



Board of Directors

Board Meeting

September 21, 2022

AGENDA**Type of Meeting:** Board**Date:** September 21, 2022**Page:**1 of 2*"TOWARDS NEW HORIZONS"**Is it in the best interest of our students?**Does it support excellence?*

**NEW HORIZONS CHARTER SCHOOL SOCIETY
BOARD OF DIRECTORS' MEETING
SEPTEMBER 21, 2022
AGENDA**

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 |
| <p><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></p> | | | |
| 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 June 15, 2022 – attachment | | |
| | 5.1.1 Minute Correction for Rescinding Resignation | | |
| | 5.2 August 20, 2022 – attachment | | |
| 6. | Administration Reports | | 7:15 pm |
| | 6.1 Principal's Report – | L. Vigfusson | |
| | 6.2 Secretary Treasurer's Report - attachment | P. Dundas | |
| | 6.3 Superintendent's Report – attachment | D. Lindquist | |
| 7. | Board Reports | | 7:30 pm |
| | 7.1 Board Chair's Report | D. Hanson | |
| | 7.2 Other Committee Reports | D. Hanson | |
| 8. | New Business | | 7:40 pm |
| | 8.1 Adopt Board Work Plan for 2022-23 - attachment | D. Lindquist | |
| | 8.2 Set Date for October Board meeting - attachment | D. Lindquist | |
| | 8.3 Auditor Appointment - attachment | P. Dundas | |
| | 8.4 Receive Report on PAT Results | L. Vigfusson | |

AGENDA**Type of Meeting:** Board**Date:** September 21, 2022**Page:**2 of 2*"TOWARDS NEW HORIZONS"**Is it in the best interest of our students?**Does it support excellence?*

- | | | | |
|-----|--------------------------------------------------------------------|-----------|---------|
| 9. | Board Work Plan – attachment | D. Hanson | 8:00 pm |
| 10. | The Association of Alberta Public Charter Schools | D. Hanson | 8:00 pm |
| 11. | Receipt of Reports | D. Hanson | 8:05 pm |
| 12. | Correspondence Sent | D. Hanson | 8:10 pm |
| 13. | Correspondence Received | D. Hanson | 8:10 pm |
| | 13.1 Minister of Education - High School Facility | | |
| | 13.2 EDC Deputy Minister – Funding for the New Teacher’s Agreement | | |
| 14. | In Camera | D. Hanson | 8:15 pm |
| 15. | Adjournment | D. Hanson | 8:30 pm |

Next Board Meeting – TBD

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

June 15, 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

Michelle Smith
DIRECTOR

Shaun Guthrie
DIRECTOR

Director joined at p.m.

Administration Present at Call to Order:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Ted Zarowny
PRINCIPAL

Lori Vigfusson
VICE PRINCIPAL

Members in Attendance:

Andrea Watson

Elizabeth Macve

Anita Sanderson

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

Item 8.6 will be moved forward in the agenda and discussed prior to Item 6.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Motion 2022-06-15-01 Moved that the agenda for the Board Meeting of June 15, 2022 be adopted as amended.

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

4. Disclosure of Conflict of Interest
None.

5. Approval of Minutes

5.1 Minutes of May 25, 2022

Motion 2022-06-15-02 Moved that the Board Meeting minutes of May 25, 2022 be approved as presented.

*Moved: Director Smith
Seconded: Director Guthrie
Carried*

8.6 Receive Report #2 from School Council

School Council Chair Elizabeth Macve provided an overview of School Council's Board and its activities during the 2021-22 school year. Meetings were held virtually on a monthly basis throughout the year with FANHS meetings being held directly after the School Council meetings. She expressed School Council's appreciation for ongoing Board and administration support and shared best wishes for Principal Zarowny as he begins his retirement. Discussion followed.

