

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: February 16, 2022

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

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

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**February 16, 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

Kristie Derkson  
DIRECTOR

Michelle Smith  
DIRECTOR

Administration Present:

Dean Lindquist  
SUPERINTENDENT

Patti Dundas  
SECRETARY-TREASURER

Ted Zarowny  
PRINCIPAL

Members Present:

Carol Chang

**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**

*Motion 2022-02-16-01 Moved that the agenda for the Board Meeting of February 16, 2022 be adopted as presented.*

*Moved: Director Derkson*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

**4. Disclosure of Conflict of Interest**

None.

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**5. Approval of Minutes**

**5.1 Minutes of January 19, 2022**

*Motion 2022-02-16-02 Moved that the Board Meeting minutes of January 19, 2022 be approved as presented.*

*Moved: Director Guthrie*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

**5.2 Minutes of February 10, 2022**

*Motion 2022-02-16-03 Moved that the Special Board Meeting minutes of February 10, 2022 be approved as presented.*

*Moved: Director Guthrie*

*Seconded: Director Smith*

*Carried*

Vice Chair Clarke joined the meeting at this point.

**6. Administration Reports**

**6.1 Principal's Report**

No report.

**6.2 Secretary-Treasurer's Report**

Secretary-Treasurer Dundas indicated that the modulars have been installed.

The items that were expected to be backordered have arrived and completion is expected within the next few weeks.

**6.3 Superintendent's Report**

Superintendent Lindquist spoke to the COVID-19 Re-entry Plan, the Alberta Education Assurance (AEA) Survey, the Alberta Education SLS Review, and the results of the Stakeholder Forum, as included in the agenda package. The revised Re-entry Plan, now referred to as Health and Safety Measures, was briefly shared. Discussion followed.

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**6.3.1 SLS Financial Report**

Secretary-Treasurer Dundas summarized the SLS Financial Report that was completed as part of the SLS Review, as included in the agenda package. Discussion followed.

**7. Board Reports**

**7.1 Board Chair's Report**

Chair Hanson referenced the correspondence sent to the Education Minister and indicated that a response has been received indicating that a meeting will be set for April to meet with Minister LaGrange. A meeting for Charter Schools is being held on February 18, 2022 to discuss the SLS Review findings. Alberta Education has hosted meetings with School Board Chairs over the last months, unfortunately, Charter Schools have been missed on the invitations. This issue is being addressed.

**7.2 Committee Reports**

**Finance and Audit Committee**

No report.

**Policy Guidelines and Bylaws Committee**

A committee meeting is scheduled for February 18, 2022. An update will be provided at the next Board meeting.

**Survey Committee**

No report.

**Public Relations Committee**

No report.

**Personnel Committee**

The committee has met and will continue to address some items in the coming weeks.

**8. New Business**

**8.1 Draft School Year Calendar 2022-23**

Superintendent Lindquist provided a brief summary of the proposed school year calendar for 2022-23, as included in the agenda package. Discussion followed.

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The Board is asking to consider a Friday end day in June, feedback on this will be sought from staff and School Council, subject to instructional minutes and provincial exam schedules.

*Motion 2022-02-16-04      Moved that the draft school year calendar for 2022-23 be approved in principle and presented to School Council and staff for discussion and feedback, including a Friday end day in June, prior to final approval at the March Board meeting.*

*Moved:      Director Smith*

*Seconded: Vice Chair Clarke*

*Carried*

**8.2      Mid-year Progress Report on Three Year Education Plan 2021-24**

Principal Zarowny provided a progress report on the Three Year Education Plan 2021-24 and highlighted the atypical challenges to addressing the Education Plan, which areas of the plan have been addressed at this point in the school year and/or will be addressed as the school year continues. Discussion followed.

**8.3      TAAPCS Executive Director Recruitment Questions**

Chair Hanson shared an email message received from TAAPCS regarding the recruitment of an Executive Director for the Association and seeking feedback on the hiring process. Discussion followed. Board members are asked to provide thoughts and/or suggestions on the topic to Chair Hanson.

**9.      Board Work Plan**

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

There was brief discussion regarding the upcoming Board Retreat including using Zoom versus meeting in person as well as the draft agenda, as previously shared with Board members.

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

Discussed during item 8.3.

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**11. Receipt of Reports**

*Motion 2022-02-16-05 Moved that all reports be received as presented during the meeting.*

*Moved: Director Guthrie*

*Seconded: Vice Chair Clarke*

*Carried*

**12. Correspondence Sent**

12.1 Letter to Minister of Education re: Funding

12.2 Letter to Minister of Education re: Transfer of Funds

**13. Correspondence Received**

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**

*Motion 2022-02-16-06 Moved that the meeting move in camera at 8:50 p.m.*

*Moved: Director Guthrie*

*Seconded: Director Smith*

*Carried*

**Motion to Move Out of Camera:**

*Motion 2022-02-16-07 Moved that the meeting move out of camera at 8:36 p.m.*

*Moved: Vice Chair Clarke*

*Seconded: Director Smith*

*Carried*

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

**15.1 Matters Arising from In Camera Meeting**

*Motion 2022-02-16-08 Moved that the contract of employment for the following employees be ratified:*

- *Employee #0326*

*Moved: Director Guthrie*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

*Motion 2022-02-16-09 Moved that the contract of employment for the following employees be ratified:*

- *Employee #0327*

*Moved: Vice Chair Clarke*

*Seconded: Director Derkson*

*Carried*

*Motion 2022-02-16-10 Moved that the contract of employment for the following employees be ratified:*

- *Employee #0329*

*Moved: Director Guthrie*

*Seconded: Director Derkson*

*Carried*

**15. Adjournment**

Chair Hanson adjourned the meeting at 8:55 p.m.

*Next Board Meeting: March 23, 2022*