

The background of the page features a photograph of a school sign. The sign is mounted on two concrete pillars and has a wooden plaque with the text "New Horizons School" in blue and green lettering. Behind the sign are several trees, including a large one with vibrant red autumn leaves and a tall evergreen tree to the right.

# **New Horizons Charter School Society**

## **Board Meeting**

**October 4, 2023**

**AGENDA****Type of Meeting:** Board**Date:** October 4, 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  
OCTOBER 4, 2023  
(Immediately following the conclusion of the SGM)  
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. | <b>Call to Order</b>   | D. Hanson   | 8:00 pm |
| 2. | <b>Statement of Territorial Acknowledgment</b>   | D. Hanson   | 8:01 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. | <b>Adoption of Agenda</b>  | D. Hanson   | 8:04 pm |
| 4. | <b>Disclosure of Conflict of Interest</b>  | D. Hanson   | 8:06 pm |
| 5. | <b>Approval of Minutes</b>   | D. Hanson   | 8:07 pm |
|    | 5.1 September 20, 2023 – attachment  |             |         |
| 6. | <b>Board Organization</b>  |             | 8:10 pm |
|    | 6.1 Selection of Officers – attachment   | T. Moghrabi |         |
|    | 6.2 Set Regular Meeting Dates (attachment, motion required)  | Board Chair |         |
|    | 6.3 Board Code of Conduct (attachment)   | Board Chair |         |
|    | 6.4 Board Committees – attachment  | Board Chair |         |
|    | 6.5 Signing Authorities (attachment, motion required)  | P. Dundas   |         |
| 7. | <b>New Business</b>  |             | 8:45 pm |
|    | 7.1 Set date for November 2022 Annual General Meeting (attachment)   | Board Chair |         |
| 8. | <b>Board Work Plan – attachment</b>  | Board Chair | 8:50 pm |
| 9. | <b>The Association of Alberta Public Charter Schools</b>   | Board Chair | 8:55 pm |
|    | 9.1 Annual General Meeting - October 21, 2023 in Calgary   |             |         |

## AGENDA

**Type of Meeting:** Board

**Date:** October 4, 2023

**Page:**2 of 2

<i>"TOWARDS NEW HORIZONS"</i>	<i>Is it in the best interest of our students?</i>	<i>Does it support excellence?</i>
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- |     |                    |             |         |
|-----|--------------------|-------------|---------|
| 10. | <b>In Camera</b>   | Board Chair | 9:05 pm |
| 11. | <b>Adjournment</b> | Board Chair | 9:15 pm |

**Next Board Meeting – October 25, 2023 at 7:00 p.m.**

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b>	Board	<b>Date:</b>	Sept 20,,2023	<b>Initials:</b>	<b>Chair</b>	
<b>Approved:</b>	DRAFT	<b>Recorded By:</b>	A. DeJong		<b>Secretary</b>	

**September 20, 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

Kristie Derkson  
DIRECTOR

Ijeoma Ukiwe  
DIRECTOR

**Board Members Joining During the Meeting:**

**Administration Present at Call to Order:**

Terry Moghrabi  
SUPERINTENDENT

Patti Dundas  
SECRETARY-TREASURER

Lori Vigfusson  
PRINCIPAL

**Members and Guests in Attendance:**

**1. Call to Order**

Chair Hanson called the meeting to order at 7:02 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.*

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b>	Board	<b>Date:</b>	Sept 20,,2023	<b>Initials:</b>	<b>Chair</b>	
<b>Approved:</b>	DRAFT	<b>Recorded By:</b>	A. DeJong		<b>Secretary</b>	

**3. Adoption of Agenda**

<i>Motion 2023-09-20-01</i>	<i>Moved that the agenda for the Board Meeting of September 20, 2023 be adopted as presented.</i>  <i>Moved: Director Derkson</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i>
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**4. Disclosure of Conflict of Interest**  
None.

**5. Approval of Minutes**

**5.1 Minutes of June 21, 2023**

<i>Motion 2023-09-20-02</i>	<i>Moved that the Board Meeting minutes of June 21, 2023 be approved as presented.</i>  <i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Smith</i> <i>Carried</i>
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**6. Administration Reports**

**6.1 Principal's Report**

Principal Vigfusson provided a verbal report and indicated that the return to school has gone smoothly. Implementation of new curriculum and early intervention testing is underway. Enrollment is the largest ever for NHS at 447 students, an increase of 20 over 2022-23. Meet the Teacher night was very well attended and the new format was well received. IPP Writing Day will be occurring on October 6. The Charter School Conference is scheduled for October 20; staff will attend by bus on October 19. Volunteer orientation is scheduled for September 27. Discussion followed.

