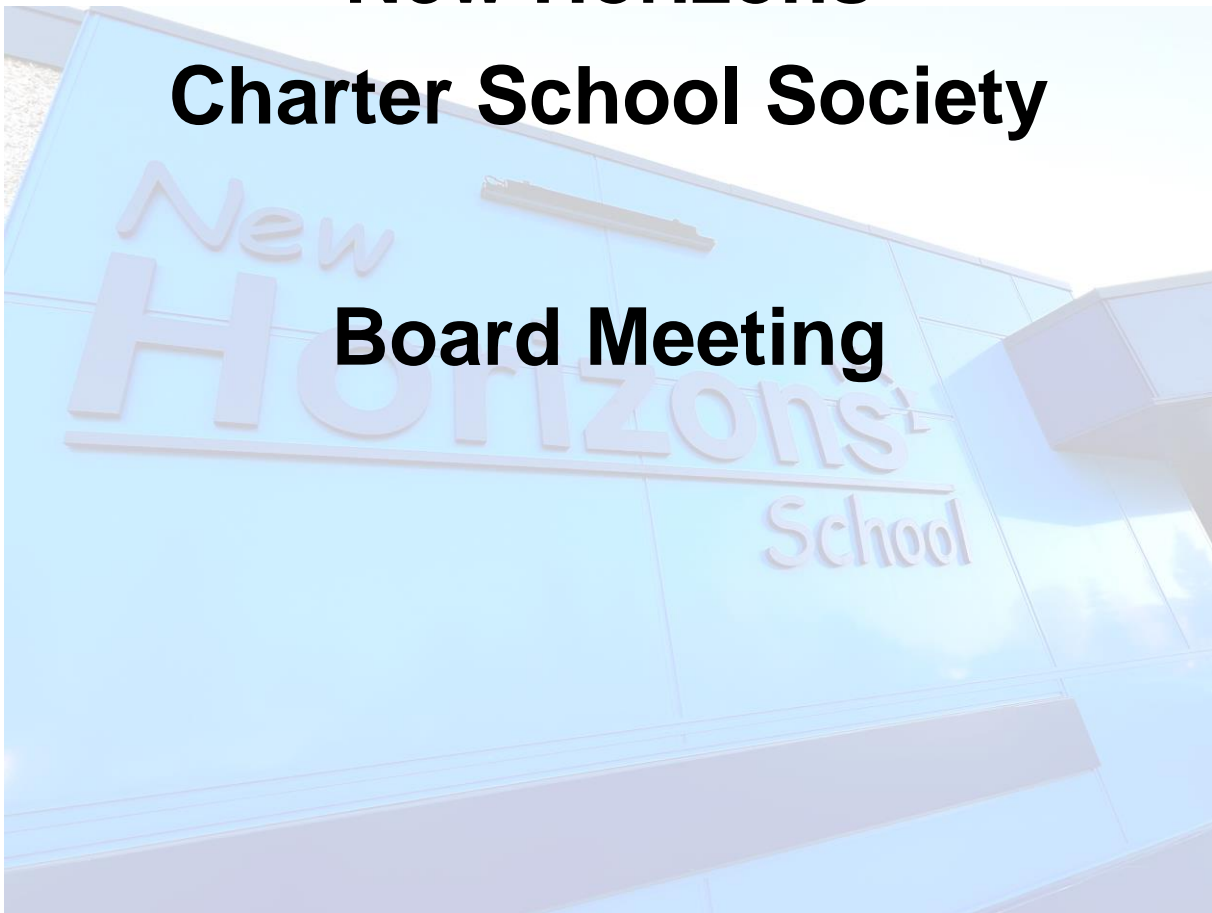


**New Horizons
Charter School Society**



Board Meeting

February 15, 2023

AGENDA**Type of Meeting:** Board**Date:** February 15, 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
FEBRUARY 15, 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 January 18, 2023 – 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 Approve 2023-24 School Calendar - attachment | D. Lindquist | |
| | 8.2 Mid-Year Progress Report on Three Year Education Plan | L. Vigfusson | |
| | 8.3 Superintendent Recruitment (Board Chair as lead contact and delegated board authority) | Dan Hanson | |
| 9. | Board Work Plan – attachment | D. Hanson | 8:10 pm |

AGENDA

Type of Meeting: Board

Date: February 15, 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. | Business Arising from In Camera | D. Hanson | 8:23 pm |
| 16. | Adjournment | D. Hanson | 8:30 pm |

Next Board Meeting – Wednesday, March 15, 2023

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 18, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

January 18, 2023, 7:00 p.m.

