

**New Horizons School Council
Meeting Agenda**

May 1, 2024

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 – April 3, 2024

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

5.6 Committee Reports

(A) Halloween Dance Committee

(B) Spring Carnival Committee

- Leadership Student Initiative - Spring Carnival (guests)

- Bouncer contract will be sent to Ms. V.

(C) Grant Committee

(D) Book Club Committee

(E) Parent Link (to be renamed)

(F) Holiday Committee

6. Motion to Accept Reports

7. New Business

7.1 2024/25 Fund Allocation

7.2 Staff Report

(A) Funding Requests (grade 6 grad – discussion later in the agenda; \$40 to replenish hospitality items for Mother’s Day Social from Community Building/Parent Support)

(B) School Update

7.3 Future School Event Planning and SC Outreach

(A) Event Planning

- Oilers’ Playoff Watch Party (suggestion to set something for viewing in the school gym with concession, games, trivia).

(B) Field Trip/Enrichment Opportunities

7.4 Parent Perspectives

(A) Grade six graduation celebration and associated funding request.

8. Future Business

9. Correspondence

10. Future Meeting Dates

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

Meeting Minutes

April 3, 2024
Meeting Called to Order: 7:07PM
Meeting Adjourned: 8:12PM
Virtual Meeting

Attendees: Elizabeth Macve, Sarah-Jane Lovgren, Anita Sanderson, Rebecca Koziak, Ellen Hanna, Amanda Bullion, Julie Jackson, Eeksha Kakkan, Denette Leask, Lori Vigfusson, Raman Brar, Chelsea Ladouceur, Leah McCoy, 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: Julie Jackson moved to adopt the Agenda as presented.

Seconded by Sarah-Jane Lovgren. Motion Carried.

4. Approval of Minutes

March 6, 2024

MOTION: Denette Leask moved to adopt the Minutes as presented.

Seconded by Sarah-Jane Lovgren. Motion Carried.

5. Reports

5.1 Chair/Vice-Chair/Secretary Report

Chair: Nothing to report.

Vice-Chair: Nothing to report.

Secretary: The Artist in Residence Program with Cassidie Miller of Studio YEG Art was successful, with most pieces complete for the Celebration of Learning. The collaborative projects are still in progress and Cass will return to build the totem sculpture onsite later this week. Mallory Chipman has been secured for the 2024/2025 Artist in Residence Program with dates set for November. The AFA Grant is in progress.

5.2 Principal's Report

See attached.

5.3 Financial Officer's Report

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

Funds Motioned: \$22,302.

Funds Disbursed: \$7,316.

Funds Motioned but not yet disbursed: \$14,986.

Remaining Funds: \$7,198.

Additional funding is required to support the Staff Appreciation Meal provided during the Celebration of Learning (March 12 & 13, 2024). Funds are available to support the surcharge (\$550 was motioned in February, whereas the total came to \$597.19). The balance can be reallocated from the School Support — Staff Support (Staff Appreciation) that was previously allocated to the Gratitude Cart (December 2023).

**MOTION: Rebecca Koziak motioned for the reallocation as presented.
Seconded by Amanda Bullion. Motion Carried.**

Request for \$130 from School Support — Wellbeing to support the purchase of solar viewers so students can safely view the partial solar eclipse.

**MOTION: Ellen Hanna motioned for the funding allocation as presented.
Seconded by Sarah-Jane Lovgren. Motion Carried.**

5.4 FANHS Report

Report shared by Rebecca Koziak.

Attendance at additional professional development opportunities:

- [Edmonton Chamber of Voluntary Organizations \(ECVO\) Bylaws Workshop](#),
attendance: March 8, 2024 (Julie Jackson & Rebecca Koziak).

- [Integral Org Intro to Governance: Principles of good governance for nonprofits](#),
attendance: March 21, 2024 (Ellen Hanna, Julie Jackson & Rebecca Koziak).

Full report to be shared at FANHS meeting directly following.

5.5 Communication Officer's Report

The Communications Team is working directly with Administration to develop a Parent Perspectives form to provide an additional opportunity for parents to communicate while recognizing appropriate lines of communication or which avenue of communication their topic or idea will best suit. While some topics may be presented as soon as the upcoming SC meeting, there will be a caveat that depending on the topic, there may be time constraints that impact the ability to prepare for this conversation. Details to come.

5.6 Committee Reports

(A) Halloween Dance Committee

Date: TBD

(B) Spring Carnival Committee

Date: May 25, 2024, 12:00PM - 3:00PM

A Committee meeting will be scheduled ahead of the next SC meeting. This year, we'll plan to invite new families once their registrations are completed and will have NHS Ambassadors onsite to greet and welcome new families into our NHS community. About 80 families RSVP'd last year. So far, we anticipate the return of "Splash the Staff," bouncers, and glitter tattoos with new food trucks (casa12doce and 8 Acres Coffee).

