

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October, 25, 2023

Initials: Chair AA

Approved: FINAL

Recorded By: A. DeJong

Secretary VJ

October 25, 2023, 7:00 p.m.

Board Members Present at Call to Order:

Adam Asquini
CHAIR

Vincent Tong
BOARD SECRETARY AND
TREASURER

Dan Hanson
DIRECTOR

Adam Koziak
DIRECTOR

Trevor Panas
DIRECTOR

Board Members Joining During the Meeting:

Kristie Derkson
VICE CHAIR

Administration Present at Call to Order:

Terry Moghrabi
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Lori Vigfusson
PRINCIPAL

Members in Attendance:

1. Call to Order

Chair Asquini called the 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

Motion 2023-10-25-01 Moved that the agenda for the Board Meeting of October 25, 2023 be adopted as presented.

Moved: Director Hanson

Seconded: Board Secretary and Treasurer Tong

Carried

4. Disclosure of Conflict of Interest

Chair Asquini indicated that he is unable to participate in the personnel committee due to a conflict of interest. He will not participate in that committee and Vice Chair Derkson will act as Chair.

5. Approval of Minutes

5.1 Minutes of October 4, 2023

Motion 2023-10-25-02 Moved that the Board Meeting minutes of October 4, 2023 be approved as presented.

Moved: Director Koziak

Seconded: Director Hanson

Carried

6. Administration Reports

6.1 Principal's Report

Principal Vigfusson summarized her report, including speech-language pathologist and occupational therapist, National Day of Truth and Reconciliation, Equity, Diversity and Inclusion (EDI) Team, technology use, pre-service teachers, Saffron presentations and parent-teacher interviews, as included in the agenda package. Discussion followed.

Vice Chair Derkson joined the meeting during the Principal's report at 7:08 p.m.

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6.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas confirmed that the finance auditors will be presenting the 2022-23 audit results to the Audit Committee on November 2, 2023, and to the members at the AGM on November 15, 2023. Discussion followed.

6.3 Superintendent's Report

Superintendent Moghrabi summarized his written report, including the Special General Meeting, digital streaming for Board meetings, High School Planning, Charter School Conference, Charter Review, School Council, FANHS and TAAPCS Director meetings, and Program Unit Funding (PUF) Grants Review, as included in the agenda package. He further provided verbal updates relating to the following:

- Digital Streaming for Board Meetings: information is still being gathered; there are currently three potential avenues. The first is to improve existing technology within the school by incorporating additional microphones and cables. The second is to further investigate and likely expand existing audio-visual equipment installed during the modernization, assuming that it is still viable and not obsolete. The third is to acquire *Meeting Owl* technology. Discussion followed. General consensus is to pursue Meeting Owl and proceed to acquire that technology.
- A meeting with Alberta Infrastructure was held on October 19, 2023 regarding space for high school expansion. Alberta Purchasing Connection (APC) is the next step in which an individual will be hired to develop a Value Scope to assist in determining options for both short-term temporary and long-term permanent space solutions. An opportunity to partner with Suzuki Charter School may exist as they are also working to acquire a Value Scope using APC to hire someone. The scope of work and a request for proposal will be developed and submitted to APC as part of the hiring process. Commercial property partnership may be a viable option.
- Superintendent Moghrabi and Secretary-Treasurer Dundas had opportunity to tour the STEM Collegiate Hub school in Calgary. Currently, one charter school is housed within the Hub, with a second potentially acquiring space in 2024-25.

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7. Board Reports

7.1 Board Chair's Report

Chair Asquini indicated that he attended the TAAPCS AGM; additional discussion later in the agenda.

7.2 Committee Reports

Finance and Audit Committee

The committee will be meeting on November 2, 2023 to review the audit results.

Policy Guidelines and Bylaws Committee

No report.

Survey Committee

No report.

Public Relations Committee

A meeting will be scheduled in November.

Personnel Committee

No report.

High School Ad Hoc Committee

No report.

8. New Business

8.1 Standing Committee Membership

Superintendent Moghrabi spoke to the partially completed membership for Board Standing Committees and indicated the need to fill vacant positions within the committees, as included in the agenda package. Vacant positions were filled as follows; all committees include the Board Chair (or designate, as needed) and the Superintendent as ex-officio members:

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Audit Committee:

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

- *Vincent Tong, Committee Chair*
- *Trevor Panas*
- *Patti Dundas*
- *Niharika Sreekumar*
- *Michelle Smith*

Policies, Guidelines, Bylaws Committee:

The following Board and Society 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*
- *Patti Dundas*

Survey Committee:

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

- *Trevor Panas*
- *Lori Vigfusson*

Public Relations Committee:

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

- *Adam Asquini, Committee Chair*
- *Jason Clarke*
- *Dan Hanson*
- *Rebecca Koziak*
- *Ellen Hanna*

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

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*High School Ad Hoc
Committee:*

*The following Board Members were appointed to serve as
the High School Ad Hoc Committee:*

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

TAAPCS

*The following Board Members were appointed to serve as
the TAAPCS Representative:*

- Kristie Derkson
- Adam Koziak

8.2 Enrolment Report for September 30, 2023

Principal Vigfusson indicated that there were 444 students officially registered at NHS on September 30, 2023. This is the largest student population to date within NHS. Discussion followed.

8.3 Accountability Pillar Results (Alberta Education Assurance Measures)

There is a new name and acronym for Accountability Pillar Results. Principal Vigfusson indicated that the complete report will be shared with Board members at the November meeting as part of the Alberta Education Results Report (AERR).

8.4 Receive Report on PAT Results

Principal Vigfusson indicated that PAT results were received on October 24, 2023. Principal Vigfusson will provide an overview of the PAT results from the 2022-23 school year at the next Board meeting as part of the AERR report.

9. Board Work Plan

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

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

Chair Asquini indicated that the TAAPCS AGM was held on October 21, 2023, and was attended by Chair Asquini, Superintendent Moghrabi and Secretary-Treasurer Dundas. The Priorities Committee has been renamed as the Development Committee and met on October 19. The Board of Directors met prior to the AGM regarding membership fees

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without reaching consensus, and the topic was deferred at the AGM and will be discussed at the SGM in spring 2024. Chair Asquini provided a brief overview of the meetings. Director Koziak and Vice-Chair Derkson both agreed to act as TAAPCS representatives moving forward. Discussion followed.

11. Receipt of Reports

Motion 2023-10-25-03 Moved that all reports be received as presented during the meeting.

*Moved: Director Hanson
Seconded: Director Panas
Carried*

12. Correspondence Sent

13. Correspondence Received

14. In Camera

No in-camera meeting.

15. Adjournment

Chair Asquini adjourned the meeting at 8:38 p.m.

Next Board Meeting: November 15, 2023