

New Horizons Charter School Society Board Meeting

February 19, 2025



**NEW HORIZONS CHARTER SCHOOL SOCIETY
BOARD OF DIRECTORS' MEETING
FEBRUARY 19, 2025
AGENDA**

Online streaming available via Zoom, [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 January 22, 2025 - attachment | | |
| 6. | Technology Report | Netsmart | 7:05 pm |
| 7. | Administration Reports | | 7:20 pm |
| | 7.1 Principal's Report - attachment | L. Vigfusson | |
| | 7.2 Secretary Treasurer's Report - attachment | P. Dundas | |
| | 7.3 Superintendent's Report - attachment | T. Moghrabi | |
| 8. | Board Reports | | 7:50 pm |
| | 8.1 Board Chair's Report | A. Asquini | |

8.2	Other Committee Reports	A. Asquini	
8.2.1	Finance and Audit Committee	T. Panas	
8.2.2	Policy Guidelines and Bylaws Committee	A. Koziak	
8.2.3	Survey Committee	T. Panas / P. Kakkan	
8.2.4	Public Relations Committee	A. Asquini	
8.2.5	Personnel Committee	K. Derkson	
8.2.6	High School Ad Hoc Committee	A. Asquini	
8.2.7	Board Activities		
9.	New Business		8:15 pm
9.1	2025-26 School Calendar - attachment, motion required	T. Moghrabi	
9.2	Three Year Education Plan Mid-Year Progress Report	L. Vigfusson	
9.3	Project Proposal Submission	T. Moghrabi	
9.4	March Meeting Date Change	T. Moghrabi	
10.	Board Work Plan	A. Asquini	8:45pm
11.	The Association of Alberta Public Charter Schools	A. Asquini	8:48pm
12.	Receipt of Reports	A. Asquini	8:55 pm
13.	Correspondence Sent ●	A. Asquini	8:55 pm
14.	Correspondence Received ●	A. Asquini	8:55 pm
15.	In Camera	A. Asquini	9:00 pm
15.1	Motion to Move In Camera		
15.2	Motion to Move Out of Camera		
15.3	Business Arising from In Camera		
16.	Adjournment	A. Asquini	9:15 pm

Next Board Meeting – To be confirmed

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: January 22, 2025	Initials: Chair	
Approved: DRAFT	Recorded By: A. DeJong	Secretary	

January 22, 2025, 7:00 p.m.

Board Members Present at Call to Order:

Adam Asquini CHAIR	Kristie Derkson VICE CHAIR	Adam Koziak SECRETARY
Paul Jackson DIRECTOR	Praveen Kakkan (virtual) DIRECTOR	Andrea Andrews (virtual and in-person) DIRECTOR

Board Members Joining During the Meeting:

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Board Members Absent:

Trevor Panas (virtual) TREASURER		
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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 7:01 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: January 22, 2025	Initials:	Chair
Approved: DRAFT	Recorded By: A. DeJong		Secretary

3. Adoption of Agenda

<i>Motion 2025-01-22-01</i>	<i>Moved that the agenda for the Board Meeting of January 22, 2025 be adopted as presented.</i> <i>Moved: Board Secretary Koziak</i> <i>Seconded: Vice Chair Derkson</i> <i>Carried</i>
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4. Disclosure of Conflict of Interest

Chair Asquini and Board Treasurer Panas have spouses at the school, other directors have spouses in parent groups within 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 December 18, 2024

<i>Motion 2025-01-22-02</i>	<i>Moved that the Board Meeting minutes of December 18, 2024 be approved as presented.</i> <i>Moved: Director Jackson</i> <i>Seconded: Board Secretary Koziak</i> <i>Carried</i>
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6. Administration Reports

6.1 Principal's Report

Principal Vigfusson provided a summary of her written report, which included early years assessments, information night, and admissions, as included in the meeting package. She also indicated that an anniversary committee is being formed to plan and organize celebratory activities in recognition of the upcoming 30th anniversary of the school. Discussion followed.

