

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	April 17, 2024	Initials:	Chair	AA
Approved:	FINAL	Recorded By:	A. DeJong		Secretary	V T

April 17, 2024, 7:00 p.m.

Board Members Present at Call to Order:

Adam Asquini CHAIR	Kristie Derkson VICE CHAIR	Adam Koziak DIRECTOR
Jason Clarke DIRECTOR		

Board Members Joining During Meeting:

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Board Members Absent:

Vincent Tong BOARD SECRETARY-TREASURER	Dan Hanson DIRECTOR	Trevor Panas DIRECTOR
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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 7:14 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

Three additional items were added to the agenda:

- 8.4 - EDC Minister - Carbon Tax Remission Request
- 8.5 - May 9, 2024 Meet & Greet with Intact Public Entity, Insurer for Alberta Charter Schools
- 8.6 - EDC Minister - Engagement on Cellphone Use in Schools

<i>Motion 2024-04-17-01</i>	<p><i>Moved that the agenda for the Board Meeting of April 17, 2024 be adopted as amended.</i></p> <p><i>Moved: Director Koziak</i> <i>Seconded: Vice Chair Derkson</i> <i>Carried</i></p>
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4. Disclosure of Conflict of Interest

Chair Asquini and Director Clarke have spouses at the school, no conflict is anticipated based on the agenda.

5. Approval of Minutes

5.1 Minutes of March 20, 2024

<i>Motion 2024-04-17-02</i>	<p><i>Moved that the Board Meeting minutes of March 20, 2024 be approved as presented.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Director Koziak</i> <i>Carried</i></p>
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6. Administration Reports

6.1 Principal's Report

Principal Vigfusson provided a summary of her written report including Volunteer Tea, Music Festival, Spring Concert and PAT update, as included in the meeting package. She also indicated that the intermediate Reach team competed at provincials and placed second overall. Discussion followed.

6.2 Secretary-Treasurer's Report

No report, items to be discussed later in the agenda.

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6.3 Superintendent's Report

Superintendent Moghrabi summarized his written report including Provincial Achievement Exams, Value Scope Documents, and the CASS conference, as included in the meeting package. The positive implications, including student preparedness and political advocacy, of PAT field testing were highlighted. Discussion followed. Superintendent Moghrabi, Chair Asquini and Principal Vigfusson will collaborate and begin development of an Administrative Procedure relating to AI.

<i>Motion 2024-04-17-03</i>	<p><i>Moved that the Board direct administration to develop a draft Administrative Procedure focussed on AI for discussion at the June board meeting.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Director Koziak</i> <i>Carried</i></p>
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7. Board Reports

7.1 Board Chair's Report

Chair Asquini expressed appreciation for administration and director participation in the April Board Retreat, it was a well-attended and valuable event. High School Programming will be included on the August Retreat agenda. He indicated that the Alberta Education Chief of Staff will be meeting virtually Chair Asquini and Superintendent Moghrabi on May 10, 2024.

7.2 Committee Reports

Finance and Audit Committee

No report. The committee met in April to review second-quarter financials. Details to be presented later in the meeting.

Policy Guidelines and Bylaws Committee

Director Clarke indicated that the policy committee has been working on Policy 313 and will continue to work on those revisions.

Survey Committee

No report.

Public Relations Committee

No report.

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Personnel Committee

No report.

High School Ad Hoc Committee

No report.

8. New Business

8.1 Quarterly Financial Report for December '23 to February '24

Secretary-Treasurer Dundas summarized the Quarterly Financial Report for December 2023 to February 2024. 86% of the overall budget is directed towards salary; overall, the budget is on target for the end of the second quarter, and no anomalies were noted. Discussion followed.

8.2 Review Proposed School Fees for 2024-25

Secretary-Treasurer Dundas summarized the proposed school fees for 2024-25. The process for determining fees was discussed at the August 2023 Board Retreat. Discussion followed.

8.3 Staff Appreciation Meal

Superintendent Moghrabi indicated that staff are participating in an off-site professional development activity on May 16 and that preparing a staff appreciation meal on that day is not feasible; May 3 is being proposed as an alternate date. Discussion followed. Consensus is to plan lunch for May 3, 2024.

Action: Chair Asquini will email board members to confirm director attendance at the May 3, 2024 staff appreciation lunch.

8.4 Carbon Tax Remission Request

Superintendent Moghrabi indicated that the Education Minister has requested data on carbon tax costs from school boards with a tight response deadline. District Office will compile and submit the requested information.

Action: Superintendent Moghrabi will contact Connie Ohl at Alberta Education to express concern regarding the scope of work of the request.

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8.5 May 9, 2024 Meet Greet with Intact Public Entity, Insurer for Alberta Charter Schools

Superintendent Moghrabi indicated that he and Secretary-Treasurer Dundas will be attending the meeting at the Lloyd Sadd office. Directors are invited to attend, additional information will be shared when available.

8.6 Engagement on Cellphone Use in Schools

Superintendent Moghrabi indicated that the Education Minister has released a survey and is seeking feedback from parents and staff regarding cellphone use in schools.

Action: The administration will share the survey link with parents and staff members.

9. Board Work Plan

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

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

Director Koziak indicated that a meeting was held with a review of the budget for 2024-25. The spring General Meeting will be held on May 25, 2024 at New Horizons School. TAAPCS was on the agenda of the upcoming ASCA conference; the invitation has been rescinded.

Action: Chair Asquini asked Superintendent Moghrabi to update and circulate a shared RSVP document with directors for upcoming board events.

11. Receipt of Reports

<i>Motion 2024-04-17-04</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Vice-Chair Derkson</i> <i>Seconded: Director Clarke</i> <i>Carried</i></p>
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12. Correspondence Sent

- None.

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13. Correspondence Received

- May 9, 2024 Meet & Greet with Intact Public Entity, Insurer for Alberta Charter Schools
- EDC Minister - Engagement on Cellphone Use in Schools
- EDC Minister - Carbon Tax Remission Request

14. Motion to Move In Camera

<i>Motion 2024-04-17-05</i>	<p><i>Moved that the meeting move in camera at 9:20 p.m.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Vice-Chair Derkson</i> <i>Carried</i></p>
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Motion to Move Out of Camera:

<i>Motion 2024-04-17-06</i>	<p><i>Moved that the meeting move out of camera at 9:22 p.m.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Director Koziak</i> <i>Carried</i></p>
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15. New Business

15.1 Matters Arising from In Camera Meeting

<i>Motion 2024-04-17-07</i>	<p><i>Moved that the Board approve the extension of the leave of absence for the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0273</i> <p><i>Moved: Director Koziak</i> <i>Seconded: Director Clarke</i> <i>Carried</i></p>
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<i>Motion 2024-04-17-08</i>	<p><i>Moved that the Board approve the two days of unpaid leave for the following:</i></p> <ul style="list-style-type: none"> • <i>Employee #0238</i> <p><i>Moved: Director Clarke</i> <i>Seconded: Vice-Chair Derkson</i> <i>Carried</i></p>
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16. Adjournment

Chair Asquini adjourned the meeting at 9:24 p.m.

Next Board Meeting: Wednesday, May 15, 2024 at 7:00 p.m.