Board Members Present at Call to Order:

Dan Hanson
CHAIR

Ijeoma Ukiwe
DIRECTOR

Michelle Smith
DIRECTOR

Shaun Guthrie
DIRECTOR

Board Members Joining During the Meeting:

Vincent Tong
BOARD SECRETARY AND
TREASURER

Administration Present at Call to Order:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Lori Vigfusson
PRINCIPAL

Members in Attendance:

Chelsee Ladouceur
Elizabeth Macve

Raena Schindel
Ellen Hanna

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.

Board Secretary and Treasurer Tong joined the meeting at this point. 7:07 p.m.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 18, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

3. Adoption of Agenda

Motion 2023-01-18-01 Moved that the agenda for the Board Meeting of January 18, 2023 be adopted as presented.

*Moved: Director Smith
Seconded: Director Guthrie
Carried*

4. Disclosure of Conflict of Interest

None.

5. Approval of Minutes

5.1 Minutes of December 13, 2022

Motion 2023-01-18-02 Moved that the Board Meeting minutes December 13, 2022 be approved as presented.

*Moved: Director Guthrie
Seconded: Director Smith
Carried*

6. Administration Reports

6.1 Principal's Report

Principal Vigfusson provided a verbal report and indicated that four classes have been displaced as a result of the flood in the modulars during the Winter Break. Temporary classrooms have been set up in trailers in the school yard and repairs are underway. Radios are being used amongst staff members to ensure supervision of students as they move between the trailers and the school for washroom breaks.

Principal Vigfusson shared that a student was hit in the crosswalk on Broadmoor Blvd in the morning earlier this week. The student is uninjured and remained at school. The parking lot cameras captured the incident and footage has been shared with the RCMP, an investigation is underway.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 18, 2023

Initials:

Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Buddy activities have been set up and are being used provide students opportunity to work with students in other grades. The time is being utilized to allow teachers to collaborate on the new curriculum.

Information night was held on January 11 and was very well attended. Applications are being received from prospective students.

Numerous staff members are working on Masters degrees and a book club has been formed amongst staff members to help build leadership skills.

The Stakeholder forum is scheduled for January 23, 2023 and details of the event will be shared at the next Board meeting.

Principal Vigfusson indicated that a staff member sustained a chemical burn resulting from a cleaning agent used in a washroom. The staff member is doing well and recovering. An investigation has been completed and steps to address and prevent future occurrences have already been implemented.

6.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas provided an update on the recent flood, as included in the agenda package. The furnace quit working due to ice and snow build up on the roof vent. The sprinkler pipes froze as a result of the furnace outage and burst causing the flood. Future events can be avoided with diligent maintenance and removal of snow and ice buildup on the roof vents. Temporary trailers have been installed and are in use as temporary classrooms until the flood damage is repaired and classes can return to their regular classroom spaces. Discussion followed.

6.3 Superintendent's Report

Superintendent Lindquist summarized his written report focussing on the flood and damage to the modulars, as included in the agenda package. He further indicated that work is underway with other charter school representatives to help dispel the myths and untruths being circulated regarding charter schools. Superintendent Lindquist is seeking approval to attend the spring CASS conference. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 18, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Motion 2023-01-18-03 Moved that the Board approve Superintendent Lindquist's attendance at the spring CASS conference.

*Moved: Director Smith
Seconded: Director Guthrie
Carried*

7. Board Reports

7.1 Board Chair's Report

Chair Hanson indicated that the Board is meeting with Dr. Leroy Sloan on January 25, 2023 to begin a superintendent search.

7.2 Committee Reports

Finance and Audit Committee

The committee met to review the first quarter financial report. There are no anomalies to highlight, overall the budget is on track at this point in the year.

