

# New Horizons School Council Meeting Agenda

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September 7, 2022

7:00 pm to 8:00 pm

**\*Location – New Horizons School (meeting room to be noted at main entrance)\***

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**1. Call to order**

**2. Statement of Territorial Acknowledgement**

The School Council of the New Horizons Charter School respectfully acknowledges that the land on which we meet is Treaty 6 territory, a traditional home, gathering place, and a travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, Sioux, as well as the homeland of the Metis 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**

**4. Approval of Minutes**

4.1 June 22, 2022

**5. Reports**

5.1 Chair/Vice-Chair report

5.2 Principal's report

5.3 Financial Officer's report

5.4 FANHS' report

5.5 Communication Officer's report

**6. Motion to Accept Reports**

**7. New Business**

7.1 Election of vacant positions (Secretary, Finance Officer, Communications Officer).

- *Motion required.*

7.2 2022-2023 Funding Allocation

- For information
- FANHS provided approval for \$16,000 for SC during the 2022-23 year; the 2022-23 fund allocation was previously approved and is attached for information.
  - Note annual recurring expenditures have been approved as follows:
    - Student incentives (\$6 per student, \$3000 total)
    - Recess equipment (allocation for the entire school, \$1000 total)
    - Kindergarden graduation (\$200 motioned)
    - Grade 9 graduation (\$700 motioned)
    - Forgotten lunch supplies (\$250 motioned)

7.3 Saffron Centre Booking: Cyberworld: What Happens When Youth Press Send?

- September 27 at 7 pm (NHS Learning Commons)
  - Confirm volunteer support required from School Council.
  - *Motion required* for \$150.00 from Community Building/Parent Support, Guest Speakers.

7.4 Staff funding requests

- TBD

7.5 School Event Planning and SC Outreach

- Opportunities during the 'meet the teacher' event
- Halloween Dance Planning

7.6 Emergent business

**8. Future Business**

**9. Correspondence**

- ASCA is hosting an online engagement for parents, school council members and school communities to discuss education priorities with the UCP Leadership Candidates. Information linked [here](#).
- [REGISTER](#) to provide your questions in advance by September 12th.

**10. Future Meeting Dates:**

- Set fall meeting dates & location – suggestion is to continue the previous schedule, following the staff meeting on the first Wednesday of every month.
- Proposed dates:
  - October 5, 2022
  - November 2, 2022
  - December 7, 2022
  - January 4, 2023
  - February 1, 2023
  - March 1, 2023
  - April 5, 2023
  - May 3, 2023
  - June TBD (must include AGM)

**11. Adjournment**

# New Horizons School Council Meeting Minutes

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June 22, 2022  
7:15 pm to 8:00 pm  
**Virtual Meeting**

Attendees: Andrea Watson, Elizabeth Macve, Sarah-Jane Lovgren, Sandra Dargais, Sarah Litvenchuk, Chelsea Ladoucer, Anita Sanderson

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**1. Call to order at 7.13 pm.**

**2. Statement of Territorial Acknowledgement**

The School Council of the New Horizons Charter School respectfully acknowledges that the land on which we meet is Treaty 6 territory, a traditional home, gathering place, and a travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, Sioux, as well as the homeland of the Metis 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**

**4. Approval of Minutes**

4.1 May 4, 2022

**MOTION: Sandra Dargais moved to approve the meeting minutes from May 4, 2022. Seconded by Elizabeth Macve. Motion Carried.**

**5. Reports**

5.1 Chair/Vice-Chair report

- Update on May 29, 2022 family event & lessons learned
- Met Mr. Lindquist on June 1
- Provided a report-in to the Board on June 15

5.2 Principal's report

5.3 Financial Officer's report

5.4 FANHS' report

5.5 Communication Officer's report

**6. Motion to Accept Reports**

**MOTION: Sarah-Jane Lovgren moved to accept reports. Seconded by Elizabeth Macve. Motion Carried.**

**7. New Business**

7.1 Year end activities and required motions.

7.2 2022-2023 Funding Allocation

- FANHS provided approval for \$16,000 for SC during the 2022-23 year; adjustments to the fund allocation are required.
  - **MOTION: Sandra Dargais moved to approve the 2022-23 fund allocation as presented. Seconded by Sarah-Jane Lovgren. Motion Carried.**
- Consider a motion for annual recurring expenditures in 2022-23:
  - Student incentives (\$6 per student traditionally)

- Recess equipment (allocation for the entire school, \$1000 previously)
- Kindergarden graduation (\$200 motioned previously)
- Grade 9 graduation (\$700 motioned previously)
- Forgotten lunch supplies (\$250 motioned previously)

