

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	January 24, 2024	Initials:	Chair	AA
Approved:	FINAL	Recorded By:	A. DeJong		Secretary	√

January 24, 2024, 7:00 p.m.

Board Members Present at Call to Order:

Adam Asquini
CHAIR

Vincent Tong
BOARD SECRETARY-TREASURER

Adam Koziak
DIRECTOR

Jason Clarke
DIRECTOR

Board Members Absent:

Kristie Derkson
VICE CHAIR

Dan Hanson
DIRECTOR

Trevor Panas
DIRECTOR

Administration Present at Call to Order:

Terry Moghrabi
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Lori Vigfusson
PRINCIPAL

1. Call to Order

Chair Asquini called the virtual meeting to order at 7:00 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

<i>Motion 2024-01-24-01</i>	<p><i>Moved that the agenda for the Board Meeting of January 24, 2024 be adopted as presented.</i></p> <p><i>Moved: Director Koziak</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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4. Disclosure of Conflict of Interest
None.

5. Approval of Minutes

5.1 Minutes of December 20, 2023

<i>Motion 2024-01-24-02</i>	<p><i>Moved that the Board Meeting minutes December 20, 2023 be approved as presented.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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6. Administration Reports

6.1 Principal's Report

Principal Vigfusson summarized her written report, including the Stakeholder Forum, school counselling support, admissions, information night and Artist in Residence, as included in the meeting package. She suggested inviting former students/alumni to participate in the Stakeholder Forum; the consensus was to proceed. A research project request relating to gifted adolescents who self-identify as perfectionists has been received from Dr. Cormier at the University of Alberta. The link for the Assurance Survey will be posted on the school website. Parents will receive codes by mail from Alberta Education; the deadline to reply is March 1. Discussion followed.

6.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas summarized her written report, including fogging, furnaces and the reserve request, as included in the meeting package. Discussion followed. Consensus of the Board is that the decision to utilize fogging is an operational decision.

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6.3 Superintendent's Report

Superintendent Moghrabi summarized his written report, including:

- *The Charter Review.* Document feedback from directors is welcome, feedback from Alberta Education will be received after the interviews are completed. Board participation is needed as part of the interview process on February 15, 2024. Directors present at the meeting all indicated availability to participate.
 - *Action: Superintendent Moghrabi to contact absent directors by email regarding their participation on February 15.*
- *The Value Scope.* Board participation is needed as part of the Value Scope process, likely March 4 and 6. Director Clarke indicated availability, others are still confirming availability.
 - *Action: Superintendent Moghrabi to contact directors by email to confirm their participation on March 4 and 6.*
- *Stakeholder Forum.* As shared by Principal Vigfusson, the invitation has been shared with parents and RSVPs are being received. Director participation is encouraged.
- *Inclement Weather.* Transportation, attendance and school heating were all affected. Staff worked above and beyond to attend school temperatures throughout the extreme cold weather. There is a guideline but not an inclement weather policy which is something to consider in future.
- *Board Professional Development and Training.* Being held on January 25 at Suzuki Charter School. All directors are invited to participate. Details have been shared by email. Additional PD and/or training can be pursued if deemed necessary. Decision to be made after the January 25 session.
- *Assurance Survey.* Response guidelines will be shared for increased understanding and consistent responses. As noted in the instructions for the survey, if a question is not applicable or if the respondent does not feel comfortable answering, they should leave the response blank or fill in the circle under "N/A". A blank response or response under the "N/A" category does not count toward the total number of responses.
- *Provincial Satisfaction Surveys.* Information has been sent to directors by email.
- *TAAPCS.* Future meeting dates have been confirmed and shared with directors by email.

Discussion followed.

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7. Board Reports

7.1 Board Chair's Report

Chair Asquini thanked directors for timely responses relating to the Charter Review document. The staff breakfast is planned for January 31.

7.2 Committee Reports

Finance and Audit Committee

Board Secretary and Treasurer Tong indicated that the committee met to review the first quarter financial report. There are no anomalies to highlight; overall, the budget is on track at this point in the year. Details to be presented under New Business.

Policy Guidelines and Bylaws Committee

A committee meeting is being scheduled for mid-February.

Survey Committee

No report.

Public Relations Committee

No report.

Personnel Committee

No report.

High School Ad Hoc Committee

No report.

8. New Business

8.1 Quarterly Financial Report for September to November 2023

Secretary-Treasurer Dundas provided an update and overview of the quarterly financial report for September to November 2023, as included in the meeting package. Discussion followed.

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8.2 Review Policy 210 and Student Code of Conduct

Superintendent Moghrabi provided a brief overview of Policy 210, *Welcoming, Caring, Respectful, and Safe Learning and Working Environments*. Consensus is to table review of Policy 210 and the Student Code of Conduct for Board approval to the next board meeting.

- *Action: Policy Committee Chair Clarke to arrange a policy committee meeting to review feedback on Policy 210, Student Code of Conduct and other policy concerns.*

8.3 Approve 2024-25 School Calendar in Principle

Superintendent Moghrabi provided an overview of the proposed 2024-25 School Calendar, as included in the meeting package. Discussion followed. Consensus is to move the May 16th day in lieu to May 2nd and then move the May 2nd PD day to November 1st; this amendment has no impact on the total number of instructional or operational days.

<i>Motion 2024-01-24-03</i>	<p><i>Moved that the Board approve the 2024-25 School Calendar in principle as amended and that it be taken to staff and School Council for feedback prior to formal approval in February, 2024.</i></p> <p><i>Moved: Director Koziak</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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9. Board Work Plan

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

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

No report.

11. Receipt of Reports

<i>Motion 2024-01-24-04</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Board Secretary and Treasurer Tong</i> <i>Seconded: Director Clarke</i> <i>Carried</i></p>
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12. Correspondence Sent

12.1 Thank you letter to MLA Kyle Kasawski

13. Correspondence Received

None.

14. Motion to Move In Camera

No in-camera meeting.

15. Additional Discussion Items

- Director Clarke inquired about bus parking and traffic safety. Discussion followed. Current bus parking has been determined to be safer than previous practices. The current traffic plan is considered an exemplar for other nearby schools.
- Director Clarke inquired about creating a list of board advocacy topics. Examples include nutrition and mental health.
 - *Action: Superintendent Moghrabi to consult with system and school administration to further develop a list of possible advocacy topics.*

16. Adjournment

Chair Asquini adjourned the meeting at 9:09 p.m.

Next Board Meeting: Wednesday, February 21, 2024 at New Horizons School