

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October, 26, 2022

Initials: Chair _____

Approved: FINAL

Recorded By: A. DeJong

Secretary _____

October 26, 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

Shaun Guthrie
DIRECTOR

Board Members Joining During the Meeting:

Ijeoma Ukiwe
DIRECTOR

Kristie Derkson
DIRECTOR

Administration Present at Call to Order:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Lori Vigfusson
PRINCIPAL

Members in Attendance:

Raena Schindel

Praveen Kakkan

Sarah-Jane Lovgren

1. Call to Order

Chair Hanson called the virtual meeting to order at 7:05 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.

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3. Adoption of Agenda

Motion 2022-10-26-01 Moved that the agenda for the Board Meeting of October 26, 2022 be adopted as presented.

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

4. Disclosure of Conflict of Interest

None.

5. Approval of Minutes

5.1 Minutes of October 5, 2022

Motion 2022-10-26-02 Moved that the Board Meeting minutes of October 5, 2022 be approved as presented.

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

6. Administration Reports

6.1 Principal's Report

Principal Vigfusson provided a verbal report and indicated that Saffron presentations were provided to all students early in the school year, including a session for parents provided by School Council. Visitors to the school are now being asked to wear visitor badges to display that they've checked in at the office. Parent-Teacher Interviews are underway this week with a focus on student IPPs. The new curriculum is well underway in primary grade levels and is going well. Division two classes are piloting some of the new curriculum at that level. A communication plan has been developed for teachers communicating with parents and a bi-weekly newsletter is being shared electronically. Email communication is also used to share information with parents. The pilot counselling program is well underway and is working well with positive results. Discussion followed.

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Director Ukiwe joined the meeting at this time (7:10 p.m.).

6.2 Secretary-Treasurer's Report

Secretary Treasurer Dundas provided an update on the results of the risk management report that was received in 2021-22. Quotes have been received and concrete replacement at two entrances will be completed in the spring. Our snow removal company has withdrawn their services for the coming year. Quotes are being sought and a new contract is expected to be completed within the next few days. Discussion followed.

Director Derkson joined the meeting at this time (7:16 p.m.).

6.3 Superintendent's Report

Superintendent Lindquist summarized his written report including the June 2023 Provincial Achievement Tests, the upcoming Annual General Meeting and the AEP Review with Alberta Education, as included in the agenda package. He also expressed appreciation to the Board on behalf of the staff for the staff breakfast prepared on October 7, 2022.

Superintendent Lindquist shared a proposal requesting support from the Board for a one year contract for a social media support consultant to develop, implement and manage a media strategy to improve communication within the school community and to increase exposure within the greater community. Discussion followed. Consensus is for the Public Relations Committee to discuss and further develop the proposal.

7. Board Reports

7.1 Board Chair's Report

Chair Hanson indicated that he attended the TAAPCS AGM, additional discussion later in the agenda. Chair Hanson thanked the Board for their efforts in providing a staff breakfast.

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

The committee has not met, Vice Chair Clarke will be reaching out to interested individuals and set up a meeting.

Survey Committee

No report.

Public Relations Committee

A meeting will be scheduled in November.

Personnel Committee

The committee will be meeting soon regarding upcoming collective agreement negotiations.

High School Ad Hoc Committee

No report.

8. New Business

8.1 Standing Committee Membership

Superintendent Lindquist spoke to the partially completed membership for Board Standing Committees and indicated the need to fill vacant positions within the committees, as included in the agenda package. Vacant positions were filled as follows:

Audit Committee:

The following Board and Society Members were appointed to serve as the Audit Committee:

- *Vincent Tong, Committee Chair*
- *Ijeoma Ukiwe*
- *Shaun Guthrie*
- *Trevor Panas*
- *Niharika Sreekumar*

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*Policies, Guidelines,
Bylaws Committee:*

The following Board and Society Members were appointed to serve as the Policies, Guidelines, Bylaws Committee:

- *Jason Clarke, Committee Chair*
- *Dan Hanson*
- *Kristie Derkson*
- *Michelle Smith*
- *Raena Schindel*

Personnel Committee:

The following Board Members were appointed to serve as the Personnel Committee:

- *Dan Hanson, Committee Chair*
- *Vincent Tong*
- *Kristie Derkson*

Survey Committee:

The following Board Members were appointed to serve as the Survey Committee:

- *Shaun Guthrie*

*Public Relations
Committee:*

The following Board and Society Members be appointed to serve as the Public Relations Committee.

