

New Horizons Charter School Society

Board Meeting

October 25, 2023



AGENDA**Type of Meeting:** Board**Date:** October 25, 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 25, 2023
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. | Call to Order | A. Asquini | 7:00 pm |
| 2. | Statement of Territorial Acknowledgment | A. Asquini | 7:02 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. | Adoption of Agenda | A. Asquini | 7:05 pm |
| 4. | Disclosure of Conflict of Interest | A. Asquini | 7:10 pm |
| 5. | Approval of Minutes | A. Asquini | 7:12 pm |
| | 5.1 October 4, 2023 – attachment | | |
| 6. | Administration Reports | | 7:15 pm |
| | 6.1 Principal's Report – attachment | L. Vigfusson | |
| | 6.2 Secretary Treasurer's Report - attachment | P. Dundas | |
| | 6.3 Superintendent's Report – attachment | T. Moghrabi | |
| 7. | Board Reports | | 7:30 pm |
| | 7.1 Board Chair's Report | A. Asquini | |
| | 7.2 Other Committee Reports | A. Asquini | |
| 8. | New Business | | 7:40 pm |
| | 8.1 Standing Committee Membership - attachment | T. Moghrabi | |
| | 8.2 Enrolment Report for September 30, 2023 | L. Vigfusson | |
| | 8.3 Accountability Pillar Results | L. Vigfusson | |
| | 8.4 Receive Report on PAT Results | L. Vigfusson | |
| 9. | Board Work Plan – attachment | A. Asquini | 8:10 pm |

AGENDA

Type of Meeting: Board

Date: October 25, 2023

Page:2 of 2

"TOWARDS NEW HORIZONS" Is it in the best interest of our students? Does it support excellence?

- | | | | |
|-----|----------------------------------------------------------|------------|---------|
| 10. | The Association of Alberta Public Charter Schools | A. Asquini | 8:15 pm |
| 11. | Receipt of Reports | A. Asquini | 8:25 pm |
| 12. | Correspondence Sent | A. Asquini | 8:27 pm |
| 13. | Correspondence Received | A. Asquini | 8:28 pm |
| 14. | In Camera | A. Asquini | 8:30 pm |
| | 14.1 Business Arising from In Camera | | |
| 15. | Adjournment | A. Asquini | 8:45 pm |

Next Board Meeting – November 15, 2023

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October 4, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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*

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October 4, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October 4, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October 4, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October 4, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October 4, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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.

NEW HORIZONS CHARTER SCHOOL SOCIETY
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Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October 4, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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 Seconded: Director Hanson Carried</i>

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: October 4, 2023

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

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.

DRAFT

MEMORANDUM

Date: October 19,2023

To: Board of Directors

From: Lori Vigfusson, Principal

Re: Principal's Report-October 2023

Information and Highlights:

Speech Language Pathologist and Occupational Therapist:

Our SLP and OT team have been in to meet with teachers and will be contacting parents if direct interventions are recommended. They have provided an introductory blog post and will continue to provide informational blog posts for parents.

National Day of Truth and Reconciliation:

NHS recognized this day on September 29th as Orange Shirt Day. Classes participated in a number of learning activities around Truth and Reconciliation. The school did receive feedback from some parents regarding the board decision to not take a day in lieu. They asked me to pass on their feedback that they hope this day will be taken as a day in lieu in future calendars.

School Support:

Ms. Shandra, our school counsellor continues to see students on Thursdays and Fridays. This time will be shared with another counsellor who will be transitioned into our school once ECSS finds a suitable candidate.

EDI Team:

We have had our first meeting with Dr. Fahra Shariff and discussed ways to create a more inclusive space at NHS. She provided us with some ideas and resources to celebrate diversity within the school. Our Grade 6 class will be working to create an informational display in support of this.

Technology Use:

We have received some questions, particularly in Grade 3 regarding screen time and technology use. While information did go home in the start of the year newsletter regarding tech use, it was noted that more communication may still be needed around this topic. In determining the amount of screen time a class uses, we look to a variety of sources including Alberta Program of Studies, Alberta Education Learning and Technology Framework, and current research on neurodiverse brains and screen time to ensure that technology is used thoughtfully and purposefully. Many of the approved resources by Alberta Education are digitally based and there are outcomes in the Program of Studies, as well as 21st Century Competencies, that

require the instruction of Digital Literacy. As well, standardized assessments are moving to digital formats so preparing our students for this shift is important. With all of that being said, technology is used as a tool and screens are not used in class without an educational purpose. Screens have also been limited at lunch time to encourage mindful eating and social interactions.

Pre-Service Teachers:

Once again we have a number of pre-service teachers from the University of Alberta. There are four pre-service teachers in the school completing their Advanced Placement. We also have an Educational Assistant completing her practicum until December. Gifted Education is only minimally covered in university education programs so having these pre-service teachers in the building helps to build capacity on gifted education. These individuals often go on to become substitutes and full-time staff members for NHS as they come equipped with the specialized experience of working with our unique population.

