



**New Horizons
Charter School Society
Board Meeting**

January 18, 2023

AGENDA**Type of Meeting:** Board**Date:** January 18, 2023**Page:**1 of 2*"TOWARDS NEW HORIZONS"**Is it in the best interest of our students?**Does it support excellence?*

**EW HORIZONS CHARTER SCHOOL SOCIETY
BOARD OF DIRECTORS' MEETING
JANUARY 18, 2023
AGENDA**

Vision: New Horizons School will enable gifted students to strive for excellence in a positive academic learning environment that fosters social and emotional support for each student.

- | | | | |
|--|--|--------------|---------|
| 1. | Call to Order | D. Hanson | 7:00 pm |
| 2. | Statement of Territorial Acknowledgment | D. Hanson | 7:02 pm |
| <p><i>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, a travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, 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.</i></p> | | | |
| 3. | Adoption of Agenda | D. Hanson | 7:05 pm |
| 4. | Disclosure of Conflict of Interest | D. Hanson | 7:08 pm |
| 5. | Approval of Minutes | D. Hanson | 7:10 pm |
| | 5.1 December 13, 2022 – attachment | | |
| 6. | Administration Reports | | 7:15 pm |
| | 6.1 Principal's Report | L. Vigfusson | |
| | 6.2 Secretary Treasurer's Report - attachment | P. Dundas | |
| | 6.3 Superintendent's Report - attachment | D. Lindquist | |
| 7. | Board Reports | | 7:30 pm |
| | 7.1 Board Chair's Report | D. Hanson | |
| | 7.2 Other Committee Reports | D. Hanson | |
| 8. | New Business | | 7:40 pm |
| | 8.1 Quarterly Financial Report for Sept to Nov 2022 | P. Dundas | |
| | 8.2 Review Policy 210 and Student Code of Conduct - attachment | D. Lindquist | |
| | 8.3 Approve 2023-24 School Calendar in Principle - attachment | D. Lindquist | |
| | 8.4 March Board Planning Retreat Agenda - attachment | D. Lindquist | |
| 9. | Board Work Plan – attachment | D. Hanson | 8:10 pm |

AGENDA

Type of Meeting: Board

Date: January 18, 2023

Page:2 of 2

"TOWARDS NEW HORIZONS"

Is it in the best interest of our students?

Does it support excellence?

- | | | | |
|-----|--|-----------|---------|
| 10. | The Association of Alberta Public Charter Schools | D. Hanson | 8:15 pm |
| 11. | Receipt of Reports | D. Hanson | 8:20 pm |
| 12. | Correspondence Sent | D. Hanson | 8:22 pm |
| 13. | Correspondence Received | D. Hanson | 8:23 pm |
| 14. | In Camera | D. Hanson | 8:23 pm |
| 15. | Adjournment | D. Hanson | 8:30 pm |

Next Board Meeting – Wednesday, February 15, 2023

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: December 13, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

December 13, 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

Ijeoma Ukiwe
DIRECTOR

Kristie Derkson
DIRECTOR

Michelle Smith
DIRECTOR

Administration Present at Call to Order:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Members in Attendance:

Kandace Graham

Adam Koziak

1. Call to Order

Chair Hanson called the virtual meeting to order at 7:03 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

Two items were added to the meeting agenda:

8.5 – Policy 308 Conferences, Workshops and Travel Expenses

8.6 – Policy 211 Video Monitoring

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: December 13, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Motion 2022-12-13-01 Moved that the agenda for the Board Meeting of December 13, 2022 be adopted as amended.

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

4. Disclosure of Conflict of Interest

None.

5. Approval of Minutes

5.1 Minutes of November 23, 2022

Motion 2022-12-13-02 Moved that the Board Meeting minutes of November 23, 2022 be approved as presented.

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

6. Administration Reports

6.1 Principal's Report

Superintendent Lindquist reported on behalf of Principal Vigfusson and indicated that report cards were sent home December 2, 2022. Grade 1 – 3 report cards included new outcomes relating to the new curriculum.

6.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas indicated that one of the new modulars was experiencing a lack of heat recently but the issue has been addressed and costs for the equipment defect and repair will be covered by Alberta Infrastructure.

6.3 Superintendent's Report

Superintendent Lindquist summarized his written report including the absenteeism rates, the PAT results embargo and in person learning, as included in the agenda package. The PAT results have been released and the AERR has been posted on the school website. Superintendent Lindquist is also working with TAAPCS to develop a presentation for the CASS Spring Conference focussing on the facts and myths surrounding charter schools and highlighting how charter

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: December 13, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

schools can support public schools. Further discussion focussed on students and staff remaining home while sick or symptomatic to aid in preventing the spread to others. Discussion followed.

7. Board Reports

7.1 Board Chair's Report

Chair Hanson indicated that Superintendent Lindquist has submitted his resignation, effective June 30, 2023. Chair Hanson highlighted the exemplary work that Superintendent Lindquist has provided over the course of his time at NHCSS. The Board will now need to focus on recruitment of a new superintendent and Dr. Leroy Sloan has agreed to conduct that search early in the new year after meeting with the Board members. Consensus is to meet with Dr. Sloan on Wednesday, January 25 at 7:00 p.m. in the school. Superintendent Lindquist spoke briefly about his appreciation for the opportunity to have served the school and Society.

7.2 Committee Reports

Finance and Audit Committee

No report. The committee will be meeting in January prior to the Board meeting for review of the quarterly report.

Policy Guidelines and Bylaws Committee

The committee met recently and will be bringing items for discussion under New Business.

Survey Committee

No report.

Public Relations Committee

No report.

Personnel Committee

No report.

