



Board of Directors

Board Meeting

Agenda Package

April 20, 2022

☞ *New Horizons Charter School Society* ☞

AGENDA

- | | | | |
|-----|--|-----------|---------|
| 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 |
| 13. | Correspondence Received | D. Hanson | 8:20 pm |
| | 13.1 EDC Minister – Funding Manual for School Authorities | | |
| | 13.2 EDC Minister – Upcoming administration of diploma exams | | |
| | 13.3 EDC Minister – Collegiate Charter School Decision in Edmonton | | |
| | 13.4 EDC Minister – Education Amendment Act | | |
| 14. | In Camera | D. Hanson | 8:25 pm |
| 15. | Adjournment | D. Hanson | 9:00 pm |

Next Board Meeting – 7:00 pm, Wednesday, April 20, 2022

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: March 23, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

March 23, 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

Ijeoma Ukiwe
DIRECTOR

Administration Present:

Dean Lindquist
SUPERINTENDENT

Ted Zarowny
PRINCIPAL

Members Present:

Kandace Graham

Raena Schindel

Elizabeth Macve

1. Call to Order

Chair Hanson called the virtual meeting to order at 7:02 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 2022-03-23-01

Moved that the agenda for the Board Meeting of March 23, 2022 be adopted as presented.

*Moved: Director Smith
Seconded: Director Derkson
Carried*

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: March 23, 2022

Initials: **Chair** _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

4. Disclosure of Conflict of Interest

None.

5. Approval of Minutes

5.1 Minutes of February 16, 2022

Motion 2022-03-23-02 Moved that the Board Meeting minutes of February 16, 2022 be approved as presented.

Moved: Director Guthrie

Seconded: Board Secretary and Treasurer Tong

Carried

6. Administration Reports

6.1 Principal's Report

Principal Zarowny provided an overview of intake day held on March 4, 2022 and shared a summary of completed applications. The school is planning to host a booth at the Sherwood Park & District Chamber of Commerce Trade Fair coming up in April. Discussion followed.

Director Ukiwe joined the meeting at this point.

6.2 Secretary-Treasurer's Report

No report.

6.3 Superintendent's Report

Superintendent Lindquist spoke to the COVID-19 Health and Safety Measures, and the Alberta Education Assurance (AEA) Survey, as included in the agenda package. Discussion followed focused largely on the current vaccine requirement within the Health and Safety Measures document. The response deadline for the Alberta Education Assurance Survey has been extended to April 1, 2022.

Director Derkson left the meeting.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: March 23, 2022

Initials: **Chair** _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

6.3.1 Research

Principal Zarowny spoke to a research request received from a thesis student at the University of Alberta, as included in the agenda package. Discussion followed.

Director Derkson returned to the meeting.

7. Board Reports

7.1 Board Chair's Report

Chair Hanson .

7.2 Committee Reports

Finance and Audit Committee

No report.

Policy Guidelines and Bylaws Committee

The committee continues to meet regularly. The insurance company has requested that an abuse policy be put in place. A draft has been prepared and is currently being reviewed by the committee. The pandemic policy is also being developed and reviewed.

Survey Committee

Principal Zarowny indicated that work is underway to shift data from previous year's surveys to numerical data for ease of comparison. The survey will be completed and administered in April.

Public Relations Committee

No report.

Personnel Committee

No report.

8. New Business

8.1 Final Approval of School Year Calendar 2022-23

Superintendent Lindquist provided a brief summary of the feedback received from staff and School Council relating to the proposed calendar, as included in the agenda package. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: March 23, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Motion 2022-03-23-04 Moved that the Board approve the 2022-23 school year calendar that was previously approved in principle with amendment to include a shifted start date for staff on August 29 and start date for students on August 31, 2022 and a shifted end date for students on June 28 and staff end date on June 29, 2023.

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

8.2 Approval of 3-Year Capital Plan

Superintendent Lindquist spoke to the proposed 2022/23–2025/26 Capital Plan Submission, as included in the agenda package. Discussion followed.

Motion 2022-03-23-05 Moved that the Board approve the 2022/23–2025/26 Capital Plan as presented.

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

8.3 SLS Budget Funding Update & Approval

Superintendent Lindquist summarized the SLS Budget Funding Update and presented a proposed list of expenditures relating to the increased funding, as included in the agenda package. Discussion followed.

