

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	June 19, 2024	Initials:	Chair	AA
Approved:	FINAL	Recorded By:	A. DeJong		Secretary	VT

June 19, 2024, 7:00 p.m.

Board Members Present at Call to Order:

Dan Hanson DIRECTOR / ACTING CHAIR	Vincent Tong BOARD SECRETARY-TREASURER	Adam Koziak DIRECTOR
Jason Clarke DIRECTOR		

Board Members Joining During the Meeting:

Kristie Derkson VICE CHAIR		
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Board Members Absent:

Adam Asquini CHAIR	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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Virtual Attendee: Anita Sanderson

1. Call to Order

Chair Asquini was unable to attend. In the absence of the Vice Chair, Director Hanson was chosen by directors in attendance to chair the meeting. Acting Chair Hanson 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 following items were added to the agenda:

- 9.8 - Limiting Distractions in Alberta's Classrooms
- 9.9 - Reserve Letter sent to Education Minister

<i>Motion 2024-06-19-01</i>	<p><i>Moved that the agenda for the Board Meeting of June 19, 2024 be adopted 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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4. Disclosure of Conflict of Interest

No conflicts of interest were cited.

5. Approval of Minutes

5.1 Minutes of May 15, 2024

<i>Motion 2024-06-19-02</i>	<p><i>Moved that the Board Meeting minutes of May 15, 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. School Council Update

In her absence, Principal Vigfusson provided the School Council update on behalf of School Council Chair Elizabeth Macve. The update summarized the school council executive, meetings, and activities and events held over the past year. Discussion followed.

7. Administration Reports

7.1 Principal's Report

Principal Vigfusson provided a summary of her written report including spring carnival, Indigenous People's Month and Day, provincial achievement tests, staffing update, Powerschool, report cards and awards ceremony as included in the meeting package. Discussion followed.

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7.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas indicated that the quarterly financial report will be discussed later in the meeting under item 9.2.

7.3 Superintendent's Report

Superintendent Moghrabi summarized his written report including high school expansion update, meeting with Alberta Education Chief of Staff James Johnson, hosting of the TAAPCS SGM and spring carnival, as included in the meeting package. Discussion followed.

Vice-Chair Derkson joined the meeting at this point.

8. Board Reports

8.1 Board Chair's Report

Acting Chair Hanson indicated on behalf of Chair Asquini that Chair Asquini had participated in the meeting with Education Minister Chief of Staff James Johnson. He has reached out to MLA Glubish and will follow up with an invitation to visit the school in the fall. Hosting the TAAPCS SGM was well received and productive. He expressed appreciation to directors for participating in the superintendent evaluation. The policy committee will need to meet to begin working on cell phone policy; more information will be shared later in the agenda.

8.2 Committee Reports

8.2.1 Finance and Audit Committee

The committee met to review the quarterly financial report for March to May, 2024. Board Secretary and Treasurer Tong provided a brief summary of the Q3 report.

8.2.2 Policy Guidelines and Bylaws Committee

The committee is planning to meet over the summer, prior to the September Board meeting.

8.2.3 Survey Committee

No report.

8.2.4 Public Relations Committee

No report.

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8.2.5 Personnel Committee

No report.

8.2.6 High School Ad Hoc Committee

No report.

8.2.7 Board Activities

No report.

9. New Business

9.1 Artificial Intelligence (AI) in the Classroom Presentation

Vice Principal Watson provided information on AI in the classroom, current practices being used and links to existing AI policies in use by school boards, as included in the meeting package. She shared a presentation and indicated that AI will continue to be used by both teachers and students. Currently, students have limited access to AI at school; staff have received and will continue to receive professional development opportunities relating to the use of AI. Superintendent Moghrabi indicated that a draft policy was also included in the meeting package for information and potential starting point for the development of a policy. Discussion followed.

9.2 Quarterly Financial Report for March-May, 2024

Secretary-Treasurer Dundas provided an overview of the quarterly financial report for the March-May (third) quarter, as included in the meeting package. Discussion followed.

9.3 Approve 2024-25 Extracurricular Fees

Secretary-Treasurer Dundas provided a summary of the proposed extracurricular fees for 2024-25. Discussion followed.