High School Ad Hoc Committee

No report.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: December 13, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

8. New Business

8.1 Set Date for March Board Planning Retreat

Superintendent Lindquist provided background on the Spring Board Retreat, as included in the agenda package. Discussion followed. Consensus is to hold the retreat on Saturday, March 18, 2023 in person at the school. Discussion followed regarding agenda topics and consensus is to revisit the topic with a draft agenda at the January Board meeting.

8.2 Counsellor's Report #1

On behalf of Principal Vigfusson, Superintendent Lindquist provided a verbal update on the pilot program with Educational & Counselling Support Services (ECSS). The program is working very well and has been very well received. Student counselling groups focusing on anxiety and social skills have been happening regularly and will resume in the new year with a new group of students. Individual counselling services for students are also being provided. Discussion followed.

8.3 Stakeholder Forum

Superintendent Lindquist provided an update on the upcoming stakeholder forum including the discussion topics and agenda for the evening. The event is scheduled for Monday, January 23, 2023, as included in the agenda package. The invitation will be sent to parents by email following the Board meeting.

8.4 Proposed 2023-24 School Calendar Update

Superintendent Lindquist provided background and an overview of the proposed 2023-24 School Calendar for information purposes. The document will be approved in principle at the January board meeting and then shared with School Council and staff members for feedback prior to receiving final approval. Discussion followed.

8.5 Policy 308 Conferences, Workshops and Travel Expenses

Vice Chair Clarke indicated the Policy committee met and reviewed the policy for the purpose of updating per diem and meal allowance amounts. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: December 13, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Motion 2022-12-13-03 Moved that Policy 308 Conferences, Workshops and Travel Expenses be updated and approved as presented.

*Moved: Director Guthrie
Seconded: Director Smith
Carried*

8.6 Policy 211 Video Monitoring

Vice Chair Clarke indicated the Policy committee met and reviewed the policy for appropriate placement and monitoring of video surveillance equipment and considered applicable legislation such as FOIP. Discussion followed.

Motion 2022-12-13-04 Moved that Policy 211 Video Monitoring be approved as presented and amended.

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

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)

Director Smith indicated that a survey has been circulated in lieu of a meeting regarding priorities for the Association.

11. Receipt of Reports

Motion 2022-12-13-05 Moved that all reports be received as presented during the meeting.

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

12. Correspondence Sent

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: December 13, 2022

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

13. Correspondence Received

13.1 Minister of Education – Letter to Parents

13.2 Ministerial Order – Charter Schools Amendment Regulation

13.3 Alberta Education – In Person Learning and Masking Questions & Answers

Chair Hanson invited public guests to address the Board.

14. Motion to Move In Camera

No In Camera Meeting.

Prior to adjournment, the Board discussed and agreed forward the following:

Motion 2022-12-13-06 Moved that the resignation of Superintendent Lindquist be accepted by the Board.

Moved: Director Derkson

Seconded: Board Secretary and Treasurer Tong

Carried

15. Adjournment

Chair Hanson adjourned the meeting at 8:50 p.m.

Next Board Meeting: Wednesday, January 18, 2023



Patti Dundas
Secretary Treasurer
Phone: 780-416-2353
Email:
pdundas@newhorizons.ca

MEMORANDUM

January 18, 2023

To: Board of Directors
From: Patti Dundas – Secretary Treasurer
Subject: Flood Update

FLOOD UPDATE

Received a phone call from Kinetic, our monitoring company, letting us know that we had a zero temperature reading in one of our older modular classrooms on December 27, 2022.

Sherwood Mechanical fixed the issue as it was determined that the vents on the school roof had ice in them and were snow covered. He went on the roof and cleared the ice and snow off the two vents that were clogged.

Due to the temperature drop in the classroom, the sprinkler system pipes froze and as they began to thaw they burst.

Fire Protection Inc. arrived and replaced the sprinkler system pipes in the classroom.

The adjuster called in the disaster team and they dried everything and removed the damaged materials.

As the modulares would be approximately 3 months to renovate, I ordered three temporary trailers.

Trailers arrived and were installed and ready to go by January 9, 2023.

Recommendations:

It is recommended that the Board this report be received as information.

Patti Dundas – Secretary Treasurer
Attachment



Dean Lindquist
Superintendent
Phone: 780-416-2353
Email: dlindquist@newhorizons.ca

MEMORANDUM

January 18, 2023

To: Board of Directors
From: Dean Lindquist - Superintendent
Re: Superintendent's Report

Modular Damage

You have received regular updates by email on the work completed to restore the modulators in the primary wing of the school. The water damage was significant and requires approximately 50 – 60 cm of drywall, insulation, and all flooring in two modulators to be removed and replaced. There was lesser damage to two other modulators.

Three temporary classrooms arrived on January 4 and were placed on the playground. These will be used to provide classroom space until all work is completed in the damaged modulators. We anticipate 2 – 3 months.

Sincerely,

Dean Lindquist



Patti Dundas
Secretary Treasurer
Phone: 780-416-2353
Email:
pdundas@newhorizons.ca

MEMORANDUM

January 18, 2023

To: Board of Directors
From: Patti Dundas – Secretary Treasurer
Subject: Secretary-Treasurer Report

1. Attached for the information of the Board of Directors is the Quarterly Financial Report for the period ended November 30, 2022.

In keeping with Board Resolution 2017-11-22-05, the Audit Committee reviewed the Quarterly Financial Report prior to its presentation to the Board of Directors. Audit Committee Chair Tong will present the Report to the Board.

Recommendations:

It is recommended that the Board this report be received as information.

