

The background image shows a school building on the left with blue double doors. A large, tall evergreen tree stands in the center-right. In the foreground, a wooden sign with a stone base reads "New Horizons School". The sign has "New" in blue script, "Horizons" in large blue block letters, and "School" in blue script below it. The sky is clear and blue.

New Horizons Charter School Society

Board Meeting

June 21, 2023

AGENDA**Type of Meeting:** Board**Date:** June 21, 2023**Page:**1 of 2*"TOWARDS NEW HORIZONS"**Is it in the best interest of our students?**Does it support excellence?*

**NEW HORIZONS CHARTER SCHOOL SOCIETY
BOARD OF DIRECTORS' MEETING
JUNE 21, 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.

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|--|---|--------------|---------|
| 1. | Call to Order | D. Hanson | 7:00 pm |
| 2. | Statement of Territorial Acknowledgment | D. Hanson | 7:01 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 | 7:02 pm |
| 4. | Disclosure of Conflict of Interest | D. Hanson | 7:03 pm |
| 5. | Approval of Minutes | D. Hanson | 7:05 pm |
| | 5.1 May 17, 2023 – attachment | | |
| | 5.2 May 30, 2023 - attachment | | |
| 6. | Administration Reports | | 7:10 pm |
| | 6.1 Principal's Report | L. Vigfusson | |
| | 6.2 Secretary Treasurer's Report | P. Dundas | |
| | 6.3 Superintendent's Report - attachment | D. Lindquist | |
| 7. | Board Reports | | 7:20 pm |
| | 7.1 Board Chair's Report | D. Hanson | |
| | 7.2 Other Committee Reports | D. Hanson | |
| 8. | New Business | | 7:30 pm |
| | 8.1 Quarterly Financial Report for March-May, 2023 - attachment | P. Dundas | |
| | 8.2 Pilot Counselling Program Evaluation | D. Lindquist | |
| | 8.3 Schedule SGM of Society - attachment | D. Lindquist | |
| | 8.4 Schedule Summer Board Housekeeping Retreat - attachment | D. Lindquist | |
| | 8.5 School Council Report #2 | E. Macve | |
| | 8.6 Approval of 2023-24 School Fees | D. Lindquist | |

AGENDA**Type of Meeting:** Board**Date:** June 21, 2023**Page:**2 of 2*"TOWARDS NEW HORIZONS"**Is it in the best interest of our students?**Does it support excellence?*

- | | | | |
|-----|--|-----------|---------|
| 9. | Board Work Plan – attachment | D. Hanson | 8:05pm |
| 10. | The Association of Alberta Public Charter Schools | D. Hanson | 8:08pm |
| 11. | Receipt of Reports | D. Hanson | 8:10 pm |
| 12. | Correspondence Sent | D. Hanson | 8:10 pm |
| | ● None | | |
| 13. | Correspondence Received | D. Hanson | 8:12 pm |
| | ● None | | |
| 14. | In Camera | D. Hanson | 8:15 pm |
| 15. | Business Arising from In Camera | D. Hanson | 8:35 pm |
| 16. | Adjournment | D. Hanson | 8:45 pm |

Next Board Meeting – Wednesday, September 20, 2023

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	May 17, 2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

May 17, 2023, 7:00 p.m.

Board Members Present at Call to Order:

Dan Hanson
CHAIR

Jason Clarke
VICE-CHAIR

Kristie Derkson
DIRECTOR

Shaun Guthrie
DIRECTOR

Michelle Smith
DIRECTOR

Board Members Joining During the Meeting:

Administration Present at Call to Order:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Lori Vigfusson
PRINCIPAL

Members and Guests in Attendance:

Terry Moghrabi

Raena Schindel

Chelsee Ladouceur

Rebecca Koziak

Ellen Hanna

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.

3. Adoption of Agenda

The following items were deferred to a future agenda:

8.2 Accountability Pillar Results Report

8.3 Approved 2023-24 School Budget

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	May 17, 2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

<i>Motion 2023-05-17-01</i>	<p><i>Moved that the agenda for the Board Meeting of May 17, 2023 be adopted as amended.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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4. Disclosure of Conflict of Interest

None.

5. Approval of Minutes

5.1 Minutes of April 19, 2023

<i>Motion 2023-05-17-02</i>	<p><i>Moved that the Board Meeting minutes of April 19, 2023 be approved as presented.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Director Guthrie</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 Provincial Achievement Tests (PATs) have begun with Grades 6 and 9 this week; the remainder will occur in June. The Grade 9 Adventure Trip is moving forward. A safety evacuation plan is in place in the event that it is needed. The junior high Reach team placed fourth at provincials and received the Spirit Award. The items for the outdoor classroom have been delivered and will be installed during the summer months. Recesses have been held indoors in recent days and a junior high Active Community Living (ACL) field trip was cancelled due to poor air quality. Discussion followed.

6.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas summarized her written report including an update on the flood and facilities-related purchases and repairs, as included in the agenda package. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	May 17, 2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

6.3 Superintendent's Report

Superintendent Lindquist summarized his written report including the new superintendent starting on July 1, Collective Agreement negotiations and the TAAPCS AGM, as included in the agenda package. He welcomed incoming Superintendent Terry Moghrabi and indicated that district office staff have met with Mr. Moghrabi to begin the transition prior to his official appointment on July 1, 2023. Discussion followed.

7. Board Reports

7.1 Board Chair's Report

Chair Hanson introduced and welcomed incoming superintendent Terry Moghrabi to attendees. He thanked Board Secretary and Treasurer Tong along with district office staff for their assistance in preparing the breakfast for staff on May 5, 2023.