6. Administration Reports

6.1 Principal's Report

Principal Zarowny provided a verbal report and indicated that the Spring Carnival and the Movie Night were both very well received and well attended. The staff has been meeting to discuss new curriculum implementation and needed resources and a smooth rollout is anticipated. Principal Zarowny expressed appreciation to the Board for its support and efforts towards the school community and to himself as principal. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

6.2 Secretary-Treasurer's Report

Secretary Treasurer Dundas shared that the school has acquired the AXIA Supernet for increased connectivity. This is provided by Alberta Education at no direct cost to the school.

Secretary Treasurer Dundas indicated that the school is replacing key access with a keyless fob entry system for entry and exit doors. Installation will occur during the summer months and all costs remain within the existing budget.

The area between the existing and new modular units is generating a significant amount of dirt and mud that is being tracked into the school. Suggestion is to pave the area to remove the problematic area. Two quotes have been received and administration is seeking Board approval to proceed with paving the area. Discussion followed.

Motion 2022-06-15-03 Moved that the Board approve the expenditure up to \$50,000 to pave the noted area as shown and discussed, extending asphalt to connect across the entry door to existing concrete sidewalk.

Moved: Vice Chair Clarke

Seconded: Board Secretary and Treasurer Tong
Carried

6.3 Superintendent's Report

Superintendent Lindquist spoke to the COVID-19 Health and Safety Measures and Administrative Procedure 201. Discussion followed.

Motion 2022-06-15-04 Moved that the Board suspend the COVID-19 Health and Safety Measures including Administrative Procedure 201, effective immediately, while continuing strong advocacy to support health for students such as remaining home while symptomatic and promoting hand hygiene within the school.

Moved: Director Guthrie

Seconded: Vice Chair Clarke
Carried

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Superintendent Lindquist also spoke to the recruitment of the principal and vice principal positions reiterating that Lori Vigfusson and Andrea Watson will fill the positions respectively. Principal Zarowny will be missed and we wish him well in his future endeavours.

7. Board Reports

7.1 Board Chair's Report

Chair Hanson provided a verbal update and thanked Vice Chair Clarke for chairing the May Board meeting. Vice Chair Clarke shared at that meeting that the meeting with the Minister had occurred on May 24, 2022 and focused on the capital plan priorities, specifically a high school program. As per Minister LaGrange's encouragement, Charter Schools in the Edmonton region are scheduled to meet to discuss the feasibility of a Charter School Hub to support growth demands of our schools through one proposal. Chair Hanson indicated that a Board workshop is scheduled for June 18 with Leroy Sloan to review the superintendent evaluation. Discussion followed.

7.2 Committee Reports

Finance and Audit Committee

The Committee met to review the Quarterly Financial Report for March to May, 2022, to be discussed under New Business. Overall, the budget is on target for third quarter expenses and there are no concerns.

Policy Guidelines and Bylaws Committee

The committee has not met since the May Board meeting but work is ongoing regarding the Plan to Protect document which is being developed as a handbook to encompass all of the required information.

Survey Committee

No report.

Public Relations Committee

The committee will be following up on contacting local media to share accurate information regarding charter schools. TAAPCS is also working with similar focus and information will be shared with the committee.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Personnel Committee

Chair Hanson indicated that Superintendent Lindquist's contract expires on August 31, 2022. A new contract is being developed by the legal team and the committee will meet to discuss and finalize in the near future.

8. New Business

8.1 Quarterly Financial Report for March to May, 2022

Board Secretary and Treasurer Tong indicated that there are no flags or concerns with the third quarter financial report. Secretary Treasurer Dundas provided details of the Quarterly Financial Report for March to May, 2022 which wasn't available prior to the meeting due to timing of the period end date. Discussion followed.

Motion 2022-06-15-05 Moved that the Board receive the Quarterly Financial Report for the period ended May 31, 2022 as information.

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

Director Tong left the meeting at this point, 8:39 p.m.

8.2 2022-23 School Fees Approval

Superintendent Lindquist provided an overview of the proposed school fees for 2022-23, as included in the agenda package. Principal Zarowny provided further detail and information. Discussion followed.

Motion 2022-06-15-06 Moved that the Board approve the 2022-23 School Fees as presented.

