

# New Horizons Charter School Society Board Meeting

June 18, 2025





**NEW HORIZONS CHARTER SCHOOL SOCIETY  
BOARD OF DIRECTORS' MEETING  
JUNE 18, 2025  
AGENDA (revised June 18, 2025)**

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

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- |   |            |         |
|---|------------|---------|
| 1. <b>Call to Order</b>                           | A. Asquini | 7:00 pm |
| 2. <b>Statement of Territorial Acknowledgment</b> | A. Asquini | 7:01 pm |

*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.*

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|---|----------------------|---------|
| 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 May 21, 2025 - attachment                 |                      |         |
| 6. <b>School Council Report</b>               | E. Macve             | 7:07 pm |
| 7. <b>Administration Reports</b>              |                      | 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. <b>Board Reports</b>                       |                      | 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           |         |

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|------------|--|--------------|----------------|
| 8.2.5      | Personnel Committee  | K. Derkson   |                |
| 8.2.6      | High School Ad Hoc Committee   | A. Asquini   |                |
| 8.2.7      | Board Activities   |              |                |
| <b>9.</b>  | <b>New Business</b>  |              | <b>8:15 pm</b> |
| 9.1        | Receive Quarterly Financial Report for March to May 2025<br>- attachment | P. Dundas    |                |
| 9.2        | Counsellor's Update (deferred from May)                                  | L. Vigfusson |                |
| 9.3        | Schedule SGM of NHCS Society<br>- motion required, attachment            | T. Moghrabi  |                |
| 9.4        | Approval for CASS Summer Conference Attendance<br>- attachment           | T. Moghrabi  |                |
| 9.5        | Summer Update  | T. Moghrabi  |                |
| 9.6        | Review Charter Revisions   | T. Moghrabi  |                |
| 9.7        | 30th Anniversary Celebration   | T. Moghrabi  |                |
| <b>10.</b> | <b>Board Work Plan</b>   | A. Asquini   | <b>8:45pm</b>  |
| <b>11.</b> | <b>The Association of Alberta Public Charter Schools</b>                 | A. Asquini   | <b>8:48pm</b>  |
| <b>12.</b> | <b>Receipt of Reports</b>  | A. Asquini   | <b>8:55 pm</b> |
| <b>13.</b> | <b>Correspondence Sent</b>   | A. Asquini   | <b>8:55 pm</b> |
| 10.1       | None   |              |                |
| <b>14.</b> | <b>Correspondence Received</b>   | A. Asquini   | <b>8:55 pm</b> |
| 11.1       | None   |              |                |
| <b>15.</b> | <b>In Camera</b>   | A. Asquini   | <b>9:00 pm</b> |
| 15.1       | Motion to Move In Camera   |              |                |
| 15.2       | Motion to Move Out of Camera   |              |                |
| 15.3       | Business Arising from In Camera  |              |                |
| <b>16.</b> | <b>Adjournment</b>   | A. Asquini   | <b>9:15 pm</b> |

**Next Board Meeting – Wednesday, September 17, 2025**

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b> Board	<b>Date:</b> May 21, 2025	<b>Initials:</b> Chair	
<b>Approved:</b> DRAFT	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

**May 21, 2025, 7:00 p.m.**

**Board Members Present at Call to Order:**

Adam Asquini CHAIR	Trevor Panas TREASURER	Adam Koziak SECRETARY
Paul Jackson DIRECTOR	Praveen Kakkan DIRECTOR	

**Board Members Joining During the Meeting:**

Andrea Andrews DIRECTOR	Kristie Derkson (virtual and in person) VICE CHAIR	
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**Board Members Absent:**

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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 7:04 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.*

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b> Board	<b>Date:</b> May 21, 2025	<b>Initials:</b> Chair	
<b>Approved:</b> DRAFT	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

*We recognize our responsibility as Treaty members and honour the heritage and gifts of the First Peoples of this land.*

**3. Adoption of Agenda**

The agenda was adopted as presented.

<i>Motion 2025-05-21-01</i>	<i>Moved that the agenda for the Board Meeting of April 16, 2025 be adopted as presented.</i>  <i>Moved: Board Treasurer Panas</i> <i>Seconded: Director Kakkan</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 April 16, 2025**

<i>Motion 2025-05-21-02</i>	<i>Moved that the Board Meeting minutes of April 16, 2025 be approved as presented.</i>  <i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Jackson</i> <i>Carried</i>
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**6. FANHS Report**

FANHS President Rebecca Koziak provided a summary of FANHS activities occurring during the 2024-25 school year, including: summary of executive members, fundraising activities and profits during 2024-25, junior high fundraising support and plans for 2025-26.

Director Andrews joined the meeting during this report.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b> Board	<b>Date:</b> May 21, 2025	<b>Initials:</b> Chair	
<b>Approved:</b> DRAFT	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

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**7. Administration Reports**

**7.1 Principal's Report**

Principal Vigfusson summarized her written report, which included admissions, Sunshine Social, PAT Update, and Instructional Minutes for 2025-26, as included in the meeting package. Discussion followed.

