

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	March 20, 2024	Initials:	Chair	
Approved:	FINAL	Recorded By:	A. DeJong		Secretary	

March 20, 2024, 7:00 p.m.

Board Members Present at Call to Order:

Adam Asquini CHAIR	Vincent Tong BOARD SECRETARY-TREASURER	Trevor Panas DIRECTOR
Adam Koziak DIRECTOR		

Board Members Joining During Meeting:

Jason Clarke DIRECTOR		
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Board Members Absent:

Dan Hanson DIRECTOR	Kristie Derkson VICE CHAIR	
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Administration Present at Call to Order:

Terry Moghrabi SUPERINTENDENT	Patti Dundas SECRETARY-TREASURER	Lori Vigfusson PRINCIPAL
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1. Call to Order

Chair Asquini called the meeting to order at 7:03 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

The agenda was amended to include the following:

- 13.2 Alberta Education Modular Approval under Correspondence Received

<i>Motion 2024-03-20-01</i>	<p><i>Moved that the agenda for the Board Meeting of March 20, 2024 be adopted as amended.</i></p> <p><i>Moved: Director Panas</i> <i>Seconded: Director Koziak</i> <i>Carried</i></p>
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4. Disclosure of Conflict of Interest

Chair Asquini indicated that Directors Clarke, Panas and Chair Asquini have spouses who are employed at the school. No further conflict of interest was indicated.

5. Approval of Minutes

5.1 Minutes of February 21, 2024

<i>Motion 2024-03-20-02</i>	<p><i>Moved that the Board Meeting minutes February 21, 2024 be approved as presented.</i></p> <p><i>Moved: Director Panas</i> <i>Seconded: Director Koziak</i> <i>Carried</i></p>
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6. START Architecture Presentation

Chris Woollard from START Architecture attended the meeting and presented an overview of the Value Scope process that occurred on March 4 and 6, 2024. The session was attended by individuals representing stakeholder groups. Numerous options were discussed and analyzed during the sessions with viable options being discussed in further detail on the second day. The possible options were then evaluated and ranked by attendees. The highest-ranked options are the modernization of the existing building, either with or without the existing modular classrooms, and the third option is the construction of a new building on a different site. Discussion followed.

Director Clarke joined the meeting at 7:12 p.m.

Chris Woollard left the meeting at 7:30 p.m.

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7. Administration Reports

7.1 Principal's Report

Principal Vigfusson summarized her written report, including Alberta Assurance Surveys, admissions (189 applications in total, 95 of those in kindergarten), Celebration of Learning and report cards, as included in the meeting package. She further indicated that board surveys have been sent to parents, students and staff with responses requested by the end of March. Both Junior and Intermediate Reach teams have qualified for provincials. The girls' basketball team won gold in their division. Discussion followed.

7.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas summarized her written report, including reserve approval and Budget 2024, as included in the meeting package.

7.3 Superintendent's Report

Superintendent Moghrabi summarized his written report, including the Charter Review with Alberta Education, the school nutritional program, provincial budget 2024 funding and the Value Scope session, as included in the meeting package. Discussion followed.

8. Board Reports

8.1 Board Chair's Report

Chair Asquini expressed appreciation to Board Directors, parents and staff who participated in the Value Scope. TAAPCS' Executive Director Kelley Charlebois expressed that he will support NHS with any requests resulting from the Value Scope and Capital Plan submission being sent to Alberta Education.

8.2 Committee Reports

Finance and Audit Committee

No report. The committee will be meeting in April to review second quarter financials.

Policy Guidelines and Bylaws Committee

The committee met to review Policy 210 and the Student Code of Conduct, along with Policies 207, 300 and 313. Additional information is to be provided under New Business.

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Survey Committee

Director Panas indicated that the surveys have been sent out and responses are being received. The survey will close at the end of March and results will be discussed at the upcoming Board Retreat.

Public Relations Committee

No report.

