

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: May 25, 2022

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

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

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**May 25, 2022, 7:00 p.m.**

Board Members Present at Call to Order:

Jason Clarke  
VICE CHAIR

Vincent Tong  
BOARD SECRETARY AND  
TREASURER

Shaun Guthrie  
DIRECTOR

Michelle Smith  
DIRECTOR

Chair Hanson joined the meeting at 8:10 p.m.

Administration Present at Call to Order:

Dean Lindquist  
SUPERINTENDENT

Patti Dundas  
SECRETARY-TREASURER

Ted Zarowny  
PRINCIPAL

Members in Attendance:

Kandace Graham

Elizabeth Macve

**1. Call to Order**

Vice Chair Clarke called the virtual meeting to order at 7:03 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 2022-05-25-01 Moved that the agenda for the Board Meeting of May 25, 2022 be adopted as amended.*

*Moved: Director Smith  
Seconded: Director Guthrie  
Carried*

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**4. Disclosure of Conflict of Interest**

None.

**5. Approval of Minutes**

**5.1 Minutes of March 23, 2022**

*Motion 2022-05-25-02 Moved that the Board Meeting minutes of April 20, 2022 be approved as presented.*

*Moved: Director Guthrie*

*Seconded: Director Smith*

*Carried*

*Motion 2022-05-25-03 Moved that the Board Meeting minutes of May 5, 2022 be approved as presented.*

*Moved: Director Smith*

*Seconded: Director Guthrie*

*Carried*

**6. Administration Reports**

**6.1 Principal's Report**

Principal Zarowny provided a verbal report and indicated that staffing has been a challenge over the last number of weeks as booking substitute teachers has been difficult. A number of new substitute teachers have been added to the list in recent weeks. Principal Zarowny inquired about moving the meeting date for the June meeting due to a conflict with the grade nine farewell. Discussion followed.

**6.2 Secretary-Treasurer's Report**

No report, to be discussed under New Business.

**6.3 Superintendent's Report**

Superintendent Lindquist spoke to the Vice Principal Recruitment, as included in the agenda package. The COVID-19 Health and Safety Measures and Administrative Procedure 201 was deferred to the next meeting.

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## 7. Board Reports

### 7.1 Board Chair's Report

Vice Chair Clarke provided an update on the May 24, 2022 meeting with the Education Minister, indicating that it was a positive and productive meeting. Topics of discussion focussed largely on the high school and the potential campus options. Chair Hanson, Vice Chair Clarke and Superintendent Lindquist all attended. Discussion followed.

### 7.2 Committee Reports

#### Finance and Audit Committee

The Committee met to review the proposed budget. The SLS funding has allowed for a balanced budget, to be discussed under New Business.

#### Policy Guidelines and Bylaws Committee

The committee continues to meet regularly and work is ongoing. Superintendent Lindquist indicated that significant edits have been made to the *Plan to Protect* policy. It is considered proprietary information and cannot be posted on the website so discussion is focussing on possibly creating a handbook that is referenced in policy.

#### Survey Committee

No report, to be discussed during New Business.

#### Public Relations Committee

No report.

#### Personnel Committee

No report.

## 8. New Business

### 8.1 Approval of Education Plan 2021-22 to 2022-23

Principal Zarowny provided an overview summary of the Education Plan 2021-22 to 2022-23, as sent by email prior to the meeting. Discussion followed.

Chair Hanson joined the meeting at this point.

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*Motion 2022-05-25-04 Moved that the Board approve the draft Education Plan 2021-22 to 2022-23, as presented.*

*Moved: Chair Hanson*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

**8.2 Approval of Budget for 2022-23**

Secretary Treasurer Dundas provided an overview of the proposed budget for 2022-23, highlighting the principles that were considered as the budget was being created and the proposed reserve spending. Discussion followed.

*Motion 2022-05-25-05 Moved that the Board approve the Budget for 2022-23 as presented.*

*Moved: Director Guthrie*

*Seconded: Director Smith*

*Carried*

**8.3 Accountability Pillar Results Report for May 2021**

Principal Zarowny indicated that the Accountability Pillar Results Report is included in the Education Plan previously discussed.