Mr. Moghrabi spoke to attendees and indicated that he is currently Associate Superintendent with Northern Lights School Division. He will be relocating to Edmonton when he begins his term with New Horizons School and is looking forward to the opportunity.

7.2 Committee Reports

Finance and Audit Committee

Secretary Treasurer Dundas indicated that the committee met earlier this week to review the proposed budget for 2023-24. She also indicated that her credit card limit has been temporarily increased to allow for payment to a vendor that will not accept any other form of payment. The limit will then be reduced pending review of an Administrative Procedure for credit card usage and limits.

Policy Guidelines and Bylaws Committee

The committee has not met but will be meeting prior to the next Board meeting.

Survey Committee

No report, to be discussed under agenda item 8.4.

Public Relations Committee

The committee has added a new member and welcomes Rebecca Koziak to the group. The committee is finalizing an advocacy item that will be shared as soon as it completed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	May 17, 2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

Personnel Committee

The committee participated in Collective Agreement negotiations on May 9 and May 10. A tentative agreement is in place and once it is accepted and ratified by the certificated staff, it will come to the Board for final ratification and subsequent implementation.

High School Ad Hoc Committee

No report.

8. New Business

8.1 Approval of Education Plan 2022-23 to 2025-26

Principal Vigfusson summarized the Education Plan for 2022-23 to 2025-26 and provided highlights of the document, as included in the Board package. Discussion followed.

<i>Motion 2023-05-17-03</i>	<p><i>Moved that the Board approve the Education Plan for 2022-23 to 2025-26 as presented.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Director Derkson</i> <i>Carried</i></p>
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8.2 Accountability Pillar Results Report

The item has been deferred to a future meeting as results are not yet available.

8.3 Approve 2023-24 School Budget

The item has been deferred to a future meeting pending completion of Collective Agreement negotiations.

8.4 Stakeholder Survey Results

Principal Vigfusson provided a summary of the numerical survey results, as included in the agenda package. The comments results portion will be compiled and shared at the August Board Retreat. Discussion followed.

8.5 CASS Conference for Superintendent

Superintendent Lindquist provided background information and details about the upcoming CASS Conference scheduled for August 15-17, 2023, as included in the agenda package. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	May 17, 2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

<i>Motion 2023-05-17-04</i>	<p><i>Moved that the Board provide authorization for Mr. Terry Moghrabi to attend the CASS Summer Conference.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Director Derkson</i> <i>Carried</i></p>
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8.6 Counsellor’s Report

Principal Vigfusson shared a summary from Shandra Klausing with ECSS. She has worked with nine different student groups on topics such as anxiety, test anxiety and social skills. She worked with numerous students on an individual basis. ECSS has completed psycho-ed assessments for a number of students. Superintendent Lindquist is working with ECSS to create a student survey to assess the effectiveness of the program. Those surveys will be completed in coming weeks. Discussion followed.

8.7 FANHS Update

FANHS Vice President Chelsea Ladouceur spoke on behalf of FANHS and provided a verbal report. Both executives for School Council and FANHS were fully seated in 2022-23. Numerous fundraising activities and family events have been held throughout the year. The return of the hot lunch program has been very well received. Efforts to improve communication with parents are ongoing. A Joint Annual Planning meeting is scheduled between School Council, FANHS and school administration to collaborate on organizational priorities. Discussion followed.

9. Board Work Plan

The Board reviewed the Work Plan for 2022-23, as included in the agenda package.

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

Director Smith indicated that she attended the April 27 Special General Meeting. A draft code of conduct was presented to members for review with approval to occur at an upcoming meeting. The Spring General Meeting is scheduled for June 10, 2023.

11. Receipt of Reports

<i>Motion 2023-05-17-05</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	May 17,,2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

12. Correspondence Sent

None.

13. Correspondence Received

- EDC Minister – High School Expansion Funding

14. Motion to Move In Camera

<i>Motion 2023-05-17-06</i>	<p><i>Moved that the meeting move in camera at 8:04 p.m.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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Motion to Move Out of Camera:

<i>Motion 2023-05-17-07</i>	<p><i>Moved that the meeting move out of camera at 8:26 p.m.</i></p> <p><i>Moved: Director Guthrie</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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15. New Business

15.1 Matters Arising from In Camera Meeting

<i>Motion 2023-05-17-08</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 #0346</i> <p><i>Moved: Director Guthrie</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	May 17, 2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

<i>Motion 2023-05-17-09</i>	<p><i>Moved that the Board ratify the substitute teacher employment offer for the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0347</i> <p><i>Moved: Director Guthrie</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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<i>Motion 2023-05-17-10</i>	<p><i>Moved that the Board ratify the temporary teacher employment contracts for the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0348</i> • <i>Employee #0321</i> <p><i>Moved: Director Smith</i> <i>Seconded: Director Guthrie</i> <i>Carried</i></p>
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<i>Motion 2023-05-17-12</i>	<p><i>Moved that the Board approve the leave without pay request for the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0129</i> <p><i>Moved: Director Smith</i> <i>Seconded: Director Guthrie</i> <i>Carried</i></p>
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16. Adjournment

Chair Hanson adjourned the meeting at 8:29 p.m.

Next Board Meeting: Wednesday, June 21, 2023 at 7:00 p.m., to be held virtually via Zoom.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Special Board	Date:	May 30,,2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

May 30, 2023, 7:00 p.m.