(C) Grant Committee

Writing of the [Alberta Foundation for the Arts Artists and Education Funding Grant](#) is underway. The Grant is due **May 1, 2024** with results anticipated Autumn 2024.

Results are anticipated regarding the [TD Friends of the Environment Foundation Grant](#) later this month.

(D) Book Club Committee

Date: Ongoing

Nothing to report.

(E) Parent Link (to be renamed)

The Committee is scheduled to meet next week. Report to be shared in May.

(F) Holiday

Nothing to report.

6. Motion to Accept Reports

MOTION: Julie Jackson moved to accept reports as presented.

Seconded by Ellen Hanna. Motion Carried.

7. New Business

7.1 Staff Report

(A) Funding Requests

i. [Rocks & Rings School Curling Program](#) through Curling Canada has been scheduled for May 24, 2024 with pickup the following week. In addition to supporting physical wellness within the school, this will be an entertainment opportunity for the Spring Carnival. \$370 is requested from School Support — Wellbeing.

MOTION: Chelsee Ladouceur moved to accept the funding allocation as presented. Seconded by Amanda Bullion. Motion Carried.

(B) School Update

Staff share their gratitude for the meals provided during the Celebration of Learning.

7.2 Future School Event Planning and SC Outreach

(A) Event Planning

- Pet Wall

Missing the vibrancy of the Kindess Wall, a parent suggested a pet wall, so with National Pet Day in April, we'll dedicate the month to pets. \$50 is requested from School Council Administration — General Admin Expenses to support printing.

MOTION: Sarah-Jane Lovgren moved to accept the funding allocation as presented.

Seconded by Julie Jackson. Motion Carried.

(B) Field Trip Opportunities

Nothing to report.

7.3 Parent Perspectives

Nothing to report. Staff are presently planning field trips for next year. Suggestions are welcome and can be shared as a Parent Perspective or shared directly with Administration.

8. Future Business

9. Correspondence

None.

10. Future Meeting Dates

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: 8:12PM.

Principal's Report to School Council

April 3, 2024

Lori Vigfusson

Principal

New Horizons School

Swimming Lessons: Grades 1s and 2s will begin lessons on April 22. These will end on June 17.

Volunteer Tea: Our annual volunteer tea takes place next Thursday, April 11 at 9:00 a.m. Staff provide the snacks, students provide the entertainment, you provide your presence! We really want to show our appreciation to all parent volunteers whether it is on field trips, in classrooms, at lunch, around the school for prep, at pick-up and drop-off, or on school council, the board, or FANHS. Our school is the amazing place it is because of our volunteers. Please let us thank you! RSVP today!

Spring Concert: Our Spring Concert for grade 5 and 6 and music/drama groups takes place on April 11. There will be 2 concert times-1:30- 2:30 and 6:30-7:30. RSVP will be sent home this week.

Surveys: We received board survey responses from 60 families. These results will be used along with the Alberta Education Surveys and the Stakeholder Survey results to inform the annual education plan.

Admissions: We had 189 complete applications with 95 in Kindergarten and the rest in a variety of grades. The admissions committee will meet after the break to review applications and inform families of the decision.

Celebration of Learning: We hosted our Celebration of Learning on March 12 and 13th. Artist in Residence projects were on display along with a variety of curricular activities for students to demonstrate their learning to parents and caregivers.

School Clubs

- Boys and Girls Basketball is finished and all teams had a successful season. Congratulations to our Girls team who won gold in the junior division. The cup is on display in the Lobby.
- Badminton has begun for Junior High with the tournaments on April 22 and 25th.
- Handball for Junior High will begin tryouts this week.
- School Reach went to regional tournament on March 9. Our intermediate team finished 1st and our Junior team finished 3rd. Both teams will be going to provincials in Calgary on April 13.
- Lego club for grades 1-3 is underway.
- Intramurals for grades 4 and up are continuing with badminton being the focus for now. We have been invited to a 5/6 tournament on April 27. Tryouts took place this morning. Unfortunately we only have

space for 16 students so not all students will be able to participate. Thank you to Ms. Eccles and Ms. Sweetman for supporting this.

