

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board **Date:** September, 21, 2022 **Initials:** **Chair** _____
Approved: FINAL **Recorded By:** A. DeJong **Secretary** _____

September 21, 2022, 7:00 p.m.

Board Members Present at Call to Order:

Jason Clarke
VICE CHAIR

Vincent Tong
BOARD SECRETARY AND
TREASURER

Ijeoma Ukiwe
DIRECTOR

Michelle Smith
DIRECTOR

Administration Present at Call to Order:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Lori Vigfusson
PRINCIPAL

Members in Attendance:

Kristy Crosbie

Amanda Reib

Sarah-Jane Lovgren

Elizabeth Macve

Rebecca Koziak

Adam Koziak

1. Call to Order

Vice Chair Clarke called the virtual meeting to order at 7:08 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

*IMotion 2022-09-21-01 Moved that the agenda for the Board Meeting of
September 21, 2022 be adopted as amended.*

Moved: Director Smith

Seconded: Board Secretary and Treasurer Tong

Carried

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4. Disclosure of Conflict of Interest

None.

5. Approval of Minutes

5.1 Minutes of June 15, 2022

Section 8.9 was deleted to reflect that Director Guthrie has withdrawn his resignation.

Motion 2022-09-21-02 Moved that the Board Meeting minutes of June 15, 2022 be approved as amended.

*Moved: Director Smith
Seconded: Director Ukiwe
Carried*

5.2 Minutes of August 20, 2022

Motion 2022-09-21-03 Moved that the Board Meeting minutes of August 20, 2022 be approved as presented.

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

6. Administration Reports

6.1 Principal's Report

Principal Vigfusson provided a verbal report and indicated that staff and students are settling in very well. Current enrollment is at 426 students. Two additional kindergarten students are expected to begin next week. Meet the Teacher was held on September 14 and the in-person format was appreciated by all attendees. Some challenges have been experienced regarding acquisition of Vulnerable Sector Checks for volunteers; efforts continue to acquire those documents. The pilot counselling program with ECSS has already begun for the year and is seeing success. Discussion followed.

6.2 Secretary-Treasurer's Report

Secretary Treasurer Dundas provided an update on projects that were addressed and/or completed during the summer, as included in the agenda package.

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Secretary Treasurer Dundas indicated that actual enrolment for 2022-23 is less than projected. This will result in a funding reduction in 2023-24.

Due to COVID restrictions, many field trips and options activities were cancelled. Approximately \$21,000 was refunded to parents in unused fees for 2021-22. Discussion followed.

6.3 Superintendent's Report

Superintendent Lindquist and Secretary Treasurer Dundas provided an overview and explanation of the weighted moving average (WMA) funding model for school districts and how it relates to school enrollment.

A brief explanation of the COVID-19 Health and Safety Measures, the CASS ASBOA Summer Conference, and the *Plan to Protect* Administrative Procedure, as included in the agenda package, was provided. Superintendent Lindquist also referenced the list of Board Officers & Committees, as included in the agenda package, for discussion and review prior to the upcoming SGM.

Superintendent Lindquist provided follow-up information on action items resulting from the Summer 2022 Board Retreat.

The Special General Meeting for the purpose of elections is scheduled for October 5, 2022. Declaration of Understanding forms were sent to all parents on August 29, 2022 and the notice of SGM was sent on September 13, 2022. As of the date of notice of meeting, 155 new/renewal memberships had been received. There were 90 valid memberships carried over from 2021-22 resulting in 245 possible voting members for the SGM.

Discussion followed.

7. Board Reports

7.1 Board Chair's Report

No report.

7.2 Committee Reports

Finance and Audit Committee

The committee will be meeting as soon as the audit is complete and available for discussion.

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Policy Guidelines and Bylaws Committee

No report.

Survey Committee

No report.

Public Relations Committee

No report.

Personnel Committee

No report.

High School Ad Hoc Committee

The committee has met with other charter schools to discuss the possibility of a charter school hub. TAAPCS has conducted a survey of charter schools regarding the charter hub concept. Work continues toward acquiring space for expansion to a high school program.

8. New Business

8.1 Adopt Board Work Plan for 2022-23

Superintendent Lindquist spoke to the draft Board Work Plan for 2022-23, as previously discussed at the Summer Board Retreat. Discussion followed. The Board agreed to host a staff breakfast on October 7.

Motion 2022-09-21-05 Moved that the Board approve the Draft Board Work Plan for 2022-23 as presented.

Moved: Director Smith

Seconded: Board Secretary and Treasurer Tong

Carried

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8.2 Set Date for October Board Meeting

Superintendent Lindquist spoke to the requirement for setting a meeting date for the October Board meeting. Discussion followed.

Motion 2022-09-21-06

Moved that the Board approve the following dates for Board meetings in October:

- *October 5, 2022 following the SGM for the appointment of Officers*
- *October 26, 2022*

Moved: Director Ukiwe

Seconded: Director Smith

Carried

8.3 Auditor Appointment

Secretary-Treasurer Dundas provided background information on auditor appointments in previous years. She recommended that the Board appoint Yaremchuk & Annicchiarico as our auditors for the 2022-23 fiscal year at the upcoming Annual General Meeting.

8.4 Receive Report on PAT Results

Principal Vigfusson provided an overview of the PAT results from the 2021-22 school year. The results are not yet available; presentation of the results will be brought to a future meeting.

9. Board Work Plan

The Board reviewed the Work Plan for 2022-23, as included in the agenda package.

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

No report.

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11. Receipt of Reports

Motion 2022-09-21-07 Moved that all reports be received as presented during the meeting.

Moved: Director Smith

Seconded: Board Secretary and Treasurer Tong

Carried

12. Correspondence Sent

13. Correspondence Received

13.1 Minister of Education – High School Facility

13.2 EDC Deputy Minister – Funding for the New Teacher's Agreement

14. Motion to Move In Camera

Motion 2022-09-21-08 Moved that the meeting move in camera at 8:25 p.m.

Moved: Director Ukiwe

Seconded: Board Secretary and Treasurer Tong

Carried

Motion to Move Out of Camera:

Motion 2022-09-21-09 Moved that the meeting move out of camera at 8:37 p.m.

Moved: Board Secretary and Treasurer Tong

Seconded: Director Ukiwe

Carried

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15. New Business (con't)

15.1 Matters Arising from In Camera Meeting

Motion 2022-09-21-10

Moved that the Board ratify the employment contract for the following:

- *Employee #0318*
- *Employee #0336*

Moved: Board Secretary and Treasurer Tong

Seconded: Director Smith

Carried

15. Adjournment

Vice Chair Clarke adjourned the meeting at 8:42 p.m.

Next Board Meeting: October 5, 2022