**MOTION: Sandra Dargais moved to approve the annual expenditures above. Seconded by Sarah-Jane Lovgren. Motion carried.**

7.3 Saffron Centre Booking: Advice to Administration on 2022-23 Booking

- **Option 1:** PRESENTATION (\$150.00 for a 1-hour presentation) Cyberworld: What Happens When Youth Press Send? In this presentation, we provide parents and caregivers with information on the popular websites, games, and apps that are being used by children and youth. We discuss legal consequences and potential dangers online. We share helpful tips on starting conversations with their children and youth.
- **Option 2:** WORKSHOP (\$300 for ½ day) Responding to Online Exploitation and Digital Literacy. In this half-day workshop, we start by providing parents and caregivers with basic information about safe screen time, social media platforms, and video games. We also discuss adult content that can be found online and how to talk to youth about it. Then, we will learn about the reality of online exploitation, what to do when we encounter it and how we can help support youth experiencing it. Lastly, we define and explain digital literacy, and discuss how teaching youth to think critically about what they see online will give them the skills to understand how to stay safe on the internet. This workshop includes a number of interactive sections on how to respond to a child who may be experiencing exploitation, and a scenario to test your digital literacy skills!
  - **Option 1 selected; NHS administration to book date for this presentation in fall 2022.**

7.4 Staff funding requests

- TBC

7.5 School Event Planning and SC Outreach

- Potential fall event and early family engagement
  - **SC to participate in 'Meet the Teacher'**
- Halloween Dance
  - **October 22, 2022 determined for the Hallowee Dance**

7.6 Emergent business

**8. Future Business**

**9. Correspondence**

- 9.1 Email from Patti Dundas on November 30, 2021 indicating receipt a \$500.00 school council grant from the Alberta Government. This new grant provides funding to school authorities for each school in order to support school councils fulfilling their legislated responsibilities in the education system and enhancing parent involvement and engagement.
- 9.2 Alberta School Council Association
  - Renewal Letter - \$100 (May 18, 2022)
  - Welcome Letter (May 27, 2022)
- Email from Angela DeJong to arrange a conversation on engagement

**10. Future Meeting Dates:**

- Set tentative fall dates & location – potentially following the staff meeting on the first Wednesday of every month.
  - *Next meeting will be September 7, 2022 at 7 pm*

**11. Adjournment 8.03 pm.**

**New Horizons School Council Fund Allocation  
Summary**

**For the 2021/2022 School Year**

September 7, 2022

	<b>2021-2022 Allocation of Funds</b>	<b>Funds Disbursed</b>	<b>Funds Motioned but not yet Disbursed</b>	<b>Remaining Funds</b>
<b>School Support</b>	\$ 9,000	\$ 6,977	\$ 3,004	-\$ 981
<b>Classroom Support</b>	3,800	2,214	1,566	20
<b>School Enhancement</b>	-	-	-	-
<b>Community Building / Parent Support</b>	1,000	-	-	1,000
<b>School Council Administration</b>	100	-	-	100
<b>GRAND TOTAL:</b>	<b>\$ 13,900.00</b>	<b>\$ 9,190.58</b>	<b>\$ 4,570.17</b>	<b>\$ 139.25</b>