Motion 2022-03-23-06 Moved that the Board approve the proposed expenditures as presented, pending confirmation that the school funding profile for 2022-23 includes an overall funding increase to support the proposed annualized cost of expenditures.

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

9. Board Work Plan

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

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: March 23, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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

No report.

11. Receipt of Reports

Motion 2022-03-23-07 Moved that all reports be received as presented during the meeting.

*Moved: Director Derkson
Seconded: Director Smith
Carried*

12. Correspondence Sent

13. Correspondence Received

13.1 Minister of Education Email – Budget 2022

13.2 Minister of Education – K-Grade 6 Curriculum Update

Chair Hanson invited guest attendees to present questions or concerns.

14. In Camera

Motion 2022-03-23-08 Moved that the meeting move in camera at 8:50 p.m.

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

Motion to Move Out of Camera:

Motion 2022-03-23-09 Moved that the meeting move out of camera at 9:12 p.m.

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

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: March 23, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

15. New Business (con't)

15.1 Matters Arising from In Camera Meeting

Motion 2022-03-23-10 Moved that the request for unpaid leave of absence for May 2-6 and May 9, 2022 be approved:

- *Employee #0238*

Moved: Director Derkson

Seconded: Board Secretary and Treasurer Tong

Carried

Motion 2022-03-23-11 Moved that the contract of employment for the following employees be ratified:

- *Employee #0326*

Moved: Director Smith

Seconded: Director Guthrie

Carried

15. Adjournment

Chair Hanson adjourned the meeting at 9:13 p.m.

Next Board Meeting: April 20, 2022



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

MEMORANDUM

April 20, 2022

To: Board of Directors
From: Dean Lindquist - Superintendent
Re: Superintendent's Report

Background:

NHS COVID-19 Health and Safety Measures

With the Government of Alberta operating in Step 2 of their easing measures plan, there are few provincial health and safety measure requirements remaining. As identified in our health and safety measures at NHS, we continue to strongly encourage mask use, physical distancing, hand hygiene, and other health measures.

Government of Canada COVID-19 Travel Requirements

Government of Canada regulations for individuals returning to Canada have changed since the last board meeting.

Reference Website: <https://travel.gc.ca/travel-covid/travel-restrictions/covid-vaccinated-travellers-entering-canada>

For 14 days following entry into Canada, you and any children who travelled with you must:

- properly wear a well-constructed and well-fitting mask when in public spaces, both indoors and outdoors
- maintain a list of all close contacts and locations you visit
- keep copies of your proof of vaccination

Some federal rules after entering Canada are different from the provincial or territorial rules. In this case, you must follow the stricter rules.

Monitor for symptoms for 14 days after your arrival.

Fully vaccinated children

Adults travelling with fully vaccinated children should **upload their children's proof of vaccination into ArriveCAN**. As fully vaccinated travellers, they aren't required to provide proof of a pre-entry test result. They are also exempt from quarantine, without any limitations on their activities.

Unvaccinated or partially vaccinated children 5 through 11 years old

Your accompanying unvaccinated or partially vaccinated children aged 5 and older must provide a valid pre-entry test result.

Options for providing proof of a valid pre-entry test

They will be exempt from quarantine, without any limitations on their activities. This means, for example, they don't need to wait 14 days before attending school, camp or daycare. However, they will need to wear a mask in public settings for 14 days after arrival to Canada.

Unvaccinated or partially vaccinated children 12 through 17 years old

Unvaccinated and partially vaccinated youth 12 to 17 years of age must complete the 14-day quarantine, and all testing requirements for pre-entry, arrival and Day-8 tests, even when they are accompanied by travellers who qualify as a fully vaccinated traveller.

The current challenge is that governments change their requirements with short notice and this does not align to our Board's meeting schedule. As such, we are recommending that we reference the Government of Canada's web page and indicate that we will follow their requirements without citing the requirements in our health and safety plan.

For further information, we have had one parent express concern that we are not following the government removal of the requirement to require parents and other adults to be fully vaccinated or provide proof of a negative COVID-19 test.

As stated on the Government of Alberta web page that you note, the line states:

- Screening prior to youth activities is no longer required.

