

# New Horizons Charter School Society Board Meeting

April 16, 2025





**NEW HORIZONS CHARTER SCHOOL SOCIETY  
BOARD OF DIRECTORS' MEETING  
APRIL 16, 2025  
AGENDA**

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

- |  |  |                      |          |
|--|--|----------------------|----------|
| 1.   | <b>Call to Order</b>                           | A. Asquini           | 7:00 pm. |
| 2.   | <b>Statement of Territorial Acknowledgment</b> | 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.   | <b>Adoption of Agenda</b>                      | A. Asquini           | 7:02 pm  |
| 4.   | <b>Disclosure of Conflict of Interest</b>      | A. Asquini           | 7:03 pm  |
| 5.   | <b>Approval of Minutes</b>                     | A. Asquini           | 7:05 pm  |
|  | 5.1 March 17, 2025 - attachment                |                      |          |
| 6.   | <b>Administration Reports</b>                  |                      | 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.   | <b>Board Reports</b>                           |                      | 7:50 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.  | <b>New Business</b>  | 8:15 pm              |
|     | 8.1 Quarterly Financial Report for Dec 2024 to February 2025<br>- attachment | T. Panas / P. Dundas |
|     | 8.2 Review School Fees for 2025-26 - attachment                              | P. Dundas            |
| 9.  | <b>Board Work Plan</b>   | A. Asquini 8:45 pm   |
| 10. | <b>The Association of Alberta Public Charter Schools</b>                     | A. Asquini 8:48 pm   |
| 11. | <b>Receipt of Reports</b>  | A. Asquini 8:55 pm   |
| 12. | <b>Correspondence Sent</b>   | A. Asquini 8:55 pm   |
|     | • None   |                      |
| 13. | <b>Correspondence Received</b>   | A. Asquini 8:55 pm   |
|     | • None   |                      |
| 14. | <b>In-Camera</b>   | A. Asquini 9:00 pm   |
|     | 14.1 Motion to Move In-Camera  |                      |
|     | 14.2 Motion to Move Out of Camera  |                      |
|     | 14.3 Business Arising from In-Camera   |                      |
| 15. | <b>Adjournment</b>   | A. Asquini 9:00 pm   |

**Next Board Meeting – Wednesday, May 21, 2025**

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b> Board	<b>Date:</b> March 17, 2025	<b>Initials:</b> Chair
<b>Approved:</b> DRAFT	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>

**March 17, 2025, 7:00 p.m.**

Board Members Present at Call to Order:

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

Board Members Joining During the Meeting:

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Board Members Absent:

Kristie Derkson VICE CHAIR		
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Administration Present at Call to Order:

Terry Moghrabi SUPERINTENDENT	Patti Dundas SECRETARY-TREASURER	
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Administration Joining During the Meeting:

Lori Vigfusson PRINCIPAL		
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**1. Call to Order**

Chair Asquini called the meeting to order at 7:00 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

<b>Type of Meeting:</b> Board	<b>Date:</b> March 17, 2025	<b>Initials:</b> Chair	
<b>Approved:</b> DRAFT	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

**3. Adoption of Agenda**

<i>Motion 2025-03-17-01</i>	<i>Moved that the agenda for the Board Meeting of March 17, 2025 be adopted as amended to reflect the correct next meeting date.</i>  <i>Moved: Director Jackson</i> <i>Seconded: Director Koziak</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 February 19, 2025**

<i>Motion 2025-03-17-02</i>	<i>Moved that the Board Meeting minutes of February 19, 2025 be approved as presented.</i>  <i>Moved: Director Jackson</i> <i>Seconded: Director 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 surveys, admissions, Celebration of Learning and report cards, and Amiskwaciy Dancers and Drummers, as included in the meeting package. Discussion followed.

**6.2 Secretary-Treasurer's Report**

Secretary-Treasurer Dundas summarized her written report, which included Request for Quote (RFQ), and Budget 2025, as included in the meeting package. Discussion followed.

