

New Horizons School Council

Meeting Minutes

October 5, 2022

Meeting Called to Order: 7:13PM

Meeting Adjourned: 8:08PM

Hybrid In-Person (New Horizons School) / Virtual Meeting

Attendees: Elizabeth Macve, Sarah-Jane Lovgren, Anita Sanderson, Rebecca Koziak, Ellen Hanna, Trevor Stefishen, Chelsee Ladouceur, Sarah Litvinchuk, Andrea Watson, Savanna Sweetman

1. Meeting Called to Order: 7:13PM.

Elizabeth Macve as Meeting Chair.

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

MOTION: Chelsee Ladouceur moved to adopt the Agenda as presented.

Seconded by Sarah-Jane Lovgren. Motion Carried.

4. Approval of Minutes

September 7, 2022

MOTION: Chelsee Ladouceur moved to adopt the Minutes as presented.

Seconded by Sarah-Jane Lovgren. Motion Carried.

5. Reports

5.1 Chair/Vice-Chair Report

Report shared by Elizabeth Macve.

We are looking forward to working with a full School Council Executive for the 2022/2023 school year. We've already made great strides in our communication efforts and engagement with the NHS community.

It was good to see families back in the school for Meet the Teacher night. Many families seemed interested in hearing about School Council, our purpose, and our upcoming Halloween Family Dance. We hope to see more actively engaged families this year as we work towards post-pandemic community building.

5.2 Principal's Report

Lori Vigfusson unable to attend this meeting. Report shared by Andrea Watson.

The Saffron Centre *Cyberworld: What Happens When Youth Press Send?* session was well attended. Lori Vigfusson has a record of the notes for those who are interested.

Ms. Stephens and Ms. Kooger have welcomed a shared student teacher to their classrooms. All substitutes, supervisors, and visitors are required to sign in and wear a badge for easy identification.

Parent/Teacher interviews will be in-person on October 25 & 26 from 4:00PM - 7:00PM. An e-mail will be sent from the office one week prior for registration. The in-person Book Fair will also be taking place on these days.

The adjustment to the new curriculum in Language Arts, Math, and Physical Wellness is going well. Mr. Zarowny has made himself available to consult with NHS staff.

E-news communication remains bi-weekly.

Counselling with ECSS Psychology is underway. We presently have 6 groups participating in the first round (6-8 weeks). OT & SLP services will commence in the near future.

5.3 Financial Officer's Report

Anita Sanderson unable to attend this meeting due to conflicting time of the Board Meeting. Report shared on by Elizabeth Macve.

Refer to New Horizons School Council Fund Allocation spreadsheets as outlined in the Agenda Package. Presently, fund allocation disbursement for the 2022/2023 School Year is \$6,800 with the total allocation of funds being \$16,000.

5.4 FANHS Report

Report shared by Chelsea Ladouceur.

Current fundraiser: Halloween Family Dance.

There has been a minor delay with the launch of the Hot Lunch Program.

FANHS will be presenting a Holiday Market during the FANHS meeting which takes place directly following this School Council Meeting.

All executive board members of FANHS have been provided with a professional e-mail address which will be maintained and used for the purpose of these positions longterm and will be easily designated to successors in future years.

FANHS:

president.FANHS@gmail.com

vicepresident.FANHS@gmail.com

treasurer.FANHS@gmail.com

records.fanhs@gmail.com

communications.FANHS@gmail.com

5.5 Communication Officer's Report

Report shared by Ellen Hanna.

SC Communications Officer attended today's teacher meeting on behalf of School Council to determine how School Council can best support the school, aide in communication, and ascertain an agreeable transfer system between kanga pouches and receipt of funds or notes delivered and addressed to School Council or FANHS etc. School administration is agreeable to NHS, School Council, and FANHS working alongside each other to increase overall parent engagement. Teachers are invited to share content with Communications Officer to share on social media. School Council has asked that teachers notify their families of our social media pages in an upcoming monthly e-mail.

With September's launch of shared communication channels between School Council and FANHS, we have established distinct language to determine two entities working in support of NHS. We now have the following social media channels in place and all have seen varying bursts of engagement:

Facebook: [New Horizons School Council supported by the Fundraising Association](#)

Instagram: [@nhs_sc_fanhs](#)

Twitter: [@NHS_SC_FANHS](#)

The School Council and FANHS Communications Officers are working together to determine how to best utilize each method of communication while creating distinctions of content shared on each social media platform as well as e-mail communications. A working relationship has begun between the Communications Officers and Lisa Richardson and Jill Swanson to aide in e-mail communication.

Some other school districts provide Social Media Guidelines for School Councils. The NHS School Council is motivated to review examples and

collaborate with our Board and Administration to establish a suitable framework for our own Guidelines.

The School Council and FANHS Communications Officers have been working on an audit of the NHS website to clean it up and make it more accessible.

