

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October 4, 2023

Initials:

Chair

AA

Approved: FINAL

Recorded By: A. DeJong

Secretary

VT

October 4, 2023, 8:00 p.m.

Board Members Present at Call to Order:

Dan Hanson
DIRECTOR

Jason Clarke
DIRECTOR

Vincent Tong
DIRECTOR

Adam Asquini
DIRECTOR

Kristie Derkson
DIRECTOR

Adam Koziak
DIRECTOR

Trevor Panas
DIRECTOR

Administration Present:

Terry Moghrabi
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Members Present: None.

1. Call to Order

Director Hanson called the virtual meeting to order at 8:01 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.

3. Adoption of Agenda

Motion 2023-10-04-01 Moved that the agenda for the Board Meeting of October 4, 2023 be adopted as amended to reflect the correct date in item 7.1.

*Moved: Director Derkson
Seconded: Director Clarke
Carried*

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4. Disclosure of Conflict of Interest

5. Approval of Minutes

5.1 Minutes of September 20, 2023

Motion 2023-10-04-02 Moved that the Board Meeting minutes of September 20, 2023 be approved as presented.

Moved: Director Derkson

Seconded: Director Clarke

Carried

6. Board Organization

6.1 Selection of Officers

Director Hanson asked Superintendent Moghrabi to assume the position of Chair for the selection of Officers.

Superintendent Moghrabi spoke to the bylaw requirement to name Board Officers and Committee members within one week of the elections. Discussion followed.

Superintendent Moghrabi called for nominations for the appointment of Board Chair.

Nomination received for Director Asquini from Director Panas. Director Asquini accepted the nomination.

Superintendent Moghrabi called a second time for nominations.

Superintendent Moghrabi called a third time for nominations.

Superintendent Moghrabi closed nominations for the position of Chair.

Nomination received for Director Derkson from Director Hanson. Director Derkson accepted the nomination.

Directors cast ballots and Director Asquini was elected.

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Motion 2023-10-04-03 Moved that Director Asquini be appointed as Board Chair.

Moved: Director Hanson

Seconded: Director Tong

Carried

Chair Asquini assumed position of Chair for the remainder of the meeting.

Chair Asquini called for nominations for the appointment of Vice Chair.

Nomination received for Director Derkson by Director Tong. Director Derkson accepted the nomination.

Chair Asquini called a second time for nominations.

Chair Asquini called a third time for nominations.

Chair Asquini closed nominations for the position of Vice Chair.

Motion 2023-10-04-04 Moved that Director Derkson be appointed by acclamation as Vice Chair.

Moved: Director Hanson

Seconded: Director Clarke

Carried

Chair Asquini called for nominations for the appointment of Secretary.

Nomination received for Director Tong by Director Hanson. Director Tong accepted the nomination.

Chair Asquini called a second time for nominations.

Chair Asquini called a third time for nominations.

Chair Asquini closed nominations for the position of Secretary.

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Motion 2023-10-04-05 Moved that Director Tong be appointed by acclamation as Board Secretary.

Moved: Director Hanson

Seconded: Director Panas

Carried

Chair Asquini called for nominations for the appointment of Treasurer.

Nomination received for Director Tong by Director Hanson. Director Tong accepted the nomination.

Chair Asquini called a second time for nominations.

Chair Asquini called a third time for nominations.

Chair Asquini closed nominations for the position of Treasurer.

Motion 2023-10-04-06 Moved that Director Tong be appointed by acclamation as Board Treasurer.

Moved: Director Panas

Seconded: Director Clarke

Carried

6.2 Set Regular Meeting Dates

Bylaws state that the Board must hold nine meetings throughout the year. September and October meetings have already been held, dates for the remainder of the year must be set.

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Motion 2023-10-04-07

Moved that the following dates be set as Regular Board Meeting Dates:

- October 25, 2023 (approved at 2023-09-20 Board meeting)
- November 15, 2023
- December 20, 2023
- January 24, 2024
- February 21, 2024
- March 20, 2024
- April 17, 2024
- May 15, 2024
- June 19, 2024
- September 18, 2024

Moved: Director Panas

Seconded: Director Clarke

Carried

Discussion regarding the meeting format for Board meetings (in-person, hybrid or virtual) ensued.

Motion 2023-10-04-08

Moved that the Board direct administration to seek further information on technology options needed to livestream Board meetings.