Principal Vigfusson joined the meeting during this report.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b> Board	<b>Date:</b> March 17, 2025	<b>Initials:</b> Chair	
<b>Approved:</b> DRAFT	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

**6.3 Superintendent's Report**

Superintendent Moghrabi summarized his written report, which included Bill 27, TAAPCS and Superintendents, Board Survey and Retreat, and Budget 2025, as included in the meeting package. Discussion followed.

**7. Board Reports**

**7.1 Board Chair's Report**

Chair Asquini indicated that he attended the webinar regarding Budget 2025 with Superintendent Moghrabi. Three charter schools are expected to be included in the accelerator program for capital funding; no formal announcements have been made at this time. EICS Superintendent has reached out to set up a meeting with Chair Asquini and Superintendent Moghrabi; logistics are not yet confirmed.

**7.2 Committee Reports**

**7.2.1 Finance and Audit Committee**

No report.

**7.2.2 Policy Guidelines and Bylaws Committee**

No report.

**7.2.3 Survey Committee**

The committee met to develop additional questions for inclusion in the Board survey regarding high school programming. The new questions have been formatted to align with the format of the existing questions. The survey will be shared on March 20, 2025 with a response deadline set for early April.

**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 did meet to discuss the Stakeholder Forum results; no additional meeting date has been set at this time. Consensus to set the next meeting date at the end of the Board Retreat on April 12, 2025.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b> Board	<b>Date:</b> March 17, 2025	<b>Initials:</b>	<b>Chair</b>
<b>Approved:</b> DRAFT	<b>Recorded By:</b> A. DeJong		<b>Secretary</b>

**7.2.7 Board Activities**

No report.

**8. New Business**

**8.1 Three-Year Capital Plan for 2026-27 to 2029-30**

Superintendent Moghrabi provided a summary of the Three-Year Capital Plan for 2026-27 to 2028-29, as included in the meeting package. Discussion followed.

<i>Motion 2025-03-17-03</i>	<p><i>Moved that the Capital Plan for 2026-27 to 2028-29 be approved as presented.</i></p> <p><i>Moved: Director Koziak</i> <i>Seconded: Director Andrews</i> <i>Carried</i></p>
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**8.2 Board Retreat Agenda**

Superintendent Moghrabi shared a draft agenda for the upcoming Board Retreat and sought feedback from Board members. Discussion followed. Consensus was to keep the suggested topics on the draft agenda with some reorganization of order of items.

**8.3 Plan to Protect**

Superintendent Moghrabi spoke to the Plan to Protect, which is available to Board members for review. Discussion followed. There was a consensus that the document should be reviewed by the Policy committee for further discussion.

**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)**

Board Secretary Koziak indicated that TAAPCS met recently. Discussion topics included the review of bylaws, charter review process, and membership. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b> Board	<b>Date:</b> March 17, 2025	<b>Initials:</b>	<b>Chair</b>
<b>Approved:</b> DRAFT	<b>Recorded By:</b> A. DeJong		<b>Secretary</b>

**11. Receipt of Reports**

<i>Motion 2025-03-17-04</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Director Kakkan</i> <i>Carried</i></p>
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**12. Correspondence Sent**

- None

**13. Correspondence Received**

- EDC Deputy Minister - Budget 2025
- Canada - Alberta National School Food Program Agreement 2024-2027

**14. In Camera**

**14.1 Motion to Move In Camera**

<i>Motion 2025-03-17-05</i>	<p><i>Moved that the meeting move in camera at 8:25 p.m.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Director Koziak</i> <i>Carried</i></p>
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**14.2 Motion to Move Out of Camera:**

<i>Motion 2025-03-17-06</i>	<p><i>Moved that the meeting move out of camera at 8:27 p.m.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Director Koziak</i> <i>Carried</i></p>
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**14.3 Matters Arising from In Camera Meeting**

None.