Patti Dundas – Secretary Treasurer

Attachment

Function	DESCRIPTION	Account No	2022-23 Budget	30-Sep-22	31-Oct-22	30-Nov-22	End of Q1 Actual Results	Budget Residual	% of Budget Residual
REVENUES			\$ 4,575,730.56	\$ 439,454.41	\$ 395,460.89	\$ 448,371.21	\$ 1,283,286.51	\$ 3,292,444.05	72%
	Alberta Education		\$ 4,059,052.98	\$ 333,511.23	\$ 332,781.23	\$ 411,847.68	\$ 1,078,140.14	\$ 2,980,912.84	73%
	Alberta Infrastructure		\$ 373,638.59	\$ 31,136.55	\$ 31,136.55	\$ 31,136.55	\$ 93,409.65	\$ 280,228.94	75%
	Other Government of Alberta		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Other Alberta School Jurisdictions		\$ 18,182.91	\$ 556.91	\$ 556.91	\$ 556.91	\$ 1,670.73	\$ 16,512.18	91%
	Fees		\$ 88,450.00	\$ 70,578.75	\$ 28,140.53	\$ 375.00	\$ 99,094.28	\$ (10,644.28)	-12%
	Sales & Services		\$ 12,500.00	\$ 1,542.18	\$ 1,076.46	\$ 1,414.54	\$ 4,033.18	\$ 8,466.82	68%
	Investments		\$ 5,500.00	\$ 492.62	\$ 526.30	\$ 544.51	\$ 1,563.43	\$ 3,936.57	72%
	Gifts		\$ 5,906.08	\$ 492.17	\$ 531.71	\$ 492.17	\$ 1,516.05	\$ 4,390.03	74%
	Fundraising		\$ 12,500.00	\$ 1,144.00	\$ 711.20	\$ 2,003.85	\$ 3,859.05	\$ 8,640.95	69%
	Amortization		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
EXPENDITURES			\$ 4,933,579.82	\$ 360,550.85	\$ 372,219.69	\$ 376,729.83	\$ 1,109,500.37	\$ 3,824,079.45	78%
	Salary Certificated		\$ 2,253,222.31	\$ 172,219.30	\$ 174,150.35	\$ 174,256.35	\$ 520,626.00	\$ 1,732,596.31	77%
	Salary Non-Certificated		\$ 470,509.00	\$ 34,725.90	\$ 44,026.39	\$ 39,846.16	\$ 118,598.45	\$ 351,910.55	75%
	Honorariums		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Benefits Certificated		\$ 481,445.00	\$ 35,603.86	\$ 33,008.48	\$ 32,542.32	\$ 101,154.66	\$ 380,290.34	79%
	Benefits Non-Certificated		\$ 143,322.00	\$ 10,238.59	\$ 17,262.23	\$ 12,726.88	\$ 40,227.70	\$ 103,094.30	72%
	Prof. & Tech. Services		\$ 464,307.00	\$ 35,185.48	\$ 39,287.06	\$ 44,409.37	\$ 118,881.91	\$ 345,425.09	74%
	Communications		\$ 21,275.00	\$ 1,199.21	\$ 4,472.08	\$ 1,820.60	\$ 7,491.89	\$ 13,783.11	65%
	Utilities		\$ 70,500.00	\$ 6,305.16	\$ 6,138.86	\$ 6,450.11	\$ 18,894.13	\$ 51,605.87	73%
	Bussing		\$ -	\$ -	\$ -	\$ 216.41	\$ 216.41	\$ (216.41)	
	Student Transportation		\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ 45,000.00	100%
	Rentals/Leases						\$ -	\$ -	
	Fees Expense		\$ 137,150.00	\$ 10,584.80	\$ 10,501.09	\$ 12,691.49	\$ 33,777.38	\$ 103,372.62	75%
	Insurance		\$ 31,826.75	\$ 3,640.96	\$ 639.73	\$ 639.73	\$ 4,920.42	\$ 26,906.33	85%
	Supplies/Materials		\$ 338,703.14	\$ 10,271.77	\$ 3,450.28	\$ 12,565.52	\$ 26,287.57	\$ 312,415.57	92%
	Text, Library & Media		\$ 58,000.00	\$ 5,884.75	\$ 1,827.92	\$ 2,556.47	\$ 10,269.14	\$ 47,730.86	82%
	Travel		\$ 7,100.00	\$ -	\$ 1,001.35	\$ 656.48	\$ 1,657.83	\$ 5,442.17	77%
	Amortization		\$ 405,269.62	\$ 34,364.59	\$ 34,364.59	\$ 34,364.59	\$ 103,093.77	\$ 302,175.85	75%
	Bank Charges		\$ 5,950.00	\$ 326.48	\$ 2,089.28	\$ 987.35	\$ 3,403.11	\$ 2,546.89	43%
	Surplus (Deficit)		\$ (357,849.26)	\$ 78,903.56	\$ 23,241.20	\$ 71,641.38	\$ 173,786.14	\$ (184,063.12)	-51%



Dean Lindquist
Superintendent
Phone: 780-416-2353
Email: dlindquist@newhorizons.ca

MEMORANDUM

Date January 18, 2023

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Required Annual Review of Policy 210 and the Student Code of Conduct

Background:

The Board has a legislated responsibility to provide students with a welcoming, respectful and safe learning environment.

Section 33 (2) of The Education Act states:

A board shall establish, implement and maintain a policy respecting the board's obligation under subsection (1)(d) to provide a welcoming, caring, respectful and safe learning environment that includes the establishment of a code of conduct for students that addresses bullying behaviour.