**6.2 Secretary-Treasurer's Report**

Secretary-Treasurer Dundas summarized her written report including work done over the summer, financial audit, enrollment, contract renewals and budget 2023-24, as included in the meeting package. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b>	Board	<b>Date:</b>	Sept 20,,2023	<b>Initials:</b>	<b>Chair</b>	
<b>Approved:</b>	DRAFT	<b>Recorded By:</b>	A. DeJong		<b>Secretary</b>	

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**6.3 Superintendent's Report**

Superintendent Moghrabi expressed appreciation for the warm welcome and summarized his written report including the CASS Conference, Charter School Review, Education Plan Review and High School Planning, as included in the meeting package. Discussion followed.

**7. Board Reports**

**7.1 Board Chair's Report**

Chair Hanson indicated that he has received correspondence regarding Board meeting format and the need for the Board to consider the best format moving forward.

**7.2 Committee Reports**

**Finance and Audit Committee**

No report.

**Policy Guidelines and Bylaws Committee**

No report.

**Survey Committee**

No report.

**Public Relations Committee**

No report.

**Personnel Committee**

No report.

**High School Ad Hoc Committee**

No report.

**8. New Business**

**8.1 2023-24 School Fees Approval**

Secretary-Treasurer Dundas provided a brief overview of the proposed 2023-24 school fees, as discussed at the August Board Retreat and as included in the meeting package. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b>	Board	<b>Date:</b>	Sept 20,,2023	<b>Initials:</b>	<b>Chair</b>	
<b>Approved:</b>	DRAFT	<b>Recorded By:</b>	A. DeJong		<b>Secretary</b>	

<i>Motion 2023-09-20-03</i>	<p><i>Moved that the Board approve the 2023-24 school fees as presented.</i></p> <p><i>Moved: Director Smith</i>  <i>Seconded: Board Secretary and Treasurer Tong</i>  <i>Carried</i></p>
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**8.2 2023-24 Board Work Plan**

Superintendent Moghrabi provided an overview of the 2023-24 Board Work Plan, as discussed at the August Board Retreat and as included in the meeting package. Discussion followed.

<i>Motion 2023-09-20-04</i>	<p><i>Moved that the Board approved the 2023-24 Board Work Plan as presented.</i></p> <p><i>Moved: Director Derkson</i>  <i>Seconded: Vice Chair Clarke</i>  <i>Carried</i></p>
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**8.3 Schedule October Board Meeting**

Superintendent Moghrabi indicated the need to set a Board meeting date in October, as included in the meeting package. Discussion followed.

<i>Motion 2023-09-20-05</i>	<p><i>Moved that the Board set the following meeting dates:</i></p> <ul style="list-style-type: none"> <li>• <i>Wednesday, October 4, 2023, immediately following the SGM;</i></li> <li>• <i>Wednesday, October 25 at 7:00 p.m.</i></li> </ul> <p><i>Moved: Vice Chair Clake</i>  <i>Seconded: Director Smith</i>  <i>Carried</i></p>
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**8.4 Appointment of Auditor**

Secretary-Treasurer Dundas indicated the intent to request Yaremchuk & Annicchiarico as auditors for the 2023-24 school year at the upcoming Annual General Meeting, as included in the meeting package.

**9. Board Work Plan**

The Board reviewed the Work Plan for 2023-24, as included in the agenda package.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b>	Board	<b>Date:</b>	Sept 20,,2023	<b>Initials:</b>	<b>Chair</b>	
<b>Approved:</b>	DRAFT	<b>Recorded By:</b>	A. DeJong		<b>Secretary</b>	

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

Director Smith indicated that there will be a meeting on September 22 and that the AGM is scheduled for October 21 and will be held in Calgary.