I have contacted AHS for their interpretation, as we interpret this to mean the government no longer requires this measure. AHS has concurred with the interpretation that the government's measure is a minimum and we are able to hold it to a higher standard. As the board is aware, at the government's direction we instituted mandatory vaccination or negative COVID-19 tests for adults to enter the building. As such, until we receive a different direction from the government or the board rescinds this requirement, we will continue to enforce this health and safety measure.

Administrative Procedure 201 Workplace Health and Safety: COVID-19 Hazard Control Vaccination Status

Procedure We have not received direction from the Minister of Education or Health regarding a timeline for no longer mandating continued monitoring of vaccination status or a negative COVID-19 test. As such we continue to apply Administrative Procedure 201 Workplace Health and Safety: COVID-19 Hazard Control Vaccination Status Procedure.

Resolution Recommendation:

The Board approve the following change to the NHS COVID-19 Health and Safety Measures:

That the Board approve changing the requirements set out in the health and safety measures for International travel to state that NHS will apply all Government of Canada international travel requirements for COVID-19 as identified on the Government of Canada's web page for travel requirements.

Sincerely,

Dean Lindquist



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

MEMORANDUM

April 20, 2022

To: Board of Directors

From: Patti Dundas – Secretary Treasurer

Subject: Quarterly Financial Report

Background:

Attached for the information of the Board of Directors is the Quarterly Financial Report for the period ended February 28, 2022.

In keeping with Board Resolution 2017-11-22-05, the Audit Committee reviewed the Quarterly Financial Report prior to its presentation to the Board of Directors. Audit Committee Chair Tong will present the Report to the Board; he and Secretary Treasurer Dundas will be prepared to speak to it and to respond to questions that Directors may have.

Recommendations:

It is recommended that the Quarterly Financial Report for the period ended February 28, 2022 be received as information.

Patti Dundas – Secretary Treasurer

Attachment

Function	DESCRIPTION	Account No	2021-22 Budget	31-Dec-21	31-Jan-22	28-Feb-22	End of Q2 Actual Results	Budget Residual	% of Budget Residual
REVENUES			\$ 4,173,622.58	\$ 339,456.85	\$ 822,499.89	\$ 341,048.90	\$ 2,723,174.21	\$ 1,450,448.37	35%
	Alberta Education		\$ 3,656,945.00	\$ 303,951.71	\$ 303,936.76	\$ 305,988.75	\$ 1,916,797.68	\$ 1,740,147.32	48%
	Alberta Infrastructure		\$ 373,638.59	\$ 31,136.55	\$ 31,136.55	\$ 31,136.55	\$ 217,955.85	\$ 155,682.74	42%
	Other Government of Alberta		\$ -	\$ -	\$ 472,720.88	\$ -	\$ 475,158.88	\$ (475,158.88)	
	Other Alberta School Jurisdictions		\$ 18,182.91	\$ 556.91	\$ 556.91	\$ 556.91	\$ 3,898.37	\$ 14,284.54	79%
	Fees		\$ 88,450.00	\$ 1,745.00	\$ 12,010.04	\$ 981.26	\$ 93,688.80	\$ (5,238.80)	-6%
	Sales & Services		\$ 12,500.00	\$ 1,425.05	\$ 1,542.18	\$ 1,788.84	\$ 11,185.20	\$ 1,314.80	11%
	Investments		\$ 5,500.00	\$ 101.01	\$ 104.40	\$ 104.42	\$ 619.47	\$ 4,880.53	89%
	Gifts		\$ 5,906.08	\$ 492.17	\$ 492.17	\$ 492.17	\$ 3,445.19	\$ 2,460.89	42%
	Fundraising		\$ 12,500.00	\$ 48.45	\$ -	\$ -	\$ 424.77	\$ 12,075.23	97%
	Amortization		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
EXPENDITURES			\$ 4,344,044.84	\$ 368,265.51	\$ 463,366.20	\$ 381,822.94	\$ 2,336,134.71	\$ 2,007,910.13	46%
	Salary Certificated		\$ 2,141,444.00	\$ 190,976.06	\$ 183,726.27	\$ 193,623.01	\$ 1,101,954.17	\$ 1,039,489.83	49%
	Salary Non-Certificated		\$ 400,653.00	\$ 41,296.71	\$ 32,122.77	\$ 40,643.95	\$ 217,681.25	\$ 182,971.75	46%
	Honorariums		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Benefits Certificated		\$ 473,966.00	\$ 34,096.43	\$ 43,804.54	\$ 46,167.19	\$ 226,539.55	\$ 247,426.45	52%
	Benefits Non-Certificated		\$ 123,158.00	\$ 11,416.35	\$ 10,877.16	\$ 12,061.03	\$ 65,142.19	\$ 58,015.81	47%
	Prof. & Tech. Services		\$ 346,067.00	\$ 32,230.45	\$ 114,273.41	\$ 25,842.04	\$ 287,977.02	\$ 58,089.98	17%
	Communications		\$ 21,275.00	\$ 1,171.36	\$ 2,028.78	\$ 975.99	\$ 8,167.84	\$ 13,107.16	62%
	Utilities		\$ 70,500.00	\$ 8,031.08	\$ 7,773.66	\$ 10,190.75	\$ 40,436.60	\$ 30,063.40	43%
	Bussing		\$ -	\$ -	\$ 454.14	\$ -	\$ 651.24	\$ (651.24)	
	Student Transportation		\$ 64,644.00	\$ 1,125.00	\$ 20,754.50	\$ -	\$ 25,254.50	\$ 39,389.50	61%
	Rentals/Leases						\$ -	\$ -	
	Fees Expense		\$ 72,150.00	\$ 7,386.25	\$ 3,498.49	\$ 3,671.53	\$ 21,560.68	\$ 50,589.32	70%
	Insurance		\$ 31,826.75	\$ 2,571.06	\$ 3,164.43	\$ 2,571.01	\$ 17,799.90	\$ 14,026.85	44%
	Supplies/Materials		\$ 148,041.47	\$ 2,811.01	\$ 5,233.64	\$ 10,377.84	\$ 71,760.30	\$ 76,281.17	52%
	Text, Library & Media		\$ 32,000.00	\$ 427.82	\$ 623.42	\$ 687.63	\$ 5,981.37	\$ 26,018.63	81%
	Travel		\$ 7,100.00	\$ -	\$ -	\$ -	\$ -	\$ 7,100.00	100%
	Amortization		\$ 405,269.62	\$ 34,364.59	\$ 34,364.59	\$ 34,364.59	\$ 240,552.13	\$ 164,717.49	41%
	Bank Charges		\$ 5,950.00	\$ 361.34	\$ 666.40	\$ 646.38	\$ 4,675.97	\$ 1,274.03	21%
Surplus (Deficit)			\$ (170,422.26)	\$ (28,808.66)	\$ 359,133.69	\$ (40,774.04)	\$ 387,039.50	\$ 557,461.76	327%