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

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

8.3 Schedule SGM of NCHSS

Superintendent Lindquist provided background regarding selection of a date for the NHCSS SGM and elections, as included in the agenda package. Discussion followed.

Motion 2022-06-15-07 Moved that the Board select Wednesday, October 5, 2022 at 7:00 p.m. for the NHCSS SGM and elections.

Moved: Director Smith

Seconded: Vice Chair Clarke

Carried

8.4 Schedule September 2022 Board Meeting

Superintendent Lindquist spoke to setting a date for the September, 2022 Board meeting, as included in the agenda package. Discussion followed.

Motion 2022-06-15-08 Moved that the Board revise motion 2021-10-06-11 and select Wednesday, September 21, 2022 at 7:00 p.m. for the next regular board meeting.

Moved: Director Guthrie

Seconded: Vice Chair Clarke

Carried

8.5 Schedule Summer Board Housekeeping Retreat

Superintendent Lindquist spoke to setting a date for the Summer Board Housekeeping Retreat, as included in the agenda package. Discussion followed.

Motion 2022-06-15-09 Moved that the Board select Saturday, August 20, 2022 for the Summer Housekeeping Retreat.

Moved: Director Smith

Seconded: Vice Chair Clarke

Carried

8.6 Receive Report #2 from School Council

Presented prior to Item 6 in the agenda.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

8.7 CASS Summer Conference

Superintendent Lindquist provided background and submitted a request to attend the CASS Summer conference, as included in the agenda package. Discussion followed.

Motion 2022-06-15-10 Moved that the Board approve the Superintendent's request to attend the CASS Summer Conference in August, 2022.

Moved: Director Guthrie

Seconded: Vice Chair Clarke

Carried

8.8 Counselling Program Update

Vice Principal Vigfusson provided a verbal update on the counselling program. Two counsellors have been working with the school and two student groups focusing on anxiety are underway. Student sessions regarding test anxiety have also been held for grade nine students. Some individual assessments have also been completed and overall the program is working very well to date. Discussion followed.

8.9 Director Resignation

Superintendent Lindquist provided information regarding the resignation of Director Guthrie from the Board, as included in the agenda package. Chair Hanson provided further detail and expressed appreciation to Director Guthrie for all of his work to date on the Board. Discussion followed after which Director Guthrie amended his resignation to extend until the conclusion of the October 5, 2022 SGM.

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 was held on Saturday, May 28 via Zoom but did not complete the agenda during the allotted time. An additional meeting is scheduled for June 18, 2022 to complete the agenda. Chair Hanson indicated that the length of the meeting was largely related to discussion of funding for the hiring of either an Executive Director or a consultant firm with advocacy ability. Discussion followed and consensus among Board members is that effective advocacy is imperative at this point. General agreement is to support TAAPCS' funding request regarding the hiring of an individual or firm to further promote Charter School advocacy and understanding.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

11. Receipt of Reports

Motion 2022-06-15-11 Moved that all reports be received as presented during the meeting.

Moved: Vice Chair Clarke

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 2022-06-15-12 Moved that correspondence be received as presented during the meeting.

Moved: Director Guthrie

Seconded: Vice Chair Clarke

Carried

14. Motion to Move In Camera

Motion 2022-06-15-13 Moved that the meeting move in camera at 9:40 p.m.

Moved: Vice Chair Clarke

Seconded: Director Guthrie

Carried

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Motion to Move Out of Camera:

Motion 2022-06-15-14 Moved that the meeting move out of camera at 10:03 p.m.