6.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas summarized her written report, which included County of Strathcona meetings, Charter Schools RFP, project proposal, signing authority, enrollment projections, PowerSchool cybersecurity breach, and finance committee meeting, as included in the meeting package. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: January 22, 2025	Initials: Chair	
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Director Andrews joined the meeting in person during this report.

6.3 Superintendent's Report

Superintendent Moghrabi summarized his written report, which included the school transportation amendment regulation, Bill 27, Field Services, TAAPCS, PowerSchool Cyber Security breach, Policy Committee meeting, Strathcona County meeting, and 2025 Stakeholder Forum, as included in the meeting package. Principal Vigfusson provided an overview of the format being planned for the Stakeholder Forum and spoke to the role that board directors will have during the event. Superintendent Moghrabi provided some information on the proposed 2025-26 school calendar which depends heavily upon the EIPS calendar due to the transportation agreement, additional discussion to occur during the in-camera meeting. He also indicated that Alberta Education will be conducting a survey of random parents, more information to be shared once received. Discussion followed.

7. Board Reports

7.1 Board Chair's Report

Chair Asquini indicated that a letter of support from EICS has been received, which is included under Correspondence Received. He and Superintendent Moghrabi met with Minister Glubish to further develop relations; Minister Glubish continues to offer support for the expansion and renovation project.

7.2 Committee Reports

7.2.1 Finance and Audit Committee

The committee met on January 15 to review the first quarter financials. More information will be provided under New Business.

7.2.2 Policy Guidelines and Bylaws Committee

The committee met on January 9 to review the following policies:

- Policy 210 - Welcoming, Caring, Respectful and Safe Learning and Working Environments, as well as the associated Student Code of Conduct
- Policy 212 - Health and Safety
- Policy 213 - Personal Communication Device
- Policy 410 - Student Assessment, Achievement & Growth

More information will be provided under New Business.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: January 22, 2025	Initials:	Chair
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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 will be meeting virtually on January 27, 2025.

Action Item: Superintendent Moghrabi will begin creating a slide deck of the high school expansion project to date, including a timeline of activities, for further consideration at the upcoming meeting.

7.2.7 Board Activities

No report.

8. New Business

8.1 Quarterly Financial Report - September to November, 2024

Board Secretary Koziak and Secretary-Treasurer Dundas provided an overview of the Q1 financial report for September to November, 2024. Discussion followed.

8.2 Policy Approval

Board Secretary Koziak and Superintendent Moghrabi provided an overview and summary of the proposed new policies and policy revisions. Discussion followed.

Vice Chair Derkson left the meeting at 8:15 p.m.

<p><i>Motion 2025-01-22-03</i></p>	<p><i>Moved that the Board affirms the Policy 210 (Welcoming, Caring, Respectful, and Safe Learning, and Working Environments) received its annual review and the Board approves the policy as amended.</i></p> <p><i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Jackson</i> <i>Carried</i></p>
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NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: January 22, 2025	Initials:	Chair
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<i>Motion 2025-01-22-04</i>	<p><i>Moved that the Board affirms that the Student Code of Conduct was reviewed by administration and the Board approves the policy as presented.</i></p> <p><i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Jackson</i> <i>Carried</i></p>
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<i>Motion 2025-01-22-05</i>	<p><i>Moved that the Board approve new Policy 212 Health and Safety as presented.</i></p> <p><i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Andrews</i> <i>Carried</i></p>
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<i>Motion 2025-01-22-06</i>	<p><i>Moved that the Board approve Policy 213 Personal Communication Device as amended.</i></p> <p><i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Andrews</i> <i>Carried</i></p>
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<i>Motion 2025-01-22-07</i>	<p><i>Moved that the Board approve new Policy 410 Student Assessment, Achievement and Growth as presented.</i></p> <p><i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Jackson</i> <i>Carried</i></p>
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Superintendent Moghrabi indicated that the consensus of previous discussion regarding Bill 20 is to pursue a bylaw revision to require Criminal Record Checks for board members.

