

New Horizons Charter School Society Board Meeting

January 22, 2025



**NEW HORIZONS CHARTER SCHOOL SOCIETY
BOARD OF DIRECTORS' MEETING
JANUARY 22, 2025
AGENDA**

Online streaming available via Google Meet, [click here to join](#).

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|--|--|----------------------|---------|
| 1. | Call to Order | A. Asquini | 7:00 pm |
| 2. | Statement of Territorial Acknowledgment | A. Asquini | 7:01 pm |
| <p><i>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, a travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, 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.</i></p> | | | |
| 3. | Adoption of Agenda | A. Asquini | 7:02 pm |
| 4. | Disclosure of Conflict of Interest | A. Asquini | 7:03 pm |
| 5. | Approval of Minutes | A. Asquini | 7:05 pm |
| | 5.1 December 18, 2024 - attachment | | |
| 6. | Administration Reports | | 7:20 pm |
| | 6.1 Principal's Report - attachment | L. Vigfusson | |
| | 6.2 Secretary Treasurer's Report - attachment | P. Dundas | |
| | 6.3 Superintendent's Report - attachment | T. Moghrabi | |
| 7. | Board Reports | | 7:40 pm |
| | 7.1 Board Chair's Report | A. Asquini | |
| | 7.2 Other Committee Reports | A. Asquini | |
| | 7.2.1 Finance and Audit Committee | T. Panas | |
| | 7.2.2 Policy Guidelines and Bylaws Committee | A. Koziak | |
| | 7.2.3 Survey Committee | T. Panas / P. Kakkan | |
| | 7.2.4 Public Relations Committee | A. Asquini | |
| | 7.2.5 Personnel Committee | K. Derkson | |
| | 7.2.6 High School Ad Hoc Committee | A. Asquini | |
| | 7.2.7 Board Activities | | |

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|-----|--|---|-------------------------|
| 8. | New Business | | 7:50 pm |
| | 8.1 | Quarterly Financial Report Sept to Nov, 2024 - attachment | P. Dundas |
| | 8.2 | Policy Approval - attachments | A. Koziak / T. Moghrabi |
| | 8.2.1 | Policy 210 - Welcoming, Caring Respectful and Safe Learning and Working Environments and associated Student Code of Conduct | |
| | 8.2.2 | Policy 212 - Health and Safety | |
| | 8.2.3 | Policy 213 - Personal Communication Device | |
| | 8.2.4 | Policy 410 - Student Assessment, Achievement & Growth | |
| | 8.2.5 | Bill 20, Article 21.1 | |
| | 8.3 | CASS Conference - attachment | T. Moghrabi |
| | 8.4 | Funding Opportunities Update | T. Moghrabi |
| | 8.5 | Staff Lunch - January 29, 2025 | T. Moghrabi |
| 9. | Board Work Plan | A. Asquini | 8:20pm |
| 10. | The Association of Alberta Public Charter Schools | A. Asquini | 8:25pm |
| 11. | Receipt of Reports | A. Asquini | 8:30 pm |
| 12. | Correspondence Sent | A. Asquini | 8:32 pm |
| | 12.1 | Education Minister re Reserves | |
| 13. | Correspondence Received | A. Asquini | 8:33 pm |
| | 13.1 | EICS Letter of Support | |
| | 13.2 | Security Alert re Attempted Phishing | |
| 14. | In Camera | A. Asquini | 8:35 pm |
| | 14.1 | Motion to Move In Camera | |
| | 14.2 | Motion to Move Out of Camera | |
| | 14.3 | Business Arising from In Camera | |
| 15. | Adjournment | A. Asquini | 9:00 pm |

Next Board Meeting – Wednesday, February 19, 2025 @ 7:00 p.m.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: December 18, 2024	Initials: Chair
Approved: DRAFT	Recorded By: A. DeJong	Secretary

December 18, 2024, 7:00 p.m.

Board Members Present at Call to Order:

Adam Asquini CHAIR	Trevor Panas (virtual) TREASURER	Andrea Andrews (virtual) DIRECTOR
Paul Jackson DIRECTOR	Praveen Kakkan DIRECTOR	

Board Members Joining During the Meeting:

Kristie Derkson VICE CHAIR	Adam Koziak SECRETARY
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Board Members Absent:

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Administration Present at Call to Order:

Terry Moghrabi SUPERINTENDENT	Patti Dundas (virtual) SECRETARY-TREASURER	Lori Vigfusson (virtual) PRINCIPAL
Andrea Watson (virtual) VICE-PRINCIPAL		

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.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: December 18, 2024	Initials:	Chair
Approved: DRAFT	Recorded By: A. DeJong		Secretary

3. Adoption of Agenda

<i>Motion 2024-12-18-01</i>	<p><i>Moved that the agenda for the Board Meeting of December 18, 2024 be adopted as presented.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Director Kakkan</i> <i>Carried</i></p>
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4. Disclosure of Conflict of Interest

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

5. Approval of Minutes

5.1 Minutes of November 27, 2024

<i>Motion 2024-12-18-02</i>	<p><i>Moved that the Board Meeting minutes of November 27, 2024 be approved as presented.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Director Kakkan</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, which included report cards, NAGC Conference, admissions, and Computer Science Education Week, as included in the meeting package. Discussion followed.

Vice Chair Derkson arrived during this report.

6.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas summarized her written report, which included modulars, and value scope, as included in the meeting package. She also indicated that Alberta Education is asking for a letter to confirm that reserve funds exceed 6%; that letter has been drafted for signature and will be sent to Alberta Education. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: December 18, 2024	Initials:	Chair
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Board Secretary Koziak arrived during this report.

6.3 Superintendent's Report

Superintendent Moghrabi summarized his written report, which included the holiday concert, CASS Zone meeting, Elk Island Catholic Schools meeting updates, Elk Island Public Schools meeting update, TAAPCS Learning Conference, Minister Glubish Follow-up on Reciprocal Use Agreement, and High School Ad Hoc Committee meeting, as included in the meeting package. Discussion followed. Consensus is to acknowledge directors in attendance at school events.

7. Board Reports

7.1 Board Chair's Report

Chair Asquini indicated that he and Superintendent Moghrabi met with EICS Superintendent and Board Chair regarding the transfer of ownership of the building and land. It was a positive meeting and EICS expressed support for the expansion of NHS. A letter of support from EICS is expected in the near future.

7.2 Committee Reports

7.2.1 Finance and Audit Committee

No report.

7.2.2 Policy Guidelines and Bylaws Committee

No report. A committee meeting will be held in January.

7.2.3 Survey Committee

No report.

7.2.4 Public Relations Committee

No report.

7.2.5 Personnel Committee

No report.