NEW HORIZONS CHARTER SCHOOL SOCIETY  
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<b>Approved:</b> DRAFT	<b>Recorded By:</b> A. DeJong		<b>Secretary</b>

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**15. Adjournment**

Chair Asquini adjourned the meeting at 8:27 p.m.

*Next Board Meeting: Wednesday, April 16, 2025 at 7:00 p.m.*

DRAFT

**MEMORANDUM**

Date: April 16, 2025

To: Board of Directors

From: Lori Vigfusson, Principal

Re: Principal's Report-April 2025

**Information and Highlights:**

**Volunteer Tea:** Our Volunteer Tea took place Wednesday, April 9. We provided the snacks, and students provided some entertainment and thank-you cards. This annual event is an opportunity to show appreciation to all parent volunteers whether it is on field trips, in classrooms, at lunch, around the school for prep, at pick-up and drop-off, or on school council, the board, or FANHS. Our school is the amazing place it is because of our volunteers and we enjoy having the opportunity to celebrate them.

**Music Festival:**

This week many of our students are participating in the Sherwood Park Music Festival. Choirs, Band, Ukulele Club, and Drama head to Festival Place where they will be adjudicated and given feedback.

**Spring Concert:** Our Spring Concert for Music and Drama groups took place on April 9 and was well attended by parents and caregivers. Thank you to Ms. Zelada for working with the students to put on a great show!

**PAT Update:**

All schools in the province will be using the digital assessment platform Vretta for PATs this year. There have been webinars on the assessment process for Grade 6 and 9 teachers, though there is still some apprehension from teachers across the province in using this as the information has not been clear.

**Surveys:**

The Board Surveys were sent out and completed by parents, staff and students at the start of April. Results were shared with the board at their annual retreat.

Lori Vigfusson



Patti Dundas  
Secretary-Treasurer  
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## MEMORANDUM

Date: April 16, 2025  
To: Board of Directors  
From: Patti Dundas – Secretary-Treasurer  
Subject: Update

### RFQ - Modulares

The RFQ for our modular install has closed on Alberta Purchasing Connection. We received 6 proposals for the installation of the two modulares. We reviewed the bids with the engineers and architect and chose the top three. These companies came to the school on March 28, 2025, and again on April 8, 2025 to have a walk-through of the space. By April 15 we will receive the finalized bids from them and award the contract.

### School Expansion/Renovation

I met with Pauline de Grandpre from Alberta Education on March 20, 2025, to discuss approval timing for the acceleration capital grant.

We will be informed by the middle of May whether we have received approval for the accelerated grant funding for our project. All capital funding projects for 2025 have been announced. There will be no notifications for the acceleration grant before May.

### Budget for 2025-26

Our funding profiles have been released for the 2025-26 school year. I have started gathering information for the budget, which needs to be approved in May at the Board Meeting.

### Recommendations:

It is recommended that this report be received as information.

*Patti Dundas*

Patti Dundas – Secretary-Treasurer

## MEMORANDUM

Date: April 16, 2025

To: Board of Directors

From: Terry Moghrabi- Superintendent

Re: Report to the Board

### **Learnings from the 2025 CASS Annual Learning Conference**

Dates Attended: March 19–21, 2025 Edmonton

**Background:** With an earlier rescheduling of the board meeting in March and the Learning Conference scheduled at the start of the Spring Break, there have been limited meetings and events related to the superintendent calendar. However, preparations for the board survey data analysis, planning the board retreat, the regularly scheduled monthly board meeting, and the superintendent evaluation have proven to be challenging.

Thank you again for supporting my attendance at the 2025 CASS Annual Learning Conference. This conference continues to be a premier professional learning event for system leaders in education across Alberta. The experience provided valuable insights that align closely with the Superintendent Leadership Quality Standard (SLQS) and the Leadership Quality Standard (LQS). Below is a summary of the key sessions I attended and the learning I took away:

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#### **1. Leadership Collaboration & Professional Growth**

The conference provided opportunities for collaborative dialogue with fellow superintendents and system leaders. These conversations reinforced the importance of continuous learning and reflection as key components of effective leadership. The opportunity to explore current educational issues within the unique context of Alberta's charter schools added important perspectives on governance, vision setting, and community partnership.