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

15. New Business (con't)

15.1 Matters Arising from In Camera Meeting

Motion 2022-06-15-15 Moved that the Board ratify the one-year fixed term Vice Principal Contract:

- *Employee #0151*

*Moved: Vice Chair Clarke
Seconded: Director Guthrie*

Carried

Motion 2022-06-15-16 Moved that the Board ratify the temporary contract extension for the following:

- *Employee #0326*

*Moved: Vice Chair Clarke
Seconded: Director Smith*

Carried

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Motion 2022-06-15-17 *Moved that the Board ratify the temporary contract for the following :*

- *Employee #0307*
- *Employee #0321*

Moved: Director Guthrie

Seconded: Director Smith

Carried

Motion 2022-06-15-18 *Moved that the Board ratify the probationary contract for the following:*

- *Employee #0334*

Moved: Vice Chair Clarke

Seconded: Director Smith

Carried

Motion 2022-06-15-19 *Moved that the Board authorize leave without pay for June 17, 2022 for the following:*

- *Employee #0302*

Moved: Vice Chair Clarke

Seconded: Director Guthrie

Carried

15. Adjournment

Chair Hanson adjourned the meeting at 10:07 p.m.

Next Board Meeting: August 20, 2022



Dean Lindquist

Superintendent

Phone: 780-416-2353

Email: dlindquist@newhorizons.ca

MEMORANDUM

September 21, 2022

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Rescind Resignation of Director Shaun Guthrie

Director Shaun Guthrie indicated at the June Board Meeting that he would be resigning from the Board. This was recorded in the minutes but was not accepted by the board at the meeting. Director Guthrie subsequently reported to the board and via email that he wished to rescind his resignation.

It was determined that a resolution should be made by the board indicating that they make the required amendments to the June 2022 board meeting minutes striking out the indication of resignation.

Sincerely,

Dean Lindquist

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: August 20, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

August 20, 2022, 2:00 p.m.

Board Members Present at Call to Order:

Dan Hanson
CHAIR

Jason Clarke
VICE CHAIR

Vincent Tong
BOARD SECRETARY AND
TREASURER

Kristie Derkson
DIRECTOR

Michelle Smith
DIRECTOR

Shaun Guthrie
DIRECTOR

Administration Present:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Lori Vigfusson
PRINCIPAL

Members Present:

Julie Jackson

Jeff Blanchard

1. Call to Order

Chair Hanson called the virtual meeting to order at 2:07 p.m. and made opening remarks, summarizing meeting and voting procedures.

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 2022-08-20-01

Moved that the agenda for the Special Board Meeting of August 20, 2022 be adopted as presented.

Moved: Director Guthrie

Seconded: Director Smith

Carried

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: August 20, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

4. Disclosure of Conflict of Interest:

None

5. New Business

5.1 Renaming Gymnasium

Principal Vigfusson indicated that it had been suggested that the school gymnasium be named after former administrator Ted Zarowny in honour of his efforts and accomplishments throughout his tenure as principal.

Motion 2022-08-20-02 Moved that the school gymnasium be officially named the "Ted Zarowny Gymnasium, Home of the Nighthawks".

*Moved: Vice Chair Clarke
Seconded: Director Guthrie
Five votes in favor, one vote against.
Carried*

6. In Camera

Motion to Move In Camera:

Motion 2022-08-20-03 Moved that the meeting move in camera at 2:12 p.m.

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

Motion to Move Out of Camera:

Motion 2022-08-20-04 Moved that the meeting move out of camera at 2:27 p.m.

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

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: August 20, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

7. New Business (con't)

7.1 Matters Arising from In Camera Meeting

Motion 2022-08-20-05 Moved that the Board ratify the full-time continuing contract for employee #0298.

Moved: Director Guthrie

Seconded: Director Derkson

Carried Unanimously

Motion 2022-08-20-06 Moved that the Board approve the Superintendent Evaluation Report, as developed during the Superintendent Evaluation workshop of June 18, 2022 as an accurate assessment of the Superintendent's performance for the period August 1, 2021 – June 18, 2022,;and further that the Chair be authorized to make any required technical edits and to sign the evaluation report on the Board's behalf:

Moved: Vice Chair Clarke

Seconded: Director Smith

Carried Unanimously

Motion 2022-08-20-07 Moved that the Board approve the five-year Superintendent contract for Mr. Dean Lindquist.