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.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 18, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

8. New Business

8.1 Quarterly Financial Report for September to November 2022

Secretary Treasurer Dundas provided an update and overview of the quarterly financial report for September to November 2022, as included in the agenda package. Discussion followed.

8.2 Review Policy 210 and Student Code of Conduct

Superintendent Lindquist provided an overview of Policy 210, *Welcoming, Caring, Respectful, and Safe Learning and Working Environments* as well as the student code of conduct, as included in the agenda package. Discussion followed.

Motion 2023-01-18-04 Moved that the Board affirms the 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.

Moved: Director Ukiwe

Seconded: Director Smith

Carried

Motion 2023-01-18-05 Moved that the Board affirms that the Student Code of Conduct was reviewed by administration and the Board and confirms that it is compliant with the requirements set out in Section 33 (3) (a-e) of the Education Act and Board Policy 210.

Moved: Director Guthrie

Seconded: Director Ukiwe

Carried

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 18, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

8.3 Approve 2023-24 School Calendar in Principle

Superintendent Lindquist provided an overview of the proposed 2023-24 School Calendar, as included in the agenda package. Discussion followed. Consensus is to move IPP Writing Day from October 6 to October 19, 2023.

Motion 2023-01-18-06 Moved that the Board approve the 2023-24 School Calendar in principle with the noted amendments and that it be taken to staff and School Council for feedback prior to formal approval in February 2023.

Moved: Director Guthrie

Seconded: Director Smith

Carried

8.4 March Board Planning Retreat Agenda

Superintendent Lindquist provided an overview of the upcoming Board Retreat, as included in the agenda package. Discussion followed and consensus is to defer *Mission, Vision and Values* and to include the following agenda topics :

- *Social Media Strategies*

9. Board Work Plan

The Board reviewed the Work Plan for 2022-23, as included in the agenda package. There was discussion and consensus to host the staff breakfast on May 5 instead of February.

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

No report.

11. Receipt of Reports

Motion 2023-01-18-07 Moved that all reports be received as presented during the meeting.

Moved: Director Guthrie

Seconded: Director Smith

Carried

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 18, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

12. Correspondence Sent

None.

13. Correspondence Received

None.

Chair Hanson invited public guests to address the Board.

14. Motion to Move In Camera

Motion 2023-01-18-08 Moved that the meeting move in camera at 8:51 p.m.

Moved: Board Secretary and Treasurer Tong

Seconded: Director Smith

Carried

Motion to Move Out of Camera:

Motion 2023-01-18-09 Moved that the meeting move out of camera at 9:01 p.m.

Moved: Director Guthrie

Seconded: Board Secretary and Treasurer Tong

Carried

15. New Business

15.1 Matters Arising from In Camera Meeting

Motion 2023-01-18-10 Moved that the ratify the employment contract for the following:

- *Employee #0339*

Moved: Board Secretary and Treasurer Tong

Seconded: Director Ukiwe

Carried

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 18, 2023

Initials: **Chair** _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

16. Adjournment

Chair Hanson adjourned the meeting at 9:02 p.m.

Next Board Meeting: Wednesday, February 15, 2023 at New Horizons School

DRAFT



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

MEMORANDUM

February 15, 2023

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

Flood Update

The drying is complete and the hygienist has been out to inspect and is satisfied. They have identified a small amount of mould on the bottom of a few of the floor joists where they touch the bottom metal skin. This is not unexpected and the hygienist has provided direction to scrub the areas and seal them with a sealant. This work took place last week, with a final air test to be completed to make sure there is no further concerns with mould and then the tenting can be removed.

The ordering of materials and construction will begin as soon as the tenting is removed. The only caution is that supply chain issues may result in a longer timeline regarding repairs. We should have this information in the next two weeks so we can keep the trailers a bit longer if need be.

Recommendations:

It is recommended that this report be received as information.

Patti Dundas – Secretary Treasurer



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

MEMORANDUM

February 2, 2023

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

Update from School Council Meeting

I attended the NHS School Council Meeting on February 1, 2023 as I was made aware some concerns would be discussed at the meeting. I confirmed with the School Council Chair that I would be in attendance ahead of time.