<i>Motion 2025-01-22-08</i>	<p><i>Moved that the Board approve the requirement in practice of a criminal record check for Board Directors until such time as the bylaws can be revised.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Director Andrews</i> <i>Carried</i></p>
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8.3 CASS Conference

Superintendent Moghrabi provided background on the upcoming spring and summer CASS conferences. He further highlighted a scheduling conflict between the March Board Meeting date, the spring CASS conference and parent-teacher interviews. Discussion followed. Consensus is to tentatively move the Board meeting to Monday, March 17, subject to formal approval at the February board meeting.

<i>Motion 2025-01-22-09</i>	<p><i>Moved that the Board approve Superintendent Moghrabi's attendance at the annual spring CASS conferences.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Director Andrews</i> <i>Carried</i></p>
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8.4 Funding Opportunities Update

Superintendent Moghrabi provided a verbal update on alternative funding opportunities, as requested by the Board at the December Board Meeting. He outlined various strategies to increase revenue or decrease expenditures including:

- staffing
- programming
- resource allocation
- classroom caps

Discussion followed.

Action Item: Superintendent Moghrabi to continue gathering information for further discussion at the Board Retreat.

8.5 Staff Lunch - January 29, 2025

Superintendent Moghrabi shared a suggestion to host a Bar Burrito buffet lunch for staff. Consensus to have the Personnel Committee take planning responsibility in future years.

Action Item: Board Secretary Koziak and Director Jackson will organize drinks and dessert.

Vice Chair Derkson returned to the meeting at 8:46 p.m.

9. Board Work Plan

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

NEW HORIZONS CHARTER SCHOOL SOCIETY
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10. The Association of Alberta Public Charter Schools (TAAPCS)

Board Secretary Koziak indicated that TAAPCS is focussing on restoring membership to include all charter schools. Discussion followed.

11. Receipt of Reports

<i>Motion 2025-01-22-10</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Jackson</i> <i>Carried</i></p>
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12. Correspondence Sent

- Education Minister re Reserves

13. Correspondence Received

- EICS Letter of Support
- Alberta Government - Security Alert re Attempted Phishing

14. In Camera

14.1 Motion to Move In Camera

<i>Motion 2025-01-22-11</i>	<p><i>Moved that the meeting move in camera at 8:53 p.m.</i></p> <p><i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Jackson</i> <i>Carried</i></p>
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14.2 Motion to Move Out of Camera:

<i>Motion 2025-01-22-12</i>	<p><i>Moved that the meeting move out of camera at 9:41 p.m.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Vice ChairDerkson</i> <i>Carried</i></p>
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NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

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14.3 Matters Arising from In Camera Meeting

<i>Motion 2025-01-22-13</i>	<i>Moved that the Board approve the 2025-26 School Calendar in principle as presented and that it be taken to staff and School Council for feedback prior to formal approval in February 2025.</i> <i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Andrews</i> <i>Carried</i>
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15. Adjournment

Chair Asquini adjourned the meeting at 9:42 p.m.

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

MEMORANDUM

Date: February 19, 2025

To: Board of Directors
From: Lori Vigfusson, Principal
Re: Principal's Report-February 2025

Information and Highlights:

Admissions:

Admissions closed on February 18. We have a large number of applications. Intake day is March 7th. We will be using the OLSAT and the NNAT to assess applicants for Kindergarten and will use the CCAT to assess applicants for grades 1-9. The admissions committee will then meet to go through the applications.

Teachers' Convention:

Our teachers attended the NCTCA Teachers' Convention on February 6th and 7th. The convention is held at the Edmonton Convention Centre and other locations throughout the city each year with teachers from the North Central Region of Alberta attending. I spoke to organizers regarding the expectation that Charter School attendees check in at the start of the convention. Other school boards do not have this mandate and it causes some inconvenience as teachers may be attending sessions away from the convention centre. The organizer I spoke to could not comment on why this is.