7.2.6 High School Ad Hoc Committee

Chair Asquini indicated that the committee met on December 10 to review the terms of reference and to discuss the discussion items for the upcoming stakeholder forum. Next meeting will be held on January 27, 2025.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: December 18, 2024	Initials:	Chair
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7.2.7 Board Activities

No report.

8. New Business

8.1 NAGC Conference Presentation

Principal Vigfusson and Vice-Principal Watson provided an overview and summary of their attendance at the National Association for Gifted Children (NAGC) conference. Discussion followed.

8.2 Stakeholder Forum Agenda

Superintendent Moghrabi provided background and suggested possible discussion topics for the upcoming stakeholder forum, as included in the meeting package. Discussion followed. The stakeholder forum will be held on Monday, February 3, 2025.

8.3 Set Date for March Planning Retreat

Superintendent Moghrabi provided background on the Spring Board Retreat. Discussion followed. The consensus was to hold the retreat in person at the school on Saturday, April 12, 2025.

8.4 Counsellor's Report

Principal Vigfusson summarized the Counsellor's Report provided by Liam McFarlane, as included in the meeting package. Discussion followed.

8.5 Review Charter Revisions

Superintendent Moghrabi has shared a revised Charter document with the Board of Directors and provided a brief overview of the modifications to date. Agreement that the Policy Committee will review further at their next meeting.

9. Board Work Plan

The Board reviewed the Work Plan for 2024-25, as included in the meeting package.

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

Director Koziak provided a summary of the feedback of the Zoom webinar with the Education Minister, as included in the meeting package. The new executive met recently and plans are underway for future activities and discussions. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
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Approved: DRAFT	Recorded By: A. DeJong		Secretary

11. Receipt of Reports

<i>Motion 2024-12-18-03</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Board Secretary Koziak</i> <i>Carried</i></p>
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12. Correspondence Sent

- Holiday Greetings from NHS

13. Correspondence Received

- EDC Minister Holiday Greetings
- EDC Minister Holiday Greetings to Parents
- EDC Deputy Minister Happy Holidays

14. In Camera

14.1 Motion to Move In Camera

<i>Motion 2024-12-18-04</i>	<p><i>Moved that the meeting move in camera at 9:06 p.m.</i></p> <p><i>Moved: Vice Chair Derkson</i> <i>Seconded: Board Secretary Koziak</i> <i>Carried</i></p>
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14.2 Motion to Move Out of Camera:

<i>Motion 2024-12-18-05</i>	<p><i>Moved that the meeting move out of camera at 9:37 p.m.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Board Secretary Koziak</i> <i>Carried</i></p>
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14.3 Matters Arising from In Camera Meeting

Action Item: *At the direction of the Board, Superintendent Moghrabi will explore available options to increase revenue and share information with the Board at a future meeting. Further discussion and the impact of those changes will be discussed at the April Board Retreat.*

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: December 18, 2024	Initials:	Chair
Approved: DRAFT	Recorded By: A. DeJong		Secretary

15. Adjournment

Chair Asquini adjourned the meeting at 9:37 p.m.

Next Board Meeting: Wednesday, January 22, 2025 at 7:00 p.m.

DRAFT



Lori Vigfusson

Principal

Email: lvigfusson@newhorizons.ca

MEMORANDUM

Date: January 22, 2025

To: Board of Directors

From: Lori Vigfusson, Principal

Re: Principal's Report-January 2024

Information and Highlights:

Early Years Assessments:

Students in Kindergarten to Grade 3 are completing the Early Years Assessments in Literacy and Numeracy this month. These assessments are mandated by Alberta Education to be completed in Grades 1-3 in September and K-3 in January. Students who fall in the 'at-risk' range will also be reassessed in June following interventions needed.

Information Night:

We hosted our Information Night on January 15th for prospective parents. We had around 120 people attend with interest in a variety of grades. There was a general presentation about giftedness and our school. This was followed by breakout sessions for each division. Current parents of grade 6 students also attended the Junior High portion as presented by Junior High Staff.

Admissions:

Admissions have been open since mid December and we continue to have applications submitted each day. We have put an advertisement in the Sherwood Park News that will run until just before applications close. Our application form does ask how applicants hear about our school so we will be able to track what, if any, impact the ad has on application numbers.

Lori Vigfusson



Patti Dundas
Secretary-Treasurer
Phone: 780-416-2353
Email:
pdundas@newhorizons.ca

MEMORANDUM

January 22, 2025

To: Board of Directors
From: Patti Dundas – Secretary-Treasurer
Subject: Secretary-Treasurer Report

County of Strathcona Meeting

There have been two meetings with the County of Strathcona this month.

1. Modulars

The first meeting discussed the plan for moving forward with the removal of the francophone modulars and the installation of our two new modulars for our school site. Members from the County, Alberta Infrastructure, Chris Woollard (START) and I attended. Alberta Infrastructure hopes to remove 4 modulars in early summer (July) 2025 and the other 8 moved by November. The County was concerned about the optics of not removing all of the modulars in July especially as we have two new modulars being installed. Alberta Infrastructure will determine the cost of moving the other 8 modulars in July and storing them until November. Alberta Infrastructure will let us know once they have made a decision as this will impact when we can install.

A letter of support (for the modulars) was obtained from Elk Island Catholic School Board and we applied for a development permit with the County.

2. Expansion/Renovation

The second meeting was to discuss our request for a letter of support for the expansion/renovation of our site. Members from the County of Strathcona, Chris Woollard (START), Carol Sherstone from WSP, Superintendent Moghrabi, and I attended. The county's main concern is transportation/traffic. After much discussion, the County will meet to discuss the options available. After this discussion, they will let us know if they feel a solution can be figured out so they can provide a letter of support.

Charter Schools RFP

Insurance Quotes - Charter schools have been contacted to come together to request insurance quotes. Charter schools will share the cost and hire someone to create an RFP and review the tenders. The cost will be approximately \$25,000, and each charter will be invoiced on a student FTE basis. Our invoice total is \$664.50.

Project Proposal

The new project proposal template for capital-funded projects has been revised and is available to all charter schools. We have inputted the data into the project proposal and we have sent a copy to Alberta Education for review. Once the proposal has been revised and accepted, it will be shared with the board prior to submission. After the support letter from the County of Strathcona has been received, all documentation including the project proposal will be sent to Alberta Education as a complete package.

Signing Authority

We have received the updated signing authority documentation from the Royal Bank. These forms will need to be signed by the appropriate board members at this meeting. (Attached)

Enrollment Projections

Enrollment projections for 2025-26 have been submitted. Senior administration reviewed each class to determine what projected enrollment numbers would be appropriate for next year. (Attached)

Powerschool Cybersecurity Breach

On December 28, 2024, PowerSchool became aware of a potential cybersecurity incident involving unauthorized access to certain information through one of our community-focused customer support portals, PowerSource. Over the succeeding days, the investigation determined that an unauthorized party gained access to certain PowerSchool Student Information System (“SIS”) customer data using a compromised credential and that our data was accessed.