Board Members Present at Call to Order:

Dan Hanson CHAIR	Jason Clarke VICE-CHAIR	Vincent Tong SECRETARY AND TREASURER
Ijeoma Ukiwe DIRECTOR	Michelle Smith DIRECTOR	

Administration Present at Call to Order:

Dean Lindquist SUPERINTENDENT	Patti Dundas SECRETARY-TREASURER	
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Members and Guests in Attendance:

Rebecca Koziak		
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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.

3. Adoption of Agenda

<p><i>Motion 2023-05-30-01</i></p>	<p><i>Moved that the agenda for the Board Meeting of May 30, 2023 be adopted as presented.</i></p> <p><i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Special Board	Date:	May 30,,2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

4. Disclosure of Conflict of Interest

Vice Chair Clarke indicated that he will not be participating in the discussion or vote relating to the Classified Staff Handbook.

5. Motion to Move In Camera

<i>Motion 2023-05-30-02</i>	<p><i>Moved that the meeting move in camera at 7:03 p.m.</i></p> <p><i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Ukiwe</i> <i>Carried</i></p>
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Motion to Move Out of Camera:

<i>Motion 2023-05-30-03</i>	<p><i>Moved that the meeting move out of camera at 7:25 p.m.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Director Ukiwe</i> <i>Carried</i></p>
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6. Business Arising from In Camera Meeting

6.1 Ratification of Memorandum of Agreement Between NHCSS and the ATA

<i>Motion 2023-05-30-04</i>	<p><i>Moved that the Board ratify the September 1, 2022 through August 31, 2026 newly negotiated Memorandum of Agreement.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Special Board	Date:	May 30,,2023	Initials:	Chair	
Approved:	DRAFT	Recorded By:	A. DeJong		Secretary	

6.2 Classified Staff Handbook

<i>Motion 2023-05-30-05</i>	<p><i>Moved that the Board approve the revised Classified Staff Handbook as presented to include adjusted salary grids and the addition of a twelve month employee.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Director Ukiwe</i> <i>Vice Chair Clarke abstained from the vote.</i> <i>Carried</i></p>
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7. New Business

7.1 Approve 2023-24 School Budget

Secretary Treasurer Dundas provided an overview of the Budget Principles and the proposed School Budget for 2023-24, as previously discussed with the Finance Committee. Discussion followed.

<i>Motion 2023-05-30-06</i>	<p><i>Moved that the Board approve the 2023-24 School Budget, as presented.</i></p> <p><i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Ukiwe</i> <i>Carried</i></p>
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8. Adjournment

Chair Hanson adjourned the meeting at 7:40 p.m.

Next Board Meeting: Wednesday, June 21, 2023 at 7:00 p.m., to be held virtually via Zoom.



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

MEMORANDUM

June 15, 2022

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

2023/24 NHS Charter School Review

We received notification from Alberta Education that New Horizons Charter School will have a Charter School Review during the 2023/24 school year. Charter Schools are reviewed in their 12th year of a 15-year charter.

Attached is the Charter School Evaluation and Renewal Process that is used to frame the evaluation. The evaluation is extensive. Most of the data will be drawn from the Accountability Pillar results for the 2022/23 school year. Once these results are received from the department, data collection, verification and analysis can begin. This process will assist administration in providing the information to staff and parents as there will be interviews conducted during the evaluation process.

The Charter School Review process will be an asset in planning for the Charter Renewal in three years time.

Thank You and Farewell

New Horizons Charter School is an amazing school! Over the past four years I have thoroughly enjoyed getting to know the students, staff and many parents. Perhaps what I have enjoyed most is how the entire school – classrooms and hallways – are learning spaces where students can be found working diligently on their assigned tasks. During my walk abouts, getting to talk to the students about the work is always fascinating. In watching these student be successful, it is clear that our students do well academically and socially and emotionally! The school's provincial accountability measures, including provincial achievement test scores, are some of the highest in the province. Our students are amazing!

Parents play a critical role at NHS. The School Council and FANHS support the school, and specifically the students, throughout the school year. Students receive many valuable opportunities to support their learning as a result of these two organizations. Parents also are involved in many other supports for students including supervision and the hot lunch program, just to name a few. The work that parents do to support the school and to influence a positive school culture is so important.

I would like to thank the teachers and support staff at the school. Our staff strive to address the individual and collective learning needs of our students. Each of the staff stay current in best practices for supporting gifted students. This level of excellence is supported by the great work of our principal and vice-principal. They ensure our staff have the expertise and resources to support gifted learners is essential.

Good board governance is never easy. Over the past four years I have been fortunate to work with and support a board that cares so much about the school and its students and staff. Advocacy with the government is such an

important role and is one that the board continues to address to ensure it fulfills its commitment to our charter. Good governance is vital in ensuring that the school runs effectively and is visible in every board action. This board demonstrates the importance of good governance through its ongoing consideration and evaluation of processes. It has been a pleasure working closely with the board.

In closing, I wish New Horizons School and community continued success in providing strong educational programming and supports to its students and families. I will always cherish the time I spent with New Horizons Charter School in supporting teaching and learning.

Sincerely,

Dean Lindquist

Charter School Evaluation and Renewal Process

3rd year of 5 year term and 12th year of 15 year term

Winter of third year or
12th year of charter term

School completes self-evaluation, addressing twelve charter renewal criteria on next page – 10 pages maximum

Spring after
self-evaluation

Two day charter evaluation by Field Services managers

- Focus on charter renewal criteria (see next page)
- Interview superintendent, principal, staff, students, parents, board

Before end of
school year

Presentation of evaluation report to the charter board

- Required changes / Recommended changes / Commendations
- Formative process that supports continuous improvement for the charter school.