Alberta Assurance Surveys:

Alberta Assurance Surveys are open from February 18 to March 21st. New this year, principals will send out the letter and random access codes for the survey to parents. These were previously sent out by Alberta Education with Parents accessing the links through our website.

Tech Update:

We have decided to trial an upgraded version of Go Guardian for grades 3-9. This version provides features that allow teachers to scaffold instruction on digital literacy and integrates directly with Google Classroom. It also allows teachers to more easily identify students who require additional support, comment on student work, and help students minimize distractions during independent work.

We have ordered two interactive screens for teachers to trial as we explore options to make instruction more engaging for students. After looking at demonstrations for a variety of options, we have decided to order the 86" ViewSonic ViewBoard. This is the brand that about 70% of schools in the province have gone to as it integrates with Google, has multiple touchpoints and a growing repository of lessons and resources.

Lori Vigfusson, Principal



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

MEMORANDUM

February 19, 2025

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

County of Strathcona Letter

I spoke with Pauline de Grandpre from Alberta Education to discuss the letter we received from the County of Strathcona. In the letter, the County continued to have concerns that this expansion may adversely impact the existing challenges with drop-off and pickup in Hawkins Crescent. While they indicated that they were willing to work with us, the county's position at that time was that they were unable to commit to this being a suitable location for an expansion that would include high school traffic. Pauline would check with her team to discuss what we should do regarding the next steps. I met with Pauline again on Friday, February 7, 2025.

Pauline indicated that she reviewed the letter from the county of Strathcona with her team. Her team was pleased to see that the County was willing to work with us.

Once a project is approved, Alberta Education begins:

Part 2 of Site Readiness – Detailed Site Investigation

The scope of work contained in Part 2 of the Site Readiness Checklist involves investment of financial resources to assess any risks to construction and this work is not recommended to be undertaken until after there has been an approval in principle from Education supporting the need for the project.

Criteria 2.2 – Results of Further Investigation of Issues Identified in Level 1 – Site Evaluation

If there were any potential risks identified in the Level 1 – Site Evaluation where further investigation was indicated and the opinion of a subject matter expert for remediation strategies and costs was required, provide a summary of the findings and cost estimates of the remediation strategies identified in those studies and attach copies of the studies.

County of Strathcona Meeting

On Wednesday, February 12, 2025, Superintendent Moghrabi, Chris Woollard, Carolyn Sherstone from WSP and I met with the County of Strathcona regarding the letter we received from them about concerns with parking for our project proposal.

We discussed different scenarios. The County prepared an alternate solution and presented it to us. After Carolyn Sherstone from WSP revises the Traffic Impact Assessment and Chris Woollard from START Architecture revise the site plan, we will re-submit the documents to the County and request a letter of support for the entire project.

As Caroline from WSP has been revising our traffic impact assessment, additional fees will be incurred.

Modulars

We have the approved development permits in hand and will send out tenders for installing the modulars shortly. The modulars will be installed as soon as 4-6 modulars from the Francophone school are removed at the beginning of July.

Chris Woollard from START Architecture will continue to lead the modular implementation phase as it will be impacted by the potential renovation and expansion project. I will work closely with him this summer to ensure the installation goes smoothly. Chris has been with us in past installations (and the flood) and has been instrumental in ensuring the installation goes smoothly.

Provincial Budget

Alberta's government will release Budget 2025 on Thursday, Feb. 27 at the start of the new spring legislative session.

Last fall, Secretary-Treasurers from provincial school boards were asked to provide input into the new school funding model. We offered feedback and hope to see the latest model this month. This will inform us regarding provincial grant calculations for the upcoming school year. The funding for next year should be released in early March.

Technology

Senior administration continues to meet monthly with Netsmart representatives to discuss technology management. Our inventory list has been updated and is for your information.

Recommendations:

It is recommended that this report be received as information.

Patti Dundas

Patti Dundas – Secretary-Treasurer



About This Report

This is an overview of known server and workstation hardware for New Horizons Charter School. A detailed breakdown starts on page 2. Please contact us with any questions and we would be pleased to discuss this report in further detail.