**11. Receipt of Reports**

<i>Motion 2023-09-20-06</i>	<i>Moved that all reports be received as presented during the meeting.</i>  <i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Smith</i> <i>Carried</i>
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**12. Correspondence Sent**

- Minister of Education Successful Election Congratulations
- Honourable Nate Glubish Successful Election Congratulations
- MLA Kyle Kasawski Successful Election Congratulations

**13. Correspondence Received**

- Minister of Education – 2023-24 Budget Approval
- Minister of Education Response to Congratulations
- Honourable Nate Glubish Response to Congratulations
- MLA Kyle Kasawski Response to Congratulations

**14. Motion to Move In Camera**

<i>Motion 2023-09-20-07</i>	<i>Moved that the meeting move in camera at 8:29 p.m.</i>  <i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Smith</i> <i>Carried</i>
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**Motion to Move Out of Camera:**

<i>Motion 2023-09-20-08</i>	<i>Moved that the meeting move out of camera at 9:24 p.m.</i>  <i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Derkson</i> <i>Carried</i>
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NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b>	Board	<b>Date:</b>	Sept 20,,2023	<b>Initials:</b>	<b>Chair</b>	
<b>Approved:</b>	DRAFT	<b>Recorded By:</b>	A. DeJong		<b>Secretary</b>	

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**15. New Business**

**15.1 Matters Arising from In-Camera Meeting**

<i>Motion 2023-09-20-09</i>	<i>Moved that the Board ratify the part-time employment offer for the following:</i> <ul style="list-style-type: none"><li>• <i>Employee #0346</i></li></ul> <i>Moved: Director Derkson</i> <i>Seconded: Director Smith</i> <i>Carried</i>
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<i>Motion 2023-09-20-10</i>	<i>Moved that the Board approve the request for unpaid leave for the following:</i> <ul style="list-style-type: none"><li>• <i>Employee #0261</i></li></ul> <i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Derkson</i> <i>Carried</i>
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**16. Adjournment**

Chair Hanson adjourned the meeting at 9:04 p.m.

*Next Board Meeting: Wednesday, October 4, 2023, immediately following the SGM, to be held in person.*



**Terry Moghrabi**  
Superintendent  
Phone: 780-212-1158  
Email: Tmoghrabi@newhorizons.ca

**MEMORANDUM**

Date: September 28, 2023

To: Board of Directors

From: Terry Moghrabi- Superintendent

Re: Selection of Officers

**Background:**

The Board of Directors will need to select their table officers for the 2023-24 school year. Society Bylaws (article 6.2.1) indicate that "The Officers of the Society are the Chair, Vice Chair, Secretary, and Treasurer." Article 6.3 of the Society Bylaws provides a brief role and responsibility statement for each of these positions.

The Board of Directors fill these positions following the election of the directors at the Special General Meeting of the Society. The bylaws state:

**6.1.5.3 Appointment of Officers**

Within one week following the election, the Board of Directors shall elect a Chair, a Vice Chair, a Secretary, and a Treasurer from amongst themselves. The results of this election shall be communicated to the Members by written notice within seven (7) days.

For the last number of years, the appointment of officers has taken place at the board meeting immediately following the SGM.

**Recommendations:**

It is recommended that the Board elect directors to each of the table officer positions.

A handwritten signature in black ink, appearing to read "T. Moghrabi".

Terry Moghrabi



**Terry Moghrabi**  
Superintendent  
Phone: 780-212-1158  
Email: Tmoghrabi@newhorizons.ca

## **MEMORANDUM**

Date: September 28, 2023

To: Board of Directors

From: Terry Moghrabi- Superintendent

Re: Selection of Board of Directors Meeting Dates – September 2023 – September 2024

### **Background:**

Bylaws state that the Board must hold nine meetings throughout the year (Article 6.1.7.1). The regular monthly meetings are scheduled at the Board Organizational Meeting. Traditionally, the meetings are held on the third Wednesday of each month during the school year. However, there are times when board business or other issues arise where the meeting may move back or forward one week.

The suggested schedule of meetings for the 2023-24 school year are:

- October 25, 2023 (approved at 2023-09-20 Board Meeting)
- November 22, 2023 (Fall break is November 6 – 10)
- December 20, 2023 (optional)
- January 24, 2024 (Students return from Winter Break on January 8)
- February 21, 2024 (February 19 is Family Day)
- March 20, 2024 (Spring Break begins March 22)
- April 17, 2024 (April 1 is Easter Monday)
- May 15, 2024 (Victoria Day May 20)
- June 19, 2024
- September 18, 2024 (2024-25 school year)

### **Recommendations:**

It is recommended that the Board select and approve through resolution monthly meetings for the 2023-24 school year.

A handwritten signature in black ink, appearing to read "T. Moghrabi".