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#### **2. Artificial Intelligence & Data-Informed Decision-Making**

One of the most impactful sessions focused on the role of Artificial Intelligence (AI) in educational leadership.

Key learnings included:

- How AI tools can efficiently analyze large datasets such as Alberta Education Assurance Measures (AEAMs) and various assessment data.
- How AI can help identify strengths and gaps in learning to support targeted interventions for at-risk students.

- The potential for system leaders to enhance data-informed decision-making at the division, school, and classroom levels.

This session emphasized the growing need for leaders to understand and utilize emerging technologies to improve student outcomes and operational effectiveness.

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### **3. Visionary Leadership in Rural Charter Schools**

A case study was presented on visionary leadership in a rural K–9 public charter school. Highlights included:

- The importance of co-creating a school vision with strong community input, values, and networks.
- Application of Mintzberg’s strategic “seeing” framework (seeing ahead, behind, above, below, beside, beyond, and through) to leadership practice.
- The role of “fostering effective relationships” and “supporting effective governance” in sustaining school and board success.
- Real-world examples of how schools operationalize vision daily and build lasting community partnerships.

This session underscored the value of strong board relations and intentional, strategic thinking in achieving organizational alignment and student success.

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### **4. Reflections and Takeaways**

- Strong leadership relies on a vision that reaches beyond school walls and engages the broader community.
- Empirical research and lived experiences from charter schools provide transferable insights applicable in a variety of educational contexts.
- Strategic thinking tools and collaborative dialogue with peers serve as catalysts for reflective practice and continuous improvement.

**Governance:** This conference reaffirmed the importance of staying informed on current research, technology, and leadership practices. I am grateful for the opportunity to participate and will continue to integrate this learning into my leadership work for the benefit of our schools and students. Required CEP credits for superintendent Quality Standards were submitted for the conference. Additionally, with the future board work plans, we may want to consider moving the retreat date.



Terry Moghrabi





Patti Dundas  
Secretary-Treasurer  
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## MEMORANDUM

Date: April 16, 2025  
To: Board of Directors  
From: Patti Dundas – Secretary-Treasurer  
Subject: Quarterly Financial Report

### Background:

Attached for the information of the Board of Directors is the Quarterly Financial Report for the period ended February 28, 2025.

In keeping with Board Resolution 2017-11-22-05, the Audit Committee reviewed the Quarterly Financial Report prior to its presentation to the Board of Directors. Audit Committee Chair Tong will present the Report to the Board; he and Secretary-Treasurer Dundas will be prepared to speak to it and to respond to questions that Directors may have.

### Recommendations:

It is recommended that the Quarterly Financial Report for the period ended February 28, 2025, be received as information.

