Province of Alberta."

The specifics of the calendar are as follows:

1. The draft calendar provides for 193 days of school operation. Of these, 181 are instructional days and 12 are non-instructional days.

2. The draft calendar is designed to be consistent, in substantial measure, with the calendars of Elk Island Public Schools (EIPS) and Elk Island Catholic (calendar not available), although not necessarily in perfect alignment. The need for consistency is prompted by our school's agreement with EIPS with respect to bus transportation services and by an acknowledgment that some families with children enrolled in our school have other children who are enrolled in EIPS or EICS schools.
3. As outlined in greater detail below, three of the non-instructional days are identified as days-in-lieu for "... parent teacher meetings related to report cards and Individual Program Plans," as per the collective agreement with the Alberta Teachers' Association.
4. Of the 181 instructional days in the proposed calendar, 171 are full days and 10 provide for early dismissal on staff meeting days. When combined with the school's current daily schedule, this generates a total of 973 hours of instructional time, which is above the minimum of 950 hours specified in the Funding Manual.
5. Classes for students begin on August 30, 2022 and conclude on the June 27, 2023. These start and end dates are consistent with EIPS. Teachers begin their school year on August 26, 2022 and finish on June 28, 2023
6. The draft calendar includes a Fall Break in November (incorporating one in-lieu day), a two-week Winter Break with students returning January 4, and a Spring Break (incorporating one in-lieu day) that begins on Friday, March 24, with classes resuming on Monday, April 3.
7. Additional holidays (i.e. those not included in other vacation periods) are Labour Day, Thanksgiving Day, Family Day, Good Friday, Easter Monday, and Victoria Day.
8. The proposed calendar includes 12 non-instructional days.
9. Intake Day (1) - a day on which prospective students will be assessed for possible enrolment at New Horizons School; scheduled for March 3, 2023.
10. Days in lieu of parent-teacher conferences (3) - as per the collective agreement with the Alberta Teachers' Association.

Recommendations:

The following recommendations are presented for the consideration of the Board of Directors:

1. That the draft calendar for the 2022-23 school year be approved in principle.
2. That the draft calendar be presented to the School Council and school staff for discussion and feedback and that, giving consideration to the feedback received, it be presented to the Board of Directors for final approval at the March 2022 Board meeting.

Respectfully,



Dean Lindquist

2022 - 2023 School Calendar

August '22						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September '22						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October '22						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November '22						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December '22						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January '23						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February '23						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March '23						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April '23						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May '23						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June '23						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July '23						
Su	M	Tu	W	Th	F	S
						1
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30	31					



School Closed/ Holidays



Day in Lieu of Conferences (school closed for students and staff)



PD / Organizational Day / School closed for students



First and Last Day of School



Early Dismissal – Staff Meeting

Important Dates	
Organizational /PD Days	August 26 & 29
Classes Begin for Students	August 30
Labour Day	September 5
Truth and Reconciliation Day	September 30
IPP Writing Day	October 7
Thanksgiving Day	October 10
Fall Break	November 7 - 11
Remembrance Day	November 11
Days in Lieu of P/T Conferences	November 10, March 24, May 19
Winter Break	December 21 – January 3 Inclusive
Classes Resume	January 4
Professional Development Day	January 30
Teachers' Convention	February 9 - 10
Family Day	February 20
Intake Day	March 3
Spring Break	March 24 – 31 Inclusive
Classes Resume	April 3
Good Friday	April 7
Easter Monday	April 10
Professional Development Day	May 5
School Closed	May 19
Victoria Day	May 22
National Indigenous Peoples Day	June 21
Final Day for Students	June 27
Organizational Day	June 28

Operational and Instructional Days		
Month	Days of School Operation	Days of Student Instruction
August	4	2
September	20	20
October	20	19
November	18	17
December	14	14
January	20	19
February	19	17
March	18	16
April	18	18
May	22	20
June	20	19
Total	193	181



EIPS DIVISION CALENDAR 2022-23

Regular School Day

Early Dismissal for Students

First Instructional Day (Semester 1 and 2)