Section 33 (3) provides the following as direction for establishing the code of conduct. Section 33 (3) states:

A code of conduct established under subsection (2) must (a) be made publicly available, (b) be reviewed every year, (c) be provided to all staff of the board, students of the board and parents of students of the board, (d) contain the following elements: (i) a statement of purpose that provides a rationale for the code of conduct, with a focus on welcoming, caring, respectful and safe learning environments; (ii) one or more statements that address the prohibited grounds of discrimination set out in the Alberta Human Rights Act; (iii) one or more statements about what is acceptable behaviour and what is unacceptable behaviour, whether or not it occurs within the school building, during the school day or by electronic means; (iv) one or more statements about the consequences of unacceptable behaviour, which must take account of the student's age, maturity and individual circumstances, and which must ensure that support is provided for students who are impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour, and (e) be in accordance with any further requirements established by the Minister by order.

The current policy and code of student conduct is publicly available on the district web site under Quick Links. This fulfills the requirement established in 33 (3) a) of the Act. To meet requirements of annually reviewing the policy and code of conduct, as established in Section 33(3) b) of the Act, Policy 210 and the Student Code of Conduct are attached to this memorandum for your consideration.

Administration has reviewed both Policy #210 and the Student Code of Conduct. It is in the opinion of the administration that both documents meet the requirements established in Section 33 of the Education Act.

Administration advises that the Board approve the annual review as required, but also ask the Policies, Guidelines & Bylaws Committee to undertake a further review at a future committee meeting.

Recommendations:

It is recommended that the Board acknowledge through resolution the following:

1. The Board affirms that Policy 210 (Welcoming, Caring, Respectful, and Safe Learning and Working Environments) received its annual review and the Board confirms that the policy is compliant with the requirements of the Education Act.
2. The Board affirms that the Student Code of Conduct was reviewed by administration and the Board and confirm that it is compliant with the requirements set out in Section 33 (3) (a-e) of the Education Act and Board Policy 210.

Respectfully,

A handwritten signature in blue ink, appearing to read "Dean Lindquist". The signature is fluid and cursive, with the first name "Dean" being more legible than the last name "Lindquist".

Dean Lindquist

POLICIES

Approved: 2018-02-28

Amended:

Policy: #210

Section: School Operations

#210 Welcoming, Caring, Respectful, and Safe Learning and Working Environments

POLICY STATEMENT

The Board of Directors is committed to providing students and staff with a welcoming, caring, respectful, and safe learning and working environment that fosters a sense of belonging, nurtures a positive sense of self, respects diversity, and promotes well-being in all its aspects.

In accordance with this commitment, the Board does not condone behaviours that constitute bullying, harassment, sexual harassment, discrimination, or violence, and expects allegations of such behaviours to be investigated and addressed in a timely and thorough manner, as warranted by the circumstance.

Further, the Board affirms the rights, as expressed in the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms*, of each student enrolled in the school and each staff member employed by the New Horizons Charter School Society. Accordingly, the Board believes that the school environment must be free from discrimination based on race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, or sexual orientation.

The Superintendent is responsible for the development and implementation of practices and procedures that are consistent with this policy.

DEFINITIONS

1. In this policy, “bullying” means repeated and hostile or demeaning behaviour by an individual in the school community where the behaviour is intended to cause harm, fear, or distress to one or more other individuals in the school community, including psychological harm or harm to an individual’s reputation.
2. In this policy, “harassment” means unwelcome verbal or physical conduct, including conduct that relates to discrimination. Usually, it must be repeated to constitute harassment, but single acts can be harassing if they are severe, or involve obvious power imbalance. Harassment is insulting, demeaning or intimidating. Examples of harassment include, but are not limited to, the following: verbal or physical abuse; threats; derogatory remarks; jokes; innuendo or taunts about appearance or beliefs; display or electronic transfer of pornographic, racist or offensive images; and condescension that undermines self-confidence or is an unreasonable invasion of one’s person. Harassment can be bullying or outright physical assault. The behaviour giving rise to a complaint need not be intentional in order to be considered harassment; it is sufficient that the offender knows, or ought reasonably to know, that the behaviour is offensive and unwelcome.
3. In this policy, “sexual harassment” means any unwelcome behaviour that is sexual in nature. Unwanted sexual advances, unwanted requests for sexual acts, and other verbal or physical conduct of a sexual nature constitute sexual harassment when the harasser knows or ought to know that it is unwelcome. Sexual harassment includes such things as unwanted touching (e.g. pinching, patting, rubbing); leering, sexist, or “dirty” jokes; the display of sexually suggestive material; derogatory or degrading comments; sexually suggestive gestures; and unwelcome propositions, innuendos, demands or inquiries of a sexual nature.
4. In this policy, “discrimination” means the unjust or prejudicial treatment of a person or class of persons because of the race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, or sexual orientation of that person or class of persons.
5. In this policy, “violence” means the threatened, attempted, or actual conduct of a person that is intended to cause, causes, or is likely to cause injury to a person or damage to property. Examples include, but are not limited to, the following: destroying property, throwing objects at others, verbal or written threats that

express an intent to inflict harm, physical attacks, or any other act that would arouse fear in a reasonable person in the circumstance.

GUIDELINES

1. The school principal is responsible to develop and implement a *Student Code of Conduct* that includes, at a minimum:
 - a. A statement of purpose that provides a rationale for the code of conduct, with a focus on welcoming, caring, respectful, and safe learning environments.
 - b. One or more statements about what is acceptable behaviour and what is unacceptable behaviour, whether or not it occurs within the school building, during the school day, or by electronic means.
 - c. One or more statements about the consequences of unacceptable behaviour. The statement(s) must take into account the student's age, maturity, and individual circumstances, and must ensure that support is provided for students who are impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour.
2. This policy and the associated *Student Code of Conduct* shall be reviewed annually, with the review to be confirmed by Board resolution. Following confirmation, the policy and *Student Code of Conduct* shall be posted or re-posted publicly on the school website.
3. A website link to this policy, the associated administrative procedure, and the *Student Code of Conduct* shall be displayed in a place clearly visible to students in the school.



