

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: November 23, 2022

Initials: Chair \_\_\_\_\_

Approved: FINAL

Recorded By: A. DeJong

Secretary \_\_\_\_\_

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**November 23, 2022, 7:30 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

Administration Present at Call to Order:

Dean Lindquist  
SUPERINTENDENT

Patti Dundas  
SECRETARY-TREASURER

Lori Vigfusson  
PRINCIPAL

Members in Attendance:

Kandace Graham

Raena Schindel

Ellen Hanna

Carol Chang

Praveen Kakkan

Sarah-Jane Lovgren

Elizabeth Macve

**1. Call to Order**

Chair Hanson called the virtual meeting to order at 7:30 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**

*Motion 2022-11-23-01 Moved that the agenda for the Board Meeting of November 23, 2022 be adopted as presented.*

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

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**4. Disclosure of Conflict of Interest**

None.

**5. Approval of Minutes**

**5.1 Minutes of October 26, 2022**

*Motion 2022-11-23-02 Moved that the Board Meeting minutes of October 26, 2022 be approved as presented.*

*Moved: Vice Chair Clarke*

*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 enjoyed Fall Break. Report cards will be distributed on December 2, 2022; division one will include a definition page to address the new outcomes relating to the new curriculum. Parent-teacher interviews were held in person in late October and School Council hosted a Halloween Family Dance which was very well received. Buddy activities amongst the grades continues on a weekly basis. Lastly, the recently hired snow removal company has been very diligent with excellent results. Discussion followed. A health and safety reminder was emailed to parents to summarize current health and illness expectations and to revisit the traffic management plan and rules surrounding student drop off.

**6.2 Secretary-Treasurer's Report**

No report, additional information will be shared under New Business.

**6.3 Superintendent's Report**

Superintendent Lindquist summarized his written report including the June 2022 Provincial Achievement Tests, the Annual General Meeting, absenteeism rates and AHS Outbreak Guidance from Alberta Education, as included in the agenda package. Discussion followed.

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## 7. Board Reports

### 7.1 Board Chair's Report

Chair Hanson indicated that the Minister of Education has received a mandate letter from Premier Smith with highlights including a request to develop a plan(s) to increase the number of educational assistants in schools, the building of new schools in growing communities and direction to continue supporting parental choice in education. The letter is included in the agenda package under *Correspondence Received*.

### 7.2 Committee Reports

#### Finance and Audit Committee

The committee met with a representative from Yaremchuk & Annicchiarico to review the August 31, 2022 audit report, as presented at the Annual General Meeting. The committee has welcomed two new parents and is looking forward to their participation.

#### Policy Guidelines and Bylaws Committee

No report.

#### Survey Committee

No report.

#### Public Relations Committee

No report.

#### 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 2021-22 Audited Financial Statement

Secretary Treasurer Dundas provided an update and overview of the 2021-22 Financial Audit Report, as presented at the Annual General Meeting. Discussion followed.

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*Motion 2022-11-23-03 Moved that the Board approve the August 31, 2022 audit report prepared by Yaremchuk & Annicchiarico, as presented at the Annual General Meeting.*

*Moved: Board Secretary and Treasurer Tong*

*Seconded: Director Guthrie*

*Carried*

**8.2 Fall Budget Update**

Secretary-Treasurer Dundas provided an overview of the 2022-23 Budget, highlighting some minor adjustments and changes. Discussion followed.

*Motion 2022-11-23-04 Moved that the Board approve Fall Budget Update as presented.*

*Moved: Director Guthrie*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

**8.3 Annual Education Results Report**

Principal Vigfusson provided a summary of the Annual Education Results Report (AERR) that has been prepared for submission but without the PAT results as they remain embargoed by Alberta Education at this time. Discussion followed including focus on territorial acknowledgement and how to personalize the statement to make it more meaningful. Consensus is to pursue a presentation to the Board on this topic at a future meeting.

**8.4 NHS Stakeholder Forum**

Superintendent Lindquist provided background and suggested possible discussion topics for the upcoming stakeholder forum, as included in the agenda package. Discussion followed. Consensus is to hold the stakeholder forum on Monday, January 23, 2023 from 6:30 p.m. to 8:30 p.m. Discussion topics will include:

- *Civil Discourse and discussions in the classroom*
- *Supporting diverse student needs in the school*

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**8.5 Research Proposal Approval**

Superintendent Lindquist indicated that a research proposal regarding anxiety in classroom assessments has been received for consideration, as included in the agenda package. Discussion followed.

*Motion 2022-11-23-05 Moved that the Board approve participation in the Investigating Anxiety in Classroom Assessments research proposal, as presented.*

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

**8.6 School Council Report**

School Council Chair Elizabeth Macve provided a summary of activities and initiatives that School Council has participated in during the 2022-23 school year to date. Meetings are being held in person with a virtual participation option available to members and attendance has increased over the previous year. Parents are invited to participate and become involved. 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)**

No report.

**11. Receipt of Reports**

*Motion 2022-11-23-06 Moved that all reports be received as presented during the meeting.*

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

**12. Correspondence Sent**

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**13. Correspondence Received**

- 13.1 EDC Deputy Minister – Education Services Agreement Standards Town Hall
- 13.2 Alberta Infrastructure – Statement of Final Costs
- 13.3 Premier of Alberta to Minister of Education

Chair Hanson invited public guests to address the Board.

**14. Motion to Move In Camera**

*Motion 2022-11-23-07 Moved that the meeting move in camera at 9:05 p.m.*

*Moved: Board Secretary and Treasurer Tong*

*Seconded: Vice Chair Clarke*

*Carried*

**Motion to Move Out of Camera:**

*Motion 2022-11-23-08 Moved that the meeting move out of camera at 9:40 p.m.*

*Moved: Director Guthrie*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

**15. New Business (con't)**

**15.1 Matters Arising from In Camera Meeting**

*Motion 2022-11-23-09 Moved that the Board approve the Annual Education Results Report as presented, however, the document will not be shared publicly until the Alberta Education PAT Results Embargo has been lifted.*

*Moved: Director Guthrie*

*Seconded: Board Secretary and Treasurer Tong*

*Carried*

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*Motion 2022-11-23-10 Moved that the Board approve the Leave With Pay Request, less the cost of a substitute teacher, for Employee #0298.*

*Moved: Vice Chair Clarke*

*Seconded: Director Guthrie*

*Carried*

**15. Adjournment**

Chair Hanson adjourned the meeting at 9:43 p.m.

*Next Board Meeting: Tuesday, December 13, 2022*