No School – Statutory Holiday

No School for All Students and Staff

No School for Students
– Professional Learning/Operational Day

Important Dates

- Aug 26** Professional Learning Day
- Aug 29** Operational Day
- Aug 30** Classes Begin
- Sept 5** Labour Day – Statutory Holiday
- Sept 30** National Day for Truth and Reconciliation – Division Closure
- Oct 7** Professional Learning Day
- Oct 10** Thanksgiving Day – Statutory Holiday
- Nov 7-11** November Break
- Nov 11** Remembrance Day – Statutory Holiday
- Dec 21 - Jan 3** Christmas Break
- Dec 25** Christmas Day – Statutory Holiday
- Jan 1** New Year's Day – Statutory Holiday
- Jan 4** Classes Resume for Students
- Jan 30** Professional Learning Day
- Jan 31** Second Semester Begins
- Feb 9 & 10** North Central Teachers' Convention
- Feb 20** Family Day – Statutory Holiday
- Mar 3** Professional Learning Day
- Mar 24 - 31** Spring Break
- Apr 3** Classes Resume
- Apr 7** Good Friday – Statutory Holiday
- Apr 10** Easter Monday – Division Closure
- May 5** Professional Learning Day
- May 19** School Closure Day
- May 22** Victoria Day – Statutory Holiday
- June 21** National Indigenous Peoples Day – No Exams
- June 27** Last Instructional Day
- June 28** Last Operational Day

AUGUST 2022

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SEPTEMBER 2022

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OCTOBER 2022

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NOVEMBER 2022

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DECEMBER 2022

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JANUARY 2023

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FEBRUARY 2023

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MARCH 2023

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APRIL 2023

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MAY 2023

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JUNE 2023

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JULY 2023

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MEMORANDUM

February 16, 2022

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Executive Director Recruitment - TAAPCS

Chair Dan Hanson received the attached email requesting that he and or the board consider a number of questions regarding the hiring of a new Executive Director for TAAPCS. The board is encouraged to provide a response.

For the board's information, the current Executive Director will be assuming a Superintendent's position with a new charter school.

Sincerely,

Dean Lindquist

TAAPCS Email

From: **Ron Koper** <rkoper@shaw.ca>
Date: Sat, Feb 5, 2022 at 10:18 AM
Subject: Request for Board Chair assistance
To: <note: email addresses removed>

Good morning everyone,

I am sending this note to all board chairs with a request for help.

TAAPCS needs to replace our Executive Director function and this should be done with an eye to where the organization is going as well as where it has been.

We have had the suggestion to consider non-traditional hiring alternatives, which may offer some great advantages but may also have drawbacks.

The Executive is reaching out Board Chairs to speak for the membership on two things:

1. What are TAAPCS strategic needs and the resulting needs for the ED position?
2. What guidance would the membership give to the ED hiring committee?

To accomplish this, we will be setting up some Zoom meetings over the course of the next two weeks to create guidance for the hiring committee. If you are unable to make it to one of the Zoom conversations, we would be happy to reach out to you personally.

Our objective is to give all boards a voice in this process.

We had attached two documents to help you gather thoughts on these two questions. One is the process document we are following and an initial assessment of TAAPCS past performance. The other is a draft profile recommended by the TAAPCS Executive.

Feel free to share these documents with Superintendents and board members. Although there may not be enough time to put this through a full cycle of all member board meeting discussions, our hope is that informal dialogue in each board will be sufficient to generate the hiring guidance.

Major new strategy directions would need to be discussed at a Spring General or Annual General meeting. We hope to be able to complete replacement or re-design of the function without major strategy revision,

TAAPCS will begin the hiring process after we have the guidance document pulled together. If you have ideas, suggestions or would like to play a role on the hiring committee, we will be delighted to discuss them.

Please call if you any questions or concerns.