Patti Dundas – Secretary-Treasurer

Attachment

Function	DESCRIPTION	Account No	2023-24 Budget	End of Q2 Actual Results	2024-25 Budget	31-Dec-24	31-Jan-25	28-Feb-25	End of Q2 Actual Results	Budget Residual	% of Budget Residual
<b>TOTAL REVENUES FROM ALL SOURCES</b>			\$ 4,923,688.70	\$ 2,498,941.35	\$ 5,201,694.84	\$ 432,000.29	\$ 446,217.59	\$ 412,870.88	\$ 2,667,421.27	\$ 2,534,273.57	49%
<b>TOTAL EXPENDITURES</b>			\$ 4,982,438.17	\$ 2,499,042.36	\$ 5,391,694.84	\$ 442,479.21	\$ 443,520.95	\$ 462,879.97	\$ 2,583,820.89	\$ 2,807,873.95	52%
<b>SURPLUS OR (DEFICIT)</b>			\$ (58,749.47)	\$ (101.01)	\$ (190,000.00)	\$ (10,478.92)	\$ 2,696.64	\$ (50,009.09)	\$ 83,600.38	\$ 273,600.38	-144%
<b>REVENUES</b>											
	Alberta Education		\$ 4,368,849.37	\$ 2,153,947.10	\$ 4,589,740.42	\$ 386,752.41	\$ 385,484.41	\$ 377,983.24	\$ 2,300,827.06	\$ 2,288,913.36	50%
	Alberta Infrastructure		\$ 396,750.34	\$ 180,180.52	\$ 396,750.34	\$ 29,854.65	\$ 29,854.65	\$ 29,854.65	\$ 179,127.90	\$ 217,622.44	55%
	Other Government of Alberta		\$ -	\$ -	\$ 1,850.00	\$ -	\$ -	\$ -	\$ 1,850.00	\$ -	0%
	Other Alberta School Jurisdictions		\$ 26,682.91	\$ 1,528.84	\$ 13,583.00	\$ 105.39	\$ 105.39	\$ 105.39	\$ 632.34	\$ 12,950.66	95%
	Fees		\$ 90,000.00	\$ 113,755.00	\$ 140,865.00	\$ 9,898.00	\$ 23,470.00	\$ 255.00	\$ 151,597.50	\$ (10,732.50)	-8%
	Sales & Services		\$ 12,500.00	\$ 26,465.33	\$ 12,500.00	\$ 1,919.32	\$ 2,247.87	\$ 2,756.92	\$ 11,766.26	\$ 733.74	6%
	Investments		\$ 10,500.00	\$ 5,752.68	\$ 10,500.00	\$ 909.31	\$ 913.65	\$ 877.41	\$ 5,653.81	\$ 4,846.19	46%
	Gifts		\$ 5,906.08	\$ 3,288.21	\$ 5,906.08	\$ 182.56	\$ 182.56	\$ 182.56	\$ 2,053.86	\$ 3,852.22	65%
	Fundraising		\$ 12,500.00	\$ 14,023.67	\$ 30,000.00	\$ 2,378.65	\$ 3,959.06	\$ 855.71	\$ 13,912.54	\$ 16,087.46	54%
	Amortization		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>EXPENDITURES</b>			\$ 4,982,438.17	\$ 2,499,042.36	\$ 5,391,694.84	\$ 442,479.21	\$ 443,520.95	\$ 462,879.97	\$ 2,583,820.89	\$ 2,807,873.95	52%
	Salary Certificated		\$ 2,251,612.00	\$ 1,139,120.12	\$ 2,319,103.00	\$ 190,174.98	\$ 189,415.20	\$ 225,135.43	\$ 1,198,247.49	\$ 1,120,855.51	48%
	Salary Non-Certificated		\$ 487,815.84	\$ 272,921.19	\$ 499,481.00	\$ 46,764.02	\$ 39,676.03	\$ 44,719.35	\$ 264,056.21	\$ 235,424.79	47%
	Honorariums		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Benefits Certificated		\$ 505,823.00	\$ 256,861.00	\$ 602,173.00	\$ 37,995.85	\$ 51,859.95	\$ 50,214.91	\$ 261,524.64	\$ 340,648.36	57%
	Benefits Non-Certificated		\$ 177,222.00	\$ 95,010.34	\$ 183,792.00	\$ 16,128.90	\$ 15,134.04	\$ 14,228.79	\$ 92,861.80	\$ 90,930.20	49%
	Prof. & Tech. Services		\$ 439,690.00	\$ 220,795.61	\$ 493,061.22	\$ 35,857.08	\$ 37,684.26	\$ 27,943.23	\$ 211,022.90	\$ 282,038.32	57%
	Communications		\$ 21,275.00	\$ 12,673.41	\$ 37,275.00	\$ 5,651.66	\$ 1,390.76	\$ 1,805.19	\$ 13,233.86	\$ 24,041.14	64%
	Utilities		\$ 113,061.38	\$ 52,527.07	\$ 109,500.00	\$ 7,943.25	\$ 7,788.57	\$ 11,289.53	\$ 41,559.56	\$ 67,940.44	62%
	Bussing			\$ 2,103.12		\$ 217.42	\$ 837.18	\$ 1,211.08	\$ 3,571.64	\$ (3,571.64)	
	Student Transportation		\$ 58,899.00	\$ 32,232.61	\$ 72,894.00	\$ 333.34	\$ 27,592.19	\$ 333.34	\$ 29,258.89	\$ 43,635.11	60%
	Rentals/Leases			\$ -					\$ -	\$ -	
	Fees Expense		\$ 198,550.00	\$ 67,665.95	\$ 195,575.00	\$ 17,378.12	\$ 15,061.17	\$ 15,677.07	\$ 90,247.39	\$ 105,327.61	54%
	Insurance		\$ 44,435.33	\$ 28,746.82	\$ 63,881.00	\$ 5,497.83	\$ 4,406.74	\$ 4,576.42	\$ 30,974.60	\$ 32,906.40	52%
	Supplies/Materials		\$ 222,235.00	\$ 106,314.71	\$ 346,140.00	\$ 47,414.04	\$ 18,677.65	\$ 34,058.62	\$ 145,785.02	\$ 200,354.98	58%
	Text, Library & Media		\$ 43,500.00	\$ 8,985.60	\$ 36,000.00	\$ -	\$ 2,602.93	\$ 600.81	\$ 6,260.85	\$ 29,739.15	83%
	Travel		\$ 7,100.00	\$ 7,266.76	\$ 16,100.00	\$ 79.20	\$ -	\$ 86.36	\$ 7,171.02	\$ 8,928.98	55%
	Amortization		\$ 405,269.62	\$ 188,417.90	\$ 405,269.62	\$ 30,142.60	\$ 30,142.60	\$ 30,142.60	\$ 180,855.60	\$ 224,414.02	55%
	Bank Charges		\$ 5,950.00	\$ 7,400.15	\$ 11,450.00	\$ 900.92	\$ 1,251.68	\$ 857.24	\$ 7,189.42	\$ 4,260.58	37%
<b>Surplus (Deficit)</b>			\$ (58,749.47)	\$ (101.01)	\$ (190,000.00)	\$ (10,478.92)	\$ 2,696.64	\$ (50,009.09)	\$ 83,600.38	\$ 273,600.38	-144%



