

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

|                         |       |                     |              |                  |                  |  |
|-------------------------|-------|---------------------|--------------|------------------|------------------|--|
| <b>Type of Meeting:</b> | Board | <b>Date:</b>        | May 17,,2023 | <b>Initials:</b> | <b>Chair</b>     |  |
| <b>Approved:</b>        | FINAL | <b>Recorded By:</b> | A. DeJong    |                  | <b>Secretary</b> |  |

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**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

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| <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><br/><i>Seconded: Director Smith</i><br/><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**

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| <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><br/><i>Seconded: Director Guthrie</i><br/><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.

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**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.

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**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.

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| <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><br/> <i>Seconded: Director Derkson</i><br/> <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.

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| <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><br/> <i>Seconded: Director Derkson</i><br/> <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**

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| <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><br/> <i>Seconded: Director Smith</i><br/> <i>Carried</i></p> |
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**12. Correspondence Sent**

None.

**13. Correspondence Received**

- EDC Minister – High School Expansion Funding

**14. Motion to Move In Camera**

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| <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><br/> <i>Seconded: Director Smith</i><br/> <i>Carried</i></p> |
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**Motion to Move Out of Camera:**

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| <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><br/> <i>Seconded: Director Smith</i><br/> <i>Carried</i></p> |
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**15. New Business**

**15.1 Matters Arising from In Camera Meeting**

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| <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"> <li>• <i>Employee #0346</i></li> </ul> <p><i>Moved: Director Guthrie</i><br/> <i>Seconded: Director Smith</i><br/> <i>Carried</i></p> |
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| <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"> <li>• <i>Employee #0347</i></li> </ul> <p><i>Moved: Director Guthrie</i><br/><i>Seconded: Director Smith</i><br/><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"> <li>• <i>Employee #0348</i></li> <li>• <i>Employee #0321</i></li> </ul> <p><i>Moved: Director Smith</i><br/><i>Seconded: Director Guthrie</i><br/><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"> <li>• <i>Employee #0129</i></li> </ul> <p><i>Moved: Director Smith</i><br/><i>Seconded: Director Guthrie</i><br/><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.*