Moved: Vice Chair Clarke

Seconded: Director Smith

Carried Unanimously

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

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: August 20, 2022

Initials: **Chair** _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

6. Adjournment

Chair Hanson adjourned the meeting at 2:30 p.m.

Next Board Meeting: September 21, 2022

DRAFT



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

MEMORANDUM

September 21, 2022

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

Summer Update

Air purifiers have been received and have been put in each classroom and common area.

Paving was completed between ECDDT and NHS.

Cameras have been installed outside the school for safety and security.

FOBS have been installed on all the enter/exit doors of the school.

Audit

Our interim audit was completed on Aug.30, 2022. The full audit began Monday, September 19/22.

Modulars

Two modulars have been installed successfully.

Enrolment

For the 2022-23 school year, our projected enrolment was 440. This number was used to calculate funding for the 2022-23 school year as part of the WMA calculation. As of this date, we have 426 students. Any funding that we have received over and above the 426 students will be taken out of our 2023-24 funding.

Principal Vigfusson will address the enrolment numbers in her report.

School Fees

We returned almost \$21,000 to parents in unused school fees this year. Due to COVID some field trips and events were cancelled.

Recommendations:

It is recommended that the Board accept this as information.

PDundas

Patti Dundas – Secretary Treasurer



Dean Lindquist

Superintendent

Phone: 780-416-2353

Email: dlindquist@newhorizons.ca

MEMORANDUM

June 15, 2022

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Superintendent's Report

NHS COVID-19 Health and Safety Measures

In the spring, the Government of Alberta shifted to Step 3 of their easing measures plan. With this shift there are no provincial health and safety measure requirements remaining. In June 2022, the Board also removed all required COVID-19 Health and Safety Measures. In addition, Administrative Procedure 201 Workplace Health and Safety: COVID-19 Hazard Control Vaccination Status was also removed at the end of the last school year.

However, we do continue to encourage mask use, physical distancing, hand hygiene, and other health measures. As an example, you will find hand sanitizer at entrances/exits and in all classrooms. This was communicated to all parents in the August 2022 Board Bulletin to parents.

It is important to note that we will continue to work closely with Alberta Education and Alberta Health Services and if health and safety measures are re-introduced or recommended, the Board will be informed immediately.

CASS ASBOA Summer Conference

Thank you to the Board for authorizing my attendance at the CASS ASBOA Summer Conference. It was very worthwhile to attend the sessions and network with colleagues. One aspect that was identified at the conference is with CASS being a professional organization effective September 1, 2022, CASS members must attend professional development activities and complete other professional requirements to keep their certification with CASS. In addition, all certificated district personnel must be a member of CASS.

Bill 85

Bill 85 received royal assent in December 2021. Key changes to legislation are:

Students First Act amends the *Teaching Profession Act*, *Education Act*, and the *College of Alberta School Superintendents' Act* to:

- create a public online and searchable database of Alberta teacher and teacher leader information, bringing Alberta in line with other provinces
- require school authorities to conduct criminal record and vulnerable sector checks when hiring a new teacher or teacher leader, and again every 5 years throughout their employment
- improve oversight and timeliness of disciplinary matters for teachers and teacher leaders
- require the Alberta Teachers' Association (ATA) to inform the Ministry of Education about all complaints made against its members, including when a complaint is filed
- improve the efficiency of disciplinary processes by simplifying the ATA's disciplinary committee structure to align with the structure and processes used by the College of Alberta School Superintendents, and Alberta Education's Registrar

(Copied from : <https://www.alberta.ca/putting-students-first.aspx>)

Additional information can be found at <https://www.alberta.ca/assets/documents/edc-bill-85-students-first-act-2021-fact-sheet.pdf>.

The key change requiring criminal record checks be updated to every 5 years aligns to our new Plan to Protect Handbook. Our current NHS policies will need to change to reflect this new requirement.

Plan to Protect

The handbook was introduced to staff at the first staff meeting of the school year and is being implemented. Some changes may be required as implementation is undertaken, and staff identify issues. These changes will be brought to the Policies, Guidelines and Bylaws Committee. One example is we have identified criminal record checks to be renewed every 3 years, while Government of Alberta legislation requires every 5 years. I recommend we shift to every 5 years to align with government direction.