Superintendent Moghrabi, Principal Vigfusson, and I attended a meeting with PowerSchool to discuss the incident and the ramifications for our school. Principal Vigfusson and Superintendent Moghrabi will discuss the incident further in their reports. After this event, I contacted our insurance provider (specifically our cyber insurance) to let them know there was a breach.

Finance Committee

The finance committee met on January 15 to discuss the Q1.

Recommendations:

It is recommended that the Board receive this report as information.

Patti Dundas

Patti Dundas – Secretary-Treasurer

STUDENT ENROLMENTS as of September 30th	2019-20	2020-21	2021-22	2021-22	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2025-26
	Actual	Actual	Projection	Actual	Projection	Actual	Projection	Actual	Projection	Actual	Projection
ECS	34	38	38	37	38	31	33	36	36	36	36
Gr 1	44	43	43	44	44	43	38	40	44	45	44
Gr 2	47	44	43	43	44	44	44	44	44	41	44
Gr 3	42	46	43	46	44	43	44	45	44	44	44
Gr 4	50	45	46	46	48	48	48	48	48	48	48
Gr 5	48	48	48	48	48	45	48	48	48	50	50
Gr 6	43	48	48	42	48	48	45	48	48	49	49
Gr 7	40	36	48	51	44	39	42	48	48	47	48
Gr 8	20	38	38	34	48	52	39	41	48	43	45
Gr 9	22	21	38	34	34	34	46	51	43	38	40
Total No. of Students	390	407	433	425	440	427	427	449	451	441	448
Total FTE	373	388	414	406.5	421	411.5	410.5	431	433	423	430

MEMORANDUM

Date: Jan 22, 2025
To: Board of Directors
From: Terry Moghrabi- Superintendent
Re: Superintendent Report

School Transportation Amendment Regulation:

As you may recall, in March 2023, Alberta's government amended the regulation to change the distance criteria from 2.4 kilometres for all students to 1 kilometre for Grades 1 to 6 students and 2 kilometres for Grades 7 to 12 students. These changes went into effect on September 1, 2025. Alberta's government has changed the distance criteria for Grades 1 to 6 students to 1.6 kilometres instead of 1 kilometre, effective September 1, 2025. The criteria for Grades 7 to 12 students will remain unchanged at 2 kilometres. As a result, 65,000 students can access provincially funded transportation services. This includes more than 29,000 students who previously paid a fee to use bus services and will become eligible for provincial support. Alberta Education will provide one year of transition funding for the 2025/26 school year to school authorities that continue to implement the 1-kilometre distance to ease the transition. More information regarding eligibility for transition funding will be provided when Budget 2025 is announced.

Bill 27

Bill 27 Implementation Timelines Announced

Royal Assent for [Bill 27: Education Amendment Act, 2024](#), marks the beginning of significant changes to Alberta's Education Act and regulations. Effective early 2025, these updates include mandatory parental consent for health procedures involving students under 16 and a strengthened right to education during public health crises. A revised approach to at-home learning will streamline short-term shifts, with extended periods requiring ministerial approval. By September 2025, new policies will govern parental notification and consent for changes to students' gender identity-related names or pronouns and opt-in requirements for instruction on human sexuality. School authorities also need public policies for at-home learning and ministerial approval for specific teaching resources. Alberta Education will collaborate with educators to support these changes, ensuring student well-being and education continuity. Further guidance is anticipated in 2025.

Field Services

Our Field Services Rep, Connie Ohl, will take over a temporary position as Director of the Central Services Branch for the next few months. During this timeframe, there will be some changes in Field Services Managers/Consultants' school authority assignments. A new Field Services Rep has been assigned to the impacted school authorities.

Terri Lynn (TL) Mundorf has over 25 years of experience in the K-12 school system in rural and urban settings, primarily as a school principal with Red Deer Catholic Regional Schools. Terri Lynn was an interchange participant in the Central Branch with Field Services, has returned as a manager and is looking forward to supporting charter schools. She will be meeting us at the school on February 5th at 1:30 pm.

TAAPCS

A discussion among school superintendents was held to review the Charter school conference dates and future formats. Various ideas were shared to illustrate the value of these professional development opportunities. There is significant value in maintaining the Teacher Learning Conference, traditionally held bi-annually in the fall. In summary, the key points shared were:

- The conference needs to be self-sustaining. We cannot rely on TAAPCS fees and a small registration fee to cover its costs.
- Consider the needs of all the charters, including those who no longer belong to TAAPCS
- Teacher presenters are valuable both for learning and for professional growth.
- It is important that TAAPCS brings value and choice to education. We need to open doors for all charters to join a strong organization.
- Support for a common planning committee. Significant work is required for a single volunteer school to manage, particularly as the charter community continues to grow.
- Support for a north-south conference. This would allow us to host in a school. A common planning committee could split the venues between Edmonton and Calgary, eliminating the need for travel and budget considerations to support teacher attendance.
- Support to explore a virtual aspect.

By delaying for one year, we are afforded critical time to explore these new ideas and create an excellent professional development opportunity for our teachers and leaders. We also need time to work with charter authorities who left TAAPCS to ensure the door is open for their return. Together, we present a strong voice for choice in education.

Power School Cyber Security

On January 8th, New Horizons School was notified of a cybersecurity incident involving PowerSchool, our platform for managing student information.

On January 9th, we attended a webinar regarding the implications for most school authorities, but not specifically for New Horizons.

On January 10th, we learned that this data breach affected organizations internationally, including NHS. Since then, we have been working to understand the scope of the incident and its potential impact on our families and staff.

PowerSchool has assured us that the threat actor deleted the accessed data and was not shared or replicated. They have also implemented enhanced security measures to help prevent future incidents: PowerSchool Cybersecurity Incident. PowerSchool is working with cybersecurity experts, including CrowdStrike, to closely monitor the situation.

New Horizons School is closely monitoring the situation in collaboration with NetSmart. PowerSchool provided a FAQ link that will be updated should more information become available. PowerSchool said the incident is "contained" and does not anticipate the data being shared or made public.



Terry Moghrabi

Superintendent

Phone: 780-212-1158

Email: Tmoghrabi@newhorizons.ca

Policy Meeting

I attended the Policy Committee meeting, chaired by Adam Koziak, on January 9th to review four policies and a bylaw recommendation, which will be shared with the board through committee reports. All board members had access to the policies through the board committees folder. The organizational structure for policy revisions, as outlined last year, was considered, and new policies will continue to be revised and shared in future meetings.

Strathcona County Meeting

On Wednesday, January 8th, the County of Strathcona managers held another meeting with Patti and me to review further clarifications from the traffic impact statement. More information and planning are required, as new access points may be considered to relieve the pressures on Hawkins Crescent. New drawings from Start Architecture are required to illustrate the student parking, staff parking, parent drop-off, and bus loading zones. We are still waiting on the letter of support.

