

# New Horizons School Council

## Meeting Minutes

---

February 7, 2024  
Meeting Called to Order: 7:00PM  
Meeting Adjourned: 8:44PM  
Virtual Meeting

Attendees: Elizabeth Macve, Sarah-Jane Lovgren, Anita Sanderson, Rebecca Koziak, Ellen Hanna, Amanda Bullion, Julie Jackson, Eeksha Kakkan, Lori Vigfusson, Janice Dinel, Brianne Davio, Chelsea Ladouceur, Denette Leask, Tony N.

---

**1. Meeting Called to Order: 7:00PM.**

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: Ellen Hanna moved to adopt the Agenda as presented.**

**Seconded by Sarah-Jane Lovgren. Motion Carried.**

**4. Approval of Minutes**

January 10, 2024

**MOTION: Anita Sanderson moved to adopt the Minutes as presented.**

**Seconded by Sarah-Jane Lovgren. Motion Carried.**

**5. Reports**

**5.1 Chair/Vice-Chair/Secretary Report**

**Chair:** The Alberta School Council Engagement (ASCE) Grant was applied for on our behalf; however, we have not been in receipt of this funding from Alberta Education. \$500 is, however, anticipated before the end of this academic year.

School Council was invited to provide a report at Information Night for Prospective Parents

(January 18) where a perspective was shared on behalf of School Council as well as a personal parent perspective.

SC is motivated to review and update Operating Procedures. These conversations began at our SC/FANHS Board Retreat and proposed changes will be presented for review at an SGM. Key points from the Retreat include: the addition of at least 3 Officer positions with the flexibility to target specific needs from year to year, ensure quorum can be met and isn't negatively impacted by this addition (i.e. suitable opportunities for named/elected positions where attendance is mandatory and Committee Members where attendance is flexible), and the desire to develop more Jr. High outreach opportunities through a Jr. High liaison and student council possibilities – this will be a further discussion with Administration.

**Vice-Chair:** Nothing to report.

**Secretary:** The Artist in Residence Program with Cassidie Miller of Studio YEG Art is set to commence following Family Day long weekend with an art show to take place in conjunction with the school's Celebration of Learning (March 12 & 13, 2024). Administration is developing the schedule now that all projects have been locked in and time requirements have been provided by the artist.

With additional financial support from FANHS, SC was able to secure the artist and projects within the original scope of the agreement for the budget agreed to in April 2023 (\$10,000 + GST = \$10,500).

## **5.2 Principal's Report**

See attached.

## **5.3 Financial Officer's Report**

2023/2024 Allocation of Funds: \$29,500.

As per January's meeting, SC requested additional support of \$7,000 from FANHS to cover this year's Artist in Residence programming due to an unsuccessful application for the AFA Grant. FANHS agreed to provide additional support as requested.

Funds Motioned: \$7,744.69.

Funds Disbursed: \$2,600.47.

Funds Motioned but not yet disbursed: \$5,144.22.

Remaining Funds: \$21,755.31.

## **5.4 FANHS Report**

Report shared by Rebecca Koziak.

Annual Financial Review for 2022/2023 completed. SGM scheduled for February 22, 2024, virtual only starting at 7:00PM. Full report to be shared at FANHS meeting directly following.

## 5.5 Communication Officer's Report

The Communications Team continues to work well together.

## 5.6 Committee Reports

(A) Halloween Dance Committee

Date: TBD

(B) Spring Carnival Committee

Date: May 25, 2024

Nothing to report. Additional engagement will be sought as early as March.

(C) Grant Committee

The [TD Friends of the Environment Foundation Grant](#) was submitted with special thanks to Ms. MacKinnon, Ms. Olfert, and Ms. Stephens and Mrs. Clarke who will be collaborating on the garden program. Results will be shared in Spring 2024.

The [Canada Post Community Foundation Grant](#) is next on the roster for two projects.

Following confirmation of the selection of the 2024/2025 Artist in Residence selection, writing will be underway for the [Alberta Foundation for the Arts Artists and Education Funding Grant](#).

(D) Book Club Committee

Date: Ongoing

As we enter Black History Month, Ms. Vigfusson has been in direct communication with Dr. Farha Shariff and Sarah Adomako-Ansah to determine availability as well as suitable texts. Information to come.

(E) Parent Link (to be renamed)

Additional interest has been expressed in this initiative. There is also the potential for this to support the need for additional Jr. High outreach opportunities and Jr. High liaison(s) as discussed earlier. Ellen Hanna and Rebecca Koziak will work directly with Administration on the development of these parent communities to launch by the end of the 2023/2024 academic year so as to create opportunities to forge summer connections and enter the 2024/2025 academic year with some familiarity — specifically in consideration of new families. Discussion followed with Administration suggesting that representatives from SC attend the Spring tour for new families to answer questions and set them up with “Parent Link”.

(F) Holiday

Nothing to report.