Warmly,
Ron

Ron Koper

Board of Directors – Work Plan for 2021-22

September	<ul style="list-style-type: none"> Adopt Board Work Plan for 2021-22 Set date for October Board meeting Receive report on provincial achievement test results (closed meeting) Re-entry Plan Update 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <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 Elect Board executive officers (must be within one week of SGM) Select members for Board standing committees Set dates for Board meetings (motion required) Notify Service Alberta of change in executive officers Identify Board signing authorities Sign Board Member Code of Conduct – Policy #101 Receive Accountability Pillar Results Report for October 2021 (Note: no PAT's written in 2020-21) Attend TAAPCS Annual General Meeting Receive enrolment report for September 30, 2021 Conduct initial orientation session for new Board members Submit request to Alberta Education for modular classrooms Set date for NHCS Society Annual General Meeting Create Task Force to investigate establishment of New Horizons High School Program (as per Education Plan) 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"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
November	<ul style="list-style-type: none"> Conduct AGM of NHCS Society Approve revised budget for 2021-22 Approve Annual Education Results Report 2020-21 Approve Audited Financial Statement Year Ending Aug 31/21 Receive Report #1 from School Council Determine priorities, possible date for Stakeholder Forum 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"/>
December	<ul style="list-style-type: none"> Set date for March Board Planning Retreat Receive Counsellor's Report #1 Re-entry Plan Update 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
January	<ul style="list-style-type: none"> Receive Quarterly Financial Report for Sep - Nov 2021 Review Policy 210 and associated Student Code of Conduct Approve school calendar for 2022-23 in principle Stakeholder Forum – Gather input on possible Education Plan priorities Re-entry Plan Update 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

February	<ul style="list-style-type: none"> Provide final approval of school calendar for 2022-23 Prepare breakfast for school staff Receive mid-year progress report on Three-Year Education Plan 2021-24 	<input type="checkbox"/> <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 2022-23 to 2024-25 Administer Board-developed Stakeholder Survey Re-entry Plan Update 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
April	<ul style="list-style-type: none"> Receive Quarterly Financial Report for Dec 2021 – Feb 2022 Re-entry Plan Update 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
May	<ul style="list-style-type: none"> Provide approval to Education Plan 2021-22 to 2022-23 Attend TAAPCS Spring General Meeting Approve Budget for 2022-23 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 Receive Counsellor's Report #2 	<input type="checkbox"/> <input type="checkbox"/> <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 2021-22 Receive Quarterly Financial Report for Mar – May 2022 Schedule SGM of NHCS Society (requires 21 days' notice; must be on or before Oct 10) Schedule September 2022 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"/>



Dan Hanson

Board Chair

Phone: 780-416-2353

Email: dhanson@newhorizons.ca

January 26, 2022

Minister of Education
Office of the Minister
Education
228 Legislature Building
10800 - 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister LaGrange:

On behalf of the board, students, staff and administration at New Horizons Charter School, thank you for your continued support of our school, including:

- \$10,000 to address learning disruption caused by the COVID-19 pandemic,
- two new modulars that will be operational in the coming weeks,
- \$139,000 to address our growth of an additional grade 8 classroom in 2020-21 and a grade 9 classroom this year, and
- the COVID mitigation funding, which supported reduction in enrolment for all school boards throughout the province.

I am also writing you to provide an update on our 2021-22 annual school budget and the status of New Horizon's reserve funds for the year ending August 31, 2021. As we have communicated previously, current funding allocations in the New Funding Framework are not adequate to provide the staffing and resources required to operate New Horizons. We were anticipating the need to utilize reserves to balance our budget for the 2021-22 school year, however, due to the uncertainty of the pandemic which resulted in reduced expenses we have not had to reduce our reserves in 2021-22. If not for COVID, we would have had to utilize our reserves to balance our budget, and it is important to note that we have used reserves in the previous two fiscal years to balance our budget. Our projections for the next three years, based on the current funding formula, will likely result in reserves being depleted.

It is important to note that the board supports government's shift to the weighted moving average (WMA) concept as it does assist government in accommodating growth and cost issues across the province. However, our board has difficulty with the significant difference in the Specialized Learning Supports (SLS) grant formulae between public/charter schools and non-charter public/separate schools. We believe that there is an assumption within Alberta Education that because our students are gifted, they do not possess learning difficulties or diagnoses of many

different learning disabilities. This is not the case and as such we support our special needs students well beyond the SLS grant funding we are allocated.