2025 Stakeholder Forum

We've shared the invitation and started collecting names of staff, students, parents, and board members who will hopefully be present to share and facilitate the session. The discussion will primarily revolve around high school programming, and guests will be divided into four groups. Participants will be guided through questions around the four main topics led by a board member. Information will be recorded from each group. Each conversation within each Quadrant will be about 20 minutes long, and the board member will have guiding questions but must also record responses on the provided sheet. Once responses are collected, we will return them to the larger group to report common threads from each quadrant to the larger group.

Paper Placemats will be provided as tools for individuals to share personal responses to be considered. We can review detailed information at the Adhoc committee. RSVP is important to determine which board members will attend. Refreshments will be provided.

A handwritten signature in black ink, appearing to read "T. Moghrabi".

T. Moghrabi



Patti Dundas
Secretary-Treasurer
Phone: 780-416-2353
Email:
pdundas@newhorizons.ca

MEMORANDUM

January 22, 2025

To: Board of Directors
From: Patti Dundas – Secretary-Treasurer
Subject: Q1

1. Attached for the information of the Board of Directors is the Quarterly Financial Report for the period ending November 30, 2024.

In keeping with Board Resolution 2017-11-22-05, the Finance Committee reviewed the Quarterly Financial Report prior to its presentation to the Board of Directors. Finance Committee Chair Panos will present the Report to the Board.

Recommendations:

It is recommended that the Board receive this report as information.

Patti Dundas

Patti Dundas – Secretary-Treasurer

Attachment

Function	DESCRIPTION	Account No	2022-23 Budget	End of Q1 Actual Results	2023-24 Budget	End of Q1 Actual Results	2024-25 Budget	30-Sep-24	31-Oct-24	30-Nov-24	End of Q1 Actual Results	Budget Residual	% of Budget Residual
TOTAL REVENUES FROM ALL SOURCES			\$ 4,575,730.56	\$ 1,283,306.51	\$ 4,923,688.70	\$ 1,294,484.77	\$ 5,201,694.84	\$ 515,342.77	\$ 444,525.94	\$ 416,463.80	\$ 1,376,332.51	\$ 3,825,362.33	
TOTAL EXPENDITURES			\$ 4,933,579.82	\$ 1,109,504.12	\$ 4,982,438.17	\$ 1,220,365.87	\$ 5,391,694.84	\$ 397,582.63	\$ 436,017.98	\$ 401,340.15	\$ 1,234,940.76	\$ 4,156,754.08	
SURPLUS OR (DEFICIT)			\$ (357,849.26)	\$ 173,802.39	\$ (58,749.47)	\$ 74,118.90	\$ (190,000.00)	\$ 117,760.14	\$ 8,507.96	\$ 15,123.65	\$ 141,391.75	\$ (331,391.75)	
REVENUES													
	Alberta Education		\$ 4,059,052.98	\$ 1,078,140.14	\$ 4,368,849.37	\$ 1,066,079.15	\$ 4,589,740.42	\$ 382,797.41	\$ 385,073.42	\$ 382,736.17	\$ 1,150,607.00	\$ 3,439,133.42	75%
	Alberta Infrastructure		\$ 373,638.59	\$ 93,409.65	\$ 396,750.34	\$ 90,616.57	\$ 396,750.34	\$ 29,854.65	\$ 29,854.65	\$ 29,854.65	\$ 89,563.95	\$ 307,186.39	77%
	Other Government of Alberta		\$ -	\$ -	\$ -	\$ -	\$ 1,850.00	\$ 1,850.00	\$ -	\$ -	\$ 1,850.00	\$ -	0%
	Other Alberta School Jurisdictions		\$ 18,182.91	\$ 1,670.73	\$ 26,682.91	\$ 1,145.59	\$ 13,583.00	\$ 105.39	\$ 105.39	\$ 105.39	\$ 316.17	\$ 13,266.83	98%
	Fees		\$ 88,450.00	\$ 99,114.28	\$ 90,000.00	\$ 114,255.00	\$ 140,865.00	\$ 98,232.50	\$ 19,982.00	\$ (240.00)	\$ 117,974.50	\$ 22,890.50	16%
	Sales & Services		\$ 12,500.00	\$ 4,033.18	\$ 12,500.00	\$ 6,231.51	\$ 12,500.00	\$ 1,339.32	\$ 1,533.59	\$ 1,969.24	\$ 4,842.15	\$ 7,657.85	61%
	Investments		\$ 5,500.00	\$ 1,563.43	\$ 10,500.00	\$ 2,867.28	\$ 10,500.00	\$ 980.94	\$ 920.37	\$ 1,052.13	\$ 2,953.44	\$ 7,546.56	72%
	Gifts		\$ 5,906.08	\$ 1,516.05	\$ 5,906.08	\$ 2,563.12	\$ 5,906.08	\$ 182.56	\$ 1,141.06	\$ 182.56	\$ 1,506.18	\$ 4,399.90	74%
	Fundraising		\$ 12,500.00	\$ 3,859.05	\$ 12,500.00	\$ 10,726.55	\$ 30,000.00	\$ -	\$ 5,915.46	\$ 803.66	\$ 6,719.12	\$ 23,280.88	78%
	Amortization		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
EXPENDITURES			\$ 4,933,579.82	\$ 1,109,504.12	\$ 4,982,438.17	\$ 1,220,365.87	\$ 5,391,694.84	\$ 397,582.63	\$ 436,017.98	\$ 401,340.15	\$ 397,582.63	\$ 4,994,112.21	
	Salary Certificated		\$ 2,253,222.31	\$ 520,626.00	\$ 2,251,612.00	\$ 561,821.20	\$ 2,319,103.00	\$ 194,016.31	\$ 199,191.84	\$ 200,313.73	\$ 593,521.88	\$ 1,725,581.12	74%
	Salary Non-Certificated		\$ 470,509.00	\$ 118,598.45	\$ 487,815.84	\$ 132,174.00	\$ 499,481.00	\$ 38,413.98	\$ 49,171.84	\$ 45,310.99	\$ 132,896.81	\$ 366,584.19	73%
	Honorariums		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Benefits Certificated		\$ 481,445.00	\$ 101,154.66	\$ 505,823.00	\$ 116,838.35	\$ 602,173.00	\$ 43,330.79	\$ 41,790.48	\$ 36,332.66	\$ 121,453.93	\$ 480,719.07	80%
	Benefits Non-Certificated		\$ 143,322.00	\$ 40,227.70	\$ 177,222.00	\$ 46,772.10	\$ 183,792.00	\$ 16,063.26	\$ 16,384.48	\$ 14,922.33	\$ 47,370.07	\$ 136,421.93	74%
	Prof. & Tech. Services		\$ 464,307.00	\$ 118,881.91	\$ 439,690.00	\$ 90,043.16	\$ 513,161.22	\$ 35,661.68	\$ 33,589.20	\$ 40,287.45	\$ 109,538.33	\$ 403,622.89	79%
	Communications		\$ 21,275.00	\$ 7,491.89	\$ 21,275.00	\$ 7,841.92	\$ 37,275.00	\$ 1,544.37	\$ 1,798.18	\$ 1,043.70	\$ 4,386.25	\$ 32,888.75	88%
	Utilities		\$ 70,500.00	\$ 18,894.13	\$ 113,061.38	\$ 21,486.82	\$ 109,500.00	\$ 5,214.77	\$ 4,308.62	\$ 5,014.82	\$ 14,538.21	\$ 94,961.79	87%
	Bussing		\$ -	\$ 216.41	\$ -	\$ 1,321.82	\$ -	\$ -	\$ 1,007.26	\$ 298.70	\$ 1,305.96	\$ (1,305.96)	
	Student Transportation		\$ 45,000.00	\$ -	\$ 58,899.00	\$ 1,000.02	\$ 72,894.00	\$ 333.34	\$ 333.34	\$ 333.34	\$ 1,000.02	\$ 71,893.98	99%
	Rentals/Leases		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Fees Expense		\$ 137,150.00	\$ 33,777.38	\$ 198,550.00	\$ 34,675.44	\$ 195,575.00	\$ 16,068.81	\$ 15,044.33	\$ 11,017.89	\$ 42,131.03	\$ 153,443.97	78%
	Insurance		\$ 31,826.75	\$ 4,920.42	\$ 44,435.33	\$ 15,877.15	\$ 63,881.00	\$ 5,497.95	\$ 5,497.83	\$ 5,497.83	\$ 16,493.61	\$ 47,387.39	74%
	Supplies/Materials		\$ 338,703.14	\$ 26,287.57	\$ 222,235.00	\$ 78,690.50	\$ 326,040.00	\$ 9,844.08	\$ 29,219.48	\$ 6,571.15	\$ 45,634.71	\$ 280,405.29	86%
	Text, Library & Media		\$ 58,000.00	\$ 10,269.14	\$ 43,500.00	\$ 5,206.83	\$ 36,000.00	\$ 379.25	\$ 1,843.90	\$ 833.96	\$ 3,057.11	\$ 32,942.89	92%
	Travel		\$ 7,100.00	\$ 1,657.83	\$ 7,100.00	\$ 4,100.10	\$ 16,100.00	\$ 558.00	\$ 3,833.36	\$ 2,614.10	\$ 7,005.46	\$ 9,094.54	56%
	Amortization		\$ 405,269.62	\$ 103,093.77	\$ 405,269.62	\$ 97,825.61	\$ 405,269.62	\$ 30,142.60	\$ 30,142.60	\$ 30,142.60	\$ 90,427.80	\$ 314,841.82	78%
	Bank Charges		\$ 5,950.00	\$ 3,406.86	\$ 5,950.00	\$ 4,690.85	\$ 11,450.00	\$ 513.44	\$ 2,861.24	\$ 804.90	\$ 4,179.58	\$ 7,270.42	63%
Surplus (Deficit)			\$ (357,849.26)	\$ 173,802.39	\$ (58,749.47)	\$ 74,118.90	\$ (190,000.00)	\$ 117,760.14	\$ 8,507.96	\$ 15,123.65	\$ 141,391.75	\$ (331,391.75)	