**Draft New Horizons School Council Fund Allocation  
Detailed**

For the 2021/2022 School Year as at: September 7, 2022

	2021-2022 Allocation of Funds	Total Motioned	Disbursed to date	Potential Projects, Items & Ideas Identified (Specific Highlighted Items are Under Consideration for the Education Plan)
<b>School Support</b>				
Clubs	\$ 500	\$ 150.00	\$ 150.01	<i>Ex. LEGO Mindstorms purchase; Arts &amp; Crafts; Science; Track &amp; Field; Computer, Chess, Maker Carts</i>
Sports & Well Being	500	\$ 650.00	\$ 377.90	<i>Ex. Sports Day; School Teams; Mission Impossible; Track 'n Field Competition Day / Healthy School Initiatives - Mindfulness, Health Fair, Yoga Instructor, Back up Lunches</i>
Events	2,000	\$ 2,530.75	\$ 2,162.40	<i>Ex. Christmas Play &amp;/or Concert; Talent Show; Art Walk; School Carnival; Kinder Grad; Science Fair</i>
Junior High Events	1,000	\$ 1,250.00	\$ 975.44	<i>Grade 9 Grad, Junior high dances etc. Jr. High fun day</i>
Staff Support	1,500	\$ 1,000.00	\$ 1,361.30	<i>Teacher Meals; Interviews; Staff Appreciation Week; Bereavement; Staff Awards</i>
Academic Support	3,500	\$ 4,400.00	\$ 1,949.96	<i>Ex. Artist in Residence, Jr High Drama; Academic Awards Event; "Reach for the Top"; Star Gazer; Art in Residence (Writing or Art); In-School Concert/Production; STEM; IB Programming Support</i>
<b>Total</b>	9,000	\$ 9,980.75	\$ 6,977.01	
<b>Classroom Support</b>				
Recess Equipment	1,000	\$ 1,000.00	\$ 403.70	<i>General Fund for the Entire School</i>
Classroom Incentives	2,800	\$ 2,780.00	\$ 1,809.87	<i>Student Based Funding at Teacher Discretion (Ex. reward items, special field trip, classroom fun activities/materials) (\$6 per student allocated plus \$100 each for music and French )</i>
<b>Total</b>	3,800	\$ 3,780.00	\$ 2,213.57	
<b>School Enhancement</b>				
Sports Equipment	-			
Technology	-			
Major Projects	-			<i>Playground</i>
<b>Total</b>	-	\$ -	\$ -	
<b>Community Building / Parent Support</b>				
Guest Speakers	500			<i>Guest Speakers</i>
Team/Community Building	500			<i>Ex. Movie Night; BBQ; Dance; Family Game Night; Potluck; Paint Night, Peanut Scramble; Giving Back Campaign</i>
Public Relations/Hospitality				<i>School Based Celebrations; Festival of Trees, Science Fair (after hours); Parent Orientation Night</i>
<b>Total</b>	1,000	\$ -	\$ -	
<b>School Council Administration</b>				
General Admin Expenses	50			
Babysitting	50	\$ -		
<b>Total</b>	100	\$ -	\$ -	
<b>GRAND TOTAL: \$ 13,900 \$ 13,760.75 \$ 9,190.58</b>				

**New Horizons School Council Fund Allocation**  
**Amounts Approved in the Minutes**  
**For the 2021/2022 School Year**

Date Motioned	Fund	Subcategory	Description	Amount
Oct-13-21	Classroom Support	Student incentives	\$6 per student	2,780.00
Oct-13-21	Classroom Support	Recess equipment	Total for School	1,000.00
Oct-13-21	School Support	Academic support	Grant writing Artist in residence	250.00
Oct-13-21	School Support	Academic support	Artist in residence	1,500.00
Nov-3-21	School Support	Academic support	Music	150.00
Nov-3-21	School Support	Jr High Events	Grade 9 Grad	700.00
Nov-3-21	School Support	Events	Kindergarten Grad	200.00
Nov-3-21	School Support	Sports and wellbeing	Forgotten Lunches	250.00
Dec-1-21	School Support	Sports and wellbeing	Student patrol	400.00
Jan-5-22	School Support	Jr High Events	Jr High Events	200.00
Jan-5-22	School Support	Events	Penguin Presentation	330.75
Feb-2-22	School Support	Academic Support	Artist in Residence	2,500.00
Feb-2-22	School Support	Events	Penguin Presentation	300.00
Apr-6-22	School Support	Staff support	Teacher appreciation	1,000.00
May-6-22	School Support	Events	Track and field	200.00
May-6-22	School Support	Clubs	Choir	150.00
May-6-22	School Support	Jr High Events	Fun day	350.00
May-6-22	School Support	Events	Carnival	1,500.00