As noted above, due to the funding anomaly, New Horizons does not currently receive sufficient funding to address student needs and inclusive education staff required to support student learning. As such, the board plans to continue to allocate required funds from its reserve to balance the budget over the next three years. Current board reserves (operating, internally restricted and capital) are \$887,737. In addition, any reserves not allocated to supporting our deficit budgets will need to be allocated over the next two to three years for evergreening school resources (e.g. technology) and building maintenance. It is anticipated that reserves will be exhausted in three years. At that time, unless funding allocations increase, our school will no longer be financially sustainable.

As the first charter school in Canada, New Horizons has always taken enormous pride in delivering a program focused on meeting the needs of academically- gifted children in a congregated setting and providing our students with an environment that supports their unique intellectual, social and emotional needs. We have always delivered our programming in a financially responsible and efficient manner, ensuring every dollar that can be dedicated to students, is dedicated to students to support learning outcomes that are well above the provincial average.

I understand that the ongoing review of the SLS grant program is underway after some delays, and we are pleased to have our Superintendent, Dr. Dean Lindquist, part of that process. We look forward to our funding concerns being addressed through this process, but we also want to ensure you are aware of the situation New Horizons is in, if our funding concerns are not addressed.

We would welcome a meeting to discuss our financial situation with you in more detail.

Sincerely

A handwritten signature in black ink, appearing to read 'Dan Hanson', with a long, sweeping horizontal line extending to the right.

Dan Hanson, Board Chair
New Horizons Charter School

cc: Honourable Nate Glubish, MLA, Strathcona-Sherwood Park
Mr. Jordan Walker, MLA, Sherwood Park



Dan Hanson

Board Chair

Phone: 780-416-2353

Email: dhanson@newhorizons.ca

January 26, 2022

Minister of Education
Office of the Minister
Education
228 Legislature Building
10800 - 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister LaGrange:

I am writing, on behalf of the Board to request your authorization to transfer \$100,000 from the New Horizons Charter School operating reserves to capital reserves. We are requesting your approval to transfer \$50,000 from our Accumulated Operating Reserves and \$50,000 from our Internally Restricted Reserve to our Capital Reserves. Current reserve levels are as follows:

Accumulated Operating Reserves	\$679,752
Internally Restricted Reserves	\$150,876
Capital Reserves	\$57,109

The reason for this capital reserves request is that our capital reserves are depleting, and there are anticipated capital expenditure items that will require our immediate and short-term attention. As an example, as we have grown and added the classroom modulars and completed the CMR Stimulus work that the CMR Stimulus Funding provided last year, there have been extraneous and some unforeseen costs that have required us to use existing capital reserves. The result is that as the chart above illustrates, our capital reserves are low in relation to anticipated need to address the operation and maintenance of the school building and grounds.

If you require further information, please call at your convenience.

Sincerely

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

Dan Hanson, Board Chair
New Horizons Charter School

cc: Mr. Jordan Walker, MLA, Sherwood Park
Honourable Nate Glubish, MLA, Strathcona-Sherwood Park



Dean Lindquist <dlindquist@newhorizons.ca>

Charter School Engagement Session - TAAPCS members

1 message

Meghann Eagle <Meghann.Eagle@gov.ab.ca>

Fri, Jan 21, 2022 at 4:44 PM

Good afternoon,

I am writing to invite you to participate in an upcoming engagement session on the charter school application process as well as charter capital planning, charter school funding grants and charter school expansion. The department is seeking to engage with stakeholders to strengthen current practices while also seeking opportunities for efficiencies and red tape reduction.

As a member of TAAPCS, two delegates from your school authority are invited to an engagement session on either **February 1, 2022 from 9:00 a.m. to 11:00 a.m.** or **February 4, 2022 from 9:00 a.m. to 11:00 a.m.**

Please note that registrations will be taken on a first-come, first-filled basis to distribute charter authorities evenly.

A discussion guide will be provided prior to the session.

Please let me know your school's preferred session. Every attempt will be made to accommodate your preference.

