

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b>	Board	<b>Date:</b>	Sept. 18, 2024	<b>Initials:</b>	<b>Chair</b>	
<b>Approved:</b>	FINAL	<b>Recorded By:</b>	A. DeJong		<b>Secretary</b>	

**September 18, 2024, 7:00 p.m.**

Board Members Present at Call to Order:

Adam Asquini CHAIR	Kristie Derkson VICE CHAIR	Vincent Tong BOARD SECRETARY-TREASURER
Jason Clarke DIRECTOR	Dan Hanson DIRECTOR	Adam Koziak DIRECTOR
Trevor Panas DIRECTOR		

Board Members Joining During the Meeting:

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Board Members Absent:

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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:

**1. Call to Order**

Chair Asquini called the meeting to order at 7:01 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:

- 14.7 - Education Minister - School Construction Accelerator Program
- 14.8 - TAAPCS Response to Premier Announcement

<i>Motion 2024-09-18-01</i>	<p><i>Moved that the agenda for the Board Meeting of September 18, 2024 be adopted as amended.</i></p> <p><i>Moved: Board Secretary and Treasurer Tong</i>  <i>Seconded: Director Tong</i>  <i>Carried</i></p>
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**4. Disclosure of Conflict of Interest**

Chair Asquini and Directors Panas and Clarke have spouses at the school, no conflict is anticipated based on the agenda. No other conflicts of interest were cited.

**5. Approval of Minutes**

**5.1 Minutes of June 19, 2024**

<i>Motion 2024-09-18-02</i>	<p><i>Moved that the Board Meeting minutes of June 19, 2024 be approved as presented.</i></p> <p><i>Moved: Director Hanson</i>  <i>Seconded: Director Clarke</i>  <i>Carried</i></p>
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**6. Netsmart Presentation**

Peter McQueen, CEO, and Jameel Sarangi, Vice-President, from Netsmart attended and provided an overview of their work to date, as well as changes and additional technology hardware and support that have been implemented during the summer break. The goal has been to bring the system to industry-standard best practices with increased security. Discussion followed. At the conclusion of the presentation, Director Clarke asked for a clearer definition of end-of-life for technology and what that means.

**7. Administration Reports**

**7.1 Principal's Report**

Principal Vigfusson provided a summary of her written report, which included National Day of Truth and Reconciliation, school support, technology, a traffic

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update, Alberta Education Early Years Assessments, MLA correspondence, Artist in Residence, and PowerSchool, as included in the meeting package. Discussion followed.

**7.2 Secretary-Treasurer’s Report**

Secretary-Treasurer Dundas summarized her written report, which included facility improvements, financial audit, enrolment, contracts, Budget 2024-25, and Value Scope, as included in the agenda package. She indicated that the Manager of Facilities contract has not been completed as indicated in the written report. Secretary-Treasurer Dundas further indicated that we have been approved for and accepted two new modulars. All approvals are in place and we anticipate that they will be delivered in the spring of 2025. If a renovation is approved, the plan for modulars may be revisited and/or revised. TAAPCS has requested information regarding NHCSS’ capital plan and that information has been shared with TAAPCS. Discussion followed.

Vice-Chair Derkson left the meeting during this report.

**7.3 Superintendent’s Report**

Superintendent Moghrabi summarized his written report, which included technology, limiting distractions in the classroom, high school programming, the CASS/ASBOA summer conference, the Special General Meeting, and the provincial commitment message from the Minister of Education, as included in the meeting package. Superintendent Moghrabi shared that there are 217 eligible voters for the upcoming Special General Meeting. Discussion followed.

Vice-Chair Derkson returned to the meeting during this report.

**8. Board Reports**

**8.1 Board Chair’s Report**

Chair Asquini indicated that there has been numerous pieces of correspondence over the summer. The meeting with EICS had to be postponed and will be rescheduled as soon as possible. He anticipates developing a terms of reference document for the high school planning committee.

**8.2 Committee Reports**

**8.2.1 Finance and Audit Committee**

No report.

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**8.2.2 Policy Guidelines and Bylaws Committee**

The committee met in early September to review Policy #313 and Policy #100. Discussions included the standardization of process for policy revision. Director Clarke provided the committee with a committee work plan to serve as guidance for future committee members as well as recommendations to reference guidance documents within the Charter. Superintendent Moghrabi indicated that the recommendations document has been shared with legal and we are still awaiting a response. Proposed policy changes will be discussed under new business.

**8.2.3 Survey Committee**

No report.

**8.2.4 Public Relations Committee**

No report.

**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 Approve Revision of Policy #100 - Policy Development**

Director Clarke provided an overview of the proposed changes to Policy #100 - Policy Development, as included in the agenda package. Discussion followed.