All executive board members of School Council have been provided with a professional e-mail address which will be maintained and used for the purpose of these positions longterm and will be easily designated to successors in future years.

School Council:
councilchair@newhorizons.ca
councilvicechair@newhorizons.ca
councilfinance@newhorizons.ca
councilsecretary@newhorizons.ca
councilcommunications@newhorizons.ca

6. Motion to Accept Reports

**MOTION: Chelsee Ladouceur moved to accept reports as presented.
Seconded by Ellen Hanna. Motion Carried.**

7. New Business

7.1 Halloween Dance – Planning Finalization (October 22, 2022)

Report shared by Halloween Family Dance Chair, Sarah-Jane Lovgren.

Advertising for the Halloween Family Dance is well under way. Ticket sales (\$15/ family) went live on September 29, 2022 and as soon as the invitation landed in inboxes, RSVPs and receipt of funds were constant. As of today's count, there are 182 registered guests. We have procured DJ services and a digital photo booth from DJ Kwake Entertainment.

The Jr. High concession will be run by the Jr. High teacher(s)/students/families exclusively and will not be micro-managed by School Council or FANHS. No funds will go through FANHS. Jr. High et al will be expected to purchase and sell their own goods and will retain their profit for their own use. Solicitation of items for the raffle and silent auction has been successful.

Volunteers will be required for event day roles including setup, supervision, door attendants, and sale of raffle tickets and auction items. Lori Vigfusson has advised that there may be the possibility to access the gym and/or conference room on Friday, October 21, 2022 for basic setup and/or organizing. We are guaranteed access on Saturday afternoon with the estimate of 1:00PM – TBC closer to the event date. Presently, we require tables for raffle and auction items in the hallway and have a balloon arch for the photo booth backdrop.

Otherwise, the intention is to have the lights out in the gym with lighting and fog machine from the DJ — all guests will be provided a glow stick upon arrival. There are various solicitations for other budget friendly or no cost décor options.

Setup will be complete by 5:00PM. Doors open at 6:00PM. The dance officially runs from 6:30PM - 8:30PM.

We'd like to see more Jr. High engagement. Communications has been in contact with teachers about event promotion.

7.2 2022-2023 Planning Calendar/Organization

Briefly addressed by Elizabeth Macve. In the interest of stronger communication and time management, School Council will work together to establish a planning cycle, responsibilities, and clear expectations. This item has otherwise been tabled until November 2, 2022.

7.3 Post Event — Saffron Cyberworld: What Happens When Youth Press Send?

As per the Principal's report: The Saffron Centre *Cyberworld: What Happens When Youth Press Send?* session was well attended. Lori Vigfusson has a record of the notes for those who are interested.

The final invoice was \$50 greater than originally anticipated.

MOTION: Sarah-Jane Lovgren moved to approve \$50.00 from Community Building/Parent Support — Subcategory Guest Speakers for reimbursement to New Horizons School for the balance owing of \$50 for the Saffron Centre Presentation (Cyberworld). Seconded by Chelsee Ladouceur. Motion Carried.

7.4 (A) Staff Funding Requests

Funding allocation will require precision for budgeting. When a teacher submits a funding request, School Council will require a dollar value in relation to their request in order for it to be motioned.

NHS has asked for funds to continue with the AMA Patrol program.

MOTION: Sarah-Jane Lovgren moved to approve \$250.00 from School Support — Subcategory Academic Support for AMA Patrol. Seconded by Chelsee Ladouceur. Motion Carried.

7.4 (B) Staff Appreciation

School Council would like to continue to provide meals to teachers at minimum of twice per school year. Traditionally, this allocation would cover 2 staff meals

i.e. Autumn & Spring Parent/Teacher Interviews (one evening per season). An anonymous donor has offered to provide the Autumn meal on behalf of School Council. School Council is confirmed to provide the staff with a meal on March 21, 2023 (Spring Parent/Teacher Interviews) and will determine another appropriate time to utilize this fund allocation.

MOTION: Sarah-Jane Lovgren moved to approve \$1,200.00 from School Support – Subcategory Staff Support for Staff Appreciation. Seconded by Chelsea Ladouceur. Motion Carried.

7.5 Future School Event Planning and SC Outreach

- Spring event to engage whole NHS community i.e. carnival.
- Spring dance.
- Jr. High focused activities i.e. movie night.
- Consider a reasonable balance between low to no cost community building events vs fundraiser style events.

7.6 Emergent Business

None.

8. Future Business

- 2022-2023 Planning Calendar/Organization.
- Focus group to discuss NHS website (Admin lead).
- Addition of a 'student groups' page on NHS website (Admin lead).

9. Correspondence

None.

10. Future Meeting Dates:

- 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. Meeting Adjourned: 8:08PM.