Thank you,

Meghann Eagle

Executive Director

Field Services

Alberta Education

Classification: Protected A



Dean Lindquist <dlindquist@newhorizons.ca>

New public engagements to strengthen draft K-6 curriculum

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

Wed, Jan 26, 2022 at 3:49 PM

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

Independent (Private) School Authorities

First Nations Education Directors

ECS Private School Operators

Presidents of Stakeholder Associations

ACFA (Association canadienne-française de l'Alberta)

ACSTA (Alberta Catholic School Trustees' Association)

AEFAA (Alberta Educational Facilities Administrators Association)

AHA (Alberta Homeschooling Association)

AHEA (Alberta Home Education Association)

AISCA (Association of Independent Schools & Colleges in Alberta)

ASBA (Alberta School Boards Association)

ASBOA (Association of School Business Officials of Alberta)

ASCA (Alberta School Councils' Association)

ATA (Alberta Teachers' Association)

CASS (College of Alberta School Superintendents)

CCSSA (Council of Catholic Superintendents of Alberta)

FPFA (Fédération des parents francophones de l'Alberta)

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

HASAA (Homelearning Advocacy and Support Association of Alberta)

PSBAA (Public School Boards' Association of Alberta)

TAAPCS (The Association of Alberta Public Charter Schools)

French version to follow / La version française suivra sous peu.

Dear colleagues,

Since releasing the draft Kindergarten to Grade 6 (K-6) curriculum in March 2021, Alberta's government has been committed to engaging with all Albertans and listening to feedback every step of the way. Today, we are furthering our commitment by providing another way for Albertans to share specific, constructive feedback on the draft K-6 content and the draft Social Studies design blueprint.

February, 2022

Page 30 of 34

From January 31 to February 28, 2022, Albertans can participate in virtual engagement sessions to have their say through focused conversations on the draft K-6 curriculum. We are providing up to 44 engagement sessions across five regions: north, Edmonton and surrounding area, central, Calgary and surrounding area, and south. This regional approach will enable communities to share local insights and unique perspectives. While Albertans are encouraged to participate in their region, they have the flexibility to attend any session that works best for them.

During each session, one draft K-6 subject or the draft K-6 Social Studies design blueprint will be considered. The sessions will feature focused, small group conversations facilitated by independent engagement specialists to ensure balanced two-way dialogue. Albertans can sign up for notifications about upcoming engagements and register for sessions at alberta.ca/curriculum-have-your-say.

This spring, we will carefully consider the feedback from all engagement opportunities, education partners and classroom piloting. This valuable insight will be used to finalize the Social Studies design blueprint, develop the corresponding draft Social Studies curriculum and further revise all subjects in the draft K-6 curriculum.

I invite you to read the [news release](#) from today's announcement. On behalf of Alberta's government, thank you for the extensive and thoughtful feedback you and your school communities continue to provide. I look forward to working together to ensure our students are learning from an updated curriculum that prepares them for the future.

Sincerely,

Adriana LaGrange

Minister of Education

cc: Superintendents of Public, Separate, Francophone and Charter School Authorities
Secretary-Treasurers of Public, Separate, Francophone and Charter School Authorities
Communications contacts, Public, Separate, Francophone and Charter School Authorities

Objet : Nouvelle consultation auprès des membres du public pour renforcer l'ébauche du curriculum M à 6

Chers collègues,

Depuis la publication en mars 2021 de l'ébauche du curriculum de la maternelle à la 6e année (M à 6), le gouvernement de l'Alberta s'est engagé à collaborer avec l'ensemble des Albertains et à recueillir leurs commentaires à chaque étape du processus. Aujourd'hui, nous poursuivons notre engagement en offrant aux Albertains une autre façon de faire part de leurs commentaires précis et significatifs sur le contenu de l'ébauche du curriculum M à 6 et sur l'ébauche du plan d'études sociales M à 6.

Du 31 janvier au 28 février 2022, les Albertains pourront participer à des séances de consultation virtuelles afin de faire entendre leur voix par le biais de conversations ciblées sur l'ébauche du curriculum M à 6. Nous prévoyons jusqu'à 44 séances de consultation dans cinq régions : le nord, Edmonton et ses environs, le centre, Calgary et ses environs, et le sud. Cette approche régionale permettra aux communautés d'exprimer leurs points de vue locaux ainsi que leurs perspectives uniques. Bien que les Albertains soient encouragés à participer selon leur région respective, ils ont la possibilité d'assister à toute séance qui leur convient le mieux.