Summer 2022 Retreat Follow-Up

The Board held their Summer Board Retreat on August 20. Very good discussion ensued throughout the day on a variety of topics related to the New Horizons School.

Several items required follow-up after the conclusion of the Board's Summer Retreat. The following items and associated timelines to bring back to the board or committee are as follows:

Web Page – follow up with board and parents using a focus group – subsequent report back to board following completion of the work.

Board Evaluation – work not undertaken as of this date.

Vision, mission, and value discussion – schedule for Spring Retreat (will look at possible facilitator)

Civil discourse and how it is facilitated in the classroom – Principal Vigfusson is undertaking discussions with staff to ascertain current practice and will report back to the board (October). This will be a question on the stakeholder forum if approved by the board.

Independent Studies Process – Principal Vigfusson will report back to the October Board Meeting.

Inventory for Online Student Safety - Principal Vigfusson will report back to the October Board Meeting

Special General Meeting – October 5, 2022

For membership in the NHCSS, the Declaration of Understanding was sent out to all parents and staff on August 29, 2022. On September 13, 2022, the Notice of Special General Meeting, as required in the society bylaws was sent to parents and staff.

With Truth and Reconciliation Day scheduled for September 30, we require all nominations for Director to be returned by September 29, 2022.

Sincerely,

Dean Lindquist

Board Officers & Committees

2021-10-06

Position / Committee			
	2019-20	2020-21	2021-22
Chair	Dan Hanson	Dan Hanson	Dan Hanson
Vice Chair	Jason Clarke	Jason Clarke	Jason Clarke
Secretary	Shari Morin	Vincent Tong	Vincent Tong
Treasurer	Vincent Tong	Vincent Tong	Vincent Tong
Audit Committee			
<i>Membership: Board Treasurer</i>			
<i>(must chair); 2 or more Board</i>	Vincent Tong - Chair	Vincent Tong - Chair	Vincent Tong - Chair
<i>members; 2 community members</i>	Chris Burrows	Chris Burrows	Shaun Guthrie
<i>as specified in Policy</i>	Phil Brownlee	Phil Brownlee	IJ Ukiwe
	Niharika Sreekumar	Niharika Sreekumar	Niharika Sreekumar
Policies, Guidelines, Bylaws Cmte			
<i>Membership: Unspecified; Board</i>			
<i>member must chair</i>	Jason Clarke - Chair	Jason Clarke - Chair	Jason Clarke - Chair
	Dan Hanson	Dan Hanson	Dan Hanson
	Lisa Tose		Kristie Derkson
	Vicky Qualie		Lisa Tose
			Michelle Smith
Personnel Committee			
<i>Membership: Board members</i>			
<i>only; unspecified number; Board</i>	Dan Hanson	Dan Hanson - Chair	Dan Hanson - Chair
<i>Chair must chair</i>	Vincent Tong	Vincent Tong	Vincent Tong
		Chris Burrows	Kristie Derkson
Survey Committee			
<i>Membership: Board members</i>			
<i>only; unspecified number</i>	Shari Morin - Chair	Chris Burrows	Shaun Guthrie
	Chris Burrows		Michelle Smith
Public Relations Committee			
<i>Membership: Unspecified;</i>			
<i>School Council & FANHS to be</i>	Dan Hanson - Chair	Dan Hanson	Dan Hanson
<i>invited to submit representation;</i>	Jason Clarke	Jason Clarke	Jason Clarke
<i>Board member must chair</i>	Vicky Qualie	Elizabeth Macve	Elizabeth Macve
	Elizabeth Macve	Sarah Jane Lovgren	Sarah Jane Lovgren
	Sarah Jane Lovgren		

Updated October 2021

High School Ad Hoc			Dan Hanson
			Shaun Guthrie
			Kristie Derkson
TAAPCS			



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

MEMORANDUM

Date: September 21, 2022

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Draft 2022-23 Board Work Plan

Background:

Attached is the draft Board Work Plan for 2022-23. The Board is asked to review the draft document and either approve it or provide feedback for changes prior to adoption. Proposed changes were previously reviewed at the Summer Retreat.