POLICIES

Approved: 2018-02-28, 2019-01-23
Amended: 2025-01-22 pending approval
Section: School Operations

Policy: #210

#210 Welcoming, Caring, Respectful, and Safe Learning and Working Environments

POLICY STATEMENT

The Board of Directors is committed to providing students and staff with a welcoming, caring, respectful, and safe learning and working environment that fosters a sense of belonging, nurtures a positive sense of self, respects diversity, and promotes well-being in all its aspects.

In accordance with this commitment, the Board does not condone behaviours that constitute bullying, harassment, sexual harassment, discrimination, or violence, and expects allegations of such behaviours to be investigated and addressed in a timely and thorough manner, as warranted by the circumstance.

Further, the Board affirms the rights, as expressed in the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms*, of each student enrolled in the school and each staff member employed by the New Horizons Charter School Society. Accordingly, the Board believes that the school environment must be free from discrimination based on race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, or sexual orientation.

The Superintendent is responsible for the development and implementation of practices and procedures that are consistent with this policy.

DEFINITIONS

1. In this policy, “bullying” means repeated and hostile or demeaning behaviour by an individual or group in the school community where the behaviour is intended to cause harm, fear, or distress to one or more other individuals in the school community, including psychological harm or harm to an individual or group’s reputation.
2. In this policy, “harassment” means unwelcome verbal or physical conduct, including conduct that relates to discrimination. Usually, it must be repeated to constitute harassment, but single acts can be harassing if they are severe, or involve obvious power imbalance. Harassment is insulting, demeaning or intimidating. Examples of harassment include, but are not limited to, the following: verbal or physical abuse; threats; derogatory remarks; jokes; innuendo or taunts about appearance or beliefs; display or electronic transfer of unreasonable invasion of one’s person. Harassment can be bullying or outright physical assault. The behaviour giving rise to a complaint need not be intentional in order to be considered harassment; it is sufficient that the offender knows, or ought reasonably to know, that the behaviour is offensive and unwelcome.
3. In this policy, “sexual harassment” means any unwelcome behaviour that is sexual in nature. Unwanted sexual advances, unwanted requests for sexual acts, and other verbal or physical conduct of a sexual nature constitute sexual harassment when the harasser knows or ought to know that it is unwelcome. Sexual harassment includes such things as unwanted touching (e.g. pinching, patting, rubbing); leering, sexist, or “dirty” jokes; the display of sexually suggestive material; derogatory or

POLICIES

Approved: 2018-02-28, 2019-01-23

Policy: #210

Amended: 2025-01-22 pending approval

Section: School Operations

**#210 Welcoming, Caring, Respectful, and Safe Learning and Working Environments
(cont.)**

degrading comments; sexually suggestive gestures; and unwelcome propositions, innuendos, demands or inquiries of a sexual nature.

4. In this policy, “discrimination” means the unjust or prejudicial treatment of a person or class of persons because **of such things including, but not limited to:** the race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, or sexual orientation of that person or class of persons.
5. In this policy, “violence” means the threatened, attempted, or actual conduct of a person **or group** that is intended to cause, causes, or is likely to cause injury to a person or damage to property. Examples include, but are not limited to, the following: destroying property, throwing objects at others, verbal or written threats to inflict harm, physical attacks, or any other act that would arouse fear in a reasonable person in the circumstance.