Terry Moghrabi



**Terry Moghrabi**  
Superintendent  
Phone: 780-212-1158  
Email: Tmoghrabi@newhorizons.ca

**MEMORANDUM**

Date: September 28, 2023

To: Board of Directors

From: Terry Moghrabi - Superintendent

Re: Director Code of Conduct

**Background:**

Directors review the Board of Director's Code of Conduct annually. In addition, Directors also acknowledge their understanding of the Code of Conduct by signing a declaration that is submitted to the Society.

In the board package is the Director's Code of Conduct for their review and signature.

The board may also wish to review the Code of Conduct and discuss its contents at the board meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Moghrabi", with a stylized flourish at the end.

Terry Moghrabi

**POLICIES****Approved:** 2009-06-10**Amended:****Policy #101****Section:** Board Governance**Page:** 1 of 1

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**#101 Role of the Board and Board Member Code of Conduct**

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**POLICY STATEMENT**

The Board of NHCSS will function as the governing Board of the School. The Board shall provide overall direction and leadership for the School. Board members shall conduct themselves in an ethical and responsible manner.

**GUIDELINES**

1. The Board is responsible for:
  - a. ensuring that the practices of the School and the Board are consistent with applicable legislation, the Charter, Board policies, and contractual obligations;
  - b. developing policies;
  - c. developing Bylaws of NHCSS;
  - d. appointing and evaluating a Superintendent as the Chief Education Officer of the School;
  - e. appointing a Secretary Treasurer as the Chief Financial Officer of the School;
  - f. in conjunction with the Superintendent, appointing a Principal of the School;
  - g. directing and monitoring the finances of the School including approving the annual budget and audited financial statements;
  - h. evaluating the levels of satisfaction held by students, parents and staff; and
  - i. establishing Board committees.
2. Board members shall:
  - a. be aware of their legal and fiduciary responsibilities;
  - b. be informed about current issues and participate actively in decision making;
  - c. act in the best interest of the school community;
  - d. abide by and support all decisions of the board;
  - e. declare conflicts of interest and excuse themselves from Board deliberations;
  - f. be aware that communication of Board decisions is the responsibility of the Chair;
  - g. maintain the confidentiality of the business of the Board, and
  - h. act in a respectful and responsible manner when dealing with the school community.

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Board Director's Name (please print)

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Board Director's Signature

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Date



**Terry Moghrabi**  
Superintendent  
Phone: 780-212-1158  
Email: Tmoghrabi@newhorizons.ca

**MEMORANDUM**

Date: September 28, 2023  
To: Board of Directors  
From: Terry Moghrabi - Superintendent  
Re: Board Committees

**Background:**

The Board of Directors will need to appoint Directors to serve on the various committees of the Board. The Board of Directors identify the following Standing Committees:

- Audit Committee
- Policies, Guidelines and Bylaws Committee
- Personnel Committee
- Survey Committee
- Public Relations Committee

Board Policy #103 Board Committees identifies rules around committee membership and in some cases, who shall chair the committee (e.g. Audit Committee).

The Society Bylaws enable the Board of Directors to establish Ad Hoc Committees and to hold Committee of the Whole Meetings throughout the year.

Attached with this memorandum is a list of committees and their members for the past three years.

**Recommendations:**

It is recommended that the Board appoint directors to each of the committees.

A handwritten signature in black ink, appearing to read "T. Moghrabi", with a stylized flourish at the end.

Terry Moghrabi

## Board Officers & Committee Members 2023-24

Position / Committee	2021-22	2022-23	2023-24
<b>Chair</b>	Dan Hanson	Dan Hanson	
<b>Vice Chair</b>	Jason Clarke	Jason Clarke	
<b>Secretary</b>	Vincent Tong	Vincent Tong	
<b>Treasurer</b>	Vincent Tong	Vincent Tong	
<b>Audit Committee</b>			
<i>Membership: Board Treasurer</i>			
<i>(must chair); 2 or more Board</i>	Vincent Tong - Chair	Vincent Tong - Chair	
<i>members; 2 community</i>	Shaun Guthrie	Shaun Guthrie	
<i>Members as specified in Policy</i>	IJ Ukiwe	IJ Ukiwe	
	Niharika Sreekumar	Trevor Panas	
		Niharika Sreekumar	
<b>Policies, Guidelines, Bylaws Committee</b>			
<i>Membership: Unspecified; Board</i>			
<i>member must chair</i>	Jason Clarke - Chair	Jason Clarke - Chair	
	Dan Hanson	Dan Hanson	
	Kristie Derkson	Kristie Derkson	
	Lisa Tose	Michelle Smith	
	Michelle Smith	Raena Schindel	
<b>Personnel Committee</b>			
<i>Membership: Board members</i>			
<i>only; unspecified number;</i>	Dan Hanson - Chair	Dan Hanson - Chair	
<i>Board Chair must chair</i>	Vincent Tong	Vincent Tong	
	Kristie Derkson	Kristie Derkson	
<b>Survey Committee</b>			
<i>Membership: Board members</i>	Shaun Guthrie	Shaun Guthrie	
<i>only; unspecified number</i>	Michelle Smith		