Saffron Presentations:

We have presentations booked for all students on October 16 and 17th. These presentations include topics on healthy relationships and boundaries, personal space and internet safety. A parent presentation on talking to youth and making connections with our kids will take place on November 16th from 6:00-8:00 p.m.

Parent-Teacher Interviews:

We will be having our Parent-Teacher Interviews on Monday, October 23rd and Tuesday, October 24th. These will primarily be used to review IPPs with parents. The book fair will take place at this time as well as Book Club with Dr. Jody Carrington on Monday at 7:00 p.m.

Lori Vigfusson



Patti Dundas
Secretary Treasurer
Phone: 780-416-2353
Email: pdundas@newhorizons.ca

MEMORANDUM

Date: October 25, 2023

To: Board of Directors

From: Patti Dundas – Secretary Treasurer

Re: Update

Audit

The Auditors will present the Audit to the Audit Committee on November 2, at 6:00 p.m.

The Auditors will also present the Audit at the AGM on November 15 at 7:00 p.m.

Patti Dundas

MEMORANDUM

Date: October 25, 2023
To: Board of Directors
From: Terry Moghrabi
Re: Superintendent Report

Information and Highlights:

1. Special General Meeting (SGM) Report:

The Special General Meeting was held incorporating the elections process, and a standard board meeting followed. Notably, the robust presence of the audience and the calibre of candidate nominations underscore the high level of parental engagement. We warmly welcome our newly appointed board of Directors and eagerly anticipate establishing a cooperative and productive working relationship. I would like to extend my appreciation to all participants in the election process, noting that the feedback from stakeholders has predominantly been favourable.

2. Advancements in Digital Streaming for Board Meetings:

The discussions held during the October 4th board meeting revolved around the digital streaming of future board meetings. A preliminary analysis of the relevant technology was conducted, leading to the following recommendations for the implementation of a live stream of board meetings. An evaluation of our current sound solutions will require improvements by incorporating additional multi-directional microphones, with an estimated cost of approximately \$200, including necessary cables. Regarding video solutions, we can use the laptop camera temporarily until a permanent meeting location is confirmed.

3. Meeting with Alberta Infrastructure Department (High School Planning):

A meeting with the Alberta Infrastructure Department concerning high school planning with the participation of Chris Patry, Korne Peter, and Pedro Mendonca was rescheduled. Regrettably, a written summary was not available at the time the board package was compiled. Consequently, a verbal summary will be appended to the superintendent's report.

4. Charter School Conference and STEM Collegiate Hub Tour:

Secretary-Treasurer Dundas and I seized the opportunity to tour the STEM Collegiate Hub in Calgary while attending the Charter School Conference/TAAPCS AGM. The primary intention behind this visit was to engage in discussions concerning facility acquisition and agreements and assess the capabilities of high school programming that could potentially benefit multiple charter schools within the region. A verbal update regarding our findings will be shared during an upcoming meeting.

5. Progress Report on Charter Review:

The self-evaluation process is well underway and entails providing input in twelve specific areas within the template. These evaluation items are taking place during regular meetings conducted at the district office, with the school administration's involvement to gather input on student achievement and engagement. Furthermore, it is imperative to remind the incoming board members that the Alberta Education review team will conduct interviews with staff, school administration, the superintendent, parents, and the Board in December and into the new year. This evaluation process provides an opportunity to review and potentially amend the school charter mandate.

6. Participation in School Council and FANHS Meetings:

To better comprehend the ways in which the School Council committee and FANHS committee can offer support to school administration, I had the privilege of attending their October meeting. I extend my commendations and gratitude to both groups for their voluntary dedication to enhancing the overall learning experience of our students. These endeavours align with the broader mission of our school, which is to enhance student engagement while addressing their social and emotional needs. Activities such as establishing sensory rooms, sponsored field trips, and organizing events such as the Spook-tacular Halloween Dance exemplify the commitment of both committees to enhance the school's climate and culture.

7. Participation in TAAPCS Director Meeting:

On behalf of the board, I attended the TAAPCS director meeting on Friday, October 6. This meeting introduced information pertaining to various fee structure options for board participation in TAAPCS events. The objective was to reach a consensus on a specific payment structure. However, there was not a majority vote on a specific option. Consequently, we discussed the removal of less popular options. After the input was gathered, some new options will be presented at the TAAPCS annual general meeting scheduled for October 21st in Calgary. It is important to note that a final decision regarding a specific option was not reached during the October 6th meeting.

8. Representation on Program Unit Funding (PUF) Grants Review:

I was requested to be a representative of Charter Schools in the ongoing Review of Program Unit Funding grants conducted by Alberta Education. It is pertinent to mention that New Horizons School currently has minimal enrollment of students who qualify for PUF programming. This review's focal points encompass instructional hours linked to funding, enrollment date criteria, weighted moving averages, and program accessibility. The underlying intent is to engage in dialogues with diverse stakeholders to enhance the Program Unit Funding Grants.