<i>Motion 2024-06-19-03</i>	<p><i>Moved that the 2024-25 Extracurricular Fees be approved as presented.</i></p> <p><i>Moved: Vice Chair Derkson</i> <i>Seconded: Director Clarke</i> <i>Carried</i></p>
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9.4 Superintendent Evaluation

Acting Chair Hanson indicated that the Board met with Dr. Leroy Sloan to review the superintendent evaluation. He asked attending directors to provide a summary of the meeting. Discussion followed.

<i>Motion 2024-06-19-04</i>	<p><i>Moved that the Board approve the Superintendent Evaluation Report, as developed during the Superintendent Evaluation workshop of June 17, 2024, as an accurate assessment of his performance for the period July 3, 2023 - June 17, 2024, and further that the Chair be authorized to make any required technical edits and to sign the evaluation report on the Board's behalf.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Vice Chair Derkson</i> <i>Carried</i></p>
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9.5 CASS Summer Conference

Superintendent Moghrabi provided background information on the CASS summer conference and submitted a request for approval to attend, as included in the meeting package. Discussion followed.

<i>Motion 2024-06-19-05</i>	<p><i>Moved that the Board authorize the superintendent to attend the CASS summer conference.</i></p> <p><i>Moved: Director Koziak</i> <i>Seconded: Director Clarke</i> <i>Carried</i></p>
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9.6 Schedule SGM and Election Date of Society

Superintendent Moghrabi spoke to the background of hosting the annual Special General Meeting (SGM) and elections, as included in the meeting package. Discussion followed.

<i>Motion 2024-06-19-06</i>	<p><i>Moved that the Board select 7:00 p.m. on Wednesday, October 9, 2024 as the date and time for the SGM.</i></p> <p><i>Moved: Board Secretary and Treasurer Tong</i> <i>Seconded: Director Koziak</i> <i>Carried</i></p>
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9.7 Schedule Summer Board Housekeeping Retreat

Superintendent Moghrabi provided background information on the annual summer board housekeeping retreat, as included in the meeting package. Discussion followed.

<i>Motion 2024-06-19-07</i>	<p><i>Moved that the Board select Saturday, August 24, 2024 for the summer Board housekeeping retreat.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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9.8 Limiting Distractions in Alberta’s Classrooms

Superintendent Moghrabi provided correspondence received from Alberta Education regarding personal mobile devices in classrooms. Discussion followed. Current practices in the school align closely with the Alberta Education policy requirements; a policy will need to be developed and approved by January, 2025.

9.9 Reserve Letter to Education Minister

Superintendent Moghrabi indicated that as part of the requested Value Scope tasks, Strathcona County has requested additional information including traffic and utility assessments. Each of these has costs attached and as a result, some reserve funding will be needed to cover the expenditure. Secretary-Treasurer Dundas indicated that she had already contacted Alberta Education to confirm the process; all that is needed is an emailed explanation. Discussion followed.

<i>Motion 2024-06-19-08</i>	<p><i>Moved that the Board approve an amendment to the November 30, 2023 reserve request letter submitted to the Education Minister to reduce technology funds by \$15,000 and to add Value Scope requirements for \$15,000.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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Action: Include high school planning discussion on August Board Retreat Agenda.

10. Board Work Plan

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

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

Director Koziak indicated that the spring TAAPCS meeting was held on May 25 at NHS. It was a well-organized and efficient meeting with ~ 40 attendees. Board Chairs and representatives were able to meet while the superintendents also met allowing for additional discussion.

12. Receipt of Reports

<i>Motion 2024-06-19-09</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Board Secretary and Treasurer Tong</i> <i>Carried</i></p>
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13. Correspondence Sent

- None.

14. Correspondence Received

- EDM Funding Commitment Letter
- Limiting Distractions in Alberta's Classrooms (added at meeting)

15. Motion to Move In Camera

<i>Motion 2024-06-19-10</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 2024-06-19-11</i>	<p><i>Moved that the meeting move out of camera at 9:50 p.m.</i></p> <p><i>Moved: Director Clarke</i> <i>Seconded: Vice Chair Derkson</i> <i>Carried</i></p>
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16. New Business

16.1 Matters Arising from In Camera Meeting

None.

17. Adjournment

Acting Chair Hanson adjourned the meeting at 9:50 p.m.

Next Board Meeting: Wednesday, September 18, 2024 at 7:00 p.m.