- Pokémon Club for grades 4-9 continues.
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New Horizons School Council Fund Allocation Summary

For the 2023/2024 School Year

May 1, 2024

	2023-2024 Allocation of Funds	Funds Motioned	Funds Disbursed	Funds Motioned but not yet Disbursed	Remaining Funds
School Support	\$24,368	\$18,239	\$6,587	\$11,651	\$6,129
Classroom Support	4,282	4,282	1,232	3,050	-
School Enhancement	-	-	-	-	-
Community Building / Parent Support	750	250	199	51	500
School Council Administration	100	50	-	50	50
GRAND TOTAL:	\$29,500	\$22,821	\$8,019	\$14,802	\$6,679

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

For the 2023/2024 School Year May 1, 2024

	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	\$ 507	\$ 104.47	GSA, Casual Chess Club, REACH - club & event registration, materials
Wellbeing	1,000	750	126	Student Aid Fund, Mental Health Advocay, Dream Catcher (program & bussing)
Events	5,000	3,250	214	Halloween Family Dance, Holiday Concert, Spring Carnival, Kinder Grad, Science Fair
Junior High Events	2,000	750	711	Grade 9 Grad/Farewell, Jr. High Fun Day
Staff Support	1,368	1,299	1,252	Teacher Meals; Interviews, Staff Appreciation Week
Academic Support	13,000	11,683	4,180.27	Artist in Residence, Alternate Learning Environments (maker space & outdoor classroom)
Total	24,368	18,239	6,587.46	
Classroom Support				
Recess Equipment	1,000	1,000	278.98	General Fund for the Entire School
Classroom Incentives	3,282	3,282	953.34	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	1,232.32	
School Enhancement				
Major Projects	-	-	-	Makerspace, outdoor classroom * these are in 2 different categories - can we put
Total	-	-	-	
Community Building / Parent Support				
Guest Speakers	500	210	199.00	Guest Speakers
Team/Community Building	250	40	-	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	199.00	
School Council Administration				
General Admin Expenses	100	50	-	Office Supplies
Total	100	50	-	
GRAND TOTAL:	\$ 29,500	\$ 22,821	\$ 8,018.78	
ASCE Grant	\$ 500			Alberta School Council Engagement Grant

New Horizons School Council Fund Allocation				
Amounts Approved in the Minutes				
Hidden rows 6-18: use to copy & paste for fund/subcategory				
For the 2023/2024 School Year				
Date Motioned	Fund	Subcategory	Description	Amount (\$)
11-Oct-23	School Support	Wellbeing	Forgotten lunch supplies	250.00
11-Oct-23	School Support	Events	Kindergarten graduation	250.00
11-Oct-23	School Support	Junior High Events	Grade 9 graduation	750.00
11-Oct-23	School Support	Staff Support	Teacher meals for Oct 23	1,000.00
11-Oct-23	Classroom Support	Recess Equipment	Recess Equipment	1,000.00
11-Oct-23	Classroom Support	Classroom Incentives	\$6 per student plus \$300 each French/music	3,282.00
11-Oct-23	Community Building/Parent Support	Guest Speakers	Saffron Centre presentation (previously entered as Team/Community Building; changed to Guest Speakers Nov 1)	210.00
11-Oct-23	Community Building/Parent Support	Team/Community Building	Hosting for Saffron presentation (refreshments)	40.00
1-Nov-23	School Support	Academic Support	AMA Patroller Prizes	56.86
1-Nov-23	School Support	Academic Support	Makerspace Tools	243.83
6-Dec-23	School Support	Staff Support	Teacher gratuity carts from leadership group	330.00
6-Dec-23	School Support	Academic Support	WISEST presentation	160.00
10-Jan-24	School Support	Academic Support	WISEST presentation (additional funding)	172.00
7-Feb-24	School Support	Clubs	GSA club	300.00
7-Feb-24	School Support	Academic Support	Teacher meals for March 2024	550.00
6-Mar-24	School Support	Academic Support	Artist in Residence spring 2024	10,500.00
6-Mar-24	School Support	Clubs	Garden Club	175.00
6-Mar-24	School Support	Clubs	Games Club	32.00
6-Mar-24	School Support	Events	Spring Carnival	3,000.00
3-Apr-24	School Support	Wellbeing	Solar eclipse glasses	130.00
3-Apr-24	School Support	Staff Support	Unused funds from teacher gratuity carts	(78.25)
3-Apr-24	School Support	Staff Support	Teacher meals for March 2024, additional funds	47.19
3-Apr-24	School Council Administration	General Admin Expenses	Printing	50.00
3-Apr-24	School Support	Wellbeing	Rinks and Rocks (curling rental)	370.00
			Total:	22,820.63

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	210.00
	Public Relations/Hospitality	-
	Team/Community Building	40.00
Community Building/Parent Support Total		250.00
School Council Administration	General Admin Expenses	50.00
School Council Administration Total		50.00
School Enhancement	Major Projects	-
School Enhancement Total		-
School Support	Academic Support	11,682.69
	Clubs	507.00
	Events	3,250.00
	Junior High Events	750.00
	Staff Support	1,298.94
	Wellbeing	750.00
School Support Total		18,238.63
Grand Total		22,820.63