Au cours de chaque séance, une matière de l'ébauche du curriculum M à 6 ou l'ébauche du plan d'études sociales M à 6 sera examinée. Les séances comprendront des conversations ciblées en petits groupes, animées par des experts en consultation indépendants, afin d'assurer un dialogue équilibré. Les Albertains peuvent s'inscrire pour recevoir des avis sur les occasions de consultation à venir et peuvent aussi s'inscrire aux séances à l'adresse alberta.ca/fr-CA/curriculum-have-your-say.

Ce printemps, nous examinerons attentivement les commentaires issus de toutes les occasions de consultation, des partenaires en éducation et de la mise à l'essai en salle de classe. Cette information importante servira à finaliser le plan d'études sociales M à 6, à élaborer l'ébauche du curriculum d'études sociales correspondante et à réviser davantage toutes les matières de l'ébauche du curriculum M à 6.

Je vous invite à lire le [communiqué de presse](#) de l'annonce d'aujourd'hui. Au nom du gouvernement de l'Alberta, je vous remercie pour l'ensemble des commentaires judicieux que vous et vos communautés scolaires continuez à fournir. Je me réjouis de poursuivre notre collaboration afin que nos élèves apprennent à partir d'un curriculum actualisé qui les prépare à l'avenir.

Cordialement,

Adriana LaGrange

Ministre de l'Éducation

c. c. Directions générales des autorités scolaires des écoles publiques, séparées, francophones et à charte

Secrétaires-trésoriers des autorités scolaires publiques, séparées, francophones et à charte

Personnes-ressources en communications des autorités scolaires publiques, séparées, francophones et à charte



Dean Lindquist <dlindquist@newhorizons.ca>

COVID-19 Update: Indoor air quality

EDC Deputy Minister <EducationDeputyMinister@gov.ab.ca>

Thu, Feb 3, 2022 at 1:00 PM

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

Independent (Private) School Authorities

ECS Private School Operators

First Nations Education Directors

Subject: COVID-19 Update: Indoor air quality

Dear colleagues:

Thank you for your continued hard work to keep school communities safe throughout the pandemic. Over the last several days, Alberta Education has received a number of calls and emails related to ventilation in schools. I would like to take this opportunity to clarify the Government of Alberta's position on heating, ventilation and air conditioning (HVAC) quality. Many of your inquiries have been about the use of high-efficiency particulate air (HEPA) filters which are not currently required in schools.

Key information on Alberta's considerations for managing COVID-19 and respiratory illness, including ventilation, can be found in the [general guidance](#) document, which was made available to school boards in August 2021. This guidance from the Chief Medical Officer of Health is informed by guidance from the Public Health Agency of Canada on indoor ventilation and COVID-19.

School authorities have the flexibility and authority to exceed current public health guidance if they choose to and this includes taking additional steps around ventilation and air filtration based on needs in their communities.

HVAC is an important factor in preventing COVID-19 spread and HVAC systems should continue to be maintained according to manufacturer operational guidelines.

If you should choose to use portable air purifiers with HEPA filters, it is recommended that they are used in combination with established public health measures, considering the impact they may have on overall indoor air quality and ventilation. Portable air purifiers are only recommended in

February, 2022

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situations where enhancing natural or mechanical ventilation is not possible. If used, air purifiers should be large enough for the size of the room or area where they are being used.

In 2020, an additional \$250 million for capital maintenance and renewal funding was provided to school authorities. This could be applied to a range of purposes, including COVID-related mechanical upgrades to HVAC systems. Based on reporting received about \$44 million was used for that purpose. School authorities can also request to access their reserve funds to address additional costs for HVAC upgrades. All in all, this is part of more than \$1 billion in taxpayer funding to school authorities for COVID-19 mitigation and support.

Once again, thank you for your ongoing commitment to the safety and well-being of students and school staff.

Regards,

Andre Tremblay

Deputy Minister of Education

cc: ASBOA (Association of School Business Officials of Alberta)
CASS (College of Alberta School Superintendents)
TAAPCS (The Association of Alberta Public Charter Schools)
AISCA (Association of Independent Schools and Colleges of Alberta)

Classification: Protected A