## 2023-24 Board Structure and Committees

Position / Committee			
	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>
<b>Public Relations Committee</b>			
<i>Membership: Unspecified;</i>			
<i>School Council &amp; FANHS to be</i>	Dan Hanson	Dan Hanson	
<i>invited to submit</i>	Jason Clarke	Jason Clarke	
<i>representation;</i>			
<i>Board member must chair</i>	Elizabeth Macve	Elizabeth Macve	
	Sarah Jane Lovgren	Sarah Jane Lovgren	
		Michelle Smith	

High School Ad Hoc	Dan Hanson	Dan Hanson	
	Shaun Guthrie	Shaun Guthrie	
	Kristie Derkson	Kristie Derkson	
	Jason Clarke	Jason Clarke	
	Michelle Smith	Michelle Smith	
<b>TAAPCS</b>	Michelle Smith	Michelle Smith	





**Patti Dundas**

Secretary Treasurer

Phone: 780-416-2353

Email: pdundas@newhorizons.ca

## **MEMORANDUM**

Date: October 4, 2023

To: Board of Directors

From: Patti Dundas – Secretary Treasurer

Re: Signing Authorities for New Horizons Charter School Society

### **Background:**

It has been the usual practice of the Board of Directors to confirm and/or appoint signing authorities for the New Horizons Charter School Society at the first board meeting in the fall, immediately following Board elections.

For the 2023-24 school year, at this time, in this context, the following recommendations are presented for the consideration of the Board.

### **Recommendations:**

The following recommendations are presented for the consideration of the Board of Directors:

- That the following individuals serve as signing authorities for the New Horizons Charter School Society:
  - 2023-24 (Board Chair)
  - 2023-24 (Board Treasurer)
  - Terry Moghrabi (Superintendent)
  - Patti Dundas (Secretary-Treasurer)
  - Lori Vigfusson (Principal)
- That payments be approved in Plooto or cheques be signed by one Director and one member of Administration.

Patti Dundas



**Terry Moghrabi**  
Superintendent  
Phone: 780-212-1158  
Email: Tmoghrabi@newhorizons.ca

**MEMORANDUM**

Date: September 28, 2023

To: Board of Directors

From: Terry Moghrabi - Superintendent

Re: Selection of Date for Society AGM

**Background:**

The New Horizons Charter School Society holds an Annual General Meeting prior to November 30 of each school year. Bylaws state that the Secretary of the Society delivers a notice of the AGM Meeting to each Member at least 21 days before the AGM. The notice shall include the time and location of the meeting and any business requiring a special resolution.

The AGM agenda shall deal with following matters:

- a. approving minutes of the last General Meeting;
- b. presenting the audited financial statements;
- c. approving the appointment of an auditor; and
- d. considering any other matters specified in the meeting notice

The date of the AGM in 2022 was Wednesday, November 23. It is recommended that the date for this year's AGM be set for Wednesday, November 22, 2023. The meeting would begin at 7:00 pm.

**Recommendations:**

It is recommended that the Board select November 22, 2023 for the date of the NHS AGM.

A handwritten signature in black ink, appearing to read "T. Moghrabi", with a stylized flourish at the end.