Moved: Director Koziak

Seconded: Director Hanson

Carried

Consensus that the October 25, 2023 Board meeting will be held in person without virtual or streaming ability.

6.3 Code of Conduct

Chair Asquini spoke to Policy #101 Board Member Code of Conduct, which the Board of Directors is required to abide by. A copy of the Code of Conduct is included in the agenda package. Board members are asked to review the document, sign and return it immediately following the meeting.

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6.4 Board Committees

Superintendent Moghrabi referenced the bylaw requirement for committees and Chair Asquini summarized the five different Board committees. Members can be added throughout the year.

Audit Committee: The following Board Members were appointed to serve as the Audit Committee:

- Vincent Tong, Committee Chair
- Trevor Panas

Policies, Guidelines, Bylaws Committee: The following Board Members were appointed to serve as the Policies, Guidelines, Bylaws Committee:

- Jason Clarke, Committee Chair
- Dan Hanson

Personnel Committee: The following Board Members were appointed to serve as the Personnel Committee:

- Kristie Derkson, Committee Chair
- Vincent Tong
- Dan Hanson
- Adam Koziak

Survey Committee: The following Board Members were appointed to serve as the Survey Committee:

- Trevor Panas

Public Relations Committee:

The following Board Members be appointed to serve as the Public Relations Committee.

- Adam Asquini, Committee Chair
- Dan Hanson
- Jason Clarke

There will also be an addition of School Council and FANHS representatives as well as community members.

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VJ

Director and Society member participation in committee membership will be finalized at the October 25, 2023 Board meeting.

Superintendent Moghrabi will review committee guidelines and draft an email to Society members asking for members to join the Audit, Public Relations, and Policies, Guidelines and Bylaws, committees.

Chair Asquini spoke to the existing Ad Hoc Committee for the development of a New Horizons high school that was established on October 9, 2019. The committee is still active and will continue its work during the upcoming year. Discussion followed. The following Board members indicated their willingness to participate on the ad hoc committee:

- Adam Asquini
- Kristie Derkson
- Vincent Tong
- Adam Koziak
- Trevor Panas
- Jason Clarke
- Dan Hanson

6.5 Signing Authorities

Secretary-Treasurer Dundas spoke to signing authorities for the Society, as included in the agenda package.

Motion 2023-10-04-09

Moved that the following individuals be appointed as signing authorities for the NHCSS; all other current signing authorities will be removed:

- *2023-24 Board Chair – Adam Asquini*
- *2023-24 Board Treasurer - Vincent Tong*
- *Superintendent – Terry Moghrabi*
- *Secretary-Treasurer – Patti Dundas*
- *Principal – Lori Vigfusson*

Moved: Director Clarke

Seconded: Director Hanson

Carried

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JK

7. New Business

7.1 Set Date for November 2023 Annual General Meeting

Chair Asquini indicated that a date needs to be set for the November 2023 Annual General Meeting. Notice of the AGM will be shared 21 days prior to the meeting date. Discussion followed.

Motion 2023-10-04-10 Moved that the Annual General Meeting be held on November 15, 2023, subject to availability of financial auditor, at 7:00 p.m.

Moved: Director Clarke

Seconded: Director Panas

Carried

8. Board Work Plan

The Board reviewed the Work Plan for 2023-23, as included the agenda package.

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

Director Hanson spoke to TAAPCS and its role for Charter Schools in the province; he indicated that the Board typically identifies one Board member to act as representative with TAAPCS.

9.1 Annual General Meeting

Director Hanson spoke to the upcoming TAAPCS AGM on October 21, 2023. Discussion followed.

10. In Camera

Motion to Move In Camera

<i>Motion 2023-10-04-11</i>	<i>Moved that the meeting move in camera at 9:46 p.m.</i>
	<i>Moved: Director Panas</i>
	<i>Seconded: Director Hanson</i>
	<i>Carried</i>

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Motion to Move Out of Camera:

<i>Motion 2023-10-04-12</i>	<i>Moved that the meeting move out of camera at 10:09 p.m.</i> <i>Moved: Director Panas</i> <i>Seconded: Director Hanson</i> <i>Carried</i>
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11. Adjournment

Chair Asquini adjourned the meeting at 10:09 p.m.

Next Board Meeting: October 25, 2023 at 7:00 p.m. in person at New Horizons School.