**7.2 Secretary-Treasurer's Report**

Secretary-Treasurer Dundas summarized her written report, which included Capital Project, Classified/Support Handbook, and TAAPCS Meeting in Calgary, as included in the meeting package. She also indicated that the modular installation will begin on June 16; meetings have been occurring, a safety plan has been devised and completion of construction is anticipated for August 26, 2025. Discussion followed.

**7.3 Superintendent's Report**

Superintendent Moghrabi summarized his written report, which included student surveys and meetings, meeting with Field Services Representative, 30th Year Celebration Update, FANHS Fundraising, Modular Installation, provincial bargaining for teachers, TAAPCS, Amendment to the Education Act FAQ, and Real Property Sessions, as included in the meeting package. Discussion followed.

**8. Board Reports**

**8.1 Board Chair's Report**

Chair Asquini indicated that there was a TAAPCS meeting on May 10, more information to be shared later in the meeting.

**8.2 Committee Reports**

**8.2.1 Finance and Audit Committee**

The committee met to review the budget for 2025-26. Details to be provided under New Business. The committee will meet again prior to the next Board meeting to review the third quarter financial report.

**8.2.2 Policy Guidelines and Bylaws Committee**

The committee will be meeting prior to the next board meeting.

**8.2.3 Survey Committee**

NEW HORIZONS CHARTER SCHOOL SOCIETY  
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No report.

**8.2.4 Public Relations Committee**

No report.

*Include 30th Celebration for June Meeting*

**8.2.5 Personnel Committee**

The Personnel Committee recently met to review salary compensation at all levels. More information from neighbouring districts is being collected, and another committee meeting will be held prior to the next Board meeting.

Vice Chair Derkson joined the meeting virtually during this report.

**8.2.6 High School Ad Hoc Committee**

No report.

**8.2.7 Board Activities**

No report.

**9. New Business**

**9.1 Approve Education Plan for 2024-25 to 2025-26**

Principal Vigfusson provided a summary of the Education Plan for 2024-25 to 2025-26. Discussion followed.

<i>Motion 2025-05-21-03</i>	<i>Moved that the Education Plan for 2024-2025 to 2025-2026 be approved as presented.</i>
	<i>Moved: Director Jackson</i>
	<i>Seconded: Director Andrews</i>
	<i>Carried</i>

Vice Chair Derkson joined the meeting in person during this discussion.

**9.2 Approve Budget for 2025-26**

Secretary-Treasurer Dundas indicated that the budget submission deadline has been extended to June 20, 2025, for this year only. She provided an overview and summary of the proposed budget for 2025-2026. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
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**9.3 Receive Stakeholder Survey Results**

Board Treasurer Panas and Director Kakkan provided a brief summary of the Stakeholder Survey Results, as included in the meeting package and as discussed by the Board at the April 12, 2025 Board Retreat. Discussion followed.

**9.4 Counsellor's Report**

Principal Vigfusson indicated that the Counsellor's report, as provided by Liam McFarlane from Educational Consulting and Support Services, is not available and will be brought to the June Board meeting.

**9.5 Superintendent Evaluation Approval**

Chair Asquini indicated that the Board met with Dr. Leroy Sloan, Consultant on May 12, 2025 to complete the superintendent evaluation. Discussion followed.

<i>Motion 2025-05-21-04</i>	<i>Moved that the Board approve the Superintendent Evaluation Report, as developed during the Superintendent Evaluation workshop of May 12, 2025 as an accurate assessment of his performance for the period June 17, 2024 — May 21, 2025, and further that the Chair be authorized to make any required technical edits and to sign the evaluation report on the Board's behalf.</i>
	<i>Moved: Board Secretary Koziak</i>
	<i>Seconded: Director Jackson</i>
	<i>Carried</i>

**9.6 Charter School Insurance**

Secretary-Treasurer Dundas provided a summary of the Charter School Insurance RFP, as included in the meeting package. Discussion followed.

<i>Motion 2025-05-21-05</i>	<i>Moved that the Board approve Brokerlink as the new insurance broker and that NHS remain part of the Charter Insurance Group, as presented.</i>
	<i>Moved: Board Secretary Koziak</i>
	<i>Seconded: Vice Chair Derkson</i>
	<i>Carried</i>

**9.7 Education Amendment Act**

Superintendent Moghrabi provided a brief summary of the Education Amendment Act and indicated that a parent guide and FAQ document has been included in the meeting package. Discussion followed.



NEW HORIZONS CHARTER SCHOOL SOCIETY  
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**9.8 Confirm Policy Alignment with Administrative Procedures**

Superintendent Moghrabi indicated that confirmation of policy alignment with administrative procedures is ongoing and not yet complete. Discussion followed.

**10. Board Work Plan**

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

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

Board Secretary Koziak indicated that TAAPCS met on Saturday, May 10, 2025. Ongoing discussion topics include insurance, membership fees, and meeting locations. Discussion followed.