September after
presentation of
evaluation

Action Plan addressing Required Changes and Recommended Changes

- Field Service manager works with the charter school on their Action Plan.

Year before last year
of charter term

Implementation of Action Plan

Last year of charter
Term (before Dec 1)

Charter Renewal Request to Minister

Within 90 days

Written decision about charter term and conditions

New charter term

Ongoing Field Service Monitoring of Charter Schools through assurance process

Charter School Evaluation Criteria

Charter authority evaluations are part of the charter renewal process as referenced in sections 7 and 8 of the Charter Schools Regulation.

Evaluation Criteria	Criteria Description	Pertinent Charter Schools Regulation Section
1. Charter Conditions	The school meets the terms and conditions of its charter and has performance measures that show clear evidence of success.	7(3)(a)
2. Provincial Requirements	The school operates in a manner consistent with all applicable provincial requirements.	7(3)(b)
3. Governance	The charter school is governed effectively.	7(3)(a) and (c)
4. Administration	The school is administered effectively.	7(3)(a) and (c)
5. Fiscally viable	The school is fiscally viable and responsible.	7(3)(c)
6. Successful	The students, parents, staff, school council and community members consider the school program to be successful.	7(3)(d)
7. Student Success	Student success is determined in accordance with Ministerial Order (#028/2020)	7(3)(a) and (d)
8. Sharing Practices	The charter school shares its innovative practices and learning outcomes with the education community.	7(3)(a) and section 13
9. Student Achievement	Student achievement at the charter school is consistently strong or improving.	8(1)(a)
10. Continuous Improvement	The charter school exhibits in multiple ways ongoing commitment to engaging students, teachers, parents and community members in a model of continuous improvement.	8(1)(b)
11. Community Engagement	The charter school works collaboratively with stakeholders and demonstrates broad and sustained levels of community engagement.	8(1)(b)
12. Research-Informed	The charter school uses research-informed practices to create innovative learning environments and improve student learning.	8(1)(d)



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

MEMORANDUM

June 21, 2023

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

Background:

Attached for the information of the Board of Directors is the Quarterly Financial Report for the period ended May 31, 2023.

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; he and Secretary Treasurer Dundas will be prepared to speak to it and to respond to questions that Directors may have.

Recommendations:

It is recommended that the Quarterly Financial Report for the period ended May 31, 2023 be received as information.

Patti Dundas – Secretary Treasurer

Function	DESCRIPTION	Account No	2022-23 Budget	31-Mar-23	30-Apr-23	31-May-23	End of Q3 Actual Results	Budget Residual	% of Budget Residual
REVENUES			\$ 4,575,730.56	\$ 429,103.84	\$ 403,688.14	\$ 435,820.27	\$ 3,672,569.87	\$ 903,160.69	20%
	Alberta Education		\$ 4,059,052.98	\$ 396,212.14	\$ 353,459.73	\$ 338,720.23	\$ 3,172,950.02	\$ 886,102.96	22%
	Alberta Infrastructure		\$ 373,638.59	\$ 30,380.96	\$ 30,380.96	\$ 30,380.96	\$ 275,695.41	\$ 97,943.18	26%
	Other Government of Alberta		\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ (500.00)	#DIV/0!
	Other Alberta School Jurisdictions		\$ 18,182.91	\$ 508.92	\$ 508.92	\$ 508.92	\$ 4,724.25	\$ 13,458.66	74%
	Fees		\$ 88,450.00	\$ (620.03)	\$ 13,028.25	\$ 5,451.35	\$ 124,808.79	\$ (36,358.79)	-41%
	Sales & Services		\$ 12,500.00	\$ 1,012.64	\$ 1,167.88	\$ 58,586.50	\$ 68,794.67	\$ (56,294.67)	-450%
	Investments		\$ 5,500.00	\$ 1,017.82	\$ 1,185.39	\$ 1,149.83	\$ 7,703.20	\$ (2,203.20)	-40%
	Gifts		\$ 5,906.08	\$ 591.39	\$ 642.41	\$ 591.39	\$ 5,115.41	\$ 790.67	13%
	Fundraising		\$ 12,500.00	\$ -	\$ 3,314.60	\$ 431.09	\$ 12,278.12	\$ 221.88	2%
	Amortization		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
EXPENDITURES			\$ 4,933,579.82	\$ 488,166.53	\$ 485,599.23	\$ 464,082.91	\$ 3,860,384.96	\$ 1,073,194.86	22%
	Salary Certificated		\$ 2,253,222.31	\$ 199,291.82	\$ 175,965.58	\$ 176,396.76	\$ 1,603,529.90	\$ 649,692.41	29%
	Salary Non-Certificated		\$ 470,509.00	\$ 44,006.74	\$ 38,743.34	\$ 45,898.80	\$ 371,385.68	\$ 99,123.32	21%
	Honorariums		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	Benefits Certificated		\$ 481,445.00	\$ 47,123.86	\$ 47,224.99	\$ 49,303.91	\$ 366,996.04	\$ 114,448.96	24%
	Benefits Non-Certificated		\$ 143,322.00	\$ 14,606.45	\$ 13,123.54	\$ 18,660.49	\$ 139,201.03	\$ 4,120.97	3%
	Prof. & Tech. Services		\$ 464,307.00	\$ 58,273.04	\$ 52,027.81	\$ 35,235.13	\$ 390,889.92	\$ 73,417.08	16%
	Communications		\$ 21,275.00	\$ 1,785.04	\$ 13,596.06	\$ 1,051.99	\$ 30,985.45	\$ (9,710.45)	-46%
	Utilities		\$ 70,500.00	\$ 8,183.16	\$ 9,933.50	\$ 8,935.34	\$ 78,548.63	\$ (8,048.63)	-11%
	Bussing		\$ -	\$ 709.13	\$ 957.06	\$ 878.79	\$ 4,644.01	\$ (4,644.01)	#DIV/0!
	Student Transportation		\$ 45,000.00	\$ 247.50	\$ -	\$ -	\$ 21,004.50	\$ 23,995.50	53%
	Rentals/Leases		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	Fees Expense		\$ 137,150.00	\$ 5,970.13	\$ 12,115.69	\$ 24,253.16	\$ 103,178.43	\$ 33,971.57	25%
	Insurance		\$ 31,826.75	\$ 3,778.78	\$ 3,778.78	\$ 3,778.78	\$ 37,824.03	\$ (5,997.28)	-19%
	Supplies/Materials		\$ 338,703.14	\$ 69,701.25	\$ 79,913.60	\$ 59,087.03	\$ 370,972.99	\$ (32,269.85)	-10%
	Text, Library & Media		\$ 58,000.00	\$ -	\$ 3,723.25	\$ 5,897.05	\$ 26,113.59	\$ 31,886.41	55%
	Travel		\$ 7,100.00	\$ 166.10	\$ -	\$ -	\$ 1,823.93	\$ 5,276.07	74%
	Amortization		\$ 405,269.62	\$ 33,814.09	\$ 33,814.09	\$ 33,814.09	\$ 305,978.31	\$ 99,291.31	25%
	Bank Charges		\$ 5,950.00	\$ 509.44	\$ 681.94	\$ 891.59	\$ 7,308.52	\$ (1,358.52)	-23%
	Surplus (Deficit)		\$ (357,849.26)	\$ (59,062.69)	\$ (81,911.09)	\$ (28,262.64)	\$ (187,815.09)	\$ (170,034.17)	