NHS Fund Allocation - Disbursed Summary, 2023-2024

Fund	Subcategory	SUM of Amount (\$)
Classroom Support	Classroom Incentives	953.34
	Recess Equipment	278.98
Community Building/Parent Support	Guest Speakers	199.00
	Public Relations/Hospitality	-
	Team/Community Building	-
School Council Administration	General Admin Expenses	-
School Enhancement	Major Projects	-
School Support	Academic Support	4,180.27
	Clubs	104.47
	Events	213.97
	Junior High Events	711.20
	Staff Support	1,251.75
	Wellbeing	125.80
Grand Total		8,018.78

NHS Fund Allocation - Incentives by Teacher, 2023-2024

Subcategory	Paid to	SUM of Amount (\$)
Classroom Incentives		-
	Allison Joly	61.87
	Amanda Panas	20.52
	Anne Servold	128.41
	Debbie Wain	87.51
	Janice Dinel	20.53
	Kandace Zelada	300.00
	Marta Araujo	44.48
	Meghan Eccles	83.41
	Michelle Stephens	79.23
	Savanna Sweetman	83.41
	Shaun Wilde	43.97
Grand Total		953.34

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	13,000	1,000	3,282	0	500	250	
Month (2023-2024)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
September						300.69		215.45				
October							157.30	43.97		199.00		
November					1,000.00			99.76				
December					251.75		26.25	148.93				
January	72.98							157.37				
February						3,482.00						
March	31.49			711.20		397.58		187.29				
April		125.80	213.97				95.43	100.57				
May												
June												
Total spent (\$):	104.47	125.80	213.97	711.20	1,251.75	4,180.27	278.98	953.34	0.00	199.00	0.00	0.00
Remaining Funds (\$):	1,895.53	874.20	4,786.03	1,288.80	116.25	8,819.73	721.02	2,328.66	0.00	301.00	250.00	0.00
Grand Total YTD (\$):	8,018.78											

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 (all grades):	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 (all grades) (\$):	3276																					
Month (2023-2024)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
September														24.01								191.44
October																			43.97			
November	79.23								20.53													
December							20.52						128.41									
January												61.87										95.50
February																						
March										83.41	83.41				20.47							
April			87.51																			13.06
May																						
June																						
Total spent (\$):	79.23	0.00	87.51	0.00	0.00	0.00	20.52	0.00	20.53	83.41	83.41	61.87	128.41	44.48	0.00	0.00	0.00	0.00	43.97	0.00	300.00	0.00
Remaining Funds (\$):	136.77	126.00	44.49	132.00	132.00	138.00	117.48	144.00	123.47	60.59	60.59	82.13	9.59	69.52	144.00	162.00	138.00	126.00	76.03	0.00	0.00	300.00
Grand Total YTD (\$):	953.34																					

Draft New Horizons School Council Fund Allocation Detailed

For the 2024/2025 School Year #REF!

	2023-24 Allocation of Funds	2024-25 Allocation of Funds PROPOSED		Potential Projects, Items & Ideas Identified (Specific Highlighted Items are Under Consideration for the Education Plan)
School Support				
Clubs	\$ 2,000			<i>GSA, Casual Chess Club, REACH - club & event registration, materials Student Aid Fund, Mental Health Advocay, Dream Catcher (program & bussing) Halloween Family Dance, Holiday Concert, Spring Carnival, Kinder Grad, Science Fair Grade 9 Grad/Farewell, Jr. High Fun Day Teacher Meals; Interviews, Staff Appreciation Week Artist in Residence, Alternate Learning Environments (maker space & outdoor classroom)</i>
Wellbeing	1,000			
Events	5,000			
Junior High Events	2,000			
Staff Support	1,368			
Academic Support	13,000			
Total	24,368	-	- .00	
Classroom Support				
Recess Equipment	1,000			<i>General Fund for the Entire School 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)</i>
Classroom Incentives	3,282			
Total	4,282	-	- .00	
School Enhancement				
Major Projects	-			<i>makerspace, outdoor classroom - these are in 2 different categories - can we put them in one?</i>
Total	-	-	-	
Community Building / Parent Support				
Guest Speakers	500			<i>Guest Speakers Ex. Movie Night; BBQ; Dance; Family Game Night; Potluck; Paint Night, Peanut Scramble; Giving Back Campaign School Based Celebrations; Festival of Trees, Science Fair (after hours); Parent Orientation Night</i>
Team/Community Building	250			
Public Relations/Hospitality				
Total	750	-	- .00	
School Council Administration				
General Admin Expenses	100			Office Supplies
Total	100	-	-	
GRAND TOTAL: \$ 29,500 \$ - \$ -				
ASCE Grant \$ 500 Alberta School Council Engagement Grant				