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

MEMORANDUM

April 20, 2022

To: Board of Directors
From: Dean Lindquist - Superintendent
Re: May Board Meeting Date Change

Background:

Due to schedule conflicts, a request to change the date of the May board meeting from Wednesday, May 18 to Tuesday, May 24 has been requested. This change will also allow more time to finalize the 2022/23 budget for approval by the end of May.

Recommendation:

That the Board approves changing the May 2022 board meeting from May 18, 2022 to May 24, 2022.

Sincerely,

Dean Lindquist



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

MEMORANDUM

April 20, 2022

To: Board of Directors
From: Patti Dundas – Secretary Treasurer
Subject: Security Cameras

Background:

We have received a quote for \$18,712.66 to install security cameras around New Horizons School.

Recommendations:

It is recommended that the security camera quote be approved for purchase and installation.

Patti Dundas – Secretary Treasurer

Attachment

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"/>

From: **EDC Minister** <Education.Minister@gov.ab.ca>
Date: Thu, Mar 24, 2022 at 2:03 PM
Subject: 2022/23 Funding Manual for School Authorities
To:

To: Board Chairs of Public, Separate, Francophone and Charter School Authorities
Accredited Funded Independent (Private) School Authorities
Early Childhood Services 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)

Subject: 2022/23 Funding Manual for School Authorities

Colleagues,

Through Budget 2022, the government's commitment to funding the education of young Albertans remains strong as operating support to the ECS and kindergarten to grade 12 education system will increase by more than \$700 million over the next three years.

For the 2022/23 school year, school authorities will receive the same or more operational funding than in the 2021/22 school year. This provides predictable funding for authorities experiencing enrolment decline and more funding for growing school authorities. The funding framework includes increases to address the cost pressures and enrollment fluctuation due to the pandemic, overall inflation and acknowledges enrolment growth, to name a few.

