

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: June, 15, 2022

Initials: Chair _____

Approved: FINAL

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.

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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.

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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*

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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.

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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*

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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.

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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.

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.

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*

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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*

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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

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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