

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 18, 2023

Initials: Chair _____

Approved: FINAL

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.

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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 at the school 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 after being examined by a doctor. The parking lot cameras captured the incident and footage has been shared with the RCMP, an investigation is underway.

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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.

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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.

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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

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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

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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 (con't)

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

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16. Adjournment

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

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