

New Horizons School Council

Meeting Minutes

November 1, 2023
Meeting Called to Order: 7:07PM
Meeting Adjourned: 8:26PM
Hybrid In-Person (New Horizons School) / Virtual Meeting

Attendees: Elizabeth Macve, Sarah-Jane Lovgren, Anita Sanderson, Rebecca Koziak, Ellen Hanna, Chelsee Ladouceur, Julie Jackson, Lori Vigfusson, Meghan Eccles, Amanda Bullion, Eeksha Kakkan, Carol Slukynski, Stacey Stang-Sass

1. Meeting Called to Order: 7:07PM.

Elizabeth Macve as Meeting Chair.

2. Statement of Territorial Acknowledgement

The School Council of the New Horizons Charter School respectfully acknowledges that the land on which we meet is Treaty 6 territory, a traditional home, gathering place, and a travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, Sioux, as well as the homeland of the Metis 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: Chelsee Ladouceur moved to adopt the Agenda as presented.
Seconded by Sarah-Jane Lovgren. Motion Carried.

4. Approval of Minutes

October 11, 2023

MOTION: Chelsee Ladouceur moved to adopt the Minutes as presented.
Seconded by Sarah-Jane Lovgren. Motion Carried.

5. Reports

5.1 Chair/Vice-Chair/Secretary Report

The Halloween Family Dance is one of the largest events that School Council and FANHS hosts in collaboration with one another. It is the largest annual fundraising event. On behalf of all involved, we extend our heartfelt gratitude to everyone who supported this event in various ways and thank you for your generous contributions to our online auction, silent auction, raffle, and 50/50. A huge thank you to our parent volunteers for your unwavering dedication and hard work before, during, and after the event. To the NHS staff who chose to spend their evening with us, we appreciate your attendance. To all involved, your commitment and enthusiasm were instrumental in making the event a success!

5.2 Principal's Report

See attached.

5.3 Financial Officer's Report

By unanimous consent, as per the agreed upon School Council Fund Allocation, each teacher has been allocated a budget of \$6 per student (plus \$300 each for Music and French) from Classroom Support — Classroom Incentives and this funding cannot be exchanged with

another teacher. As determined at the end of the 2022/2023 academic year, staff funding requests will be directed to Ms. Vigfusson who will then determine if the request best suits the school's budget or School Council's budget.

5.4 FANHS Report

FANHS has had a successful start to the 2023/2024 academic year. A more comprehensive report will be provided in the FANHS meeting; however, we appreciate the collaboration with School Council on the Halloween Dance which was largely profitable. We'll launch our Holiday Campaign this evening to close out 2023.

5.5 Communication Officer's Report

With the success of our weekly newsletter — and the time required — we'll be soliciting additional support for our social media management. Our Communications team has been supporting Administration and vice versa. The general school communication efforts have amplified with Ms. Watson making adjustments to the school's website to make it more user friendly with the addition of a search bar and frequent additions to the school's blog and NHS Facebook page.

5.6 Committee Reports

5.6 (A) Halloween Dance

Date: October 28, 2023

This event was largely successful. While we've mostly received praise (appreciation of the online auction to include those not in attendance as well as the addition of the calm space in the Learning Commons), there is still some room for improvement as we look to next year's event (more engagement of Jr. High students — while a spooky hallway was suggested during planning and it was determined there was little interest, there seems to be more interest in a casual hang out space in Ms. LB's classroom).

5.6 (B) Spring Carnival

Date: May 25, 2024

Planning discussions for this event will take place later in the academic year; however, there was a discussion around structure and volunteer requirements. While the Halloween Family Dance required support from volunteers, due to the vastness of the outdoor Carnival event and the logistics including safety and liability for things like bouncers (due to insurance, volunteers for this must be 18+), many more volunteers are required for the Spring Carnival to successfully operate. In order to ensure that only NHS families are in attendance, by unanimous consent, wristbands would remain. If we didn't have volunteers, this event would either not be able to run or staffing would be required; therefore, potentially increasing the cost. Considerations and discussions to take place in early 2024 regarding sign ups, paid admission, direct fundraising goals if appropriate. Last year, it was determined that the impetus behind admissions for this event was to essentially reward those who would commit to a 45 minute volunteer shift with free admission (otherwise, \$20/family).