**12. Receipt of Reports**

<i>Motion 2025-05-21-06</i>	<i>Moved that all reports be received as presented during the meeting.</i>  <i>Moved: Director Jackson</i> <i>Seconded: Board Treasurer Panas</i> <i>Carried</i>
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**13. Correspondence Sent**

- None

**14. Correspondence Received**

- EDC Deputy Minister - Funding of Potential Labour Settlements
- Real Property Governance Act

**15. In Camera**

**15.1 Motion to Move In Camera**

<i>Motion 2025-03-17-07</i>	<i>Moved that the meeting move in camera at 10:08 p.m.</i>  <i>Moved: Director Jackson</i> <i>Seconded: Vice Chair Derkson</i> <i>Carried</i>
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NEW HORIZONS CHARTER SCHOOL SOCIETY  
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**15.2 Motion to Move Out of Camera:**

<i>Motion 2025-03-17-08</i>	<i>Moved that the meeting move out of camera at 11:04 p.m.</i>  <i>Moved: Director Jackson</i> <i>Seconded: Board Treasurer Panas</i> <i>Carried</i>
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**15.3 Matters Arising from In Camera Meeting**

<i>Motion 2025-05-21-09</i>	<i>Moved that the School Budget for 2025-2026 be approved as presented.</i>  <i>Moved: Board Treasurer Panas</i> <i>Seconded: Vice Chair Derkson</i> <i>Carried</i>
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**16. Adjournment**

Chair Asquini adjourned the meeting at 11:04 p.m.

*Next Board Meeting: Wednesday, June 18, 2025 at 7:00 p.m.*

Thank you to the Board for the opportunity to provide a year-end summary covering School Council's activities over the 2024-25 school year.

This year's Council was comprised of Sarah-Jane Lovgren as Vice Chair, Carla Jones as Secretary, Anita Sanderson as Finance Officer, Ellen Hanna as Communications Officer, supported by Denette Leask, Chelsea Ladouceur as Officer at Large, Stacy Stang-Sass as Junior High Liaison, Hayley Tarnasky as Volunteer Coordinator and myself as Chair. School Council has benefited immeasurably from this membership rejuvenation with social media/communications expertise, event planning, and network expansion led by members.

I'll draw special mention to the communication work lead by Ellen and Denette as over the last year our social media presence has dramatically increased our community engagement. Our content interactions are up 290% over the last year, more people are seeing our posts and we continue to gain new followers. We see this directly impact attendance at events and general knowledge of happenings at the school.

With the consideration of the geographically dispersed nature of our families, meetings continued to be held in hybrid format generally on the first Wednesday of every month starting at 7:00 pm with a goal of conclusion at 8:00 pm. Our monthly meetings aim to be a space where diverse perspectives are heard, and where caregivers can openly and honestly voice what's on their mind. We seek to also provide opportunity for meaningful dialogue with the community and administration, in this regard we valued a welcome visit from Superintendent Moghrabi at our October meeting along with a presentation from Ms. Nguyen of Family Community Services.

In the last year, School Council has worked with the goal of building community and connection within our NHS community. Unlike a community school where families see each other within their neighbourhood, the geographically dispersed nature of our families can create challenges for potential engagement outside of school hours; therefore, we have to work creatively to build community and connection opportunities.

School Council has allocated approximately \$30,000 for the 2024-25 academic year and, as of June's meeting, has motioned \$27,568 of these allocated funds. These funds give School Council the opportunity to consult with administration to enhance the overall learning experience of NHS students.

These endeavours align with a broader mission, which is to enhance student engagement while addressing their social and emotional needs; we are grateful to our FANHS colleagues for their considerable fundraising efforts. Without these funds, School Council could not support the enrichment opportunities we have projected for the year ahead, as well as considerations for future years.

This year, funds have been motioned to cover recurrent annual needs such as Council office type supplies and printing, refreshments at the 'meet the teacher' evening, support for the school's GSA, a student aid fund to support forgotten lunches, small student incentives, an annual contribution for recess equipment, junior high events such as Grade 9 Farewell and Jr. High Fun Day, kinder and grade six graduation, the AMA student patrol, staff appreciation meals, and extracurriculars. This year, our budget supported Mallory Chipman as our artist in residence who created unique songs for students to perform at the holiday concert.

In this regard, I am pleased to share that the Alberta Foundation for the Arts' grant was successful, reducing our cost for the first residency and enabling us to support a second residency, this time with Fitset Ninja which provided a more physical opportunity for student engagement!

This year we also supported the acquisition of additional maker space materials, a GSA button maker, holiday concert decorations and chair rentals, rubix cube club supplies, Science Olympic registration fees, teacher appreciation gift cards and kindness cart supplies, prizes for the new 'Wings of Excellence' program, as well as supporting a new teacher-led initiative of a 5K community building run for local fifth graders, which this year raised funds for breast cancer in honour of Ms. Dinel.

