

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	June 21, 2023	Initials:	Chair	
Approved:	FINAL	Recorded By:	A. DeJong		Secretary	

June 21, 2023, 7:00 p.m.

Board Members Present at Call to Order:

Dan Hanson CHAIR	Jason Clarke VICE-CHAIR	Michelle Smith DIRECTOR
Ijeoma Ukiwe DIRECTOR		

Board Members Joining During the Meeting:

Vincent Tong BOARD SECRETARY AND TREASURER		
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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 and Guests in Attendance:

April Gervais	Raena Schindel	Rebecca Koziak
Anita Sanderson		

1. Call to Order

Chair Hanson called the virtual meeting to order at 7:01 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 2023-06-21-01</i>	<p><i>Moved that the agenda for the Board Meeting of June 21, 2023 be adopted as presented.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Director Ukiwe</i> <i>Carried</i></p>
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4. Disclosure of Conflict of Interest

None.

5. Approval of Minutes

5.1 Minutes of May 17, 2023

<i>Motion 2023-06-21-02</i>	<p><i>Moved that the Board Meeting minutes of May 17, 2023 be approved as presented.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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Board Secretary and Treasurer Tong joined the meeting at this point. 7:04 p.m.

5.2 Minutes of May 30, 2023

<i>Motion 2023-06-21-03</i>	<p><i>Moved that the Board Meeting minutes of May 30, 2023 be approved as presented.</i></p> <p><i>Moved: Vice Chair Clarke</i> <i>Seconded: Director Ukiwe</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 grades 1 and 2 have completed their swimming lessons and plans are in place to continue this next year and will include the grade 3s and 4s. In lieu of a formal grade nine farewell,

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the students chose to host a dance which was held on June 16. Indigenous awareness activities have been occurring throughout the week in honour of Indigenous People’s Day on June 21. The school hosted Career Week in early June and hosted volunteers who came in and spoke to students about a variety of careers and experiences. Provincial Achievement Tests are underway and will complete on June 27. June 28 will be the final day of classes for students without bus transportation. Report cards will be sent home with students on June 28. Fahra Shariff is the Equity/Diversity/Inclusion (EDI) to the Dean of the U of A will be working with staff members on EDI professional development during the coming year.

6.2 Secretary-Treasurer’s Report

Secretary-Treasurer Dundas indicated that the quarterly financial report will be discussed later in the meeting under item 8.1.

6.3 Superintendent’s Report

Superintendent Lindquist summarized his written report including the Charter School Review, scheduled to take place in 2023-24. Information is included in the Board meeting package. Much of the preparation for the review is linked to the Accountability Pillar Results which have not yet been received. He also shared appreciation and farewell remarks as this will be his last Board meeting as superintendent with NHCSS. Discussion followed.

7. Board Reports

7.1 Board Chair’s Report

Chair Hanson indicated that letters of congratulations were sent to Education Minister Nicolaidis, Honourable Nate Glubish and MLA Kyle Kasawski on behalf of the Board. He further expressed thanks and congratulations to Superintendent Lindquist upon his departure from NHCSS.

7.2 Committee Reports

Finance and Audit Committee

The committee met to review the quarterly financial report for March to May, 2023, to be discussed under item 8.1.

Policy Guidelines and Bylaws Committee

No report.

Survey Committee

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No report.

Public Relations Committee

The committee worked to create the advocacy page on the website, completed prior to the May 29 election.

Personnel Committee

No report.

High School Ad Hoc Committee

No report.

8. New Business

8.1 Quarterly Financial Report for March – May, 2023

Secretary-Treasurer Dundas provided an overview of the quarterly financial report for the March – May (third) quarter, as included in the Board package. Discussion followed.

8.2 Pilot Counselling Program Evaluation

Superintendent Lindquist provided a review of the pilot counselling program undertaken with Educational Counselling & Support Services (ECSS) during the 2022-23 school year and as included in the Board meeting package. Discussion followed.

8.3 Schedule SGM and Election Date of Society

Superintendent Lindquist spoke to the background of hosting the annual Special General Meeting (SGM) and elections, as included in the Board meeting package. Discussion followed.

<i>Motion 2023-06-21-04</i>	<p><i>Moved that the Board select 7:00 p.m. on Wednesday, October 4, 2023 as the date and time for the SGM.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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8.4 Schedule Summer Board Housekeeping Retreat

Superintendent Lindquist provided background information on the annual summer board housekeeping retreat, as included in the Board meeting package. Discussion followed.

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<i>Motion 2023-06-21-05</i>	<p><i>Moved that the Board select Saturday, August 26, 2023 for the summer Board housekeeping retreat.</i></p> <p><i>Moved: Vice Chair Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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8.5 School Council Report #2

School Council representative Rebecca Koziak provided a verbal report on School Council and its activities during the 2022-23 school year. Highlights include: the existing executive will continue in its positions for the 2023-24 school year, meetings are planned for the first Wednesday of each month with the exception of October 4 which is deferred to October 11, streamlined communication has provided more opportunities for community engagement, and hosting school community events such as the Halloween Dance and Spring Carnival. In partnership with FANHS, \$16,500 was allocated for support of school and student events and initiatives. Discussion followed.

8.6 Approval of 2023-24 School Fees

Superintendent Lindquist provided an overview and summary of the proposed school fees for the 2023-24 school year and indicated that fees will be reduced wherever possible once costs are finalized. Discussion followed. The topic will be further discussed at the summer Board Retreat.

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 the spring TAAPCS meeting was incomplete and an meeting date is set for June 24 to complete the agenda. Attendance and preparedness is an ongoing challenge which is impeding progress for the Association.

11. Receipt of Reports

<i>Motion 2023-06-21-07</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Director Smith</i> <i>Seconded: Vice Chair Clarke</i> <i>Carried</i></p>
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12. Correspondence Sent

- None.

13. Correspondence Received

- None

14. Motion to Move In Camera

<i>Motion 2023-06-21-08</i>	<p><i>Moved that the meeting move in camera at 8:35 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 2023-06-21-09</i>	<p><i>Moved that the meeting move out of camera at 9:24 p.m.</i></p> <p><i>Moved: Director Smith</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 2023-06-21-10</i>	<p><i>Moved that the Board ratify the three year fixed term Principal contract for the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0168</i> <p><i>Moved: Director Smith</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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<i>Motion 2023-06-21-11</i>	<p><i>Moved that the Board ratify the three year fixed term Vice Principal contract for the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0151</i> <p><i>Moved: Director Smith</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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<i>Motion 2023-06-21-12</i>	<p><i>Moved that the Board ratify the substitute teacher offer for the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0350</i> <p><i>Moved: Director Ukiwe</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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<i>Motion 2023-06-21-13</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 #0310</i> <p><i>Moved: Board Secretary and Treasurer Tong</i> <i>Seconded: Director Smith</i> <i>Carried</i></p>
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<i>Motion 2023-06-21-14</i>	<p><i>Moved that the Board approve the part-time temporary teaching contract for the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0345</i> <p><i>Moved: Vice Chair Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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<i>Motion 2023-06-21-15</i>	<p><i>Moved that the Board approve the request for leave with pay, less substitute cost, of the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0298</i> <p><i>Moved: Board Secretary and Treasurer Tong</i> <i>Seconded: Director Ukiwe</i> <i>Carried</i></p>
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16. Adjournment

Chair Hanson adjourned the meeting at 9:30 p.m.

Next Board Meeting: Wednesday, September 20, 2023 at 7:00 p.m., to be held virtually via Zoom.