Patti Dundas  
Secretary-Treasurer  
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Email: [pdundas@newhorizons.ca](mailto:pdundas@newhorizons.ca)

## MEMORANDUM

Date: April 16, 2025  
To: Board of Directors  
From: Patti Dundas – Secretary-Treasurer  
Subject: School Fees

### Background:

The proposed school fees for the 2025-26 school year are attached for the Board of Directors' information.

### Recommendations:

It is recommended that the 2025-26 proposed school fees be approved.

Patti Dundas – Secretary-Treasurer

Attachment

Fee Name / Description	Proposed Per Student Fee 2025-26	Fee Charged Per Student 2024-25	Approved Fee Per Student 2024-25
<b>School Fees</b>			
Lunch Supervision – Kindergarten First Student	<b>\$50.00</b>	\$50.00	\$50.00
Lunch Supervision – Gr 1-9 First Student	<b>\$95.00</b>	\$95.00	\$95.00
Lunch Supervision – Gr 1-9 Each Additional Student	<b>\$30.00</b>	\$30.00	\$30.00
Technology Fee – Grades 3-9	<b>\$50.00</b>	\$50.00	\$50.00
Technology Fee – Grades 1-2	<b>\$25.00</b>	\$25.00	\$25.00
Kindergarten Fee	<b>\$40.00</b>	\$40.00	\$40.00
Grade 5/6 Career & Tech Foundations	<b>\$10.00</b>	\$5.00	\$5.00
Kanga Pouch Replacement	<b>\$10.00</b>	\$10.00	\$10.00
Agenda Replacement	<b>\$10.00</b>	\$10.00	\$10.00
Yearbook	Ordered from vendor		