The *Funding Manual for School Authorities* will be publicly available later today. You will note that it includes a calculation of maximum school board operating reserves for school jurisdictions.

As a reminder, in 2020 we signaled to the system that commencing with the 2022/23 school year, a cap on the amount of operating reserves will be implemented as per the new Education funding model. Since that time board reserves have increased from \$363 million at the start of the pandemic to \$464 million as of this past August. An \$80 million increase from the previous year.

As a former school board chair I understand the role that reserves play in school jurisdictions planning. Now, as Minister of Education I have to balance that need with my responsibility to oversee taxpayer dollars.

That is why this year we will introduce a maximum limit for operating reserves for school jurisdictions, as outlined in the funding manual. I have heard the feedback of school boards over the last few years on this matter and I can now share that the maximum operating reserve percentage for each school jurisdiction will be equivalent to the jurisdiction's System Administration percentage (range between 3.15 per cent to 4.95 per cent). Given that every division has unique priorities, as Minister I will consider exceptions on a case by case basis following a written request from the Board of Trustees outlining criteria for the request per the funding manual. Boards will have to align their reserves to this percentage by August 2023.

I know this will be an adjustment for the system and that is why we have ensured a lengthy period of time for school jurisdictions to align to this policy. Your funding profile will be available on the Extranet today. The Deputy Minister of Education will be scheduling sessions shortly to review funding manual changes, including the new reserve policy.

Thank you for your ongoing support to the educational system in Alberta.

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
First Nations Education Directors
Executive Directors of Stakeholder Associations
Communications contacts at Public, Separate, Francophone and Charter School Authorities

From: **EDC Minister** <Education.Minister@gov.ab.ca>

Date: Mon, Apr 4, 2022 at 1:09 PM

Subject: Upcoming administration of diploma exams

To:

Cc: Deanna Shostak <Deanna.Shostak@gov.ab.ca>

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

**Independent (Private) School Authorities
First Nations Education Directors**

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)

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

Subject: Upcoming administration of diploma exams

Dear colleagues:

The COVID-19 pandemic has significantly impacted students in Alberta and around the world, creating unique challenges for the entire education community. Over the course of the pandemic, we have collaborated with our education system partners to make adjustments to the administration of diploma exams based on changing circumstances and in response to feedback from students, parents and education partners about stress and anxiety regarding academic achievement.

Diploma exams are key to maintaining fairness and high standards for all students, no matter where they learn in Alberta. Diploma exams are developed and reviewed by experienced classroom teachers from across the province, and they provide students with a common assessment based on the provincial curriculum. Classroom-based assessment and the diploma exam address outcomes from the same program of studies, and both are expected to apply appropriate achievement standards.

Diploma exams are expected to be administered for the rest of the school year (April, June and August 2022). Due to learning disruptions caused by the COVID-19 pandemic, the weighting of diploma exams will be temporarily reduced to 10 per cent for the 2021/22 school year only. More information on diploma exams is available on our [website](#).

To help students feel more prepared for writing diploma exams, Alberta Education has made a number of resources available at alberta.ca/k-12-provincial-assessment, including examples of questions that were on

previous diploma exams.

To further support Grade 12 students whose learning has been impacted by COVID-19, the Honourable Demetrios Nicolaides, Minister of Advanced Education, and I have sent a [letter](#) to the presidents of Alberta's post-secondary institutions, asking them to consider this unprecedented experience when admitting students.

If you have questions about diploma exams, please contact Deanna Shostak, Diploma Programs Director, at deanna.shostak@gov.ab.ca or 780-422-5160 (toll-free by first dialing 310-0000).

Sincerely,

Adriana LaGrange
Minister of Education

cc: Superintendents of Public, Francophone and Charter School Authorities
Executive Directors of Stakeholder Associations
Secretary Treasurers or Public, Francophone and Charter School Authorities
Communications Contacts of Public, Francophone and Charter School Authorities

Objet: L'administration prochaine des examens en vue de l'obtention du diplôme

Chers et chères collègues :

La pandémie de COVID-19 a eu un impact considérable sur les élèves de l'Alberta et du monde entier, créant des défis uniques pour l'ensemble de la communauté éducative. Au cours de la pandémie, nous avons collaboré avec nos partenaires du système d'éducation pour apporter des ajustements à l'administration des examens en vue de l'obtention du diplôme en fonction de l'évolution des circonstances et en réponse aux commentaires des élèves, des parents et des partenaires de l'éducation concernant le stress et l'anxiété liés à la réussite scolaire.