5.6 (C) Grant Writing

Denette Leask is presently working on the **MusiCounts Band Aid Program** Grant with Mrs. Zelada. The MusiCounts Band Aid Program provides under-resourced schools with grants of up to \$20,000 worth of musical instruments, equipment, and resources.

Other considerations:

- In Motion Network- Go Girl program to support adolescence girl sport. Application deadline December 1, 2023. Grant funding up to \$2500 for a one day event.
- In Motion Network, Girls in Motion program to support girls age 6-17 in sport. Application deadline December 1, 2023. Grant funding up to \$2500 for a one day event.

5.6 (D) Book Club

Date: Ongoing

Our inaugural Book Club meeting with the incomparable Dr. Jody Carrington was a night filled with laughs and thoughtful conversations. *Feeling Seen* examines how and why humans are so disconnected right now — and, in the last year, School Council has worked with the goal of building community and connection within our NHS community; therefore, we felt this would be an appropriate first book. Dr. Carrington joined us virtually for one hour. Takeaways were provided in the SC/FANHS Oct. 24 Weekly Update.

Dr. Farha Shariff is a teacher educator — including a consultant at NHS — and advisor to the Office of the Dean (U of A) on equity, diversity and inclusivity (EDI) and racial justice in the Faculty of Education. Sarah Adomako-Ansah is an Alberta teacher, co-founder of the Black Teachers Association of Alberta, was the 2021–2023 Educator in Residence at Canadian Museum for Human Rights (CMHR), and is now an Equity, Diversity, Inclusion, and Anti-Racism (EDIAR) Consultant at ECSD. Book Club would like to invite these two educators to participate in a Book Club event in early 2024.

5.7 (E) Parent Link

Date: Ongoing

Unlike a community school where families are often seen within the neighbourhood, the geographically dispersed nature of our families can create challenges for potential engagement outside of school hours; therefore, we have to work a little differently to build community and connection opportunities. In the interest of nurturing their relationships amongst grade-mates and fostering a sense of community amongst our families, last year's Grade 1 families developed a WhatsApp group message to stay connected. This form of parent-led communication has helped to support the now Grade 2 village. We've had opportunities to organize spontaneous gatherings, communicate about school events or homework queries, and we've received positive feedback from our new families.

Having spoken with families in other grades, we've learned that the inclusive nature of this grade-wide parent-led communication is perhaps unique to Grade 2. We've since learned that the current Grade 1 year has a group message with some families and are slowly adding more participants — both Kindergarten classes had their own communications last year and they have since been working to blend their communication for the full Grade 1 group. Grade 5 has recently started this communication initiative and it is our understanding that at least one of the Kindergarten classes also has a group message.

The logistics will be reviewed with Ms. Vigfusson who is keen to encourage the Parent Link and consult with teachers for how a classroom parent contact may be a positive resource and support. Details to come.

6. Motion to Accept Reports

MOTION: Sarah-Jane Lovgren moved to accept reports as presented.

Seconded by Julie Jackson. Motion Carried.

7. New Business

7.1 Funding Requests

- \$56.86 From School Support – Academic Support for AMA Patrol.

MOTION: Sarah-Jane Lovgren moved to approve the funds disbursement as presented.

Seconded by Anita Sanderson. Motion Carried.

- FANHS has offered to take expenses for the Halloween Dance (DJ Kwake Entertainment Group, glow sticks, minimal décor expenses totalling \$831.23) from the total revenue;

therefore, eliminating the funding requirement from School Council's annual budget.

- \$243.83 From School Support – Academic Support for the Makerspace.

MOTION: Anita Sanderson moved to approve the funds disbursement as presented. Seconded by Sarah-Jane Lovgren. Motion Carried.