Some key discussion points emanating from the meeting:

1. The School Council would like to have members of the board attend their meetings.
2. Increase school communication to ensure that parents of children new to the school understand what programs are available for their children and what supports they receive.
3. Some parents believe we should not take students with behavioral issues and that we choose to take these students although their belief is that we do not need to accept them.
4. Perception that we are not meeting the charter requirements as set out in the NHCSS Charter.
5. There is a need for additional educational assistants in the school and or re-alignment of their schedules to support other students.
6. There is a need for more extra-curricular programs for students.

Resolution of these issues may be difficult to accomplish. Some can be dealt with through enhanced communications, while others such as believing we can hand pick students for admission to the school are incorrect.

The purpose of this item is to create awareness for the board about some of the issues brought up at the School Council Meeting.

Modular Update

Service Master has completed five days of heating the floor from below to clear all moisture from the floor of the modular. They have also completed moisture and mould testing to ensure everything is complete before proceeding with repairs.

Sincerely,

Dean Lindquist



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

MEMORANDUM

Date February 2, 2023

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: 2023/2024 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 final approval. The draft calendar was sent to the School Council Chair and it was discussed at the February 1 School Council Meeting. The school staff also reviewed the calendar at a staff meeting.

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 Schools (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. One day is assigned for the Charter School Conference that is held every second year.

Issues and or Other Options for Consideration

1. Too few instructional days:
If the board would like to increase the number of instructional days, November 13 is a day that could be changed from a PD Day to instructional day. This would increase instructional days from 179 to 180. 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 was asked to consider moving the October 6 IPP Writing Day to October 19, to allow for staff to travel to the Charter School Conference on 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 Friday. This was completed at the last board meeting when the calendar was approved in principle.
3. Feedback from the School Council is included in the board package. Recommendations from the School Council included:
 - a. Preference for IPP Writing Day to be earlier in the school year. Recommend moving November 13 PD Day to October 6 and it becomes IPP writing day.
 - b. School Council supports the October 19 and 20 scheduling to enable travel and attendance at the Charter School Conference.
 - c. School Council recognizes that every two years, the Charter School Conference impacts the total instructional days. They would like to see these two additional days revert to instructional days for the school years with no charter school conference.



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

d. There is some concern over the number of instructional days dropping below 180 days.

Recommendations:

The following recommendation is presented for the consideration of the Board of Directors:

1. That the proposed calendar for the 2023-24 school year be approved.

Respectfully,

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

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
Thanksgiving Day	October 9
IPP Writing Day	October 19
Charter School Teachers' Conference	October 20
Fall Break	November 6 - 10
Days in Lieu of P/T Conferences	November 9
Remembrance Day	November 11 Day-in-lieu November 10
Professional Development Day	November 13
Classes Resume	November 14
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

February 7, 2023

Re: School Council's Recommendations for Proposed 2023/24 School Calendar

Dear Superintendent Lindquist,

In reviewing the proposed 2023/24 School Calendar (Approved Date: Approved in Principle — 2023-01-18), School Council has the following recommendations:

1. School Council is in favour of families receiving IPPS earlier in the school year than the proposed IPP Writing Date of October 19, 2023 would result in. Historically, IPP Writing Day is earlier, which allows for a collaborative team effort involving the student, parents and/or guardians, and NHS to support the student's learning experiences; therefore, being a beneficial way for all parties to start a new school year. If IPPS are not received until late October/early November, it is hard for students, educators, and families to set appropriate goals and expectations for the year ahead.

School Council proposes eliminating the PD Day on November 13, 2023 and moving it to Friday, October 6, 2023 for IPP Writing Day — this PD Day is in line with the EIPS Division Calendar 2023-24 and is consistent with the school's usual IPP Writing Day.

2. School Council is in favour of maintaining the proposed PD Days of October 19 & 20, 2023 and acknowledge and appreciate the impetus behind the selected dates. It is our understanding that these dates would be utilized for professional development as well as travel to Calgary, AB for attendance at a Charter School conference taking place on the 20th. While this biennial conference affects instructional days, School Council is in favour of maintaining October 19, 2023 as a PD Day with appropriate professional development opportunities for teachers to enhance their professional growth and, therefore, support student learning. October 19, 2023 also allows for group travel to Calgary as proposed by yourself — Superintendent Lindquist — and Ms. Vigfusson. With the understanding that all staff would participate in professional development prior to travel, and that the impetus behind traveling the day prior to the conference is due to travel safety and budgeting, School Council is in favour of maintaining the proposed PD Days of October 19 & 20, 2023.