Les examens en vue de l'obtention du diplôme sont essentiels au maintien de l'équité et de normes élevées pour tous les élèves, peu importe où ils étudient en Alberta. Les examens en vue de l'obtention du diplôme sont élaborés et révisés par des enseignants expérimentés de toute la province, et ils fournissent aux élèves une évaluation commune basée sur le curriculum provincial. L'évaluation en salle de classe et l'examen en vue de l'obtention du diplôme portent tous deux sur les résultats du même programme d'études et tous deux sont censés appliquer des normes de rendement appropriées.

Les examens en vue de l'obtention du diplôme devraient être administrés pendant le reste de l'année scolaire (avril, juin et août 2022). En raison des perturbations de l'apprentissage causées par la pandémie de COVID-19, la pondération des examens de diplôme sera temporairement réduite à 10 % pour l'année scolaire 2021-2022 uniquement. De plus amples informations sur les examens en vue de l'obtention du diplôme sont disponibles sur notre [site web](#).

Pour aider les élèves à se sentir mieux préparés à passer les examens en vue de l'obtention du diplôme, Alberta Education a mis à disposition un certain nombre de ressources sur le site alberta.ca/k-12-provincial-assessment (en anglais), y compris des exemples de questions qui figuraient dans les examens en vue de l'obtention du diplôme précédents.

Afin de soutenir davantage les élèves de 12e année dont l'apprentissage a été perturbé par la COVID-19, l'honorable Demetrios Nicolaides, ministre de Advanced Education, et moi avons envoyé une [lettre](#) (en anglais) aux présidents des établissements postsecondaires de l'Alberta, leur demandant de tenir compte de cette expérience sans précédent lors de l'admission des étudiants.

Si vous avez des questions sur les examens en vue de l'obtention du diplôme, veuillez communiquer avec Deanna Shostak, Diploma Programs Director, à Deanna.Shostak@gov.ab.ca ou au 780-422-5160 (sans frais en composant d'abord le 310-0000).

From: **Meghann Eagle** <Meghann.Eagle@gov.ab.ca>
Date: Wed, Mar 30, 2022 at 10:12 AM
Subject: Notification of Collegiate Charter School Application Decision in Edmonton
To: dlindquist@newhorizons.ca <dlindquist@newhorizons.ca>
Cc: dhanson@newhorizons.ca <dhanson@newhorizons.ca>

Dear Dr. Lindquist:

The Government of Alberta followed through on a platform commitment by passing the *Choice in Education Act* in June 2020. This act amended the *Education Act* to affirm that parents have the right to choose the kind of education they feel is best for their children. The *Choice in Education Act* strengthens Alberta's successful tradition of education choice, including public and separate schools, francophone schools, charter schools, independent (private) schools, home education and early childhood education.

In follow-up to the November 12, 2021, email from Field Services providing notification of the application, on behalf of the Minister of Education, I wish to serve notice, pursuant to Section 3(11) of the Charter Schools Regulation, that the Minister has approved a new charter for STEM Collegiate Canada Society. It will focus on science, technology, engineering and mathematics (STEM). STEM Collegiate will partner with post-secondary institutions in Edmonton, to create locally-developed courses for Grades 7 to 12 with knowledge-based STEM curriculum and programming, providing graduates with background knowledge in multiple STEM technologies.

Should you have questions regarding this decision, I encourage you to contact Maurice Trottier, Field Services Manager, Central Services Branch, at maurice.trottier@gov.ab.ca or 780-427-6714 (toll-free by first dialing 310-0000).

Sincerely,

Meghann Eagle
Executive Director
Field Services
Alberta Education



Dean Lindquist <dlindquist@newhorizons.ca>

Education (Reforming Teacher Profession Discipline) Amendment Act

1 message

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

Thu, Mar 31, 2022 at 3:14 PM

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

Accredited Funded Independent (Private) School Authorities

Early Childhood Services Operators

First Nations Education Directors

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)

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

Subject: Education (Reforming Teacher Profession Discipline) Amendment Act

Good afternoon,

Today, I introduced Bill 15, the Education (Reforming Teacher Profession Discipline) Amendment Act in the Legislature. You can read more in the [news release](#).