## 6. Motion to Accept Reports

**MOTION: Julie Jackson moved to accept reports as presented.**  
**Seconded by Denette Leask. Motion Carried.**

## **7. New Business**

### **7.1 School Calendar**

The Draft Calendar for the 2024/2025 academic year was approved in principle at January's Board Meeting (January 24, 2024). Typically, this draft would be submitted to SC for consultation. Ms. Vigfusson shared that the only amendments from the draft shared in tonight's SC Agenda Package (Draft at January 9, 2024) is: instead of two days off for students in May (a Day in Lieu and a PD Day), a PD Day has been placed on November 1, 2024 which is preferable for two reasons: feedback from families and staff has generally been in favour of November 1 off and, while a PD Day takes place in October, this date is reserved for IPP writing; therefore, NHS staff do not have the opportunity to use a PD Day for professional development until January. All instructional days follow the EIPS Transportation schedule.

2024/2025 Draft Calendar, approved in principle

- November 1, 2024 — PD Day
- May 2, 2025 — Day in Lieu
- May 16, 2025 — Instructional Day

SC is in favour of the proposed changes for a PD Day earlier in the year — when staff are better supported, so are our students. Professional development opportunities for teachers are critical in enhancing professional growth and are fundamentally important for education quality and have a measurable impact on student learning; therefore, it is logical to provide this opportunity earlier in the year.

### **7.2 School Council attendance at the ASCA Conference (April 26 to 28, 2024)**

Motion to plan for attendance of one representative at the [ASCA Conference](#) with direct support from NHS.

**MOTION: Ellen Hanna moved to send Rebecca Koziak as SC's representative at the ASCA Conference.**

**Seconded by Julie Jackson. Motion Carried.**

### **7.3 Funding Requests**

(A) As per September's meeting, by unanimous consent, School Council will continue to support the GSA; however, SC neglected to motion a specific funding allocation at this meeting. As such, \$300 will be allocated to GSA from School Support — Clubs for the 2023/2024 academic year.

**MOTION: Denette Leask moved to accept the funding allocation as presented.**  
**Seconded by Ellen Hanna. Motion Carried.**

(B) At December's meeting, we learned that a teacher paid out of pocket for students to participate in the [Women in Scholarship, Engineering, Science, and Technology \(WISEST\) CHOICES Conference](#). This came as a surprise to all parties since SC & FANHS' vision aligns with enhancing school programming and providing additional support for engagement opportunities and this activity heavily aligns with what our parent community hopes to see from our teachers. Conversation took place around how we might be able to provide a token of appreciation to this teacher. After much discussion, SC & FANHS Executive agreed unanimously that reimbursement from a previous year was unacceptable from an accounting perspective and, while SC & FANHS have adopted a more stringent reimbursement protocol, it might set an unfavourable precedent to make an exception. As such, it was agreed that the conversation will continue offline with a possible token of appreciation from FANHS' inventory of goods rather than an exchange of funds. SC & FANHS will work with Administration to develop additional communication to staff regarding what we can fund.

#### **7.4 Staff Report**

School Update: Ms. Fairfull would like to work with Grade 9 students to organize a Jr. High, Grade 9 Farewell Dance. Following last year's successful event, students have requested a similar party complete with DJ and photo booth.

*SC & FANHS have already allocated funds to support the cost of the DJ and photo booth (October 11, 2023).*

#### **7.5 Future School Event Planning and SC Outreach**

##### **(A) Spring Planning**

- Mother's Day

Proposal from Ellen Hanna and Rebecca Koziak to co-chair this year's Mother's Day Social on Friday, May 10, 2024 for a paint night activity with local artist Robyn Skaley of Red Poppy Art & Consulting. Some feedback received after last year's event was gratitude for a Mom's night out event while others requested a mother/child group activity. As such, this year's event will be adult and child friendly with a watercolour floral workshop (approximately 90 minutes).

Details:

\$300 minimum

Maximum 50 people

\$20 + GST / child

\$5 + GST / adult

Similar to last year, the event will be billed as a cost recovery for the activity and food.

**MOTION: Denette Leask moved to accept the proposal as presented.**

**Seconded by Julie Jackson. Motion Carried.**

## **(B) Field Trip Opportunities**

Nothing to report.

## **(C) Artist in Residence for 2024/2025**

As per SC's meeting on December 6, 2023, there was an opportunity to submit additional proposals of Artists for the Artist in Residence programming for the 2024/2025 academic year. In December, a complete proposal was shared for Mallory Chipman and a suggestion for Robin Skaley with Red Poppy Art & Consulting was brought forward. On January 10, 2024, discussion continued with support of receiving complete proposals from the names brought forward ([Mallory Chipman](#), Reckie Lloyd with [Sangea Academy](#), Maralyn Ryan (puppets/theatre), and Robyn Skaley with [Red Poppy Art & Consulting](#)) to review at February's meeting. Only two options were presented for further consideration.

Option 1: Mallory Chipman is an award-winning singer, songwriter, and producer from Treaty Six Territory whose work spans many genres. Alongside her solo folk music project, Chipman plays with art-rock band, Mallory Chipman & the Mystics, and alt-country outfit, The Goddamsels. In 2023 she was named Edmonton Public Library's inaugural Musician in Residence and was celebrated as a member of Edify Magazine's Class of 2023 Top 40 Under 40. Refer to SC Meeting Minutes from December 6, 2023 for further details.