Replacement status:

69 Supported
 No action required

62 Overdue
 Action required

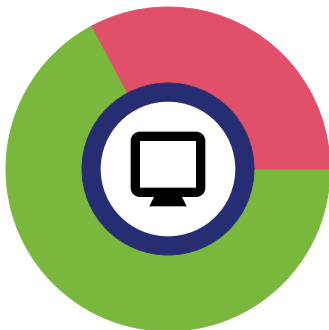
1 Unknown
 Under review or unknown

Operating System:

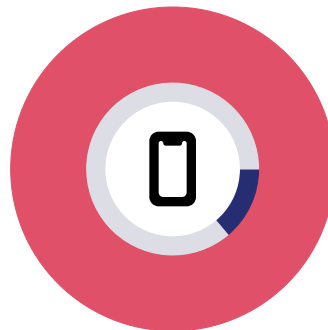
60 OS supported
 Within support period

37 OS unsupported
 No longer maintained

55
 Workstations



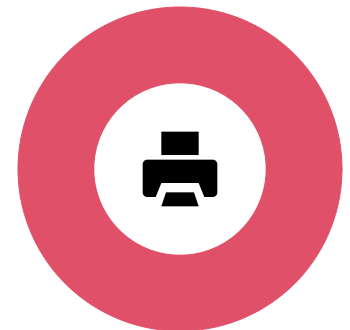
43
 Mobiles



33
 Network



1
 Imaging



MEMORANDUM

Date: February 19, 2025

To: Board of Directors

From: Terry Moghrabi- Superintendent

Re: Superintendent Memo

Information and Highlights:

1. Pilot Curriculum

Draft curriculum for Grades 7 to 9 mathematics, Grades 7 to 9 social studies, Grades 7 to 10 physical education and wellness, and CALM will be released in the spring of 2025 to prepare for optional classroom piloting.

School authorities will be invited to pilot draft curriculum in these four subject areas during the 2025/26 school year. The final Kindergarten to Grade 6 social studies curriculum will be available in spring 2025. Implementation will begin in 2025/26, from Kindergarten to Grade 3. For grades 4 to 6, implementation of social studies will be optional in 2025/26. Implementation of Grades 4 to 6 social studies curriculum will be mandatory during the 2026/27 school year.

Information on curriculum development is available on the Government Alberta website at [Junior and Senior High School Curriculum Development | Alberta.ca](#).

2. Bill 20 Criminal Record Checks

Thanks to the board for the motion to proceed with the criminal record checks for board members and the proposed changes to be reflected in the Charter Bylaws. We have fully processed all of the CRC for board members on file.

3. Alberta Education

On February 13th, I attended a meeting with Alberta Education for an engagement session on potential changes to charter school approvals. Alberta Education values the expertise and insights of stakeholders as we consider future directions in education policy. This strategic engagement session focussed on issuing charters on a continuing basis.

4. High School Adhoc and Stakeholder Forum

The HS ad-hoc committee reviewed the planning and format for the stakeholder forum. I thank the board for assuming a greater leadership and facilitation role in the board stakeholder meetings than in previous years. The café-style discussions provided a valuable platform for in-depth conversations on proposed high school topics, engaging students, staff, and parents. Summaries of each discussion will be compiled, and the insights gathered will be documented in a working file to

serve as the foundation for ongoing discussions regarding high school matters. Additionally, informal feedback from attendees was very positive and appreciative of the Board's efforts. I also wish to thank the administration for their support in developing the templates used during the sessions, which could be shared online to facilitate broader input from stakeholders.

5. Alberta Education field service rep meeting

Due to inclement weather conditions, Alberta Education representative Terri-Lynn Mundorf attended our meeting virtually to review and provide updates on the Education Plan. She posed several questions regarding the AERR section of the plan, and any necessary edits or corrections were promptly addressed before the document was resubmitted. We engaged in a meaningful discussion on the I.P.P. process, during which she acknowledged the unique needs of our school in managing I.P.P.s, given her background in inclusive education. Additionally, I provided her with updates on the capital plan submission, proposed changes to the upcoming school calendar, the stakeholder forum, and the school's 30-year celebration.