School Council believes that staff and students would equally benefit from additional professional development opportunities for the staff at NHS. A consideration for the Board: Are staff offered professional development that includes appropriate enrichment opportunities for our students?

School Council understands that this biennial conference will affect the instructional days of alternating years; therefore, while the 2023/24 school year sees 2 fewer instructional days, we recognize that the 2024/25 school year will see 2 additional instructional days.

3. As per the proposed calendar, School Council is in favour of ensuring that EIPS bus transportation is available for all student instructional days.

4. School Council recognizes that some parents are concerned with falling below 180 instructional days (the proposed calendar provides 179 instructional days) which doesn't allow room for surprises such as illness or the 2022/23 flood and how these events impact a student's learning.

Ms. Vigfusson shared that since pandemic restrictions have eased, NHS has the opportunity to reintroduce strategies within the school day to allow for professional development in shorter periods of time — as well as more consistently. For example, “Buddy” activities allow staff to engage in in-school professional development while Div. 3 students provide leadership in a mentorship role. School Council is in favour of maintaining balance between instructional days and PD Days mirroring those established by EIPS, so that staff and students are equally supported in their education journey at NHS. School Council is happy to support Ms. Vigfusson in the professional development strategies that she would like to implement within school hours, since it engages students in unique ways and creates community within NHS while also offering opportunities for teachers to enhance their professional growth and, therefore, support student learning.

Kindly,
New Horizons School Council

--

Rebecca Koziak
School Council Secretary

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EIPS DIVISION CALENDAR 2023-24

☐ Regular School Day

○ Early Dismissal for Students

☆ First Instructional Day (Semester 1 and 2)

■ No School – Statutory Holiday

■ No School for All Students and Staff

◐ No School for Students – Professional Learning/Operational Day

Important Dates

- Aug 29** Professional Learning Day
- Aug 30** Operational Day
- Aug 31** Classes Begin
- Sept 4** Labour Day – Statutory Holiday
- Sept 30** National Day for Truth and Reconciliation
- Oct 6** Professional Learning Day
- Oct 9** Thanksgiving Day – Statutory Holiday
- Nov 6-10** November Break
- Nov 10** Day-in-Lieu: Remembrance Day
- Nov 11** Remembrance Day – Statutory Holiday
- Nov 13** Classes Resume
- Dec 25-Jan 5** Christmas Break
- Dec 25** Christmas Day – Statutory Holiday
- Dec 26** Boxing Day – Statutory Holiday
- Jan 1** New Year's Day – Statutory Holiday
- Jan 8** Classes Resume
- Jan 31** Professional Learning Day
- Feb 1** Second Semester Begins
- Feb 8-9** North Central Teachers' Convention
- Feb 19** Family Day – Statutory Holiday
- Mar 1** Professional Learning Day
- Mar 22** School Closure Day
- Mar 25-29** Spring Break
- Mar 29** Good Friday – Statutory Holiday
- Apr 1** Easter Monday – Division Closure
- Apr 2** Classes Resume
- May 3** Professional Learning Day
- May 16-17** School Closure Days
- May 20** Victoria Day – Statutory Holiday
- June 21** National Indigenous Peoples Day – No Exams
- June 26** Last Instructional Day
- June 27** Last Operational Day

AUGUST 2023

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SEPTEMBER 2023

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OCTOBER 2023

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NOVEMBER 2023

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MARCH 2024

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APRIL 2024

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MAY 2024

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JUNE 2024

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JULY 2024

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Dan Hanson

Board Chair

Phone: 780-416-2353

Email: dhanson@newhorizons.ca

MEMORANDUM

January 30, 2023

To: Board of Directors
From: Dan Hanson, Board Chair
Re: Superintendent Recruitment

As the Board of Directors are aware, current superintendent Dean Lindquist has submitted his resignation effective June 30, 2023. The Board of Directors has now contracted with Dr. Leroy Sloan to recruit a new Superintendent for New Horizons Charter School. A meeting with Dr. Leroy Sloan was held to discuss the recruitment process on January 25, 2023.