Council also supported provision of décor, candy and the DJ at the popular Halloween Dance. A family movie night was held on February 28, 2025 with complimentary pizza and popcorn (popcorn generously donated by Cineplex). A junior high improv night by the group 'Sorry, Not Sorry' was supported on May 9th. In addition, we supported the annual carnival on May 24, 2025 which included activities like laser tag, lawn games, button making, mini golf and the popular balloon splash. We've heard the bouncers were missed so will look at that for next year!

Our Alberta School Council Engagement grant was put to good use through support for an executive functioning (Cognitive Connections) workshop for NHS families.

Looking ahead, we are excited about the momentum developed over the course of the last year and look forward to further engagement opportunities next fall. We have Groovebox lined up as next year's artist in residence – a dance/hip hop experience which will inclusively engage the whole school in its programming!

We sincerely appreciate our relationship with school administration and will continue to work closely with Ms. V to ensure Council's spending is well aligned with school needs and priorities. School Council also wishes to extend our gratitude to Mr. Moghrabi and to this year's Board for the relationship being developed — we greatly appreciate the opportunity to work together to serve the New Horizons community.

Thanks for the opportunity to provide this update.

## MEMORANDUM

Date: June 18, 2025

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

### Information and Highlights:

**Provincial Achievement Tests:** Grade 6 and 9 students have begun their Provincial Achievement Tests this week. We are using the digital platform Vretta to complete these assessments. Results will be available in July for parents by logging into the Alberta Education MyPass site, though preliminary grades will be shared before the end of the school year.

**Indigenous People's Month and Day:** Classes have been spending additional time this month learning and celebrating Indigenous ways of knowing and being. For Indigenous Peoples' Day on June 21, classes will recognize the day on June 20 by participating in a variety of activities to recognize and celebrate the history, heritage and resilience of Indigenous Peoples in Canada.

**Grade 9 Adventure Trip:** The grade 9 trip to Rocky Mountain House through Hela Adventures will take place June 22-24. The trip will include canoeing, hiking and rafting with certified guides. Thank you to FANHS for the fundraising efforts through bottle collection and concessions to bring the cost for this adventure down. Thanks as well to Ms. Araujo for all her work in organizing and chaperoning the trip.

**Staffing Update:** We have been working on ensuring our staffing complement is complete for the upcoming school year. This includes a part-time grade 6 position, a mental health counsellor and a full-time music teacher. We have been interviewing candidates with a plan to fill the positions in the next week or so.

**Awards Ceremony:** We will be hosting our grade 4-9 awards ceremony at 1:00 on June 25. All parents/caregivers may attend and caregivers of students in Grade 9 or those receiving an award will receive a separate email invitation to the event.

**Report Cards:** Report Cards will be sent home through email on June 25. There will be a link to the supply lists and school calendar included in the email.

**Instructional Minutes/ Bell Times for 2025-2026:** With the change to early dismissal every Wednesday in the upcoming school year, we have adjusted our start and end times to ensure we have the required instructional minutes as set by Alberta Education. We will begin our day at 8:30 and end at 3:19 every day but Wednesday when we will end at 2:19. These times follow Elk Island Public schools to ensure our transportation schedule aligns.

Lori Vigfusson





Patti Dundas  
Secretary-Treasurer  
Phone: 780-416-2353  
Email: [pdundas@newhorizons.ca](mailto:pdundas@newhorizons.ca)

## MEMORANDUM

June 18, 2025

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

### **Budget:**

As discussed in the last meeting, I emailed Alberta Education to determine if we had received the IMR funding in error. They confirmed that we should not have received the funding on our profile, and it will be removed. I will update the Fall Budget accordingly.

### **Real Property Governance:**

Superintendent Moghrabi and I attended a meeting on May 29 to discuss the changes to Real Property Governance. Modernizations and renovations will not be considered part of the project's scope, and those schools will not be turned over to the government and will remain the property of the school owner.

If the school is owned by the government, it will be leased back to the school for insurance, operations and maintenance costs.

### **Modulars:**

We have had a couple of meetings with the contractor (Pemco) to discuss timelines, safety, and mobilization. On June 16, Pemco will begin preparing the site for the two new modulars. They will add a porta-potty and fencing around the site. The south modular doors will be unusable until the steps are installed on the new modulars.

The last of the francophone modulars will be removed in January 2026. For safety concerns, a fence will surround their structure. In the Spring of 2026, they will reclaim the site.

### **Recommendations:**

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

Patti Dundas – Secretary-Treasurer



**Terry Moghrabi**

Superintendent

Phone: 780-212-1158

Email: [Tmoghrabi@newhorizons.ca](mailto:Tmoghrabi@newhorizons.ca)

## **MEMORANDUM**

Date: June 18, 2025

To: Board of Directors

From: Terry Moghrabi - Superintendent

Re: Superintendent Memo

### **Information and Highlights:**

#### **New Curriculum**

In September 2025, school boards will begin mandatory implementation of the new social studies curriculum in Kindergarten to Grade 3 classrooms. School boards may also optionally implement the new social studies curriculum for Grades 4 to 6 ahead of mandatory implementation in September 2026. Kindergarten to Grade 6 implementation funding is provided for the 2025/26 school year to support readiness for implementation. This funding is provided as a jurisdictional allocation to allow for flexibility and responsiveness to the unique needs of school boards. Funding may be used at the discretion of the school board to support teachers in preparing for and implementing new curriculum.