Alberta's education system has excellent teachers and teacher leaders who are highly valued and critical to ensuring the continued success of our students in the Kindergarten to Grade 12 (K-12) education system. As many of you are aware, the teaching profession is regulated through a certification process set out in the Certification of Teachers and Teacher Leaders Regulation. When an individual is issued a certificate of practice, they gain the right to practise in the profession while also assuming responsibility to uphold the high standards of professional practice and conduct.

Continued Commitment to Strengthen the Teaching Profession

With the introduction of Bill 15, Alberta's government is continuing its commitment to strengthen the teaching profession, leading to a more equitable process in addressing disciplinary complaints and matters in the teaching profession, as well as ensuring greater accountability, transparency and public assurance. A first step to act on this commitment was the [Students First Act](#), which received Royal Assent on December 2, 2021 and was partially proclaimed on December 15, 2021.

In December 2021, I also made a commitment to review the current legislative structure that governs the handling of complaints of alleged unprofessional conduct and alleged professional incompetence in Alberta. I indicated I would be tabling legislation this spring to change this process to address longstanding inefficiencies, inconsistencies and conflicts of interest.

The conflict of interest concern arises from the Alberta Teachers' Association's (ATA) dual role as both the collective bargaining agent that advocates for its active members and the legislated body responsible to oversee complaints of alleged unprofessional conduct or professional incompetence (Practice Review) made against active members under the *Teaching Profession Act*.

Currently, the Registrar at Alberta Education oversees complaints filed against teachers and teacher leaders who are not active members of the ATA in accordance with the Practice Review of Teachers and Teacher Leaders Regulation. This includes those employed in independent schools, public charter schools and First Nations schools, as well as superintendents, deputy superintendents and other teacher leaders in central office positions who elect out of active membership in the ATA.

Having two separate organizations with two separate pieces of legislation to govern complaints for the teaching profession presents inefficiencies and inconsistencies when dealing with these matters. The current process does not serve the best interests of students or the teaching profession.

Alberta Teaching Profession Commissioner's Office – a fair, equitable process to address complaints

The Reforming Teacher Profession Discipline Act would streamline the professional discipline process by creating the Alberta Teaching Profession Commissioner's Office. The streamlined process would apply equally to all certificated teachers and teacher leaders in addressing complaints, regardless of where the individual is employed, or their membership in the ATA or the College of Alberta School Superintendents, as well as to individuals who no longer practise in the teaching profession. Non-certificated staff who are employed in school and regional authorities would not be addressed through the proposed Commissioner's Office. The proposed model would:

- under the Commissioner's direction, provide a consistent, effective and efficient process that governs complaints of alleged unprofessional conduct and professional incompetence that may be made against an Alberta certificated teacher or teacher leader;
- elevate the status of the teaching profession by removing any perception of conflict of interest where a teachers' collective bargaining agent would advocate for its members while also overseeing complaints for these same members;

- align governance structures for oversight of complaints in the teaching profession with those of other professions in Alberta and regulatory bodies for teachers in other provinces;
- increase accountability and transparency in the system; and
- ensure that Alberta continues to have excellent teachers and teacher leaders, while ensuring student safety and the public interest.

College of Alberta School Superintendents Act

Through the *College of Alberta School Superintendents Act* that received Royal Assent on April 22, 2021, CASS will be recognized as a professional organization upon proclamation of sections of this act. Superintendents, deputy superintendents and other teacher leaders employed in central office positions in public, separate and francophone schools and regional authorities who have elected out of active membership in the ATA will be required to hold regulated membership status in CASS. Regulated members will be required to meet continuing education requirements set by CASS that will align with the provincial Leadership Quality Standard and Superintendent Leadership Quality Standard established by Ministerial Order. Given the proposed changes introduced in Bill 15, CASS would not assume responsibility for oversight of disciplinary complaints filed against its regulated members

In addition, Bill 15 would expand reporting by employers to the Registrar under the current duty to report requirement set out in the *Education Act* for employment consequences that result from conduct that brings into question suitability to hold a certificate. Bill 15 would also introduce requirements related to reporting where membership is suspended or cancelled in the ATA and CASS. Lastly, mandatory reporting to policing agencies would also be introduced as an obligation for the Executive Secretary of the ATA, the employer, the Registrar, the Commissioner and the Executive Director of CASS where there is a belief that the conduct of a teacher or teacher leader seriously threatens student safety. This reaffirms similar types of reporting requirements already set out in legislation under the *Child, Youth and Family Enhancement Act*.