- *Dan Hanson, Committee Chair*
- *Jason Clarke*
- *Michelle Smith*
- *Elizabeth Macve*
- *Sarah-Jane Lovgren*

There will also be an addition of School Council and FANHS representatives as well as community members.

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*High School Ad Hoc
Committee:*

*The following Board Members were appointed to serve as
the High School Ad Hoc Committee:*

- *Dan Hanson*
- *Shaun Guthrie*
- *Kristie Derkson*
- *Jason Clarke*
- *Michelle Smith*

TAAPCS

*The following Board Members were appointed to serve as
the TAAPCS Representative:*

- *Michelle Smith*

8.2 Enrolment Report for September 30, 2022

Principal Vigfusson indicated that there were 427 students officially registered at NHS on September 30, 2022. There are potentially a couple more students to be registered in the coming weeks. This is less than the projected 440 and will affect funding next year as the weighted moving average (WMA) is adjusted. Discussion followed.

Director Guthrie left the meeting at this time (8:00 p.m.).

8.3 Accountability Pillar Results

Principal Vigfusson provided a summary of the Accountability Pillar Results that were received in May, 2022. The complete report will be shared with Board members. Overall, the results are quite favorable with some noted areas for improvement. Discussion followed.

8.4 Receive Report on PAT Results

Principal Vigfusson indicated that PAT results were received on October 21, 2022. Moving forward, PAT dates will be set by Alberta Education. Principal Vigfusson provided an overview of the PAT results from the 2021-22 school year. Discussion followed.

8.5 Classroom Discussion (Civil Discourse)

Principal Vigfusson indicated that there have been a number of conversations regarding civil discourse discussions within classrooms and among students. Some teachers are seeking guidance on leading the conversations. This is a topic well suited for the stakeholder forum with parents and for additional professional development opportunities with staff. Discussion followed.

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8.6 Inventory of Resources Used for Online Student Safety

Principal Vigfusson indicated that staff have compiled a list of resources that are being used to support online student safety. She will share the list with Board members. The information can also be shared with parents.

8.7 Independent Studies Update

Principal Vigfusson shared that independent studies have lost their lustre among both students and staff members. The topic was discussed at a recent staff meeting and ideas to increase engagement and enthusiasm were shared. A committee of staff members has been formed to look further into improving the independent studies. It is suggested that discussion of the topic be included at the stakeholder forum with parents. Discussion followed.

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)

Chair Hanson indicated that the TAAPCS AGM was held on October 22, 2022 and was attended by Chair Hanson, Director Smith and Secretary Treasurer Dundas. A number of items were deferred and will be addressed at an upcoming Special General Meeting. The Education Minister spoke at the AGM and addressed the infrastructure requests for charter schools, expressing support for the charter school hub approach. Discussion followed.

11. Receipt of Reports

Motion 2022-10-26-03 Moved that all reports be received as presented during the meeting.

Moved: Vice Chair Clarke

Seconded: Board Secretary and Treasurer Tong

Carried

12. Correspondence Sent

13. Correspondence Received

Chair Hanson invited public guests to address the Board.

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14. Motion to Move In Camera

Motion 2022-10-26-04 Moved that the meeting move in camera at 9:13 p.m.

Moved: Director Ukiwe

Seconded: Vice Chair Clarke

Carried

Motion to Move Out of Camera:

Motion 2022-10-26-05 Moved that the meeting move out of camera at 9:50 p.m.

Moved: Board Secretary and Treasurer Tong

Seconded: Director Ukiwe

Carried

15. New Business (con't)

15.1 Matters Arising from In Camera Meeting

Motion 2022-10-26-06 Moved that the Board ratify the employment contract for the following:

- Employee #0337*
- Employee #0338*

Moved: Board Secretary and Treasurer Tong

Seconded: Vice Chair Clarke

Carried

15. Adjournment

Chair Hanson adjourned the meeting at 9:52 p.m.

Next Board Meeting: November 23, 2022