Cost: \$3,700 + GST = \$3,885 — This covers full 2-3 weeks of teaching, the creation of musical accompaniment and recordings of the musical accompaniment, as well as attendance and conducting the three compositions at the time of the holiday concert for K-9.

Option 2: Robyn Skaley of Red Poppy Art & Consulting is an artist, art educator, illustrator, and former librarian who opened her art studio in 2013 as a space where she ties in literature and art activities. As a self-taught artist, Robyn takes her love of drawing, writing, and creating and her experience as a children's and teen librarian to plan creative and fun programs that focus on process art — open-ended projects that encourage problem-solving, curiosity and expressive creativity. Robyn offers Artist in Residence in-school programming through process-focused art workshops in acrylic, watercolour, pastel, and mixed-media. Options would be in the realm of \$8,500 - \$10,000 + GST and have not been presented further.

Discussion followed and there was a unanimous decision not to move forward with similar art forms in back to back years. As such, further discussion in support of Mallory Chipman included Ms. Vigfusson sharing that the primary objective of any Artist in Residence programming should be to provide experiences that would be otherwise unavailable and differ greatly from what NHS teachers can typically provide. Planning the holiday concert takes the great effort of many and this proposal was well received by Mrs. Zelada and others.

**MOTION: Denette Leask moved to move forward with Mallory Chipman as the Artist in Residence for the 2024/2025 academic year.  
Seconded by Julie Jackson. Motion Carried.**

With no opposition to this motion, the official booking will take place and Denette Leask will complete the application for the [Alberta Foundation for the Arts Artists and Education Funding Grant](#). In the event the Grant is not received, programming will be budgeted for by SC & FANHS as required.

**(D) Budget Allocation for Spring Staff Appreciation Meal**

Additional funding is required to support the Staff Appreciation Meal provided during the Celebration of Learning (March 12 & 13, 2024). Chelsea Ladouceur has volunteered to organize this meal with Ms. Vigfusson.

**MOTION: Julie Jackson motioned for \$550 to be reallocated from School Support – Academic Support to School Support – Staff Support.  
Seconded by Denette Leask. Motion Carried.**

**(E) Jr. High Committee**

Tabled.

**7.6 Parent Perspectives**

**(A) Update Process: Google Form**

Discussion around appropriate lines of communication — what falls within School Council's purview and is an SC meeting the appropriate venue for this concern or conversation? With Administration's approval, in an effort to better coordinate the opportunity for parents to share their perspectives, SC will be rolling out a Google Form to get a better sense of what folks would like to discuss, as well as gauge whether the topic is appropriate for discussion i.e. have they discussed their concern(s) with their child's teacher and/or Administration first? There will be a caveat on the form stating time allocation so we can get a better sense of how long we should allot i.e. does the concern require substantial conversation?

**8. Future Business**

- Prioritize review of School Council Operating Procedures.

**9. Correspondence**

None.

**10. Future Meeting Dates**

March 6, 2024

April 3, 2024

May 1, 2024

June 5, 2024

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

**11. Meeting Adjourned: 8:44PM.**



Principal's Report to School Council  
Feb 7, 2024

Lori Vigfusson  
Principal  
New Horizons School

---

**Winter Field Days:** Junior High held their Winter Field day on February 1st. Students in 7-9 participated in a variety of indoor and outdoor activities like broomball and flag football. Kindergarten to Grade 6 held their Winter Day on Wednesday, February 7 with activities like hockey, snow bowling, snowman building and then came inside for an indigenous story and dreamcatcher colouring. Thanks to Ms. Olfert, Ms. Fehr and Ms. Dinel for organizing!

---

**Stakeholder Forum:** New Horizons' annual Stakeholder Forum took place on February 6. We had great attendance from staff, students and parents with about 40 people attending. There were good conversations and we were able to collect some valuable feedback to use as we plan forward.

---

**Alberta Education Assurance Surveys:** We have sent an email to all parents regarding the Assurance Surveys and the link has been posted on our website for staff, students and parents to access. As we considered a small school, all students in grades 4-9 will complete the surveys at school. These are to be completed before March 1st.

---

**Admissions:** Admissions will close on Feb. 16. We have a large number of applications. Intake day is March 1st. We have increased our number of Kindergarten assessment spots to accommodate the large number of applications.

---

**Charter Review:** As we are in our twelfth year of our fifteen year Charter we are under review. As part of this process, Alberta Education will be conducting interviews with some parents and students to provide feedback about our school.

---

### School Clubs

- Boys and Girls Basketball practices are underway with games beginning over the next couple of weeks. We have 3 teams participating this year.
  - Word Play Club will be beginning next week for grades 1-3
  - Puzzle Club will begin January 25 for grades 1 and 2
  - Run club for Grades 4 and up will start January 24. Depending on interest, this may expand to younger grades as well.
  - Pokémon Club
-