Code of Conduct

Our Social Contract

We Believe ...

Our school is a place of learning.

It is a place where we treat each other with respect and honesty.

Our school is a place where we work and play in a way that is safe and fair

Table of Contents

Click on the page #s to go directly to that section.

Purpose	4
Scope	4
Major Infractions: Bottom Line Behaviors	5
Responding to Bottom Line Behaviors	6
Minor Infractions	7
Considerations	7
Rising Expectations	7
Students With Special Needs	7
Responding to Minor Infractions	8
Teacher Response to Minor Infractions	9
Expected Behavior	9
Examples of Expected Behavior	10
Our School Is a Place of Learning	10
Our School Is a Place Where We Treat Each Other With Respect	11
Our School Is a Place Where We Treat Each Other With Honesty	12
Our School Is a Place Where We Work and Play in a Way That Is Fair	13
Our School is a Place Where We Work and Play in a Way that is Safe	14

Purpose

The purpose of this code of conduct is to provide a welcoming, caring, respectful, and safe learning environment. In creating this environment, this code of conduct reflects the need for an appropriate balance between individual and collective rights, freedoms, and responsibilities.

Scope

The expectations in the code of conduct are in effect in the following circumstances:

- on school premises
- on the school bus
- during activities that are off school premises and that are organized or sponsored by the school
- behaviour beyond these times when it affects the safe, caring, or orderly environment of the school
- such expectations include website postings, blogs, text messages by or about students or staff using electronic devices, and other means that negatively affect other members of the school community and student learning.
- Such expectations also include the times arriving to and from school, and during lunch hour times when junior high students leave the school premises.

Major Infractions: Bottom Line Behaviors

Major infractions are called bottom line behaviors. Minor infractions are those not identified in the bottom line behaviors.

Bottom line behaviors include the following:

1. Any illegal activity (eg. behaviors related to drugs and alcohol, weapons including replicas, theft, vandalism, etc.).
2. Use of tobacco in or on school property within one block of the school.
3. Habitual minor infractions.
4. Deliberately striking or pushing a teacher or another person in authority and/or swearing at a teacher or another person of authority.
5. Direct or persistent opposition to authority.
6. Uttering a threat to inflict serious bodily harm or harm to property (eg. saying “I’m going to kill you” even in jest; threats to injure, bomb threats).
7. Physical assault causing bodily harm (eg. hitting, pushing, kicking, fighting).
8. Retribution against a person who has reported an incident.
9. Conduct injurious to the physical or mental well-being of others in the school including, but not limited to bullying, fighting, false fire alarms, dangerous use of equipment, hate-motivated incidents
10. Taking photos or recordings of others without appropriate consent
11. Violating the Acceptable Use of Technology Agreement
12. Harassment on any of the protected or prohibited grounds identified in the Alberta Human Rights Act. These prohibited grounds are identified below:
 - Race
 - Religious Beliefs
 - Colour
 - Gender
 - Mental Disability
 - Physical Disability
 - Ancestry
 - Place of Origin-Place of Birth
 - Family Status
 - Sexual Orientation

Responding to Bottom Line Behaviors

Bottom Line Behaviors have the automatic consequence of removal from the classroom group or school group for a period of time.

Depending on the frequency and severity of the infraction, a student may be removed from the group in the following ways:

- with an in-school suspension for a partial day, or full days
- suspension from a certain courses for one or more days
- out-of-school suspension to a maximum of five days
- out-of-school suspension to a maximum of five days with the recommendation to the Board of Directors for expulsion
- As well, depending on the nature of the infraction, other measures may be taken.
- The RCMP may be notified.
- In the case of threats, students who utter threats may be expected to undergo a threat-risk assessment by a trained professional.

Minor Infractions

Minor infractions of the code of conduct are those that are not identified as major infractions or bottom line behaviors.

Minor infractions are those behaviors which infringe upon the needs of others. Our social contract on page 1 expresses the kind of school community we want. Behaviors that go against our social contract are considered infractions.

Considerations

Rising Expectations

Rising expectations mean that students have varying levels of understanding as they grow older and more mature. Behavior expectations for students in primary grades may be different than what is expected as students become older and eventually enter Grade 9. Such differences in maturity levels will be reflected in both expectations and consequences for conduct.

Students With Special Needs

The application of this code of conduct will not discriminate against a student who can not meet a behavioural expectation because of a disability. Some students with certain types of special needs are unable to understand conduct expectations or rationally control their conduct. Differences resulting from such disabilities will be reflected in both expectations and consequences for conduct.

Responding to Minor Infractions

Minor Infractions: Making Mistakes

We live in a human environment and face a diverse set of needs daily. Our job when we are together is to treat each other in a way that respects the needs of others and reflects our social contract.

None of us are perfect. We all make mistakes.

As we go through our days, there may be times when we interfere with the needs of others as we try to meet our own needs. We call these actions mistakes. When we make a mistake and infringe on the needs of others, our job is to “fix up” the mistake. “Fixing up” the mistake means to do something for the person that we hurt so that they feel okay again. Often, that involves making a restitution - saying or doing something that will make the person who was hurt feel okay once again.

Students are expected to learn from their mistakes and not repeat the behavior.

Ideally, when we hurt others in some way, we should be able to recognize that and “fix up” the mistake on our own. But that doesn’t always happen. When a person does not fix up the mistake by themselves, a teacher or supervisor may need to help.