The online teacher registry introduced in the *Students First Act* would also be expanded to include all hearings, appeals and ministerial decisions that result in a finding of unprofessional conduct and/or professional incompetence, as well as completed consent resolution agreements that would be initiated by the Alberta Teaching Profession Commissioner.

Transition

The timelines for proclamation of Bill 15 would vary. Consequential amendments to the *College of Alberta School Superintendents Act* and the *Students First Act* for provisions that would not be operationalized would come into force upon Royal Assent. The remainder of the statutes that have not already been proclaimed would come into force in September 2022.

Bill 15, the new disciplinary model set out under the direction of the Alberta Teaching Profession Commissioner, is anticipated to come into force on January 1, 2023. Several factors must be considered in the transition of responsibility and oversight of complaints from the current professional discipline processes to the proposed new model. To assist with this transition, Bill 15 would introduce a regulation-making authority that would set out transitional provisions to address complaints currently underway for active ATA members under the *Teaching Profession Act* and those currently underway in the Registrar's Office in accordance with the Practice Review of Teachers and Teacher Leaders Regulation.

These matters would continue under the current legislation with some possible modifications related to decision-making authority that would be set out in a transitional regulation or in clauses. All transitional provisions would be carefully considered to ensure procedural fairness, with the goal of effective and efficient completion of these matters by the ATA and the Registrar's Office during the transitional period.

During this period, responsibilities would shift to the Commissioner, staff and newly appointed members of hearing and appeal committees. This adjustment period would allow for procedural fairness while ensuring an efficient transition to a fully operational single, equitable model for teacher and teacher leader professional discipline in Alberta.

Further information on the proposed legislation can be found [here](#).

I look forward to continued partnership as we work towards strengthening our education system.

Sincerely,

Adriana LaGrange

Minister of Education

cc: Superintendents of Public, Separate, Francophone and Charter School Authorities
Communications contacts at Public, Separate, Francophone and Charter School Authorities
Secretary-Treasurers of Public, Separate, Francophone and Charter School Authorities
Executive Directors of Stakeholder Associations

Objet: Loi modifiant la Loi sur l'éducation (réforme de la discipline de la profession enseignante)

Mesdames, Messieurs,

Aujourd'hui, j'ai présenté le projet de loi 15, la *Education (Reforming Teacher Profession Discipline) Amendment Act* (Loi modifiant la Loi sur l'éducation [réforme de la discipline de la profession enseignante]) à l'Assemblée législative. Vous pouvez en savoir plus en lisant le [communiqué de presse](#) (en anglais seulement).

Le système d'éducation de l'Alberta compte d'excellents enseignants et leaders pédagogiques qui sont très appréciés et essentiels pour assurer le succès continu de nos élèves dans le système d'éducation de la maternelle à la 12^e année. Comme bon nombre d'entre vous le savent, la profession enseignante est réglementée par un processus de certification établi dans le Certification of Teachers and Teacher Leaders Regulation (Règlement sur la certification des enseignants et des leaders pédagogiques). Lorsqu'une personne devient titulaire d'un brevet d'enseignement, elle obtient le droit d'exercer la profession tout en assumant la responsabilité de respecter les normes élevées de pratique et de conduite professionnelles.

Engagement continu à renforcer la profession enseignante

Avec l'introduction du projet de loi 15, le gouvernement de l'Alberta poursuit son engagement à renforcer la profession enseignante menant à un processus plus équitable de traitement des plaintes et des affaires disciplinaires dans la profession enseignante, ainsi qu'à une plus grande responsabilisation, transparence et assurance publique. Une première étape pour donner suite à cet engagement a été la *Students First Act* (Loi sur les élèves d'abord) qui a reçu la sanction royale le 2 décembre 2021 et a été partiellement proclamée le 15 décembre 2021.

En décembre 2021, je me suis également engagée à revoir la structure législative actuelle qui régit le traitement des plaintes de conduite non professionnelle présumée et d'incompétence professionnelle présumée en Alberta. J'ai indiqué