Fee Name / Description	Proposed Per Student Fee 2025-26	Fee Charged Per Student 2024-25	Approved Fee Per Student 2024-25
<b>Program Related Field Trips</b>			
Field Trip Kindergarten	<b>\$90.00</b>	\$75.00	\$75.00
Field Trip Grade 1	<b>\$85.00</b>	\$75.00	\$75.00
Field Trip Grade 2	<b>\$110.00</b>	\$100.00	\$100.00
Field Trip Grade 3	<b>\$90.00</b>	\$75.00	\$75.00
Field Trip Grade 4	<b>\$75.00</b>	\$65.00	\$65.00
Field Trip Grade 5	<b>\$80.00</b>	\$70.00	\$70.00
Field Trip Grade 6	<b>\$80.00</b>	\$70.00	\$70.00
Field Trip Grade 7	<b>\$75.00</b>	\$70.00	\$70.00
Field Trip Grade 8	<b>\$85.00</b>	\$115.00	\$115.00
Field Trip Grade 9	<b>\$105.00</b>	\$85.00	\$85.00

Fee Name / Description	Proposed Per Student Fee 2025-26	Fee Charged Per Student 2024-25	Approved Fee Per Student 2024-25
<b>Junior High Options</b>			
Active Community Living (ACL)	<b>\$200.00</b>	\$200.00	\$200.00
American Sign Language (ASL)	<b>\$65.00</b>	\$65.00	\$65.00
Architecture	No fee		
Art	<b>\$40.00</b>	\$40.00	\$40.00
Band	<b>\$140.00</b>	\$120.00	\$120.00
Band Instrument Rental, monthly fee	<b>\$25.00 - \$50.00</b>	\$25.00 - \$50.00	\$25.00 - \$50.00
Big Ideas in Physics	No fee		
Coding	No fee		
Creative Writing	<b>\$8.00</b>	\$7.50	\$7.50
Drama	<b>\$100.00</b>	\$80.00	\$80.00
Engineering and Design	No fee		
Enterprise & Innovation	No fee		
Fashion & Design	<b>\$25.00</b>	\$25.00	\$25.00
Film Studies	No fee		
Foods	<b>\$50.00</b>	\$50.00	\$50.00
Forensics	<b>\$25.00</b>	\$25.00	\$25.00
Functional Fitness	No fee		
Game Design	No fee		
Horticulture	<b>\$30.00</b>	\$30.00	\$30.00
Human Anatomy and Physiology	No fee		
Leadership	No fee		
Makerspace	No fee	\$5.00	\$5.00
Model UN	No fee		
Musical Composition	No fee		
Mythologies of the World	No fee		
Outdoor Pursuits	<b>\$5.00</b>	\$5.00	\$5.00
Psychology	No fee		
Reboot Studies	No fee		
Robotics	No fee		
Science Challenge	<b>\$5.00</b>	\$5.00	\$5.00
Special FX	<b>\$30.00</b>	not offered	
Sport Management	No fee		
Textile Art	<b>\$40.00</b>	\$40.00	\$40.00
Watercolour Painting	<b>\$25.00</b>	\$25.00	\$25.00
World History	No fee		
World Literature	<b>\$5.00</b>	\$5.00	\$5.00
Yoga / Mobility	No fee		
Young Readers Club	No fee		