In response to feedback, draft curricula for Grades 7 to 9 Mathematics, Social Studies, Physical Education and Wellness, and Career Education and Financial Literacy will be available for optional field testing in the 2025/26 school year, along with professional learning for all Grades 7 to 9 teachers and system leaders. Teachers and system leaders will provide feedback on selected curriculum content and discuss new curriculum implementation ahead of piloting in 2026/27. System leaders will also have time to consider programming adjustments that support new curriculum implementation and student success.

#### **Real Property Governance Update Bill 51 Amendments:**

The rescheduled Real Property session was held on June 14th. The legislative changes do not alter the educational responsibilities of school authorities, which will continue to deliver education programming and operate schools. **The legislative changes do not impact existing schools or properties owned by school authorities. They apply only to schools that received capital funding for new schools in Budget 2025 and onward.**

### **Meeting Field Services regarding IPP**

On June 2nd, Ms Vigfusson and I met with Alberta Ed's field services representative and the field services manager to discuss the I.P.P model template and current challenges around documentation and implementation of [I.P.Ps](#) at New Horizons School. We reviewed the fundamentals of the Individualized Program Plan vs. Instructional Support Plan ([ISP](#)). The meeting was successful because Alberta Education was open to New Horizons School creating a new template that factors both IPP and ISP considerations. This is an opportunity for the school to be creative in building and implementing a new template that may address some of the items outlined in the parent surveys. The next step will be to share a student support plan covering broad-based accommodations that serve most of our students, and focusing on specific academic needs and supports. It was recommended that the new template be piloted and stakeholder feedback collected before full school implementation.

### **School Presentation**

It was shared that the school was receiving a presentation based on a collaboration between Recycle Batteries, the Sherwood Park municipality, Earth Rangers, as well as a celebrity guest appearance with soccer legend Christine Sinclair. It came as a surprise to me that CTV News would be here to report on the event ([CTV link](#)). The collaboration brought more delegates to the school than was expected, but we accommodated the entourage with staff making last-minute preparations. The speakers were honoured with gifts, including Mayor Rod Frank, who greeted the audience and welcomed the recycling program to Sherwood Park. The unexpected guests allowed for very little notice to notify the board to also be present at the session. The students enjoyed several highlights at the event as outlined in the principal's memo.

Sincerely,



Terry Moghrabi



Patti Dundas  
Secretary-Treasurer  
Phone: 780-416-2353  
Email: [pdundas@newhorizons.ca](mailto:pdundas@newhorizons.ca)

## MEMORANDUM

June 18, 2025

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

### Background:

The Quarterly Financial Report for the period ended May 31, 2025, is attached for the Board of Directors' information.

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 Panas will present the Report to the Board; he and Secretary-Treasurer Dundas will be prepared to discuss it and respond to any questions that the Directors may have.

### Recommendations:

It is recommended that the Quarterly Financial Report for the period ended May 31, 2025 be received as information.