7.2 Staff Report

7.2 (A) Funding Requests

Nothing at this time.

7.2 (B) School Update

Staff appreciated the opportunity to attend the 2023 TAAPCS Conference in Calgary featuring a Keynote speaker and three Concurrent Sessions — some opportunities were held in person, while others were offered virtually. This Conference provided an opportunity to network with other Charter Schools from throughout the province.

The next TAAPCS Conference will be held in Edmonton in 2025. There is interest in co-hosting with another Charter School in the area.

Teachers have completed IPPs and are now moving on to report cards which are scheduled to go home on December 1, 2023.

7.3 Future School Event Planning and SC Outreach

7.3 (A) Fall Planning

Family Movie Night

- November 25, 2023.
The RSVP link has gone out in this week's newsletter and we have already received RSVPs. This is a free event; however, RSVPs are required to ensure proper planning for the concession, as well as consider maximum capacity of the gym. The planning team will review options for the concession including drinks, hot dogs, and popcorn.

Book Club: Book Swap

- Book Swap in January/February 2024. Details to come.

Family Math & Literacy Game Night with Box Cars & One-Eyed Jacks

- Nothing to report.

7.3 (B) Field Trip Opportunities

Telus World of Science new feature exhibit: Mazes & Brain Games

- Nothing to report.

Winspear Centre

- The Francis Winspear Centre for Music offers a variety of field trip opportunities. These will be reviewed as a consideration to enhance our music programming.

7.4 Parent Perspectives

7.4 (A) Grade 9 Adventure Trip

There is some parent concern regarding the location of this year's Adventure Trip — Birch Bay Ranch located within Strathcona County — whereas last year's class went to Jasper and prior to the pandemic there were other interesting locations that were at a greater distance. Has this location been selected due to the large class size of the Grade 9 group? What is the likelihood of considering other options?

Response: In order to receive discounts for group bookings, the Jr. High planning team must select and reserve the trip well in advance; however, this also means that once a booking has been made, they cannot receive refunds for deposits. The planning team makes its best attempts to make the trip as affordable as possible and when there is lack of participation, it can become cost prohibitive for some families. In the past, there have been circumstances where families would commit to the trip and then cancel resulting in the school carrying the cost which is not an effective use of the school's budget. Last year's trip to Jasper was met with challenges surrounding safety concerns due to forest fires; therefore, the team opted for something closer with budget, safety, and the potential to offer more activities in mind. Parent support would be appreciated for the overall planning of this event.

8. Future Business

None.

9. Future Meeting Dates:

- December 6, 2023
- January 10, 2024
- February 7, 2024
- March 6, 2024
- April 3, 2024
- May 1, 2024
- June 5, 2024

The remainder of School Council's Meetings for the 2023/2024 academic year will take place the first Wednesday of each month i.e. early dismissal days from 7:00PM. Meetings will continue to take place in a hybrid format to be inclusive of all who wish to participate.

10. Meeting Adjourned: 8:26PM.

Principal's Report to School Council
November 1, 2023

Lori Vigfusson
Principal
New Horizons School

Hallowe'en Dance: Thank you so much to FANHS, School Council and all the volunteers and sponsors that made our Halloween Dance a great event!

Parent-Teacher Conferences: Teachers and Caregivers met last week to go through progress for the first term and discuss IPPs. Thank you so much to School Council and FANHS for providing the meals for both evenings and lunches too!

School Counselling Support: We will have a new counsellor join our team at NHS. Liam McFarlane will be coming in to meet staff and students this week and will transition into the counsellor role after the break. He will be providing service one day a week with Ms. Shandra providing the other day. We will share an introduction from him once we have one.

Provincial Achievement Tests:

Provincial Achievement Tests (PATs) for grades 6 and 9 will be completed through Alberta Education's new platform Vretta this year. Teachers have been given accounts to help familiarize students with the platform and tools available for testing. They will have opportunities to complete practice PATs throughout the year in preparation for the exams in the spring.