Terry Moghrabi

## APPROVED Board Annual Work Plan 2023-24



### Board of Directors – Work Plan for 2023-24

September	<ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Adopt Board Work Plan for 2023-24</li><li><input checked="" type="checkbox"/> Set date for October Board meeting</li><li><input checked="" type="checkbox"/> Receive report on provincial achievement test results (closed meeting)</li></ul>
October	<p>Complete Board Organizational Actions</p> <ul style="list-style-type: none"><li><input type="checkbox"/> - Conduct Special General Meeting; hold Board elections</li><li><input type="checkbox"/> - Elect Board executive officers (must be within one week of SGM)</li><li><input type="checkbox"/> - Select members for Board standing committees</li><li><input type="checkbox"/> - Set dates for Board meetings (motion required)</li><li><input type="checkbox"/> - Notify Service Alberta of change in executive officers</li><li><input type="checkbox"/> - Identify Board signing authorities</li><li><input type="checkbox"/> - Sign Board Member Code of Conduct – Policy #101</li><li><input type="checkbox"/> Receive Accountability Pillar Results Report for October 2023</li><li><input type="checkbox"/> Attend TAAPCS Annual General Meeting</li><li><input type="checkbox"/> Receive enrolment report for September 30, 2023</li><li><input type="checkbox"/> Conduct initial orientation session for new Board members</li><li><input type="checkbox"/> Set date for NHCS Society Annual General Meeting</li><li><input type="checkbox"/> Receive report on provincial achievement test results (closed meeting), deferred from September</li></ul>
November	<ul style="list-style-type: none"><li><input type="checkbox"/> Conduct AGM of NHCS Society</li><li><input type="checkbox"/> Approve revised budget for 2023-24</li><li><input type="checkbox"/> Approve Annual Education Results Report 2022-23</li><li><input type="checkbox"/> Approve Audited Financial Statement Year Ending Aug 31, 2023</li><li><input type="checkbox"/> Receive Report #1 from School Council</li><li><input type="checkbox"/> Determine priorities, possible date for Stakeholder Forum</li></ul>
December	<ul style="list-style-type: none"><li><input type="checkbox"/> Set date for March Board Planning Retreat</li><li><input type="checkbox"/> Receive Counsellor's Report #1</li><li><input type="checkbox"/> Review Draft Stakeholder Forum Agenda NEW</li></ul>
January	<ul style="list-style-type: none"><li><input type="checkbox"/> Receive Quarterly Financial Report for Sep - Nov 2023</li><li><input type="checkbox"/> Review Policy 210 and associated Student Code of Conduct</li><li><input type="checkbox"/> Approve school calendar for 2024-25 in principle</li><li><input type="checkbox"/> Host Stakeholder Forum, gather input on possible Education Plan priorities</li><li><input type="checkbox"/> Prepare breakfast for school staff (January 31, 2024)</li></ul>
February	<ul style="list-style-type: none"><li><input type="checkbox"/> Provide final approval of school calendar for 2024-25</li><li><input type="checkbox"/> Receive mid-year progress report on Three-Year Education Plan 2024-27</li></ul>

<b>March</b>	<input type="checkbox"/>	Host Board Retreat – Identify priorities for upcoming Education Plan
	<input type="checkbox"/>	Approve Three-Year Capital Plan for 2024-25 to 2026-27
	<input type="checkbox"/>	Administer Board-developed Stakeholder Survey
<b>April</b>	<input type="checkbox"/>	Receive Quarterly Financial Report for Dec 2023 – Feb 2024
	<input type="checkbox"/>	Review School Fees for 2024-25 NEW
<b>May</b>	<input type="checkbox"/>	Provide approval to Education Plan 2023-24 to 2024-25
	<input type="checkbox"/>	Attend TAAPCS Spring General Meeting
	<input type="checkbox"/>	Approve Budget for 2024-25, May 31 submission deadline
	<input type="checkbox"/>	Approve School Fees for 2024-25 NEW
	<input type="checkbox"/>	Receive Accountability Pillar Results Report for May 2024
	<input type="checkbox"/>	Receive Board-developed stakeholder survey results
	<input type="checkbox"/>	Consider salary adjustment for support staff, senior administration
	<input type="checkbox"/>	Receive report from FANHS
	<input type="checkbox"/>	Receive Counsellor’s Report #2
	<input type="checkbox"/>	Prepare breakfast for school staff (May 16, 2024)
<b>June</b>	<input type="checkbox"/>	Assess Board Work Plan progress for 2023-24
	<input type="checkbox"/>	Receive Quarterly Financial Report for Mar – May 2024
	<input type="checkbox"/>	Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10)
	<input type="checkbox"/>	Schedule September 2024 Board meeting
	<input type="checkbox"/>	Set date for Summer Board Housekeeping Retreat
	<input type="checkbox"/>	Receive Report #2 from School Council
<b>Ongoing</b>	<input type="checkbox"/>	Consider proposals for new or amended Board policies
	<input type="checkbox"/>	Receive recommendations from Board committees
<b>Annually</b>	<input type="checkbox"/>	Negotiate collective agreement with ATA (as needed)
<b>As Needed</b>	<input type="checkbox"/>	Meet with:
	<input type="checkbox"/>	- County Council
	<input type="checkbox"/>	- MLAs