Patti Dundas – Secretary-Treasurer

Function	DESCRIPTION	Account No	2023-24 Budget	End of Q3 Actual Results	Budget Residual	2024-25 Budget	31-Mar-25	30-Apr-25	31-May-25	End of Q3 Actual Results	Budget Residual	% of Budget Residual		
TOTAL REVENUES FROM ALL SOURCES			\$ 4,923,688.70	\$ 3,697,937.43	\$ 1,225,751.27	\$ 5,150,186.42	\$ 465,332.14	\$ 383,025.16	\$ 940,185.60	\$ 4,455,964.17	\$ 694,222.25			
TOTAL EXPENDITURES			\$ 4,982,438.17	\$ 3,803,072.73	\$ 1,179,365.44	\$ 5,340,186.42	\$ 464,277.78	\$ 407,059.82	\$ 480,932.26	\$ 397,582.63	\$ 4,942,603.79			
SURPLUS OR (DEFICIT)			\$ (58,749.47)	\$ (105,135.30)	\$ 46,385.83	\$ (190,000.00)	\$ 1,054.36	\$ (24,034.66)	\$ 459,253.34	\$ 117,760.14	\$ (307,760.14)			
REVENUES													Modulars 80%	
	Alberta Education		\$ 4,368,849.37	\$ 3,230,458.46	\$ 1,138,390.91	\$ 4,538,232.00	\$ 427,167.25	\$ 339,765.16	\$ 902,601.81	\$ 3,970,361.28	\$ 567,870.72	13%	\$517,945	
	Alberta Infrastructure		\$ 396,750.34	\$ 269,744.47	\$ 127,005.87	\$ 396,750.34	\$ 29,854.65	\$ 29,854.65	\$ 29,854.65	\$ 268,691.85	\$ 128,058.49	32%		
	Other Government of Alberta		\$ -	\$ -	\$ -	\$ 1,850.00	\$ -	\$ -	\$ -	\$ 1,850.00	\$ -	0%	Grant	
	Other Alberta School Jurisdictions		\$ 26,682.91	\$ 1,912.09	\$ 24,770.82	\$ 13,583.00	\$ 105.39	\$ 105.39	\$ 105.39	\$ 948.51	\$ 12,634.49	93%	ECDT	
	Fees		\$ 90,000.00	\$ 113,755.00	\$ (23,755.00)	\$ 140,865.00	\$ 20.00	\$ 9,102.00	\$ 3,116.04	\$ 163,835.54	\$ (22,970.54)	-16%		
	Sales & Services		\$ 12,500.00	\$ 41,284.92	\$ (28,784.92)	\$ 12,500.00	\$ 1,438.25	\$ 2,034.04	\$ 1,414.54	\$ 16,653.09	\$ (4,153.09)	-33%	Rental is higher	
	Investments		\$ 10,500.00	\$ 8,593.10	\$ 1,906.90	\$ 10,500.00	\$ 787.92	\$ 860.87	\$ 783.03	\$ 8,085.63	\$ 2,414.37	23%		
	Gifts		\$ 5,906.08	\$ 5,191.49	\$ 714.59	\$ 5,906.08	\$ 182.56	\$ 305.94	\$ 182.56	\$ 2,724.92	\$ 3,181.16	54%		
	Fundraising		\$ 12,500.00	\$ 26,997.90	\$ (14,497.90)	\$ 30,000.00	\$ 5,776.12	\$ 997.11	\$ 2,127.58	\$ 22,813.35	\$ 7,186.65	24%		
	Amortization		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
EXPENDITURES			\$ 4,982,438.17	\$ 3,803,072.73	\$ 1,179,365.44	\$ 5,340,186.42	\$ 464,277.78	\$ 407,059.82	\$ 480,932.26	\$ 397,582.63	\$ 4,942,603.79	93%		
	Salary Certificated		\$ 2,251,612.00	\$ 1,707,809.06	\$ 543,802.94	\$ 2,319,103.00	\$ 202,088.28	\$ 194,120.90	\$ 191,988.82	\$ 1,786,445.49	\$ 532,657.51	23%	Subs are high - illness/medical	
	Salary Non-Certificated		\$ 487,815.84	\$ 407,288.63	\$ 80,527.21	\$ 499,481.00	\$ 46,204.13	\$ 40,856.25	\$ 47,117.23	\$ 398,233.82	\$ 101,247.18	20%	don't get paid in July/August	
	Honorariums		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	Benefits Certificated		\$ 505,823.00	\$ 407,258.39	\$ 98,564.61	\$ 602,173.00	\$ 49,472.18	\$ 50,749.59	\$ 51,265.18	\$ 413,011.59	\$ 189,161.41	31%		
	Benefits Non-Certificated		\$ 177,222.00	\$ 145,893.21	\$ 31,328.79	\$ 183,792.00	\$ 14,677.93	\$ 14,358.32	\$ 21,319.10	\$ 143,217.15	\$ 40,574.85	22%		
	Prof. & Tech. Services		\$ 439,690.00	\$ 321,149.92	\$ 118,540.08	\$ 483,061.22	\$ 40,116.16	\$ 24,760.90	\$ 39,200.31	\$ 315,100.27	\$ 167,960.95	35%		
	Communications		\$ 21,275.00	\$ 17,362.10	\$ 3,912.90	\$ 37,275.00	\$ 1,440.34	\$ 2,548.20	\$ 2,098.84	\$ 19,321.24	\$ 17,953.76	48%		
	Utilities		\$ 113,061.38	\$ 78,263.75	\$ 34,797.63	\$ 109,000.00	\$ 9,043.18	\$ 7,546.85	\$ 8,629.97	\$ 66,779.56	\$ 42,220.44	39%		
	Bussing		\$ -	\$ 7,985.69	\$ (7,985.69)	\$ -	\$ 1,984.25	\$ -	\$ 4,547.62	\$ 10,103.51	\$ (10,103.51)			
	Student Transportation		\$ 58,899.00	\$ 33,397.84	\$ 25,501.16	\$ 72,894.00	\$ 663.75	\$ 333.34	\$ 663.75	\$ 30,919.73	\$ 41,974.27	58%		
	Rentals/Leases		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	Fees Expense		\$ 198,550.00	\$ 155,152.29	\$ 43,397.71	\$ 195,575.00	\$ 25,677.39	\$ 15,119.53	\$ 16,617.20	\$ 147,661.51	\$ 47,913.49	24%		
	Insurance		\$ 44,435.33	\$ 45,391.36	\$ (956.03)	\$ 63,881.00	\$ 5,643.19	\$ 5,643.19	\$ 5,643.19	\$ 47,904.17	\$ 15,976.83	25%		
	Supplies/Materials		\$ 222,235.00	\$ 167,697.02	\$ 54,537.98	\$ 305,131.58	\$ 36,385.91	\$ 19,484.10	\$ 50,108.24	\$ 251,763.27	\$ 53,368.31	17%	Computer purchases	
	Text, Library & Media		\$ 43,500.00	\$ 12,394.13	\$ 31,105.87	\$ 36,000.00	\$ 124.98	\$ 642.48	\$ 9,953.66	\$ 16,981.97	\$ 19,018.03	53%		
	Travel		\$ 7,100.00	\$ 7,482.03	\$ (382.03)	\$ 16,100.00	\$ -	\$ -	\$ 1,105.27	\$ 8,276.29	\$ 7,823.71	49%		
	Amortization		\$ 405,269.62	\$ 279,010.19	\$ 126,259.43	\$ 405,269.62	\$ 30,142.60	\$ 30,142.60	\$ 30,142.60	\$ 271,283.40	\$ 133,986.22	33%		
	Bank Charges		\$ 5,950.00	\$ 9,537.12	\$ (3,587.12)	\$ 11,450.00	\$ 613.51	\$ 753.57	\$ 531.28	\$ 9,087.78	\$ 2,362.22	21%		
Surplus (Deficit)			\$ (58,749.47)	\$ (105,135.30)	\$ 46,385.83	\$ (190,000.00)	\$ 1,054.36	\$ (24,034.66)	\$ 459,253.34	\$ 117,760.14	\$ (307,760.14)			