13,760.75

**New Horizons School Council Fund Allocation****Approved to be Disbursed****For the 2021/2022 School Year**

Date Approved	Paid to	Fund	Subcategory	Description	Amount
Nov-3-21	Alison Joly	Classroom Support	Student incentives	Student incentives	37.74
Nov-3-21	New Horizons School	Classroom Support	Recess equipment	Recess equipment	376.32
Nov-3-21	Amanda Panas	Classroom Support	Student incentives	Student incentives	58.18
Nov-3-21	Shayel MacKinnon	Classroom Support	Student incentives	Student incentives	88.96
Dec-1-21	Kandace Graham	Classroom Support	Student incentives	Student incentives	200.00
Dec-1-21	Kandace Graham	School support	Academic support	Music	112.46
Dec-15-21	New Horizons School	School support	Sports and Wellbeing	Forgotten lunches	48.85
Jan-5-21	Shayel MacKinnon	Classroom Support	Student incentives	Student incentives	26.11
Feb-2-22	New Horizons School	School Support	Events	Penguin Presentation	320.04
Jan-24-22	Amanda Panas	Classroom Support	Student incentives	Student incentives	60.84
Mar-2-22	Andrea Watson	Classroom Support	Student incentives	Student incentives	90.35
Mar-2-22	Andrea Watson	School support	Sports and Wellbeing	AMA Patroller supplies	56.68
Mar-2-22	New Horizons School	School support	Events	Penguin Presentation	302.76
May-3-22	Sarah Fairfull	School support	Jr High Events	Pie day	166.93
May-3-22	Andrea Watson	School support	Sports and Wellbeing	AMA Patroller supplies	40.92
May-3-22	Shayel MacKinnon	Classroom Support	Recess equipment	Recess equipment	27.38
May-3-22	Kandace Graham	Classroom Support	Student incentives	Mr. Hofforth	159.36
Jun-6-22	Meghan Eccles	Classroom Support	Student incentives	Student incentives	40.77
Jun-6-22	New Horizons School	School support	Staff support	Staff meals	568.51
Jun-6-22	Marisa Araujo	Classroom Support	Student incentives	Student incentives	79.23
Jun-6-22	Shaun Wilde	Classroom Support	Student incentives	Student incentives	81.83
Jun-14-22	Meghan Eccles	Classroom Support	Student incentives	Student incentives	39.93
Jun-14-22	KJ Street Consulting	School support	Academic support	AIR grant writer	262.50
Jun-14-22	Elizabeth Macve	School support	Events	Carnival supplies	64.50
Jun-14-22	Debbie Wain	Classroom Support	Student incentives	Student incentives	131.43
Jun-14-22	Anika Kooger	Classroom Support	Student incentives	Student incentives	129.87
Jun-14-22	Mural Mosaic	School Support	Academic support	Artist in residence	1,575.00
Jun-14-22	Sarah Fairfull	School support	Jr High Events	Jr. High fun day	38.10
Jun-14-22	Sarah Fairfull	School support	Jr High Events	Jr. High fun day	68.78
Jun-14-22	Andrea Watson	School support	Sports and Wellbeing	AMA Patroller	231.45
Jun-14-22	Faye Freeman	Classroom Support	Student incentives	Student incentives	68.78
Jun-14-22	Elizabeth Macve	School support	Events	School Carnival	84.00

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Jun-14-22	Kandace Graham	School support	Clubs	Choir	150.01
Jun-14-22	Kandace Graham	School support	Jr High Events	Grade 9 Grad	701.63
Jun-20-22	Michelle Stephens	School support	Events	Kinder Grad	194.01
Jun-20-22	Michelle Stephens	School support	Events	Field day	31.31
Jun-20-22	Michelle Stephens	Classroom Support	Student incentives	Student incentives	209.35
Jun-22-22	Janice Dinel	Classroom Support	Student incentives	Student incentives	97.49
Jun-24-22	New Horizons School	School support	Events	School Carnival	1,165.78
Jun-24-22	New Horizons School	School support	Staff support	Mr. Zarowny	163.98
Jun-27-22	Kim Fehr	Classroom Support	Student incentives	Student incentives	81.85
Jun-29-22	Anne Servold	Classroom Support	Student incentives	Student incentives	127.80
Aug-2-22	New Horizons School	School support	Staff support	Mr. Zarowny	628.81
					9,190.58

**New Horizons School Council Fund Allocation  
 Summary - Amounts Approved in the Minutes  
 For the 2021/2022 School Year**

<b>Row Labels</b>	<b>Sum of Amount</b>
<b>Classroom Support</b>	<b>3,780.00</b>
Recess equipment	1,000.00
Student incentives	2,780.00
<b>School Support</b>	<b>9,980.75</b>
Events	2,530.75
Sports and wellbeing	650.00
Academic support	4,400.00
Staff support	1,000.00
Clubs	150.00
Jr High Events	1,250.00
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<b>Grand Total</b>	<b>13,760.75</b>

**New Horizons School Council Fund Allocation**  
**Summary - Amounts disbursed**  
**For the 2021/2022 School Year**

<b>Row Labels</b>	<b>Sum of Amount</b>
<b>Classroom Support</b>	<b>2,213.57</b>
Student incentives	1,809.87
Recess equipment	403.70
<b>School support</b>	<b>6,977.01</b>
Academic support	1,949.96
Events	2,162.40
Sports and Wellbeing	377.90
Jr High Events	975.44
Staff support	1,361.30
Clubs	150.01
<b>(blank)</b>	
(blank)	
<b>Grand Total</b>	<b>9,190.58</b>