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

MEMORANDUM

June 15, 2022

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

Review of Pilot Counselling Program

We have completed the first year of the Counselling Program and with ECSS (the provider) conducted a review of the program.

The survey was administered to students and teachers. Student responses were graphed and student and staff comments were also captured in the review. For the purpose of this report, only a high level report is being provided. It is recommended that administration review the program in greater detail with the board at a future retreat.

The following is a synopsis of the results of the review.

Number of groups – 19

- 6 Anxiety groups
- 9 Social Skills groups
- 2 Emotional Regulation groups
- 1 Self-Esteem group
- 1 Test Anxiety group

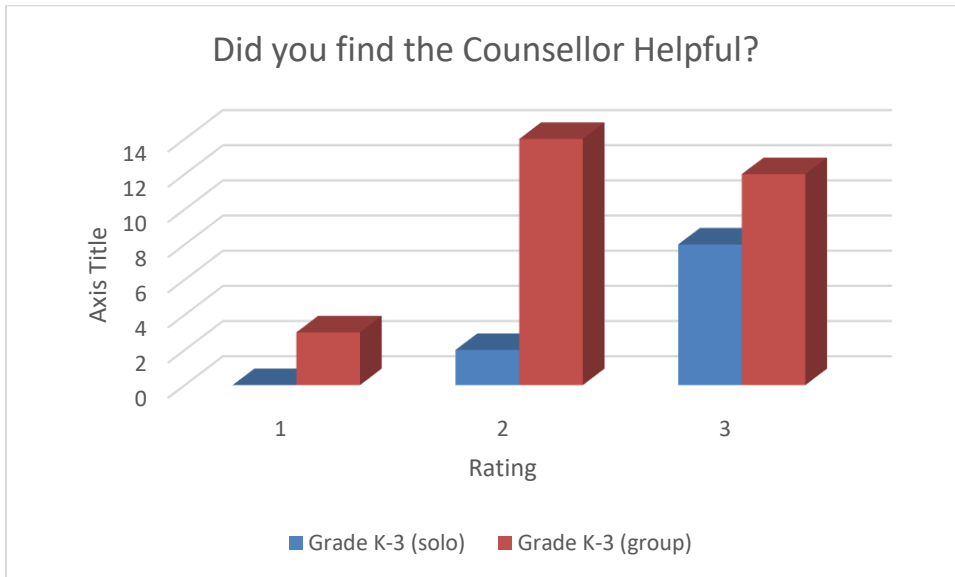
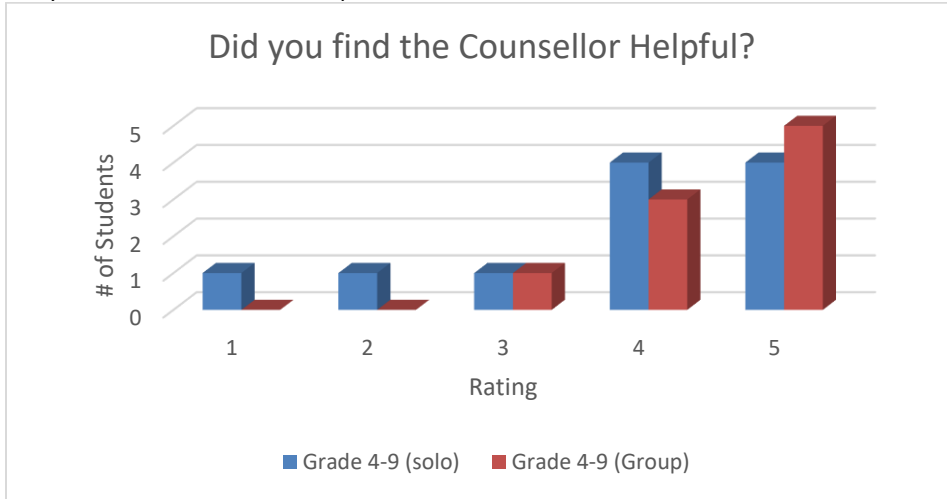
Number of students accessing program