GUIDELINES

1. The school principal is responsible to develop and implement a *Student Code of Conduct* that includes, at a minimum:
 - a. A statement of purpose that provides a rationale for the code of conduct, with a focus on welcoming, caring, respectful, and safe learning environments.
 - b. One or more statements about what is acceptable behaviour and what is unacceptable behaviour, whether or not it occurs within the school building, during the school day, or by electronic means.
 - c. One or more statements about the consequences of unacceptable behaviour. The statement(s) must take into account the student’s age, maturity, and individual circumstances, and must ensure that support is provided for students who are impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour.
2. This policy and the associated *Student Code of Conduct* shall be reviewed annually, with the review to be confirmed by Board resolution. Following confirmation, the policy and *Student Code of Conduct* shall be posted or re-posted publicly on the school website.
3. A website link to this policy, the associated administrative procedure, and the *Student Code of Conduct* shall be displayed in a place clearly visible to students in the school.



Code of Conduct

Our Social Contract

We Believe ...

Our school is a place of learning.

It is a place where we treat each other with respect and honesty.

Our school is a place where we work and play in a way that is safe and fair

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Purpose

The purpose of this code of conduct is to provide a welcoming, caring, respectful, and safe learning environment. In creating this environment, this code of conduct reflects the need for an appropriate balance between individual and collective rights, freedoms, and responsibilities.

Scope

The expectations in the code of conduct are in effect in the following circumstances:

- on school premises
- on the school bus
- during activities that are off school premises and that are organized or sponsored by the school
- behaviour beyond these times when it affects the safe, caring, or orderly environment of the school
- such expectations include website postings, blogs, text messages by or about students or staff using electronic devices, and other means that negatively affect other members of the school community and student learning.
- Such expectations also include the times arriving to and from school, and during lunch hour times when junior high students leave the school premises.

Major Infractions: Bottom Line Behaviors

Major infractions are called bottom line behaviors. Minor infractions are those not identified in the bottom line behaviors.

Bottom line behaviors include the following:

1. Any illegal activity (eg. behaviors related to drugs and alcohol, weapons including replicas, theft, vandalism, etc.).
2. Use of tobacco in or on school property within one block of the school.
3. Habitual minor infractions.
4. Deliberately striking or pushing a teacher or another person in authority and/or swearing at a teacher or another person of authority.
5. Direct or persistent opposition to authority.
6. Uttering a threat to inflict serious bodily harm or harm to property (eg. saying “I’m going to kill you” even in jest; threats to injure, bomb threats).
7. Physical assault causing bodily harm (eg. hitting, pushing, kicking, fighting).
8. Retribution against a person who has reported an incident.
9. Conduct injurious to the physical or mental well-being of others in the school including, but not limited to bullying, fighting, false fire alarms, dangerous use of equipment, hate-motivated incidents
10. Taking photos or recordings of others without appropriate consent
11. Violating the Acceptable Use of Technology Agreement
12. Harassment on any of the protected or prohibited grounds identified in the Alberta Human Rights Act. These prohibited grounds are identified below:
 - Race
 - Religious Beliefs
 - Colour
 - Gender
 - Mental Disability
 - Physical Disability
 - Ancestry
 - Place of Origin-Place of Birth
 - Family Status
 - Sexual Orientation

Responding to Bottom Line Behaviors

Bottom Line Behaviors have the automatic consequence of removal from the classroom group or school group for a period of time.

Depending on the frequency and severity of the infraction, a student may be removed from the group in the following ways:

- with an in-school suspension for a partial day, or full days
- suspension from a certain courses for one or more days
- out-of-school suspension to a maximum of five days
- out-of-school suspension to a maximum of five days with the recommendation to the Board of Directors for expulsion
- As well, depending on the nature of the infraction, other measures may be taken.
- The RCMP may be notified.
- In the case of threats, students who utter threats may be expected to undergo a threat-risk assessment by a trained professional.

Minor Infractions

Minor infractions of the code of conduct are those that are not identified as major infractions or bottom line behaviors.

Minor infractions are those behaviors which infringe upon the needs of others. Our social contract on page 1 expresses the kind of school community we want. Behaviors that go against our social contract are considered infractions.

Considerations

Rising Expectations

Rising expectations mean that students have varying levels of understanding as they grow older and more mature. Behavior expectations for students in primary grades may be different than what is expected as students become older and eventually enter Grade 9. Such differences in maturity levels will be reflected in both expectations and consequences for conduct.

Students With Special Needs

The application of this code of conduct will not discriminate against a student who can not meet a behavioural expectation because of a disability. Some students with certain types of special needs are unable to understand conduct expectations or rationally control their conduct. Differences resulting from such disabilities will be reflected in both expectations and consequences for conduct.

Responding to Minor Infractions

Minor Infractions: Making Mistakes

We live in a human environment and face a diverse set of needs daily. Our job when we are together is to treat each other in a way that respects the needs of others and reflects our social contract.

None of us are perfect. We all make mistakes.

As we go through our days, there may be times when we interfere with the needs of others as we try to meet our own needs. We call these actions mistakes. When we make a mistake and infringe on the needs of others, our job is to “fix up” the mistake. “Fixing up” the mistake means to do something for the person that we hurt so that they feel okay again. Often, that involves making a restitution - saying or doing something that will make the person who was hurt feel okay once again.

Students are expected to learn from their mistakes and not repeat the behavior.

Ideally, when we hurt others in some way, we should be able to recognize that and “fix up” the mistake on our own. But that doesn’t always happen. When a person does not fix up the mistake by themselves, a teacher or supervisor may need to help.

Some ways teachers may respond to minor infractions follow.

Teacher Response to Minor Infractions

Mistakes are learning opportunities. When students make a behavioral choice that infringes on the needs of others, teachers will help those students learn from their mistakes, find ways to make amends with the person they hurt, and make a plan to do better.

Teachers may respond to minor infractions in several ways including the following:

- discussion
- problem solving
- helping with a restitution
- using the Reflection Sheet
- providing an alternate work space
- utilizing a “cool down” space or the Sensory Room
- in-class consequences (loss of privilege, community service, etc.)
- suspending a student of one class period

Depending on the severity and frequency of the behavior, parents will be notified.

If a minor infraction is repeated often, the infraction may become a Bottom Line Behavior and the student can be referred to school administration.

Expected Behavior

Identifying all possible infractions in a human environment such as our school is a difficult task and would take up many pages. The next few pages, therefore, identify **examples of acceptable and examples of unacceptable behavior in relation to our code of conduct.**

These examples can be used to further discussion of expectations in the classroom.

The list of the following examples was generated by the students, staff, and parents of New Horizons School.

Examples of Expected Behavior

Our School Is a Place of Learning

Below are some examples of how we can support learning and some examples of how we can interfere with learning.