Some ways teachers may respond to minor infractions follow.

Teacher Response to Minor Infractions

Mistakes are learning opportunities. When students make a behavioral choice that infringes on the needs of others, teachers will help those students learn from their mistakes, find ways to make amends with the person they hurt, and make a plan to do better.

Teachers may respond to minor infractions in several ways including the following:

- discussion
- problem solving
- helping with a restitution
- using the Reflection Sheet
- providing an alternate work space
- utilizing a “cool down” space or the Sensory Room
- in-class consequences (loss of privilege, community service, etc.)
- suspending a student of one class period

Depending on the severity and frequency of the behavior, parents will be notified.

If a minor infraction is repeated often, the infraction may become a Bottom Line Behavior and the student can be referred to school administration.

Expected Behavior

Identifying all possible infractions in a human environment such as our school is a difficult task and would take up many pages. The next few pages, therefore, identify **examples of acceptable and examples of unacceptable behavior in relation to our code of conduct.**

These examples can be used to further discussion of expectations in the classroom.

The list of the following examples was generated by the students, staff, and parents of New Horizons School.

Examples of Expected Behavior

Our School Is a Place of Learning

Below are some examples of how we can support learning and some examples of how we can interfere with learning.

We can make a school a place of learning by:

- working diligently and to the best of our abilities
- behaving in ways that supports a positive learning environment for oneself and others
- keeping learning and playing environments such as classrooms and playgrounds tidy for others who use the space
- listening to instructions
- encouraging others
- helping others
- turning off cell phones and other electronic devices that can disrupt learning while in school

We interfere with the learning in our school by:

- behaving in ways that disrupts the teaching and learning • being unnecessarily absent or late
- not cleaning up messes that are made in the learning environment • using learning time in inappropriate ways
- putting in minimal effort into learning activities and assessments • plagiarism and copying from others
- giving all the answers

Our School Is a Place Where We Treat Each Other With Respect

Below are some examples of how we can show respect and some examples of how we show disrespect.

We can show respect by:

- avoiding abusive and offensive language such as put downs, racist comments, sexist comments, and swearing
- adhering to the [Dress Code](#)
- responding to instructions given from teachers, assistants, supervisors, and others who are working or volunteering at the school.
- resolving conflicts without hurting others
- seeking permission before touching someone's personal property, or the school's property including plants
- playing with people you both like and don't like
- listening to what others have to say
- speaking in a tone of voice that invites discussion

We show disrespect by:

- habitually neglecting to do one's duty
- saying or doing things that make others feel uncomfortable or hurt • not obeying those with authority (school staff and supervisors)
- misusing school equipment and property
- laughing at the misfortune of others
- making fun of others when they have a comment or ask a question
- using an unfriendly tone of voice
- not tattling

Our School Is a Place Where We Treat Each Other With Honesty

Below are some examples of how we can show honesty and some examples of how we show dishonesty.

We can show honesty by:

- being responsible for our actions
- knowing that it's ok to make a mistake and trying to "fix things up" • telling the truth when problem solving
- informing a school staff in a timely manner of incidents of bullying, harassment or intimidation
- avoiding blaming others for our mistakes
- telling the whole truth
- being true to what you say

We can show dishonesty by:

- withholding important information when solving conflicts • making up stories that are different than the truth when problem solving
- not taking responsibility for our actions
- falsely accusing others
- spreading false information
- exaggerating
- "setting others up"

Our School Is a Place Where We Work and Play in a Way That Is Fair

Below are some examples of how we can behave fairly.

We can act fairly by:

- “playing by the rules” or in “the spirit of the game”
- sharing when resources are lacking
- taking turns
- including others in games and activities
- congratulating others when they succeed

We can act unfairly by

- cheating
- always insisting on being first
- not letting others be a part of the group (excluding others)

Our School is a Place Where We Work and Play in a Way that is Safe

Below are some examples of how we can create a safe environment and examples of how we can create an unsafe environment.

We can create a safe environment by:

- using all equipment in a safe manner
- solving conflicts in a way that does not hurt others
- wearing shoes at all times
- being a positive role model
- being gentle in PE

We can create an unsafe environment by:

- throwing things
- running in the halls
- pushing, hitting, and kicking others
- emotionally hurting others with put downs, racist comments, sexist comments, swearing, and threats
- bullying
- roughhousing
- picking on one person
- teasing and name-calling



Dean Lindquist
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MEMORANDUM

Date January 18, 2023

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: 2022/2023 School Year Calendar

Background:

The attached document presents a draft school calendar for the 2023/2024 school year. Administration's intent is to present a draft calendar to the Board for initial discussion and adoption in principle. It is recommended that the draft calendar be presented for discussion and feedback to the School Council, with a view toward adoption at the February 2023 meeting of the Board of Directors.

Key features of the draft proposed calendar address the following pieces of legislation, regulation, and collective agreement articles:

1. Section 60 of the Province of Alberta Education Act establishes that "a board shall determine and make publicly available for each school year the days, dates and number of days of school operation."
2. As per the Funding Manual for School Authorities, and to allow for a balanced program that leads to the student learning outcomes outlined in the Ministerial Order on Student Learning, schools are required to ensure that Grade 1 to Grade 9 students have access to a minimum of 950 hours of instruction per year in each grade.
3. As per the Funding Manual for School Authorities, ECS operators shall provide access to a minimum of 475 hours of instruction for each child during a school year.
4. According to Article 8.12 of the collective agreement with the Alberta Teachers' Association, "Teachers will render service for the number of teaching days designated by the Board up to 200 teaching days, commencing the opening day of school in each school year, exclusive of vacation periods, weekends and general holidays of the Province of Alberta."

