

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	April 19,,2023	Initials:	Chair	
Approved:	FINAL	Recorded By:	A. DeJong		Secretary	

April 19, 2023, 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	Michelle Smith DIRECTOR	

Board Members Joining During the Meeting:

Ijeoma Ukiwe DIRECTOR		
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Administration Present at Call to Order:

Dean Lindquist SUPERINTENDENT	Patti Dundas SECRETARY-TREASURER	Lori Vigfusson PRINCIPAL
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Members in Attendance:

Ellen Hanna (virtual)	Raena Schindel (virtual)	Chelsee Ladouceur (virtual)
Rebecca Koziak	Praveen Kakkan (virtual)	Krystal Johnson (virtual)
Anita Sanderson (virtual)		

1. Call to Order

Chair Hanson called the virtual meeting to order at 7:00 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.

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3. Adoption of Agenda

<i>Motion 2023-04-19-01</i>	<p><i>Moved that the agenda for the Board Meeting of April 19, 2023 be adopted as presented.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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4. Disclosure of Conflict of Interest

None.

5. Approval of Minutes

5.1 Minutes of March 15, 2023

<i>Motion 2023-04-19-02</i>	<p><i>Moved that the Board Meeting minutes of March 15, 2023 be approved as presented.</i></p> <p><i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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5.2 Minutes of March 22, 2023

<i>Motion 2023-04-19-03</i>	<p><i>Moved that the Special Board Meeting minutes of March 22, 2023 be approved as presented.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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6. Administration Reports

6.1 Principal's Report

Principal Vigfusson provided a verbal report and indicated that flood repairs have been completed and students have returned to their classrooms. Six student teachers have been working in the school and will be finishing by the end of April. Vice Principal Watson conducted two volunteer orientations to outline expectations of volunteers and ways for volunteers to support students. Principal

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Vigfusson briefly summarized the draft Annual Education Plan and shared the new format. Discussion followed.

Director Ukiwe joined the meeting at this point. 7:04 p.m.

6.2 Secretary-Treasurer’s Report

No report, items to be discussed later in the agenda.

6.3 Superintendent’s Report

Superintendent Lindquist summarized his written report including an update of his attendance at the CASS Conference, Capital Planning Funding and a flood repair update. He indicated that he is working with other charter school superintendents to submit an article for the CASS journal regarding charter schools and addressing some of the myths. Discussion followed.

7. Board Reports

7.1 Board Chair’s Report

No report.

7.2 Committee Reports

Finance and Audit Committee

No report. The committee met in April to review second quarter financials. Details to be presented later in the meeting.

Policy Guidelines and Bylaws Committee

Vice Chair Clarke indicated that he met with Superintendent Lindquist to discuss revisions to *Administrative Procedure 207 – Purchasing* and *Administrative Procedure 209 – School Fees*. Both documents have been updated; the revisions were briefly summarized.

Vice Chair Clarke brought *Policy 12 – Role of the Superintendent* forward for discussion. The Board previously discussed and reviewed the document and it was recommended that the Board approve the policy. Item *8.4 – Role of the Superintendent* was added to the agenda.

Policy 7 – Charter Board Operations was briefly summarized and will be taken to the Policy Committee for further review and discussion.

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A motion is required to update all policies to reflect Education Act references from the existing School Act references. *8.5 – Updating Education Act References* was added to the agenda.

Discussion followed.

Survey Committee

No report, to be discussed under agenda item 8.2.

Public Relations Committee

The committee met on April 3 to prepare and review an election advocacy document. When completed, the document will include political party stances on charter schools and will highlight specific aspects of New Horizons School. Once finalized, it will be shared with New Horizons School Community.

Personnel Committee

The committee is meeting on May 8 to prepare for collective agreement negotiations.

High School Ad Hoc Committee

No report.

8. New Business

8.1 Quarterly Financial Report for December '22 to February '23

Secretary-Treasurer Dundas summarized the Quarterly Financial Report for December '22 to February '23. Discussion followed.

8.2 Stakeholder Survey

Principal Vigfusson indicated that the survey was circulated to parents, staff and students in grades 4-9. The number of parent respondents is lower than previous years; student and staff responses are nearly 100%. The data is being collated and will be shared at a future board meeting. Discussion followed.

8.3 High School Expansion Funding

Secretary-Treasurer Dundas provided information regarding the recently announced High School Expansion Funding. Superintendent Lindquist and Secretary-Treasurer Dundas will be meeting with Capital Planning from Alberta Education on April 20, 2023 for further discussion related to the funding. Discussion followed.

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8.4 Policy 12 – Role of the Superintendent

Vice Chair Clarke summarized the policy, previously reviewed and discussed by the Board. Discussion followed.

<i>Motion 2023-04-19-04</i>	<p><i>Moved that the Board approve Policy 12 – Role of the Superintendent as previously discussed.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Director Guthrie</i> <i>Carried</i></p>
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8.5 Updating School Act References to Education Act

Vice Chair Clarke indicated that the current policy manual contains references to the School Act and requires updating to instead reference the Education Act. Discussion followed.

<i>Motion 2023-04-19-05</i>	<p><i>Moved that the Board approve revision of all School Act references in policy documents to reflect Education Act.</i></p> <p><i>Moved: Director Ukiwe</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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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)

A sub-committee meeting was held in April with Directors Smith and Derkson in attendance. Overall, there was very poor attendance at the meeting. The next TAAPCS meeting is scheduled for April 20, 2023.

11. Receipt of Reports

<i>Motion 2023-04-19-06</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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12. Correspondence Sent

None.

13. Correspondence Received

- EDC Minister – High School Expansion Funding

Chair Hanson invited public guests to address the Board.

14. Motion to Move In Camera

<i>Motion 2023-04-19-07</i>	<p><i>Moved that the meeting move in camera at 7:56 p.m.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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Motion to Move Out of Camera:

<i>Motion 2023-04-19-08</i>	<p><i>Moved that the meeting move out of camera at 8:04 p.m.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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15. New Business

15.1 Matters Arising from In Camera Meeting

<i>Motion 2023-04-19-09</i>	<p><i>Moved that the Board ratify the substitute education assistant employment offer for the following:</i></p> <ul style="list-style-type: none"> ● <i>Employee #0342</i> <p><i>Moved: Director Guthrie</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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<i>Motion 2023-04-19-10</i>	<p><i>Moved that the Board ratify the substitute teacher employment offers for the following:</i></p> <ul style="list-style-type: none"> ● <i>Employee #0343</i> ● <i>Employee #0345</i> <p><i>Moved: Director Ukiwe</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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<i>Motion 2023-04-19-11</i>	<p><i>Moved that the Board ratify the extension of the temporary full-time teacher employment contract for the following:</i></p> <ul style="list-style-type: none"> ● <i>Employee #0287</i> <p><i>Moved: Director Smith</i> <i>Seconded: Director Guthrie</i> <i>Carried</i></p>
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<i>Motion 2023-04-19-12</i>	<p><i>Moved that the Board officially appoint Mr. Terry Moghrabi as superintendent for New Horizons Charter School, effective July 1, 2023.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Director Ukiwe</i> <i>Carried</i></p>
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16. Adjournment

Chair Hanson adjourned the meeting at 8:06 p.m.

Next Board Meeting: Wednesday, May 17, 2023 at 7:00 p.m., to be held virtually via Zoom.