We have received the results from the 2022-2023 PATs and this data will be included as part of the Alberta Education Results Report that will be presented to the Board at the November meeting. This document will then be posted on our website.

Report Cards:

Report cards will go home December 1st. These will reflect the new curriculum for science in grades K-3 and L.A., Math and Science in grades 4-6.

School Clubs

Boys and Girls Volleyball have their first playoff game tomorrow. Girls will play in Vegreville and Boys will play in Fort Saskatchewan. We will have our wrap-up after the break.

Saffron Presentations:

Students attended presentations October 16 and 17th. A parent presentation will take place on November 16th from 6:00-8:00 p.m. on Communicating and Connecting with youth. We invite all caregivers to attend!

Swimming Lessons:

We have been able to book swimming lessons for grades 1-5. Grades 3-5 will have their lessons beginning in January and Grades 1 and 2 will have lessons beginning in April. This is an additional cost to parents as it is optional. Forms for grades 3-5 will go home after Fall Break.

Remembrance Day Ceremony:

New Horizons will be recognizing Remembrance Day on November 3 with a Ceremony beginning at 10:30 a.m. Parents and Caregivers are invited to attend.

**New Horizons School
Council Meeting
Agenda**

Nov 1, 2023

7:00PM -

8:00PM

**Hybrid In-Person (New Horizons School) / Virtual
Meeting**

1. Meeting Called to Order

2. Statement of Territorial Acknowledgement

The School Council of the New Horizons Charter School respectfully acknowledges that the land on which we meet is Treaty 6 territory, a traditional home, gathering place, and a travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, Sioux, as well as the homeland of the Metis 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

4. Approval of Minutes: October 11, 2023

5. Reports

5.1 Chair/Vice-Chair/Secretary Report

5.2 Principal's Report

5.3 Financial Officer's Report

5.4 FANHS Report

5.5 Communication Officer's Report

- Discuss classroom incentives allocation policy

5.6 Committee Reports

- Halloween Dance Committee
- Spring Carnival Committee
- Grant Committee
- Book Club Committee

6. Motion to Accept Reports

7. New Business

7.1 Motions Required:

- New funding requests (expense claims are submitted):
 - o AMA patrol \$56.86 (confirm whether this comes from School Support – Academic Support)

- Halloween Dance (DJ) \$711.20 (confirm whether this comes from event proceeds or motioned from School Supports - Events)
- Makerspace \$243.83 (confirm whether this comes from School Support – Academic Support)

7.2 Staff Report

- Funding Requests
- School Update

7.3 Future School Event Planning and SC Outreach

- Family Movie Night (Nov 25)
- Book Club: Book Swap
- Family Math & Literacy Game Night with Box Cars & One-Eyed Jacks: additional information may be provided.

7.4 Field Trip Opportunities

- Telus World of Science new feature exhibit: Mazes & Brain Games

7.5 Parent Perspectives

8. Future Business

9. Correspondence

10. Future Meeting Dates

December 6, 2023

January 10, 2024

February 7, 2024

March 6, 2024

April 3, 2024

May 1, 2024

June 5, 2024

All meetings are scheduled from 7:00PM - 8:00PM and will be held as Hybrid In-Person (New Horizons School) / Virtual Meetings.

11. Meeting Adjourned

New Horizons School Council Fund Allocation Summary

For the 2023/2024 School Year

November 1, 2023

	2023-2024 Allocation of Funds	Funds Motioned	Funds Disbursed	Funds Motioned but not yet Disbursed	Remaining Funds
School Support	\$ 17,368	\$ 2,250	\$ -	\$ 2,250	\$ 15,118
Classroom Support	4,282	\$ 4,282	\$ 271.42	4,010.58	-
School Enhancement	-	\$ -	-	-	-
Community Building / Parent Support	750	\$ 250	-	250	500
School Council Administration	100	-	-	-	100
GRAND TOTAL:	\$ 22,500	\$ 6,782	\$ 271.42	\$ 6,510.58	\$ 15,718