We can make a school a place of learning by:

- working diligently and to the best of our abilities
- behaving in ways that supports a positive learning environment for oneself and others
- keeping learning and playing environments such as classrooms and playgrounds tidy for others who use the space
- listening to instructions
- encouraging others
- helping others
- turning off cell phones and other electronic devices that can disrupt learning while in school

We interfere with the learning in our school by:

- behaving in ways that disrupts the teaching and learning • being unnecessarily absent or late
- not cleaning up messes that are made in the learning environment • using learning time in inappropriate ways
- putting in minimal effort into learning activities and assessments • plagiarism and copying from others
- giving all the answers

Our School Is a Place Where We Treat Each Other With Respect

Below are some examples of how we can show respect and some examples of how we show disrespect.

We can show respect by:

- avoiding abusive and offensive language such as put downs, racist comments, sexist comments, and swearing
- adhering to the [Dress Code](#)
- responding to instructions given from teachers, assistants, supervisors, and others who are working or volunteering at the school.
- resolving conflicts without hurting others
- seeking permission before touching someone's personal property, or the school's property including plants
- playing with people you both like and don't like
- listening to what others have to say
- speaking in a tone of voice that invites discussion

We show disrespect by:

- habitually neglecting to do one's duty
- saying or doing things that make others feel uncomfortable or hurt • not obeying those with authority (school staff and supervisors)
- misusing school equipment and property
- laughing at the misfortune of others
- making fun of others when they have a comment or ask a question
- using an unfriendly tone of voice
- not tattling

Our School Is a Place Where We Treat Each Other With Honesty

Below are some examples of how we can show honesty and some examples of how we show dishonesty.

We can show honesty by:

- being responsible for our actions
- knowing that it's ok to make a mistake and trying to "fix things up" • telling the truth when problem solving
- informing a school staff in a timely manner of incidents of bullying, harassment or intimidation
- avoiding blaming others for our mistakes
- telling the whole truth
- being true to what you say

We can show dishonesty by:

- withholding important information when solving conflicts • making up stories that are different than the truth when problem solving
- not taking responsibility for our actions
- falsely accusing others
- spreading false information
- exaggerating
- "setting others up"

Our School Is a Place Where We Work and Play in a Way That Is Fair

Below are some examples of how we can behave fairly.

We can act fairly by:

- “playing by the rules” or in “the spirit of the game”
- sharing when resources are lacking
- taking turns
- including others in games and activities
- congratulating others when they succeed

We can act unfairly by

- cheating
- always insisting on being first
- not letting others be a part of the group (excluding others)

Our School is a Place Where We Work and Play in a Way that is Safe

Below are some examples of how we can create a safe environment and examples of how we can create an unsafe environment.

We can create a safe environment by:

- using all equipment in a safe manner
- solving conflicts in a way that does not hurt others
- wearing shoes at all times
- being a positive role model
- being gentle in PE

We can create an unsafe environment by:

- throwing things
- running in the halls
- pushing, hitting, and kicking others
- emotionally hurting others with put downs, racist comments, sexist comments, swearing, and threats
- bullying
- roughhousing
- picking on one person
- teasing and name-calling



Terry Moghrabi
Superintendent
Phone: 780-212-1158
Email: Tmoghrabi@newhorizons.ca

MEMORANDUM

Date: January 22, 2025

To: Board of Directors

From: Terry Moghrabi, Superintendent

Re: Permission For Superintendent to Attend CASS / ASBOA Annual **Spring and Summer** Conferences

Background:

Most school authorities and Alberta Education representatives attend the annual CASS spring and summer conferences which offer significant learning opportunities. The CASS/ASBOA Spring and Summer Conferences are vital for developing Superintendent Leadership Quality Standards (SLQS) professionally through the Continuing Education Program. C.E.P. is dedicated to meeting the professional learning needs of system education leaders. Since CASS has become a government-regulated body, the PD component is mandatory, and all superintendents must earn 30 learning credits per year.

CASS's [2025 Annual Learning Conference](#), is scheduled for March 19-21, 2025. The conference program includes various topics, such as Visionary Leadership and Supporting Effective Governance. Details of the summer conference are not yet available.

Governance Implications:

CASS events provide more than professional development; they also offer opportunities to collaborate with school authorities and network with all Alberta Education partners.

Recommendations:

It is recommended that the Board authorize the attendance of the Annual Spring/Summer CASS Conferences for professional development purposes.

Once again, the preconference sessions will conflict with the March board meeting, and I would like some direction from the board regarding attendance.

A handwritten signature in black ink that reads "T. Moghrabi".

Terry Moghrabi

Board of Directors – Work Plan for 2024-25

September

- Adopt Board Work Plan for 2024-25
- Set date for October Board meeting
- Receive report on provincial achievement test results (closed meeting), deferred to October
- Technology Update

October

- Complete Board Organizational Actions
 - Conduct Special General Meeting; hold Board elections
 - Elect Board executive officers (must be within one week of SGM)
 - Select members for Board standing committees
 - Set dates for Board meetings (motion required)
 - Notify Service Alberta of change in executive officers
 - Identify Board signing authorities
 - Sign Board Member Code of Conduct – Policy #101
- Receive Alberta Education Assurance Measures (AEAMS) Report
- Attend TAAPCS Annual General Meeting
- Receive enrolment report for September 30, 2024
- Conduct initial orientation session for new Board members
- Set date for NHCS Society Annual General Meeting
- Receive report on provincial achievement test results (closed meeting), deferred from September, deferred to November

November

- Conduct AGM of NHCS Society
- Approve revised budget for 2024-25
- Approve Annual Education Results Report 2023-24
- Approve audited financial statement year ending Aug 31, 2024
- Receive Report #1 from School Council
- Determine priorities, possible date for Stakeholder Forum
- Receive report on provincial achievement test results (closed meeting), deferred from September

December

- Set date for March Board Planning Retreat
- Receive Counsellor's Report #1
- Review Draft Stakeholder Forum Agenda
- Review Charter Revisions

January	<input type="checkbox"/> Receive Quarterly Financial Report for Sep - Nov 2024 <input type="checkbox"/> Review Policy 210 and associated Student Code of Conduct <input type="checkbox"/> Approve school calendar for 2025-26 in principle <input checked="" type="checkbox"/> Host Stakeholder Forum, gather input on possible Education Plan priorities (scheduled for February) <input type="checkbox"/> Prepare breakfast for school staff
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February	<input type="checkbox"/> Provide final approval of school calendar for 2025-26 <input type="checkbox"/> Receive mid-year progress report on Three-Year Education Plan 2025-28 <input type="checkbox"/> Technology Update <input type="checkbox"/> Host Stakeholder Forum, gather input on possible Education Plan priorities, deferred from January
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March	<input type="checkbox"/> Host Board Retreat – Identify priorities for upcoming Education Plan <input type="checkbox"/> Approve Three-Year Capital Plan for 2026-27 to 2028-29 <input type="checkbox"/> Administer Board-developed Stakeholder Survey
--------------	--