*Motion 2022-05-25-06 Moved that the Board approve the Accountability Pillar Results Report for May 2021 as presented.*

*Moved: Chair Hanson*

*Seconded: Director Guthrie*

*Carried*

**8.4 Stakeholder Survey Results**

Principal Zarowny provided an overview of the Stakeholder Survey Results, highlighting areas for improvement that have been identified in the Education Plan 2021-22 to 2022-23. Discussion followed.

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**8.5 Air Purification Quote**

Secretary Treasurer Dundas provided a summary of the air purification quote, as included in the agenda package. Discussion followed.

*Motion 2022-05-25-07 Moved that the Board approve the purchase of the Trio Air Purification System, through Ontor, as included in the agenda package.*

*Moved: Chair Hanson  
Seconded: Director Smith  
Carried*

**8.6 FANHS Report**

Superintendent Lindquist shared a written report provided by FANHS.

**8.7 Pilot Counselling Program**

Superintendent Lindquist provided an update on the unsuccessful recruitment of a psychologist and summarized a pilot counselling program that is being implemented, as included in the agenda package. Discussion followed.

**8.8 Counsellor's Report #2**

Vice Chair Clarke shared the written report provided by Vice Principal Vigfusson, as included in the agenda package. Discussion followed.

**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)**

The TAAPCS General Meeting will be held on Saturday, May 28 via Zoom. All Board members are invited to attend and participate.

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**11. Receipt of Reports**

*Motion 2022-05-25-08 Moved that all reports be received as presented during the meeting.*

*Moved: Chair Hanson  
Seconded: Director Guthrie  
Carried*

**12. Correspondence Sent**

**13. Correspondence Received**

- 13.1 EDC Deputy Minister – NHS Funding Commitment Letter
- 13.2 EDC Deputy Minister – 2022/23 Funding Commitment Letters
- 13.3 EDC Minister – Bill 21 – The Red Tape Reduction Statutes Amendment Act 2022
- 13.4 EDC Minister – Expanding Financial Literacy Programs for Students
- 13.5 EDC Deputy Minister – Safe Indoor Air Top-Up to the Safe Return to Class Fund

*Motion 2022-05-25-09 Moved that correspondence be received as presented during the meeting.*

*Moved: Chair Hanson  
Seconded: Director Guthrie  
Carried*

Vice Chair Clarke invited guest attendees to present questions or concerns.

**14. Motion to Move In Camera**

*Motion 2022-05-25-10 Moved that the meeting move in camera at 9:39 p.m.*

*Moved: Chair Hanson  
Seconded: Director Guthrie  
Carried*

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**Motion to Move Out of Camera:**

*Motion 2022-05-25-10 Moved that the meeting move out of camera at 10:15 p.m.*

*Moved: Director Guthrie*

*Seconded: Chair Hanson*

*Carried*

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

**15.1 Matters Arising from In Camera Meeting**

*Motion 2022-05-25-11 Moved that the Board rescind the ratification of the following due to declination of the offer:*

- *Employee #0330*

*Moved: Chair Hanson*

*Seconded: Director Guthrie*

*Carried*

*Motion 2022-05-25-12 Moved that the Board ratify the contracts for the following:*

- *Employee #0331*
- *Employee #0332*
- *Employee #0333*
- *Employee #0334*
- *Employee #0335*

*Moved: Director Guthrie*

*Seconded: Chair Hanson*

*Carried*

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*Motion 2022-05-25-13 Moved that the Board ratify the temporary contract for the following :*

- *Employee #0331*

*Moved: Director Guthrie*

*Seconded: Chair Hanson*

*Carried*

*Motion 2022-05-25-13 Moved that the Board approve the Leave Without Pay Request for the following:*

- *Employee #0298*

*Moved: Director Guthrie*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

*Motion 2022-05-25-14 Moved that the Board approve Dr. Leroy Sloan as facilitator of the Superintendent's Evaluation.*

*Moved: Chair Hanson*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

**15. Adjournment**

Vice Chair Clarke adjourned the meeting at 10:19 p.m.

*Next Board Meeting: June 15, 2022*