**New Horizon's School Board of Directors  
Report on ECSS Psychological Services  
Counsellor: Liam McFarlane**

**Reporting Period: December 10<sup>th</sup>, 2024 – June 15<sup>th</sup>, 2025**

**Introduction & Recommendations**

This report outlines the psychological services provided by Liam McFarlane at New Horizon's School during the reporting period. Key changes from the previous report include requests by some parents to incorporate different psychotherapeutic modalities. While most sessions are Solution-Focused Brief Therapy (SFBT) driven, some therapeutic modalities have included more person-centred and experiential techniques. We have also included group counselling in some cases.

After Christmas, as we did last year, we had an increase in signs and symptoms of depression and anxiety from students in grades 4 to 9.

I was also trained in the Culturally Responsive and Socially Just (CRSJ) model during this period. I incorporated these tools of observation and decision-making into my day-to-day practice.

This year, I provided a talk for teachers on trauma-informed care (TIC) practices when providing direct support for students displaying signs of rumination or emotional dysregulation. This talk did not provide TIC training, as it provided only a general overview of the benefits of applying TIC in their roles as educators. However, there has been a growing body of research that demonstrates the benefit of TIC training and global application

**Therapeutic Modalities**

I employ the following psychotherapeutic techniques tailored to students' needs:

- Solutions Focused Brief Therapy
  - Emphasizing efficient, goal-oriented sessions with minimal academic disruption.
- Motivational Interviewing (MI)
  - “No dull moments” when learning; this allows students to discuss openly as they analyze and critically review events or behaviours.
- Narrative/Play Therapy (N/PT)
  - Helps temporarily externalize responsibility and promotes learning from mistakes with positive affect-driven emotions.

- Adlerian Mutual Storytelling & Narrative Timeline
  - Provides externalized forms of abstract problem-solving to effectively check facts, plan, and role-play for making informed decisions in future similar events.
- Dialectical Behaviour Therapy (DBT)
  - Provides a structured and empathetic approach to classic Cognitive Behavioural Therapy, focusing on emotional regulation techniques.
- Experiential Therapy (ET)
  - An efficient and effective modality that garners trust through empathy, allowing the student to feel they are in control of their actions, permitting past unfavourable actions to be interpreted as appropriate given their circumstances and unique identities, but without all the information that would have allowed them to be more effective.

These approaches integrate humanistic (person-centred) principles to foster trust and motivation through an empathetic understanding of students' needs and wants, as well as their interactions within the school environment. All modalities are practiced under the umbrella of CRSJ and TIC.

**Services Provided**

*Table 1. Service Overview*

<u>Service</u>	<u>Percentage</u>
Counselling	61%
Administration	21%
Consultation	14%
Class / Student Observation	5%
Total NHS:	100%

The above percentages represent a breakdown of the services provided between December 10, 2024, and June 15, 2025, based on 388.50 hours of service.

For the 2024-25 New Horizons School year, ECSS has provided 588.75 hours of counselling services.

The shift in Counselling hours reflects an increase in classroom observations and some administrative responsibilities between parent contact and the school, as well as preparation for a professional development staff meeting on a trauma-informed approach to student emotional dysregulation.

### **Common Areas of Support**

- Problem Solving & Self-Advocacy
- Signs and symptoms of Depression and Anxiety
- Interpersonal Relationships (Social Skills/Friendships)
- Executive Functioning/Impulse Control
- Crisis Intervention
- Rigidity/Lack of Flexibility
- Emotional Regulation

I appreciate your interest in our service and support. It is a pleasure and honour to provide mental health solutions and support within your beautiful and thriving community.