6. Staff Appreciation Lunch

On behalf of the staff, we want to thank the board for their support in showing staff appreciation on January 29th. Thank you to Director Andrews, Director Koziak, Director Jackson, Director Kakaan and the Central Office team. The decision to bring a buffet-style lunch proved far more efficient, making set-up and clean-up much easier than previous staff appreciation events. It was particularly appreciated to have the board members and Division staff sit with the school staff and enjoy lunch and conversations together. The leftovers were available for staff the following day.

7. Strathcona County meeting

We followed up the letter from the County of Strathcona with another meeting, including Start Architecture, WSP, and County staff regarding their concerns with the traffic flow challenges. The county expressed concerns again about the parent drop-off congestion on Hawkins Crescent. They shared a potential solution that Start Architecture is revising. This is a more positive measure to work through the challenges, and once they have agreed to modifications to the plan, they will send an addendum to the initial letter.

Recommendations and Governance Implications:

Wait for follow-up strategy from the county and update the MLAs in the jurisdiction.



Terry Moghrabi

MEMORANDUM

Date: February 19, 2025

To: Board of Directors

From: Terry Moghrabi- Superintendent

Re: Draft School Year Calendar 2025-2026

Background:

The attached document presents the draft school calendar for the 2025-2026 school year, as approved in principle on January 22, 2025. Pending considerations and amendments, the adoption of the 2025-2026 school Calendar should be completed at the February 2025 meeting of the Board of Directors.

Key features of the draft proposed calendar address the following pieces of legislation, regulation, and collective agreement articles:

1. Section 60 of the Province of Alberta Education Act establishes that “a board shall determine and make publicly available for each school year the days, dates and number of days of school operation.”
2. As per the Funding Manual for School Authorities, and to allow for a balanced program that leads to the student learning outcomes outlined in the Ministerial Order on Student Learning, schools are required to ensure that Grade 1 to Grade 9 students have access to a minimum of 950 hours of instruction per year in each grade.
3. As per the Funding Manual for School Authorities, ECS operators shall provide access to a minimum of 475 hours of instruction for each child during a school year.
4. According to Article 8.12 of the collective agreement with the Alberta Teachers’ Association, “Teachers will render service for the number of teaching days designated by the Board up to 200 teaching days, commencing the opening day of school in each school year, exclusive of vacation periods, weekends and general holidays of the Province of Alberta.”

The specifics of the calendar are as follows:

1. The draft calendar provides for 190 days of school operation. Of these, 181 are instructional days.
2. The draft calendar is designed to be consistent, in substantial measure, with the calendar of Elk Island Public Schools (EIPS), although not necessarily in perfect alignment. The need for consistency is prompted by our school’s agreement with EIPS with respect to bus transportation services and by an acknowledgment that some families with children enrolled in our school have other children who are enrolled in EIPS schools.

3. As outlined in greater detail below, three of the non-instructional days are identified as days-in-lieu for “... parent-teacher meetings related to report cards and Individual Program Plans,” as per the collective agreement (clauses 8.13 and 9.5) with the Alberta Teachers’ Association.
4. Of the 181 instructional days in the proposed calendar, 144 are full days, and 37 provide for early dismissal on staff meeting days. When combined with the school’s current daily schedule, this generates a total of 973 hours of instructional time, which is above the minimum of 950 hours specified in the Funding Manual.
5. Classes for students begin on August 28, 2025, and conclude on June 23, 2026. These start and end dates are consistent with EIPS. Teachers begin their school year on August 26, 2025 and finish on June 24, 2026.
6. The draft calendar includes a Fall Break in November (incorporating one in-lieu day), a two-week Winter Break with students returning on January 5, and a Spring Break (incorporating one in-lieu day) that begins on Monday, March 23 (Day in lieu for teachers), with classes resuming on Monday, March 30th.
7. Additional holidays (i.e. those not included in other vacation periods) are Labour Day, Truth and Reconciliation Day, Thanksgiving Day, Family Day, Good Friday, Easter Monday, and Victoria Day.
8. The proposed calendar includes nine non-instructional days.
9. Intake Day (1) - a day on which prospective students will be assessed for possible enrolment at New Horizons School; scheduled for March 6, 2026.