Fee Name / Description	Proposed Per Student Fee 2025-26	Fee Charged Per Student 2024-25	Approved Fee Per Student 2024-25
<b>Extracurricular</b>			
Adventure Trip - Grade Nine	<b>\$500.00</b>	TBD	\$500.00
Badminton - Grade 5/6	<b>\$15.00</b>	\$10.00	\$15.00
Badminton – Jr High	<b>\$100.00</b>	\$63.00 Sr \$45.00 Jr	\$100.00
Basketball - Grade 5/6	<b>\$15.00</b>	n/a	\$15.00
Basketball – Jr High League Fee	<b>\$350.00</b>	\$145.00 Sr \$130.00 Sr \$145.00 Jr	\$350.00
Golf	<b>\$200.00</b>	TBD	\$200.00
Handball	<b>\$100.00</b>	\$60.00	\$100.00
Music Groups (Choir, Ukulele)	<b>\$25.00</b>	\$25.00	\$25.00
Music Groups (Drama Club)	<b>\$10.00</b>	\$10.00	\$10.00
Reach	<b>\$25.00</b>	\$25.00	\$25.00
Ski Trip - Grades 4-9	<b>\$75.00</b>	\$48.00	\$75.00
Swimming	<b>\$80.00</b>	\$70.00	\$80.00
T-shirt (Sports Team)	<b>\$25.00</b>	\$25.00	\$25.00
Track and Field	<b>\$50.00</b>	TBD	\$50.00
Volleyball - Grade 5/6	<b>\$15.00</b>	n/a	\$15.00
Volleyball – Jr High League Fee	<b>\$350.00</b>	\$120.00 Sr \$100 Jr	\$350.00

\*Extracurricular activities occurring during the school year are charged on a cost-recovery basis.

## 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

<b>January</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Receive Quarterly Financial Report for Sep - Nov 2024</li> <li><input checked="" type="checkbox"/> Review Policy 210 and associated Student Code of Conduct</li> <li><input checked="" type="checkbox"/> Approve school calendar for 2025-26 in principle</li> <li><input checked="" type="checkbox"/> Host Stakeholder Forum, gather input on possible Education Plan priorities (scheduled for February)</li> <li><input checked="" type="checkbox"/> Prepare lunch for school staff</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Provide final approval of school calendar for 2025-26</li> <li><input checked="" type="checkbox"/> Receive mid-year progress report on Three-Year Education Plan 2025-28</li> <li><input checked="" type="checkbox"/> Technology Update</li> <li><input checked="" type="checkbox"/> Host Stakeholder Forum, gather input on possible Education Plan priorities, deferred from January</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Host Board Retreat – Identify priorities for upcoming Education Plan, deferred to April</li> <li><input checked="" type="checkbox"/> Approve Three-Year Capital Plan for 2026-27 to 2028-29</li> <li><input checked="" type="checkbox"/> Administer Board-developed Stakeholder Survey</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Receive Quarterly Financial Report for Dec 2024 – Feb 2025</li> <li><input type="checkbox"/> Review school fees for 2025-26</li> <li><input type="checkbox"/> Host Board Retreat – Identify priorities for upcoming Education Plan, deferred from March</li> <li><input type="checkbox"/> Superintendent Evaluation</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Provide approval to Education Plan 2024-25 to 2025-26</li> <li><input type="checkbox"/> Attend TAAPCS Spring General Meeting</li> <li><input type="checkbox"/> Approve budget for 2025-26, May 31 submission deadline</li> <li><input type="checkbox"/> Receive Board-developed stakeholder survey results</li> <li><input type="checkbox"/> Consider salary adjustment for support staff, senior administration</li> <li><input type="checkbox"/> Receive report from FANHS</li> <li><input type="checkbox"/> Receive Counsellor’s Report #2</li> <li><input type="checkbox"/> Superintendent Evaluation Approval</li> <li><input type="checkbox"/> Confirm Policy Alignment with Administrative Procedures (from superintendent)</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Assess Board Work Plan progress for 2024-25</li> <li><input type="checkbox"/> Receive Quarterly Financial Report for March – May 2025</li> <li><input type="checkbox"/> Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10)</li> <li><input type="checkbox"/> Schedule September 2025 Board meeting</li> <li><input type="checkbox"/> Set date for summer Board Retreat</li> <li><input type="checkbox"/> Receive Report #2 from School Council</li> </ul>

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**Ongoing**

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

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**Annually**

- Negotiate collective agreement with ATA (as needed)

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**As Needed**

- Meet with:
  - County Council
  - MLAs