- 22 K – grade 3 students participating individually or in groups sessions
- 53 grade 4 – 9 students participating individually or in group sessions

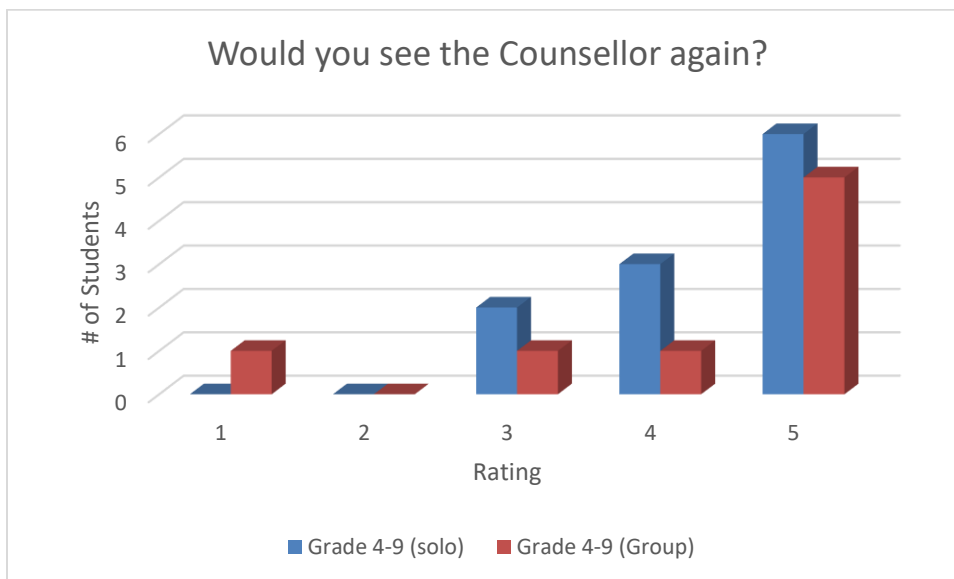
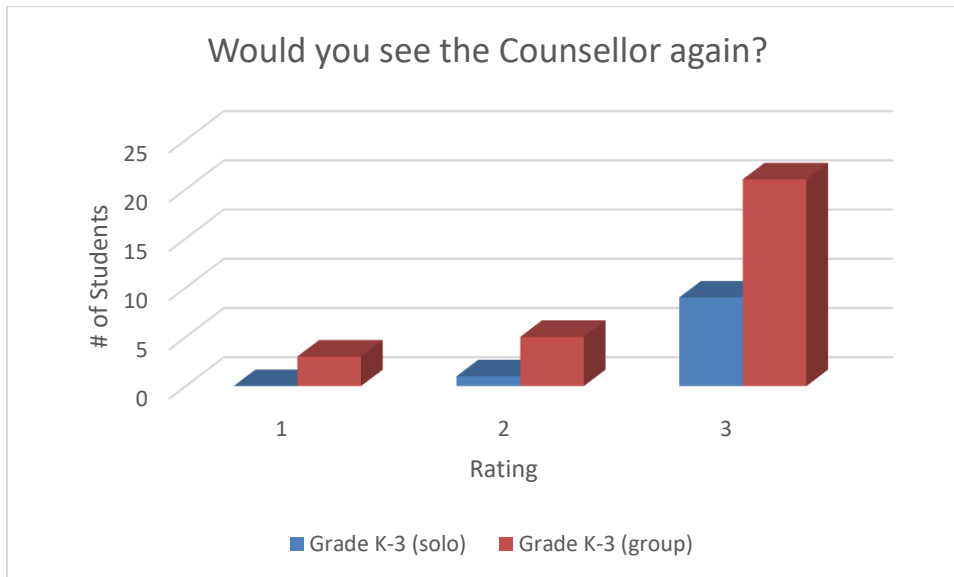
The survey results are positive.

Questions

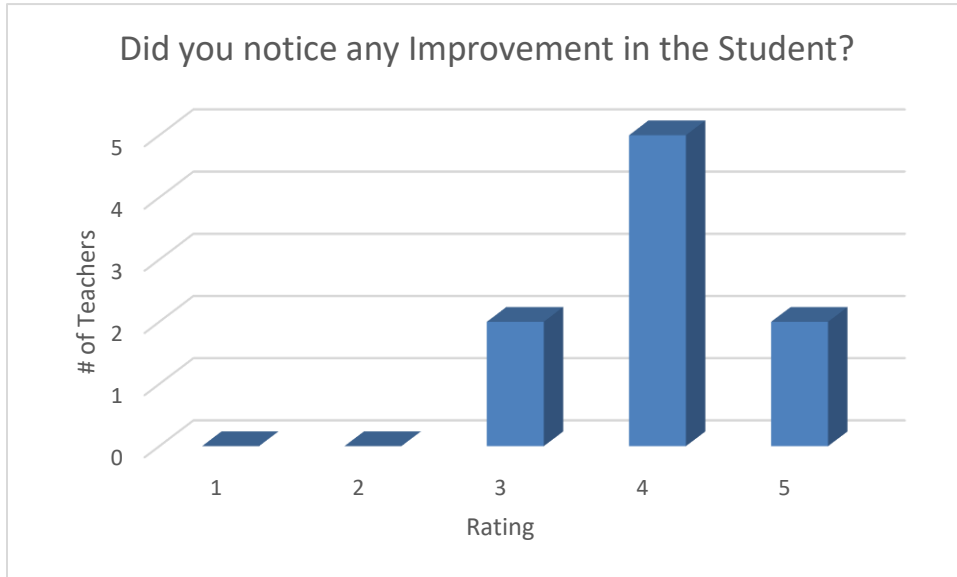
Did you find the Counsellor helpful?