Personnel Committee

No report.

High School Ad Hoc Committee

No report.

9. New Business

9.1 Review Policy 210 and Student Code of Conduct

Director Clarke indicated that Policy 313 requires further review; he indicated that he will be meeting with the superintendent to review and edit. When complete, it will be shared at a future meeting. He provided an overview and summary of changes for Policy 210, *Welcoming, Caring, Respectful, and Safe Learning and Working Environments*, Policy 300, *Recruitment and Selection of Staff and Contractors*, Policy 207 *Purchasing* as well as the Student Code of Conduct, as included in the meeting package. Discussion followed.

<i>Motion 2024-03-20-03</i>	<p><i>Moved that the Board affirms the Policy 210 (Welcoming, Caring, Respectful, and Safe Learning, and Working Environments) received its annual review and the Board approves the policy as amended.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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<i>Motion 2024-03-20-04</i>	<p><i>Moved that the Board affirms that the Student Code of Conduct was reviewed by administration and the Board approves the policy as amended.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Director Koziak</i> <i>Carried</i></p>
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<i>Motion 2024-03-20-05</i>	<p><i>Moved that the Board approve Policy 207 Purchasing as amended.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Director Panas</i> <i>Carried</i></p>
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<i>Motion 2024-03-20-05</i>	<p><i>Moved that the Board approve Policy 300 Recruitment and Selection of Staff and Contractors as amended.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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9.2 April Board Retreat Draft Agenda

Superintendent Moghrabi provided an overview of the draft agenda for the upcoming Board Retreat, as included in the meeting package. Discussion followed. No additional amendments were provided.

10. Board Work Plan

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

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

Director Koziak indicated that TAAPCS held the SGM and the proposed bylaws were approved unanimously. There has been discussion regarding Association funding with reduced membership; the Association is financially viable and no increases are anticipated over the next three years.

Superintendent Moghrabi provided a brief summary of the insurance cost implications with fewer TAAPCS members, as included in the meeting package. Discussion followed. Consensus is to invite Executive Director Kelley Charlebois from TAAPCS to attend a future board meeting.

Action: Superintendent Moghrabi will inquire with the insurance provider and attempt to get additional information on potential cost increases.

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12. Receipt of Reports

<i>Motion 2024-03-20-06</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Director Panas</i> <i>Carried</i></p>
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13. Correspondence Sent

None.

14. Correspondence Received

- Education Minister - School Board Operating Reserves
- Alberta Education Modular Approval

15. Motion to Move In Camera

<i>Motion 2024-03-20-07</i>	<p><i>Moved that the meeting move in camera at 8:32 p.m.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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Motion to Move Out of Camera:

<i>Motion 2024-03-20-08</i>	<p><i>Moved that the meeting move out of camera at 10:25 p.m.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Director Tong</i> <i>Carried</i></p>
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16. New Business

16.1 Matters Arising from In-Camera Meeting

The virtual meeting was reopened for public viewing at 10:25 p.m.

Action: The Capital Planning slide presentation will be attached to the meeting minutes when approved and posted.

<i>Motion 2024-03-20-09</i>	<p><i>Moved that the Board submit a three-year capital plan request to Alberta Education for an addition to and renovation of the current New Horizons Charter School's infrastructure, to accommodate kindergarten to grade 12 programming that can support 670 students.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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<i>Motion 2024-03-20-10</i>	<p><i>Moved that the Board approve the requested unpaid leave of absence for the following employee:</i></p> <ul style="list-style-type: none"> • <i>Employee #0260</i> <p><i>Moved: Director Clarke</i> <i>Seconded: Director Koziak</i> <i>Carried</i> <i>Director Panas recused himself from the vote.</i></p>
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17. Adjournment

Chair Asquini adjourned the meeting at 10:27 p.m.

Next Board Meeting: Wednesday, April 17, 2024 at 7:00 p.m.