As the Board Work Plan provides direction to the board and administration for workflow, it is strongly recommended that the board approve the work plan at this meeting.

Implications:

The board may adopt the work plan through resolution and can make changes to the work plan throughout the school year if changes are desired or required.

Recommendations:

It is recommended that the Board approve the 2022-23 Board Work Plan as proposed.

A handwritten signature in blue ink, appearing to read "Dean Lindquist", is written over a faint circular stamp.

Dean Lindquist



Board of Directors – Work Plan for 2022/23

September	<ul style="list-style-type: none"> Adopt Board Work Plan for 2022-23 Set date for October Board meeting Receive report on provincial achievement test results (closed meeting) 	<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 2022 Attend TAAPCS Annual General Meeting Receive enrolment report for September 30, 2022 Conduct initial orientation session for new Board members Set date for NHCS Society Annual General Meeting 	<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 2022-23 Approve Annual Education Results Report 2021-22 Approve Audited Financial Statement Year Ending Aug 31/22 Receive Report #1 from School Council Determine priorities, possible date for Stakeholder Forum 	<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 	<input type="checkbox"/> <input type="checkbox"/>
January	<ul style="list-style-type: none"> Receive Quarterly Financial Report for Sep - Nov 2022 Review Policy 210 and associated Student Code of Conduct Approve school calendar for 2023-24 in principle Stakeholder Forum – Gather input on possible Education Plan priorities 	<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 2023-24 Prepare breakfast for school staff Receive mid-year progress report on Three-Year Education Plan 2022-25 	<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 2023-24 to 2025-26 Administer Board-developed Stakeholder Survey 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Board Annual Work Plan – Draft – 2022/23

April	<ul style="list-style-type: none"> Receive Quarterly Financial Report for Dec 2022 – Feb 2023 	<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 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"/>
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 	<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"/>
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"/>

Potential Additions to Work Plan

- Pilot counselling program
- High school steering committee update
-



Dean Lindquist

Superintendent

Phone: 780-416-2353

Email: dlindquist@newhorizons.ca

MEMORANDUM

September 21, 2022

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: October 2022 Board Meeting

For the past few years, the October Board Meeting is held the evening of the NHCSS Special General Meeting. The SGM is scheduled for October 5, 2022. Traditionally, the NHCSS Annual General Meeting is scheduled for late November (e.g. 2021 AGM was held November 24). This will result in seven weeks between the October and November Board Meetings.

As such, administration is recommending the following:

1. Conduct a Board Meeting for appointment of officers immediately following the Special General Meeting on October 5. Appointment of Officers must be completed within one week of the election of directors as specified in the bylaws.
2. Schedule the monthly October Board Meeting for October 26 at 7:00 pm. The rationale for this is to reduce the time gap between regularly scheduled meetings.

If the Board prefers to hold the regular October Board Meeting on October 5, administration will proceed accordingly.

Sincerely,

Dean Lindquist



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

MEMORANDUM

September 21, 2022

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

Background:

At the Fall 2020 and 2021 AGMs we appointed Rob Rizzo from Yaremchuk & Annicchiarico as our auditors for the upcoming school years.

We will ask to appoint them again for the 2022-23 school year at the Fall 2022 AGM.

Recommendation:

The following recommendation:

- That the Board of Directors accept this as information.

Patti Dundas – Secretary Treasurer



Board of Directors – Work Plan for 2022/23

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Board Annual Work Plan – Draft – 2022/23

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Potential Additions to Work Plan

- Pilot counselling program
- High school steering committee update
-



Dean Lindquist <dlindquist@newhorizons.ca>

Funding for the New Teachers' Agreement

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

Wed, Aug 31, 2022 at 4:17 PM

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

Subject: Funding for the New Teachers' Agreement

Dear colleagues:

I am pleased to inform you that with the new collective agreement ratified by the Alberta Teachers' Association and the Teachers' Employer Bargaining Association, Alberta Education will be providing your school authorities with funding to cover the increased salary costs.