Parent Feedback:

The proposed draft calendar was shared with the School Council and Staff for input. Parents raised concerns about childcare implications and how communication with families will be shared. As stated, we will work with EIPS to partner in sharing information with parents. Parents noted that they appreciated that transportation schedules were aligned and that no additional days without bus transportation were scheduled. Parents inquired about how PD time would be used, and Principal Vigfusson explained that the administration had a plan. Some staff raised concerns about Easter Monday being a day off or a statutory holiday. It is noted that Monday is a day off for most school authorities, but it is Good Friday, which is a statutory holiday, not Easter Monday. No other feedback was shared that would consider changes to the draft calendar.

Recommendations and Governance Implications:

The following recommendations are presented for the consideration of the Board of Directors:

1. Resource allocation and the impact on learning/instruction are drivers when considerations about the school calendar are discussed.
2. The draft calendar for the 2025-2026 school year was approved in principle on January 22, 2025. The Board of Directors should approve it as final (**motion required**).
3. It is essential to have engagement from various stakeholders regarding the calendar, including staff, school council, and Board directors, to ensure consistency in planning. Unforeseen circumstances may impact the operational and instructional days we may need to adapt or be flexible if necessary.
4. Communication of the finalized calendar will be necessary to share as soon as possible as family/staff personal plans for the next school year could be impacted.

Respectfully,



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

A handwritten signature in black ink, appearing to read "T. Moghrabi", with a stylized flourish at the end.

Terry Moghrabi

2025-26 School Calendar

DRAFT – January 13, 2025

August 2025						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September 2025						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

December 2025						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28




March 2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



April 2026						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 2026						
Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2026						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

-  School Closed
-  PD / Organizational Day
School closed for students
-  Early Dismissal – Staff Meeting

-  Day in Lieu of P/T Meetings. School closed.
-  First and Last Day of School

EIPS bus transportation is available for all student instructional days.
 181 Days of Student Instruction
 9 Days of School Operation (no students)

Important Dates	
Organizational /PD Days	August 26-27
First Day of Classes for Students	August 28
Labour Day	September 1
Truth and Reconciliation Day	September 30
IPP Writing Day	October 3
Thanksgiving Day	October 13
Fall Break	November 10 to 14
Remembrance Day	November 11
Day in Lieu of P/T Meetings	November 14
Classes Resume	November 17
Winter Break	December 22 to January 2
Classes Resume	January 5
Professional Development Day	January 28
Teachers' Convention	February 5-6
Family Day	February 16
Intake Day	March 6
Day in Lieu of P/T Meetings	March 23
Spring Break	March 23 to 27
Classes Resume	March 30
Good Friday	April 3
Easter Monday / Day in Lieu	April 6
Professional Development Day	May 1
Victoria Day	May 18
National Indigenous Peoples Day	June 21
Final Day for Students	June 23
Organizational Day	June 24

EIPS bus transportation is available for all student instructional days.

School Instructional and Operational Days		
Month	Days of Student Instruction	Operational Days
August	2	4
September	20	20
October	21	22
November	15	15
December	15	15
January	19	20
February	17	19
March	16	17
April	20	20
May	19	20
June	17	18
Total	181	190

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 checked="" type="checkbox"/> Receive Quarterly Financial Report for Sep - Nov 2024 <input checked="" type="checkbox"/> Review Policy 210 and associated Student Code of Conduct <input checked="" 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 checked="" type="checkbox"/> Prepare lunch for school staff
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
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)
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