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

Recommendations and Governance Implications:

Active Involvement in Provincial Program Committees: Participating in provincial program committees, including the PUF program advisory, is essential to ensure that Charter Voices are well-represented. We advocate for fair funding practices that benefit all students across Alberta, emphasizing that Public Charter Schools should receive equitable recognition within the Funding Manual alongside Public and Separate schools.

Embracing Political Advocacy: During the Charter School Conference, we will be honoured to visit with the Minister of Education, Demetrios Nicolaides. This provides a unique opportunity for board members to engage in political advocacy efforts whenever suitable. We are committed to representing our charter school's interests and advocating for the betterment of our educational community.

Pursuing Collaborative Agendas with Alberta Infrastructure: Our commitment to fostering a collaborative relationship with Alberta Infrastructure remains steadfast. These ongoing meetings are instrumental in advancing our agenda, particularly in our quest to secure classroom space for our High School programming. We aim to achieve our goals and support our students' educational needs by seeking understanding and actively engaging in discussions.

Recommendation:

That the board accept this as information.

Sincerely,

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

Officer Position	2021-22	2022-23	2023-24
Chair	Dan Hanson	Dan Hanson	Adam Asquini
Vice Chair	Jason Clarke	Jason Clarke	Kristie Derkson
Secretary	Vincent Tong	Vincent Tong	Vincent Tong
Treasurer	Vincent Tong	Vincent Tong	Vincent Tong

Audit Committee	2021-22	2022-23	2023-24
<i>Membership: Board Treasurer (must chair); 2 or more Board members; 2 community members as specified in Policy</i>	Vincent Tong - Chair	Vincent Tong - Chair	Vincent Tong - Chair
	Shaun Guthrie	Shaun Guthrie	Trevor Panas
	IJ Ukiwe	IJ Ukiwe	Patti Dundas
	Niharika Sreekumar	Trevor Panas	Adam Asquini
		Niharika Sreekumar	Terry Moghrabi

Policies, Guidelines, Bylaws Committee	2021-22	2022-23	2023-24
<i>Membership: Unspecified; Board member must chair</i>	Jason Clarke - Chair	Jason Clarke - Chair	Jason Clarke, Chair
	Dan Hanson	Dan Hanson	Dan Hanson
	Kristie Derkson	Kristie Derkson	Adam Asquini
	Lisa Tose	Michelle Smith	Terry Moghrabi
	Michelle Smith	Raena Schindel	

Personnel Committee	2021-22	2022-23	2023-24
<i>Membership: Board members only; unspecified number; Board Chair must chair.</i>	Dan Hanson - Chair	Dan Hanson - Chair	Kristie Derkson, Chair
	Vincent Tong	Vincent Tong	Vincent Tong
	Kristie Derkson	Kristie Derkson	Dan Hanson
			Adam Koziak
			Patti Dundas
			Adam Asquini
			Terry Moghrabi

Survey Committee	2021-22	2022-23	2023-24
<i>Membership: Board members only; unspecified number.</i>	Shaun Guthrie	Shaun Guthrie	Trevor Panas
	Michelle Smith		Adam Asquini
			Terry Moghrabi

All committees include the Board Chair (or designate, as needed) and the Superintendent as ex-officio members.

2023-24 Board Structure and Committees

Public Relations Committee	2021-22	2022-23	2023-24
<i>Membership: Unspecified; School Council & FANHS to be invited to submit representation; Board member must chair.</i>	Dan Hanson	Dan Hanson	Adam Asquini, Chair
	Jason Clarke	Jason Clarke	Dan Hason
	Elizabeth Macve	Elizabeth Macve	Jason Clarke
	Sarah Jane Lovgren	Sarah Jane Lovgren	Adam Asquini
		Michelle Smith	Terry Moghrabi

High School Ad Hoc	2021-22	2022-23	2023-24
	Dan Hanson	Dan Hanson	Adam Asquini
	Shaun Guthrie	Shaun Guthrie	Kristie Derkson
	Kristie Derkson	Kristie Derkson	Vincent Tong
	Jason Clarke	Jason Clarke	Adam Koziak
	Michelle Smith	Michelle Smith	Trevor Panas
			Dan Hason
			Jason Clarke
			Terry Moghrabi
			Patti Dundas

TAAPCS	2021-22	2022-23	2023-24
	Michelle Smith	Michelle Smith	Adam Asquini
			Terry Moghrabi

All committees include the Board Chair (or designate, as needed) and the Superintendent as ex-officio members.

APPROVED Board Annual Work Plan 2023-24



Board of Directors – Work Plan for 2023-24

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

March	<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
April	<input type="checkbox"/> Receive Quarterly Financial Report for Dec 2023 – Feb 2024 <input type="checkbox"/> Review School Fees for 2024-25 NEW
May	<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)
June	<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
Ongoing	<input type="checkbox"/> Consider proposals for new or amended Board policies <input type="checkbox"/> Receive recommendations from Board committees
Annually	<input type="checkbox"/> Negotiate collective agreement with ATA (as needed)
As Needed	<input type="checkbox"/> Meet with: <input type="checkbox"/> - County Council <input type="checkbox"/> - MLAs