<i>Motion 2024-09-18-03</i>	<p><i>Moved that the revised Policy #100 - Policy Development be approved as presented.</i></p> <p><i>Moved: Director Hanson</i>  <i>Seconded: Vice Chair Derkson</i>  <i>Carried</i></p>
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**9.2 Approve Revision of Policy #313 - Staff Leaves and Absences**

Director Clarke provided an overview of the proposed changes to Policy #313 - Staff Leaves and Absences, as included in the agenda package. Discussion followed. Director Hanson recommended that the title Education Act be italicized throughout document as a clerical edit.

<i>Motion 2024-09-18-04</i>	<p><i>Moved that the revised Policy #313 - Staff Leaves and Absences be approved as presented.</i></p> <p><i>Moved: Vice Chair Derkson</i> <i>Seconded: Director Hanson</i> <i>Carried</i></p>
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**9.3 Draft Administrative Procedure - Responsible Use of Technology**

Superintendent Moghrabi provided a summary of the draft administrative procedure *Responsible Use of Technology*. Discussion followed. There was general consensus to expand the definition of Harassment to include bullying.

**9.4 Adopt 2024-25 Board Work Plan**

Chair Asquini provided an overview of the Board Work Plan for 2024-25 and highlighted changes, as previously discussed at the August Board Retreat and included in the Board package. Discussion followed.

*Action Item: Superintendent Moghrabi will include approval of the Responsible Use of Technology policy on the December Board meeting agenda.*

<i>Motion 2024-09-18-05</i>	<p><i>Moved that the Board approve the 2024-25 Board Work Plan as presented.</i></p> <p><i>Moved: Director Hanson</i> <i>Seconded: Director Clarke</i> <i>Carried</i></p>
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**9.5 Schedule October Board Meeting**

Superintendent Moghrabi indicated the need to set a Board meeting date in October, as included in the meeting package. Discussion followed.

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<i>Motion 2024-09-18-06</i>	<p><i>Moved that the Board set the following meeting dates:</i></p> <ul style="list-style-type: none"> <li>• <i>Wednesday, October 9, 2024, immediately following the SGM;</i></li> <li>• <i>Wednesday, October 30, 2024 at 7:00 p.m.</i></li> </ul> <p><i>Moved: Director Koziak</i>  <i>Seconded: Director Panas</i>  <i>Carried by majority</i></p>
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**9.6 Appointment of Auditor**

Secretary-Treasurer Dundas indicated the intent to request Yaremchuk & Annicchiarico as auditors in the 2024-25 school year at the upcoming Annual General Meeting, as included in the meeting package.

**10. Board Work Plan**

The Board reviewed the Work Plan for 2024-25, as included in the meeting package. Review of the Provincial Achievement Test results will be deferred to the October meeting.

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

Director Koziak indicated that there is no report at this time but that there will be discussion over the coming weeks.

*Action Item: Superintendent Moghrabi will determine if TAAPCS will be addressing the incorrect ATA article.*

Superintendent Moghrabi indicated that there are 11 charter schools in the TAAPCS' member register. Annual membership fees are approximately \$10,000 per year. Directors are invited to consider joining the executive of TAAPCS; elections will be held at the AGM on November 1-2, 2024.

Chair Asquini confirmed that NHCSS has responded to the TAAPCS request for capital plan information.

Chair Asquini asked Directors if there was additional comment or feedback on the TAAPCS response letter previously shared via email and are invited to send feedback to Chair Asquini via email.

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**12. Receipt of Reports**

<i>Motion 2024-09-18-07</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 Hanson</i>  <i>Carried</i></p>
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**13. Correspondence Sent**

- None.

**14. Correspondence Received**

- EDC Minister to Parents - Cell Phone Restrictions
- EDC Minister - New rules balance student well-being and learning
- EDC Deputy Minister - Enhanced Early Years Assessment Framework
- MLA Kyle Kasawski to Board Members
- EDC Minister to Parents - Welcome to 2024-25
- EDC Minister - Welcome Back to Another School Year
- EDC Minister - School Construction Accelerator Program
- TAAPCS Response to Premier Investment in Education Announcement

**15. Motion to Move In Camera**

<i>Motion 2024-09-18-08</i>	<p><i>Moved that the meeting move in camera at 9:40 p.m.</i></p> <p><i>Moved: Director Clarke</i>  <i>Seconded: Director Hanson</i>  <i>Carried</i></p>
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**Motion to Move Out of Camera:**

<i>Motion 2024-09-18-09</i>	<p><i>Moved that the meeting move out of camera at 10:40 p.m.</i></p> <p><i>Moved: Director Hanson</i>  <i>Seconded: Director Clarke</i>  <i>Carried</i></p>
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**16. New Business**

**16.1 Matters Arising from In Camera Meeting**

None.

**17. Adjournment**

Chair Asquini adjourned the meeting at 10:40 p.m.

*Next Board Meeting: Wednesday, October 9, immediately following the SGM.*