A handwritten signature in dark ink, appearing to read 'Liam McFarlane', with a stylized, flowing script.

Liam McFarlane, M.Sc.,  
School Counsellor



**Terry Moghrabi**  
Superintendent  
Phone: 780-416-2353  
Email: tmoghrabi@newhorizons.ca

**MEMORANDUM**

Date: June 18, 2025  
To: Board of Directors  
From: Terry Moghrabi - Superintendent  
Re: Selection of Date for Society SGM and Election

**Background:**

The New Horizons Charter School Society holds a Special General Meeting for the purpose of election of Directors prior to October 10 of each school year (Bylaw 6.1.5.1). As such, to enable planning for the SGM, it is necessary for the board to select a date for the SGM this fall.

Bylaws state that the Secretary of the Society delivers a notice of the SGM Meeting to each Member at least 21 days before the SGM. The date of the SGM in 2024 was Wednesday, October 9. A recommended date for the SGM is Wednesday, October 8, 2025, as elections must be held on or before October 10.

If this date is selected, notice of the SGM must be sent out on or before September 17, 2025.

**Recommendations:**

It is recommended that the Board select 7:00 p.m. on October 8, 2025 as the date and time for the SGM.

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

Terry Moghrabi



**Terry Moghrabi**

Superintendent

Phone: 780-416-2353

Email: tmoghrabi@newhorizons.ca

**MEMORANDUM**

Date: June 18, 2025

To: Board of Directors

From: Terry Moghrabi - Superintendent

Re: Permission For Superintendent to Attend CASS / ASBOA Summer Conference

**Background:**

The superintendent needs to engage with CASS professional development opportunities to attain the required Continuing Education Program credits and remain aware of government and research developments. These events, which involve many other school authorities and Alberta Education representatives, offer significant learning opportunities. All superintendents will be expected to complete C.E.P. credits through CASS and/or professional development activities and/or hold executive positions at provincial or federal committees. The conference will be held in Edmonton from August 13 to 15, 2025.

**Recommendations:**

It is recommended that the Board authorize the superintendent to attend the CASS Summer Conference in August at the Marriott Conference Center in Edmonton for professional development purposes.

Respectfully,

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

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

<b>January</b>	<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
<b>February</b>	<input checked="" type="checkbox"/> Provide final approval of school calendar for 2025-26 <input checked="" type="checkbox"/> Receive mid-year progress report on Three-Year Education Plan 2025-28 <input checked="" type="checkbox"/> Technology Update <input checked="" type="checkbox"/> Host Stakeholder Forum, gather input on possible Education Plan priorities, deferred from January
<b>March</b>	<input checked="" type="checkbox"/> Host Board Retreat — Identify priorities for upcoming Education Plan, deferred to April <input checked="" type="checkbox"/> Approve Three-Year Capital Plan for 2026-27 to 2028-29 <input checked="" type="checkbox"/> Administer Board-developed Stakeholder Survey
<b>April</b>	<input checked="" type="checkbox"/> Receive Quarterly Financial Report for Dec 2024 — Feb 2025 <input checked="" type="checkbox"/> Review school fees for 2025-26 <input checked="" type="checkbox"/> Host Board Retreat — Identify priorities for upcoming Education Plan, deferred from March <input checked="" type="checkbox"/> Superintendent Evaluation, deferred to May
<b>May</b>	<input checked="" type="checkbox"/> Provide approval to Education Plan 2024-25 to 2025-26 <input checked="" type="checkbox"/> Attend TAAPCS Spring General Meeting <input checked="" type="checkbox"/> Approve budget for 2025-26, May 31 submission deadline <input checked="" type="checkbox"/> Receive Board-developed stakeholder survey results <input checked="" type="checkbox"/> Consider salary adjustment for support staff, senior administration <input checked="" type="checkbox"/> Receive report from FANHS <input checked="" type="checkbox"/> Receive Counsellor's Report #2, deferred to June <input checked="" type="checkbox"/> Superintendent Evaluation Approval <input checked="" type="checkbox"/> Confirm Policy Alignment with Administrative Procedures (from superintendent)
<b>June</b>	<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 - already scheduled for September 17, 2025 <input type="checkbox"/> Set date for summer Board Retreat, deferred to November <input type="checkbox"/> Receive Report #2 from School Council <input type="checkbox"/> Receive Counsellor's Report #2, deferred from May

<b>Ongoing</b>	<input type="checkbox"/> Consider proposals for new or amended Board policies <input type="checkbox"/> Receive recommendations from Board committees
<b>Annually</b>	<input type="checkbox"/> Negotiate collective agreement with ATA (as needed)
<b>As Needed</b>	<input type="checkbox"/> Meet with: <ul style="list-style-type: none"><li>- County Council</li><li>- MLAs</li></ul>