Would you see the counsellor again?



Teachers also viewed the program positively in terms of overall improvement. It is important to keep in mind that the number of teachers (and students in the above charts) is limited. Getting one or two more years of data will assist in determining the efficacy of the overall program.



Some comments from the review will be shared at the board meeting in order to provide the directors with an overall perspective of the program.

Summary

The overall effectiveness of the program was positive and was a good support for students. There were many positive outcomes for students. Many students identified that the program was helpful and that they would access the program again. Teachers identified that the program was important for students and was helpful. There were challenges for teachers in scheduling so that they did not miss important class work and also wishing there was more counselling time available.

We were very fortunate that ECSS was able to support this program for our students. They provided an exceptional counsellor and other psychologists at a very reasonable cost. The program is scheduled to continue next year and it is recommended that we re-evaluate the program again next year with the same questions so as to increase the amount of data we have access to for evaluating the program.

Sincerely,

Dean Lindquist



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

MEMORANDUM

Date: June 21, 2023

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Selection of Date for Society SGM and Election

Background:

The New Horizons Charter School Society holds a Special General Meeting for the purpose of election of Directors prior to October 10 of each school year (Bylaw 6.1.5.1). As such, to enable planning for the SGM, it is necessary for the board to select a date for the SGM this fall.

Bylaws state that the Secretary of the Society delivers a notice of the SGM Meeting to each Member at least 21 days before the SGM. The date of the SGM in 2022 was Wednesday, October 5. A recommended date for the SGM is Wednesday, October 4, 2023, as elections must be held on or before October 10.

If this date is selected, notice of the SGM must be sent out on or before September 13, 2023.

Recommendations:

It is recommended that the Board select 7:00 p.m., October 4, 2023, as the date and time for the SGM.

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

Dean Lindquist



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

MEMORANDUM

Date: June 21, 2023

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Selection of Date for Board Summer Retreat

Background:

The Board holds two retreats annually with one in the spring and one in the summer/fall. The summer retreat last year was held on August 20, 2022.

With the school year starting on August 31 (first day of school for students), the Board may wish to consider two dates in their discussion. Saturday, August 19 and Saturday, August 26 both work as potential retreat dates. The August 19th date breaks up summer vacation a week early, but it is feasible as a date. August 26 pushes up against the start of the school year and may provide for a seamless beginning of the school year for board and administration.

It is recommended that the Board determine the preferred date for the Summer Retreat. The agenda will be developed and sent out to the Board at least one week prior to the Retreat.

As information, the Summer/Fall Retreat includes the following types of information:

- Budget
- Superintendent Update
- Secretary Treasurer Update
- Stakeholder Survey Results Overview
- Education Plan Priorities Overview
- Board Work Plan
- Fall Meetings
- Other items as determined by the Board Chair and Superintendent

It is also recommended that the Retreat be scheduled to be in-person and held at the school. The room used can be organized to provide for physical distancing.

Recommendations:

It is recommended that the Board choose and approve either Saturday, August 19, 2023 or Saturday, August 26, 2023 for the board retreat.

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

Dean Lindquist



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

MEMORANDUM

Date: June 21, 2023

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: 2023-24 School Fees Approval

Background:

School Fees are listed in the chart below. Some fees such as golf and track & field are new and are therefore difficult to determine. Any unexpected increases will be brought to the board for approval.

New Horizons School Fees 2023-2024	
Required Fees	
Lunch Supervision Grade 1-9 (One Child)	\$95.00
Lunch Supervision Grade 1-9 (for each additional child)	\$30.00
Lunch Supervision Kindergarten	\$50.00
Technology Fee Grades 3-9	\$50.00
Technology Fee Grades 1-2	\$25.00
Grade 5/6 CTF	\$5.00
Kindergarten Cooking & T-Shirt	\$30.00
Field Trip Kindergarten	\$75.00
Field Trip Grade 1	\$65.00
Field Trip Grade 2	\$100.00
Field Trip Grade 3	\$65.00
Field Trip Grade 4	\$65.00

Field Trip Grade 5	\$65.00
Field Trip Grade 6	\$65.00
Field Trip Grade 7	\$65.00
Field Trip Grade 8	\$65.00
Field Trip Grade 9	\$65.00
<i>Other field trip fees may be applied as the year progresses to take advantage of unforeseen opportunities.</i>	
Optional Fees	
Junior High Optional Course Fees	
Active Community Living (ACL)	\$200.00
Art	\$30.00
American Sign Language (ASL)	\$65.00
Community Helpers	\$10.00
Band	\$80.00
Band Instrument Rental (varies between instruments), monthly fee	\$25.00 to \$50.00
Breakout EDU	\$30.00
Creative Writing	\$7.50
Drama	\$80.00
Fashion and Design	\$25.00
Foods	\$50.00
Foods Science	\$20.00
Forensics	\$20.00
Horticulture	\$25.00
Outdoor Pursuits	\$5.00
Science Challenge	\$5.00
Special FX	\$15.00
Textile Art	\$40.00
World Literature	\$5.00