The agreement includes a 0.5 per cent salary increase effective on ratification, a 1.25 per cent salary increase in September 2022 and a 2 per cent salary increase in September 2023.

2021/22 School Year

For the 2021/22 school year, a lump-sum payment will be made in September to cover the 0.5 per cent increase that was effective upon ratification. This payment is based on the 2021/22 certificated salary information that was provided to the department in the 2022/23 budget report. The lump-sum payment is calculated from the date of ratification on June 10 to June 30.

2022/23 School Year

For the 2022/23 school year, payments to school jurisdictions to cover the 1.25 per cent salary increase starting in September 2022 will be made over 12 months, from September to August. The allocation includes the 0.5 per cent increase from the 2021/22 school year.

The 2022/23 allocation is based on the 2022/23 certificated salary information provided to the department in the 2022/23 budget report. The allocation may be updated in December to incorporate the most current information from your audited financial statements submissions in November.

Details on the funding allocation for the 2021/22 and 2022/23 school years can be found on the [extranet](#).

If you have questions regarding the allocations, please contact Alexander Blyth, Director, Budget and Fiscal Analysis, at alexander.blyth@gov.ab.ca or 780-427-3717 (toll-free by first dialing 310-0000).

I wish your school authorities a successful 2022/23 school year.

Sincerely,

Andre Tremblay

Deputy Minister of Education

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

Classification: Protected A



ALBERTA
EDUCATION

Office of the Minister

AR119226

AUG 22 2022

Mr. Dan Hanson
Board Chair
New Horizons Charter School Society
1000 Strathcona Drive
Sherwood Park AB T8A 3R6

Dear Mr. Hanson:

Thank you for your July 24, 2022 letter, which you also sent to the Honourable Nate Glubish, MLA for Strathcona-Sherwood Park and Jordan Walker, MLA for Sherwood Park, providing an update on New Horizons Charter School's high school expansion plans.

I recognize the challenges charter schools experience in identifying potential school facilities to accommodate their programs, and I appreciate New Horizons Charter School's efforts to explore partnerships and hold discussions with other school authorities in an attempt to find space to house its high school programming.

As you know, Alberta's government is investing funding to support expansion of the charter hub concept. This funding will allow existing public charter schools to grow and ensure new public charter schools have the spaces they need to deliver educational programming for students.

I appreciate you providing me with information about the discussions between New Horizons and other charter schools regarding working together to create a charter hub. I am committed to finding facility solutions that will support public charter schools. Department staff will continue to work with public charter schools and The Association of Alberta Public Charter Schools to develop a business case that further explores the feasibility of a charter hub.

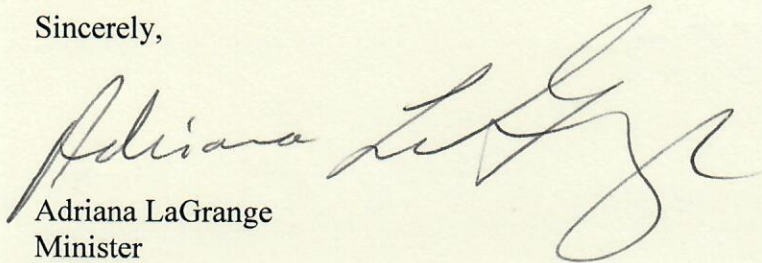
I encourage your board to continue to work collaboratively with Capital Planning, as well as with other local charters and jurisdictions, to explore potential solutions for accommodating your future high school.

.../2

Mr. Dan Hanson
Page Two

I appreciate you taking the time to write, and I commend New Horizons Charter School on its continued support of Alberta's students.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Adriana LaGrange', with a stylized flourish at the end.

Adriana LaGrange
Minister

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