The recruitment process has been agreed upon, and recruitment will begin soon. There may be required decisions to be made with regard to the recruitment process that falls between board meetings. As such, the Board Chair may be called upon to advise the search consultant or to make decisions. To accomplish this, the Board Chair will require authorization from the Board of Directors in a form of a resolution to serve in this capacity. This will enable the recruitment process to move forward without interruption. This may include meetings with the search consultant and addressing any questions he may have as well as responding to interested applicants if the search consultant requests this of the Board Chair. After the Board of Directors interview and select a new Superintendent, the Board Chair would also be required to finalize the agreed upon contract.

The recommended resolution is as follows:

The Board of Directors authorizes the Board Chair to act as the lead board contact for working with the search consultant and delegates board authority to the Board Chair for any decisions needing to be made regarding the recruitment process leading up to the board's selection of candidates and interviews and to finalize the hiring process with the successful applicant.

Sincerely,

Dan Hanson
Board Chair

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



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 checked="" type="checkbox"/> ▪ Review Policy 210 and associated Student Code of Conduct <input checked="" type="checkbox"/> ▪ Approve school calendar for 2023-24 in principle <input checked="" type="checkbox"/> ▪ Stakeholder Forum – Gather input on possible Education Plan priorities <input checked="" 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 – deferred to May 5, 2023 <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 ▪ Prepare breakfast for school staff – deferred from February 	<input type="checkbox"/> <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"/>

Pink Shirt Day is on February 22

Government of Alberta <css.familyandcommunitysafety@gov.ab.ca>
Reply-To: Government of Alberta <css.familyandcommunitysafety@gov.ab.ca>
To: dlindquist@newhorizons.ca

Tue, Feb 7, 2023 at 1:43 PM

A photograph of a bright pink t-shirt, shown from the side, highlighting its short sleeves and crew neck.

Pink Shirt Day is on February 22

#BeKindAB #PinkShirtDay
Bullying Helpline : 310-1818
[Alberta.ca/BullyingChat](https://alberta.ca/BullyingChat)
Follow Us @ABSUPPORTS

The logo for the province of Alberta, featuring the word "Alberta" in a stylized script font with a small red square to the right.

Pink Shirt Day is on February 22! Remember to wear something pink and use our [meeting background images](#) in your virtual meetings to support our collective effort to promote healthy relationships and prevent bullying at home, in schools, in communities, and workplaces.

This year's Pink Shirt Day focuses on the importance of kindness, treating each other with respect, creating inclusive environments and building healthy relationships. Bullying can affect anyone and the best way to prevent bullying is to be kind to each other. If you or someone you know is being bullied, you can access these resources to get help:

- Call or text the 24-hour Bullying Helpline at 310-1818.
- Chat online 24/7 with the Bullying Helpline at [Alberta.ca/BullyingChat](https://alberta.ca/BullyingChat).
- Visit our [Pink Shirt Day page](#) to learn about government resources, supports and services.

School authority staff can visit [Respect in School](#) for online training programs that provide information and skills to understand, prevent and respond to incidents of bullying, abuse, harassment and discrimination.

Another resource I recommend sharing is an endearing book and a short 30 minute animated movie about friendship, kindness and acceptance that encapsulates the spirit of Pink Shirt Day called 'The Boy, the Mole, the Fox and the Horse' by Charlie Mackesy.

#BeKindAB. We all have a role to play!

Sincerely,
Julie Peacock
Executive Director
Prevention of Family Violence and Abuse
Alberta Seniors, Community and Social Services



Bullying Helpline

Call **310-1818** toll-free
Available 24/7 | 170+ languages



Uncomfortable talking out loud?

Try texting **310-1818** or chatting online
alberta.ca/BullyingChat
Available 24/7 | English



Download public awareness resources

Pink Shirt Day [resources](#) are available for download.



This email is intended for dlindquist@newhorizons.ca.
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