**Draft New Horizons School Council Fund Allocation
Detailed**

For the 2023/2024 School Year

November 1, 2023

	2023-2024 Allocation of Funds	Total Motioned	Disbursed to date	Identified (Specific Highlighted Items are Under Consideration for the Education Plan)
School Support				
Clubs	\$ 2,000	\$ -	\$ -	GSA, Casual Chess Club, REACH - club & event registration, materials
Wellbeing	1,000	\$ 250	\$ -	Student Aid Fund, Mental Health Advocay, Dream Catcher (program & bussing)
Events	5,000	\$ 250	\$ -	Halloween Family Dance, Holiday Concert, Spring Carnival, Kinder Grad, Science Fair
Junior High Events	2,000	\$ 750	\$ -	Grade 9 Grad/Farewell, Jr. High Fun Day
Staff Support	1,368	\$ 1,000	\$ -	Teacher Meals; Interviews, Staff Appreciation Week
Academic Support	6,000	\$ -	\$ -	Artist in Residence, Alternate Learning Environments (maker space & outdoor classroom)
Total	17,368	\$ 2,250	\$ -	
Classroom Support				
Recess Equipment	1,000	\$ 1,000	\$ 157.30	General Fund for the Entire School
Classroom Incentives	3,282	\$ 3,282	\$ 114.12	Student Based Funding at Teacher Discretion (Ex. reward items, special field trip, classroom fun activities/materials, student incentives) (\$6 per student allocated plus \$300 each for music and French)
Total	4,282	\$ 4,282	\$ 271.42	
School Enhancement				
Major Projects	-	\$ -	\$ -	Makerspace, outdoor classroom * these are in 2 different categories - can we put
Total	-	\$ -	\$ -	
Community Building / Parent Support				
Guest Speakers	500	\$ -	\$ -	Guest Speakers
Team/Community Building	250	\$ 250	\$ -	Ex. Movie Night; BBQ; Dance; Family Game Night; Potluck; Paint Night, Peanut Scramble; Giving Back Campaign
Public Relations/Hospitality		\$ -	\$ -	School Based Celebrations; Festival of Trees, Science Fair (after hours); Parent Orientation Night
Total	750	\$ 250	\$ -	
School Council Administration				
General Admin Expenses	100	\$ -	\$ -	Office Supplies
Total	100	\$ -	\$ -	
GRAND TOTAL:	\$ 22,500	\$ 6,782	\$ 271.42	
ASCE Grant	\$ 500			Alberta School Council Engagement Grant

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New Horizons School Council Fund Allocation

Approved to be Disbursed

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For the 2023/2024 School Year

Explense Claim Date	Date Approved	Paid to	Fund	Subcategory	Description	Amount (\$)
Sep 13, 2023	Oct 12, 2023	Kandace Zelada	Classroom Support	Classroom Incentives	Classroom incentives	46.14
Sep 1, 2023	Oct 17, 2023	Marisa Araujo	Classroom Support	Classroom Incentives	Classroom incentives	24.01
Oct 3, 2023	Oct 18, 2023	Shaun Wilde	Classroom Support	Classroom Incentives	Classroom incentives	43.97
Oct 23, 2023	Oct 24, 2023	Anika Kooger	Classroom Support	Recess Equipment	Recess equipment for grades 1-2 (4 classes)	157.30
					Total (\$):	271.42

NHS Fund Allocation - Motioned Summary, 2023-2024

Fund	Subcategory	SUM of Amount (\$)
		-
Total		-
Classroom Support	Classroom Incentives	3,282.00
	Recess Equipment	1,000.00
Classroom Support Total		4,282.00
Community Building/Parent Support	Guest Speakers	-
	Public Relations/Hospitality Team/Community Building	-
		250.00
Community Building/Parent Support Total		250.00
School Council Administration	General Admin Expenses	-
School Council Administration Total		-
School Enhancement	Major Projects	-
School Enhancement Total		-
School Support	Academic Support	-
	Clubs	-
	Events	250.00
	Junior High Events	750.00
	Staff Support	1,000.00
	Wellbeing	250.00
School Support Total		2,250.00
Grand Total		6,782.00