The specifics of the calendar are as follows:

1. The draft calendar provides for 191 days of school operation. Of these, 179 are instructional days.
2. The draft calendar is designed to be consistent, in substantial measure, with the calendars of Elk Island Public Schools (EIPS) and Elk Island Catholic (EICS), although not necessarily in perfect alignment. The need for consistency is prompted by our school's agreement with EIPS with respect to bus transportation services and by an acknowledgment that some families with children enrolled in our school have other children who are enrolled in EIPS or EICS schools.

3. As outlined in greater detail below, three of the non-instructional days are identified as days-in-lieu for "... parent teacher meetings related to report cards and Individual Program Plans," as per the collective agreement with the Alberta Teachers' Association.
4. Of the 179 instructional days in the proposed calendar, 169 are full days and 10 provide for early dismissal on staff meeting days. When combined with the school's current daily schedule, this generates a total of 960 hours of instructional time, which is above the minimum of 950 hours specified in the Funding Manual.
5. Classes for students begin on August 31, 2023 and conclude on June 27, 2024. These start and end dates are consistent with EIPS. Teachers begin their school year on August 29, 2023 and finish on June 28, 2024
6. The draft calendar includes a Fall Break in November (incorporating one in-lieu day), a two-week Winter Break with students returning January 8, and a Spring Break (incorporating one in-lieu day) that begins on Friday, March 22 (Day in lieu for teachers), with classes resuming on Monday, April 2.
7. Additional holidays (i.e. those not included in other vacation periods) are Labour Day, Thanksgiving Day, Family Day, Good Friday, Easter Monday, and Victoria Day.
8. The proposed calendar includes 12 non-instructional days.
9. Intake Day (1) - a day on which prospective students will be assessed for possible enrolment at New Horizons School; scheduled for March 1, 2024.
10. Days in lieu of parent-teacher conferences (3) - as per the collective agreement with the Alberta Teachers' Association.

Issues and or Other Options for Consideration

Following the December Board of Directors Meeting when the calendar was brought to the board for feedback, one parent contacted me and expressed concern over the number of PD Days and Instructional Days. Additionally, a request has been submitted to consider providing some time for travel on October 19 for staff members travelling to the Charter School Conference in Calgary, AB.

1. If the board would like to increase the number of instructional days, to be similar to previous school years, October 6 and November 13 are days that could be changed from IPP Writing Day and PD Day to instructional days. October 20 would need to become the IPP writing day. This would increase instructional days from 179 to 180 or 181. These changes would not have any impact on transportation as EIPS is operating on those days. However, the impact would be eliminating most PD Days from the start of the school year as well as eliminating time for new curricular development.
2. The board is asked to consider moving either the October 6 IPP Writing Day or the November 13 PD Day to October 19, to allow for staff to travel to the Charter School Conference on the Thursday. The conference begins early on Friday, October 20, 2023 so most staff would need to travel the day before or leave very early on the Friday. The best option is to move the October 6 IPP Writing Day to the 19th, as this would prevent having three (3) non-instructional days in the same month. This is not an ideal option for staff as they would likely prefer a full day for writing IPP's rather than having the day truncated with leaving at 2 or 3 pm to attend the conference.



Dean Lindquist
Superintendent
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Recommendations:

The following recommendations are presented for the consideration of the Board of Directors:

1. That the draft calendar for the 2022-23 school year be approved in principle.
2. That the draft calendar be presented to the School Council for discussion and feedback and that, giving consideration to the feedback received, it be presented to the Board of Directors for final approval at the March 2023 Board meeting.

Respectfully,

A handwritten signature in blue ink, appearing to read "Dean Lindquist", is written over a faint, light blue circular stamp.

Dean Lindquist

2023/24 School Calendar

Approved Date TBD

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

July 2024						
Su	Mo	Tu	We	Th	Fr	Sa
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- School Closed/ Holidays
- Day in Lieu of Conferences (school closed for students and staff)
- PD / Organizational Day / School closed for students
- First and Last Day of School
- Early Dismissal – Staff Meeting

Important Dates	
Organizational /PD Days	August 29 & 30
Classes Begin for Students	August 31
Labour Day	September 4
Truth and Reconciliation Day	September 30
IPP Writing Day	October 6
Thanksgiving Day	October 9
Charter School Teachers' Conference	October 20
Fall Break	November 6 - 10
Remembrance Day	November 11 Day-in-lieu November 10
Professional Development Day	November 13
Classes Resume	November 14
Days in Lieu of P/T Conferences	November 9
Winter Break	December 23 – January 7 Inclusive
Classes Resume	January 8
Professional Development Day	January 31
Teachers' Convention	February 8 - 9
Family Day	February 19
Intake Day	March 1
Days in Lieu of P/T Conferences	March 22
Spring Break	March 23 – April 1 Inclusive
Good Friday	March 29
Easter Monday	April 1
Classes Resume	April 2
Professional Development Day	May 3
Professional Development Day	May 16
Days in Lieu of P/T Conferences	May 17
Victoria Day	May 20
National Indigenous Peoples Day No Exams	June 21
Final Day for Students	June 26
Organizational Day	June 27

EIPS bus transportation is available for all student instructional days.

Operational and Instructional Days		
Month	Days of School Operation	Days of Student Instruction
August	3	1
September	20	20
October	21	19
November	17	16
December	16	16
January	18	17
February	20	18
March	15	14
April	21	21
May	21	19
June	19	18
Total	191	179



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MEMORANDUM

January 18, 2023

To: Board of Directors
From: Dean Lindquist - Superintendent
Re: March Board Retreat

The agenda is needing to be developed for the March Board Retreat. Identified in the Annual Work Plan for March is that the Board will identify priorities for the upcoming Annual Education Plan for the 2023-24 school year. Part of this includes an overall review of past and present successes and challenges, as well as information collected from the Stakeholder Forum. This information is used to assist in the development of new or continuation of existing board priorities.