Disbursed by person

<b>Row Labels</b>	<b>Sum of Amount</b>
<b>Events</b>	<b>2,162.40</b>
Elizabeth Macve	148.50
New Horizons School	1,788.58
Michelle Stephens	225.32
<b>Sports and Wellbeing</b>	<b>377.90</b>
New Horizons School	48.85
Andrea Watson	329.05
<b>Student incentives</b>	<b>1,809.87</b>
Shayel MacKinnon	115.07
Amanda Panas	119.02
Alison Joly	37.74
Andrea Watson	90.35
Kandace Graham	359.36
Meghan Eccles	80.70
Marisa Araujo	79.23
Shaun Wilde	81.83
Debbie Wain	131.43
Anika Kooger	129.87
Faye Freeman	68.78
Michelle Stephens	209.35
Janice Dinell	97.49
Kim Fehr	81.85
Anne Servold	127.80
<b>Academic support</b>	<b>1,949.96</b>
Kandace Graham	112.46
KJ Street Consulting	262.50
Mural Mosaic	1,575.00
<b>Staff support</b>	<b>732.49</b>
New Horizons School	732.49
<b>(blank)</b>	
(blank)	
<b>Clubs</b>	<b>150.01</b>
Kandace Graham	150.01
<b>Recess equipment</b>	<b>403.70</b>
New Horizons School	376.32
Shayel MacKinnon	27.38
<b>Jr High Events</b>	<b>975.44</b>

Kandace Graham	701.63
Sarah Fairfull	273.81
<b>Grand Total</b>	<b>8,561.77</b>

**Draft New Horizons School Council Fund Allocation  
Detailed**

For the 2022/2023 School Year as at: June 22, 2022

	2022-2023 Allocation of Funds	Total Motioned	Disbursed to date	Potential Projects, Items & Ideas Identified
<b>School Support</b>				
Clubs	\$ 1,000	\$ -		<i>Ex. LEGO Mindstorms purchase; Arts &amp; Crafts; Science; Track &amp; Field; Computer, Chess, Maker Carts</i>
Sports & Well Being	\$ 500	\$ 250.00	\$ -	<i>Ex. Sports Day; School Teams; Mission Impossible; Track 'n Field Competition Day / Healthy School Initiatives - Mindfulness, Health Fair, Yoga Instructor, Back up Lunches</i>
Events	\$ 3,000	\$ 900.00	\$ -	<i>Ex. Christmas Play &amp;/or Concert; Grade 9 Grad; Talent Show; Art Walk; Winter Carnival/Cabane a Sucre (Sugar Shack); Kinder Grad; Science Fair</i>
Junior High Events	\$ 1,000	\$ -	\$ -	<i>Trips, Junior high dances etc.</i>
Staff Support	\$ 1,200	\$ -	\$ -	<i>Teacher Meals; Interviews; Staff Appreciation Week; Bereavement; Staff Awards</i>
Academic Support	\$ 4,300	\$ -	\$ -	<i>Ex. Artist in Residence, Jr High Drama; Academic Awards Event; "Reach for the Top"; Star Gazer; Art in Residence (Writing or Art); In-School Concert/Production; STEM; IB Programming Support</i>
<b>Total</b>	\$ 11,000	\$ 1,150.00	\$ -	
<b>Classroom Support</b>				
Recess Equipment	\$ 1,000	\$ 1,000.00	\$ -	<i>General Fund for the Entire School</i>
Classroom Incentives	\$ 3,000	\$ 3,000.00	\$ -	<i>Student Based Funding at Teacher Discretion (Ex. reward items, special field trip, classroom fun activities/materials) (\$6 per student allocated )</i>
<b>Total</b>	4,000	\$ 4,000.00	\$ -	
<b>School Enhancement</b>				
Sports Equipment	\$ -	\$ -	\$ -	<i>Playground</i>
Technology	\$ -	\$ -	\$ -	
Major Projects	\$ -	\$ -	\$ -	
<b>Total</b>	-	\$ -	\$ -	
<b>Community Building / Parent Support</b>				
Guest Speakers	\$ 500	\$ -	\$ -	<i>Guest Speakers</i>
Team/Community Building	\$ 500	\$ -	\$ -	<i>Ex. Movie Night; BBQ; Dance; Family Game Night; Potluck; Paint Night, Peanut Scramble; Giving Back Campaign</i>
Public Relations/Hospitality				<i>School Based Celebrations; Festival of Trees, Science Fair (after hours); Parent Orientation Night</i>
<b>Total</b>	1,000	\$ -	\$ -	
<b>School Council Administration</b>				
General Admin Expenses	\$ -	\$ -	\$ -	
Babysitting	\$ -	\$ -	\$ -	
<b>Total</b>	-	\$ -	\$ -	
<b>GRAND TOTAL:</b>	<b>\$ 16,000</b>	<b>\$ 5,150.00</b>	<b>\$ -</b>	