April	<input type="checkbox"/> Receive Quarterly Financial Report for Dec 2024 – Feb 2025 <input type="checkbox"/> Review school fees for 2025-26 <input type="checkbox"/> Superintendent Evaluation
--------------	--

May	<input type="checkbox"/> Provide approval to Education Plan 2024-25 to 2025-26 <input type="checkbox"/> Attend TAAPCS Spring General Meeting <input type="checkbox"/> Approve budget for 2025-26, May 31 submission deadline <input type="checkbox"/> Receive Board-developed stakeholder survey results <input type="checkbox"/> Consider salary adjustment for support staff, senior administration <input type="checkbox"/> Receive report from FANHS <input type="checkbox"/> Receive Counsellor’s Report #2 <input type="checkbox"/> Superintendent Evaluation Approval <input type="checkbox"/> Confirm Policy Alignment with Administrative Procedures (from superintendent)
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June	<input type="checkbox"/> Assess Board Work Plan progress for 2024-25 <input type="checkbox"/> Receive Quarterly Financial Report for March – May 2025 <input type="checkbox"/> Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10) <input type="checkbox"/> Schedule September 2025 Board meeting <input type="checkbox"/> Set date for summer Board Retreat <input type="checkbox"/> Receive Report #2 from School Council
-------------	---

Ongoing

- Consider proposals for new or amended Board policies
- Receive recommendations from Board committees

Annually

- Negotiate collective agreement with ATA (as needed)

As Needed

- Meet with:
 - County Council
 - MLAs



1000 Strathcona Drive
Sherwood Park, AB T8A 3R6
Phone: 780-416-2353
www.newhorizons.ca

December 16, 2024

Minister of Education
Office of the Minister of Education
228 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Nicolaides:

Re: **Reserve Balances**

The purpose of this letter is to seek your approval regarding our unrestricted surplus funds to bring them into alignment with Government of Alberta policy. Our school's current unrestricted surplus balance is \$514,564, which is higher than the allowable 6% unrestricted surplus threshold. To address this concern, we are seeking three approvals from you to reduce keep the balance.

We had thought we would have a deficit of \$100,468 in the 2023-24 school year, however, as we needed to recognize our enrollment adjustment increase revenue we ended up with a small surplus instead.

Technology, mental health and maintenance will be our priorities in the reduction of our reserves over the next couple of years. We believe that these requested changes are aligned with the spirit of the Government of Alberta's policies regarding the budgets of publicly funded schools. These requested changes will enable the long-term success of our school, its infrastructure, its staff and most importantly our students.

Thank you for your consideration in our request. Please let me know at your earliest convenience if you have any questions regarding our requests.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Adam Asquini", is written over a light blue circular stamp.

Adam Asquini
Chair, Board of Directors

December 20th, 2024

Chair Adam Asquini
New Horizons Charter School Society
1000 Strathcona Drive
Sherwood Park, AB
T5A 3R6

via email: a_asquini@newhorizons.ca

Dear Chair Asquini

On behalf of Elk Island Catholic Schools, I am writing to express our support for New Horizons Charter School Society's request for a high school modernization.

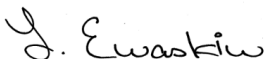
Elk Island Catholic Schools retains and asserts its continued ownership rights to the land at 4-23-52-28-NE (1000 Strathcona Drive, Sherwood Park) and has previously undertaken steps to transfer the building to New Horizons Charter School Society. While the transfer was not finalized, we recognize the role that New Horizons plays in providing innovative and high-quality educational experiences for its students.

We believe that a high school modernization would significantly enhance New Horizons' ability to meet the evolving needs of its school community. We acknowledge the importance of this initiative and its potential to contribute positively to the broader educational landscape in the region.

Elk Island Catholic Schools remains committed to supporting the efforts of New Horizons Charter School Society and stands by our previous motions in regards to the school building. Should you require additional information or further clarification, please do not hesitate to contact us.

Thank you for your attention to this matter, and we hope this letter conveys our ongoing collaboration and support for New Horizons' endeavors.

Warmest regards



Le-Ann Ewaskiw
Board Chair
Elk Island Catholic Separate School Division

cc: Terry Moghrabi, Superintendent New Horizons

From: **Kindy Joseph** <kindy.joseph@gov.ab.ca>
Date: Wed, Jan 8, 2025 at 8:51 PM
Subject: Important Security Alert: Attempted Phishing
To:

To: Superintendents of Public, Separate, Francophone and Charter School Authorities

Independent (Private) School Authorities

ECS Private School Operators

Executive Directors of Stakeholder Associations

AISCA (Association of Independent Schools & Colleges in Alberta)
ASBA (Alberta School Boards Association)
CASS (College of Alberta School Superintendents)
CCSSA (Council of Catholic School Superintendents of Alberta)
PSBAA (Public School Boards' Association of Alberta)
TAAPCS (The Association of Alberta Public Charter Schools)

Dear Colleagues:

I am writing to share important information with you regarding phishing emails titled "2025 Government of Alberta Information Verification" that use the Alberta Government's visual identity to request/verify data from schools to maintain licensing. Please be advised that these emails are not from Alberta Education or the Government of Alberta. They are being sent directly to individual schools and may reference the Alberta Education school code to appear legitimate.

If you or your staff receive an email like this, do **not** click on any links and delete the email. We strongly recommend sharing this information with your schools and staff as well as reminding staff to remain vigilant when handling unsolicited emails. If your schools or staff are targeted by this phishing attempt, please advise your Field Services manager if you have not done so already.

In addition, I am also sharing the attached information about this incident from CyberAlberta. This information is also available on their site [here](#). CyberAlberta was created in 2022 to address a recognized need to enhance Alberta's cybersecurity defences and provides the following services:

- Engaging with cybersecurity leads from Alberta's public and private organizations to strengthen Alberta's overall cybersecurity defences.
- Encouraging the development of cyber talent across Alberta by developing additional training opportunities and implementing cybersecurity learning objectives into education curriculums.
- Implementing an Alberta-focused cybersecurity controls compliance framework to help organizations incorporate a risk management process that protects their information assets and monitors their security controls.
- Providing cyber threat intelligence and cybersecurity advice to Alberta stakeholders to ensure they are well-prepared to counter threats.
- The Community of Interest has grown to over 750 members representing 350-plus public and private sector organizations across the province.

1/13/25, 8:05 AM

Fwd: Important Security Alert: Attempted Phishing - adejong@newhorizons.ca - New Horizons School Mail

If you are interested in joining the CyberAlberta Community of Interest, please contact them via email at cyberalberta@gov.ab.ca

Kindy Joseph
Assistant Deputy Minister
Program and System Support

cc: **Secretary-Treasurers of Public, Separate, Francophone and Charter School Authorities
Communications Contacts at School Authorities**