Extracurricular Fees

Grade 5/6 Volleyball	\$5.00
Grade 5/6 Basketball	\$5.00
Grade 5/6 Badminton	\$5.00
Grade 5/6 Team Shirt Purchase	\$20.00
Golf	\$200.00
Junior High Basketball Boys/Girls	\$400.00
Junior High Basketball Uniform Rental	\$10.00
Junior High Basketball Uniform Purchase	\$30.00
Junior High Volleyball Boys/Girls	\$400.00
Junior High Volleyball Uniform Purchase	\$30.00
Junior High Badminton Boys/Girls	\$30.00
Junior High Badminton Team Shirt Purchase	\$20.00
Track and Field	\$50.00
Grade Nine Adventure Trip	\$500.00
Reach	\$25.00
Winter Activity Day	\$50.00
Choir	\$25.00
Ukulele Club	\$25.00
Drama Club	\$10.00
<i>Other extracurricular fees may arise during the school year.</i>	

Other Optional Fees	
Yearbook	\$25.00
Kanga Pouch Replacement	\$10.00
Agenda Replacement	\$10.00
<i>Other optional fees may arise during the school year.</i>	

Recommendations:

It is recommended that the Board approve the 2023-24 school fees schedule as presented.



Dean Lindquist

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 2022-23Set date for October Board meetingReceive report on provincial achievement test results (closed meeting)	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <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 electionsElect Board executive officers (must be within one week of SGM)Select members for Board standing committeesSet dates for Board meetings (motion required)Notify Service Alberta of change in executive officersIdentify Board signing authoritiesSign Board Member Code of Conduct – Policy #101Receive Accountability Pillar Results Report for October 2022Attend TAAPCS Annual General MeetingReceive enrolment report for September 30, 2022Conduct initial orientation session for new Board membersSet date for NHCS Society Annual General Meeting	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
November	<ul style="list-style-type: none">Conduct AGM of NHCS SocietyApprove revised budget for 2022-23Approve Annual Education Results Report 2021-22Approve Audited Financial Statement Year Ending Aug 31/22Receive Report #1 from School CouncilDetermine priorities, possible date for Stakeholder Forum	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
December	<ul style="list-style-type: none">Set date for March Board Planning RetreatReceive Counsellor's Report #1	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
January	<ul style="list-style-type: none">Receive Quarterly Financial Report for Sep - Nov 2022Review Policy 210 and associated Student Code of ConductApprove school calendar for 2023-24 in principleStakeholder Forum – Gather input on possible Education Plan priorities	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
February	<ul style="list-style-type: none">Provide final approval of school calendar for 2023-24Prepare breakfast for school staff – deferred to May 5, 2023Receive mid-year progress report on Three-Year Education Plan 2022-25	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
March	<ul style="list-style-type: none">Board Retreat – Identify priorities for upcoming Education PlanApprove Three-Year Capital Plan for 2023-24 to 2025-26Administer Board-developed Stakeholder Survey, deferred to April	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" 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 checked="" type="checkbox"/> ▪ Administer Board-developed Stakeholder Survey, deferred from April <input checked="" type="checkbox"/>
May	<ul style="list-style-type: none"> ▪ Provide approval to Education Plan 2022-23 to 2025-26 <input checked="" type="checkbox"/> ▪ Attend TAAPCS Spring General Meeting <input checked="" type="checkbox"/> ▪ Approve Budget for 2023-24, deferred <input checked="" type="checkbox"/> ▪ Receive Accountability Pillar Results Report for May 2023, deferred <input checked="" type="checkbox"/> ▪ Receive Board-developed stakeholder survey results <input checked="" type="checkbox"/> ▪ Consider salary adjustment for support staff, senior administration, deferred <input checked="" type="checkbox"/> ▪ Receive report from FANHS <input checked="" type="checkbox"/> ▪ Receive Counsellor's Report #2 <input checked="" type="checkbox"/> ▪ Prepare breakfast for school staff – deferred from February <input checked="" type="checkbox"/>
June	<ul style="list-style-type: none"> ▪ Assess Board Work Plan progress for 2022-23 <input type="checkbox"/> ▪ Receive Quarterly Financial Report for Mar – May 2023 <input type="checkbox"/> ▪ Schedule SGM of NHCS Society (requires 21 days' notice; must be on or before Oct 10) <input type="checkbox"/> ▪ Schedule September 2022 Board meeting (set for September 20, 2023) <input checked="" type="checkbox"/> ▪ Set date for Summer Board Housekeeping Retreat <input type="checkbox"/> ▪ Receive Report #2 from School Council <input type="checkbox"/> ▪ Approve Budget for 2023-24, deferred from May (completed at May 31 Special Board Meeting) <input checked="" type="checkbox"/> ▪ Receive Accountability Pillar Results Report for May 2023, deferred from May <input type="checkbox"/> ▪ Consider salary adjustment for support staff, senior administration, deferred from May (completed at May 31 Special Board Meeting) <input checked="" type="checkbox"/>
Ongoing	<ul style="list-style-type: none"> ▪ Consider proposals for new or amended Board policies <input type="checkbox"/> ▪ Receive recommendations from Board committees <input type="checkbox"/>
Annually	<ul style="list-style-type: none"> ▪ Negotiate collective agreement with ATA (as needed) <input checked="" type="checkbox"/>
As Needed	<ul style="list-style-type: none"> ▪ Meet with: <input type="checkbox"/> <li style="padding-left: 20px;">- County Council <input type="checkbox"/> <li style="padding-left: 20px;">- MLAs <input type="checkbox"/>