At the summer retreat it was discussed that the board may wish to revisit its Mission, Vision, and Values as this has not been done for quite some time. Timing to do this organizational discussion may be better when a new Superintendent is hired. However, I have done this form of work many times and could facilitate this discussion at the spring retreat rather than hiring someone to do this.

The Board may also wish to consider a focused discussion on the school's web page and a social media strategy. This discussion will enable the school to develop a web presence to support the work of the school.

Direction from the board is required to enable the development of the March Board Retreat Agenda.

Sincerely,

Dean Lindquist



Board of Directors – Work Plan for 2022/23

September	<ul style="list-style-type: none"> ▪ Adopt Board Work Plan for 2022-23 <input checked="" type="checkbox"/> ▪ Set date for October Board meeting <input checked="" type="checkbox"/> ▪ Receive report on provincial achievement test results (closed meeting) <input checked="" type="checkbox"/>
October	<ul style="list-style-type: none"> ▪ Complete Board Organizational Actions <ul style="list-style-type: none"> - Conduct Special General Meeting; hold Board elections <input checked="" type="checkbox"/> - Elect Board executive officers (must be within one week of SGM) <input checked="" type="checkbox"/> - Select members for Board standing committees <input checked="" type="checkbox"/> - Set dates for Board meetings (motion required) <input checked="" type="checkbox"/> - Notify Service Alberta of change in executive officers <input checked="" type="checkbox"/> - Identify Board signing authorities <input checked="" type="checkbox"/> - Sign Board Member Code of Conduct – Policy #101 <input checked="" type="checkbox"/> ▪ Receive Accountability Pillar Results Report for October 2022 <input checked="" type="checkbox"/> ▪ Attend TAAPCS Annual General Meeting <input checked="" type="checkbox"/> ▪ Receive enrolment report for September 30, 2022 <input checked="" type="checkbox"/> ▪ Conduct initial orientation session for new Board members <input checked="" type="checkbox"/> ▪ Set date for NHCS Society Annual General Meeting <input checked="" type="checkbox"/>
November	<ul style="list-style-type: none"> ▪ Conduct AGM of NHCS Society <input checked="" type="checkbox"/> ▪ Approve revised budget for 2022-23 <input checked="" type="checkbox"/> ▪ Approve Annual Education Results Report 2021-22 <input checked="" type="checkbox"/> ▪ Approve Audited Financial Statement Year Ending Aug 31/22 <input checked="" type="checkbox"/> ▪ Receive Report #1 from School Council <input checked="" type="checkbox"/> ▪ Determine priorities, possible date for Stakeholder Forum <input checked="" type="checkbox"/>
December	<ul style="list-style-type: none"> ▪ Set date for March Board Planning Retreat <input checked="" type="checkbox"/> ▪ Receive Counsellor’s Report #1 <input checked="" type="checkbox"/>
January	<ul style="list-style-type: none"> ▪ Receive Quarterly Financial Report for Sep - Nov 2022 <input type="checkbox"/> ▪ Review Policy 210 and associated Student Code of Conduct <input type="checkbox"/> ▪ Approve school calendar for 2023-24 in principle <input type="checkbox"/> ▪ Stakeholder Forum – Gather input on possible Education Plan priorities <input type="checkbox"/>
February	<ul style="list-style-type: none"> ▪ Provide final approval of school calendar for 2023-24 <input type="checkbox"/> ▪ Prepare breakfast for school staff <input type="checkbox"/> ▪ Receive mid-year progress report on Three-Year Education Plan 2022-25 <input type="checkbox"/>
March	<ul style="list-style-type: none"> ▪ Board Retreat – Identify priorities for upcoming Education Plan <input type="checkbox"/> ▪ Approve Three-Year Capital Plan for 2023-24 to 2025-26 <input type="checkbox"/> ▪ Administer Board-developed Stakeholder Survey <input type="checkbox"/>

Board Annual Work Plan 2022-23 – Approved – 2022-09-21

April	<ul style="list-style-type: none"> ▪ Receive Quarterly Financial Report for Dec 2022 – Feb 2023 	<input type="checkbox"/>
May	<ul style="list-style-type: none"> ▪ Provide approval to Education Plan 2021-22 to 2022-23 ▪ Attend TAAPCS Spring General Meeting ▪ Approve Budget for 2022-23 ▪ Receive Accountability Pillar Results Report for May 2021 ▪ Receive Board-developed stakeholder survey results ▪ Consider salary adjustment for support staff, senior administration ▪ Receive report from FANHS ▪ Receive Counsellor’s Report #2 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
June	<ul style="list-style-type: none"> ▪ Assess Board Work Plan progress for 2021-22 ▪ Receive Quarterly Financial Report for Mar – May 2022 ▪ Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10) ▪ Schedule September 2022 Board meeting ▪ Set date for Summer Board Housekeeping Retreat ▪ Receive Report #2 from School Council 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Ongoing	<ul style="list-style-type: none"> ▪ Consider proposals for new or amended Board policies ▪ Receive recommendations from Board committees 	<input type="checkbox"/> <input type="checkbox"/>
Annually	<ul style="list-style-type: none"> ▪ Negotiate collective agreement with ATA (as needed) 	<input type="checkbox"/>
As Needed	<ul style="list-style-type: none"> ▪ Meet with: <ul style="list-style-type: none"> - County Council - MLAs 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Potential Additions to Work Plan

- Pilot counselling program
- High school steering committee update
-