

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> FINAL	<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	
----------------------------	--	--

**Administration Present at Call to Order:**

Terry Moghrabi SUPERINTENDENT	Patti Dundas SECRETARY-TREASURER	
----------------------------------	-------------------------------------	--

**Administration Joining During the Meeting:**

Lori Vigfusson PRINCIPAL		
-----------------------------	--	--

**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. 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> May 21, 2025	<b>Initials:</b> Chair	
<b>Approved:</b> FINAL	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

---

**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>
-----------------------------	--

**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>
-----------------------------	--

**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> FINAL	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

---

**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.

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> FINAL	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

---

**8.2.3 Survey Committee**

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 during the in-camera portion of the meeting.

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> FINAL	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

**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  
MINUTES

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

**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>
-----------------------------	--

**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>
-----------------------------	---

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> FINAL	<b>Recorded By:</b> A. DeJong	<b>Secretary</b>	

---

**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>
-----------------------------	--

**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>
-----------------------------	---

**16. Adjournment**

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

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