NHS Fund Allocation - Disbursed Summary, 2023-2024

Fund	Subcategory	SUM of Amount (\$)
Classroom Support	Classroom Incentives	114.12
	Recess Equipment	157.30
Community Building/Parent Support	Guest Speakers	-
	Public Relations/Hospitality	-
	Team/Community Building	-
School Council Administration	General Admin Expenses	-
School Enhancement	Major Projects	-
School Support	Academic Support	-
	Clubs	-
	Events	-
	Junior High Events	-
	Staff Support	-
	Wellbeing	-
Grand Total		271.42

NHS Fund Allocation - Incentives by Teacher, 2023-2024		
Subcategory	Paid to	SUM of Amount (\$)
Classroom Incentives	Kandace Zelada	46.14
	Marisa Araujo	24.01
	Shaun Wilde	43.97
Grand Total		114.12

2023/2024	New Horizons School Council Fund Allocation Categories by Month											
Fund:	School Support	School Support	School Support	School Support	School Support	School Support	Classroom Support	Classroom Support	School Enhancement	Community Building/Parent Support	Community Building/Parent Support	Community Building/Parent Support
Subcategory:	Clubs	Wellbeing	Events	Junior High Events	Staff Support	Academic Support	Recess Equipment	Classroom Incentives	Major Projects	Guest Speakers	Team/Community Building	Public Relations/Hospitality
Allocation for year (\$):	2,000	1,000	5,000	2,000	1,368	6,000	1,000	3,282	0	500	250	
Month (2023-2024)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
September								70.15				
October							157.30	43.97				
November												
December												
January												
February												
March												
April												
May												
June												
Total spent (\$):	0.00	0.00	0.00	0.00	0.00	0.00	157.30	114.12	0.00	0.00	0.00	0.00
Remaining Funds (\$):	2,000.00	1,000.00	5,000.00	2,000.00	1,368.00	6,000.00	842.70	3,167.88	0.00	500.00	250.00	0.00
Grand Total YTD (\$):	271.42											

2023/2024	New Horizons School Council Fund Allocation Classroom Incentives by Teacher/Month																					
Teacher:	Michelle Stephens	Kim Fehr	Debbie Wain	Faye Freeman	Anika Kooger	Shayel MacKinnon	Amanda Panas	Jennifer Asquini	Janice Dinel	Meghan Eccles	Savanna Sweetman	Allison Joly	Anne Servold	Marisa Araujo	Sarah Fairfull	Jamie Lambert-Brown	Brian Loehr	Jessie Olfert	Shaun Wilde	Rosalynd Zalewski	Kandace Zelada	Stephen Hofforth
Class:	K (combined)	1F	1W	2F	2K	3M	3P	4A	4D	5E	5S	6J	6S	JH	JH	JH	JH	JH	JH	JH	Music	French
Number of Students:	36	21	22	22	22	23	23	24	24	24	24	24	23	19	24	27	23	21	20			
Total number students:	446																					
Allocation for year (\$):	216	126	132	132	132	138	138	144	144	144	144	144	138	114	144	162	138	126	120	0	300	300
Total Allocated (\$):	3276																					
Month (2023-2024)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
September														24.01							46.14	
October																			43.97			
November																						
December																						
January																						
February																						
March																						
April																						
May																						
June																						
Total spent (\$):	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.01	0.00	0.00	0.00	0.00	43.97	0.00	46.14	0.00
Remaining Funds (\$):	216.00	126.00	132.00	132.00	132.00	138.00	138.00	144.00	144.00	144.00	144.00	144.00	138.00	89.99	144.00	162.00	138.00	126.00	76.03	0.00	253.86	300.00
Grand Total YTD (\$):	114.12																					