



NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board	Date: June 18, 2025	Initials: Chair 
Approved: FINAL	Recorded By: A. DeJong	Secretary 

June 18, 2025, 7:00 p.m.

Board Members Present at Call to Order:

Kristie Derkson VICE CHAIR	Trevor Panas (virtual) TREASURER	Adam Koziak SECRETARY
Paul Jackson DIRECTOR	Praveen Kakkan DIRECTOR	

Board Members Joining During the Meeting:

Andrea Andrews (virtual) DIRECTOR		
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Board Members Absent:

Adam Asquini CHAIR		
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Administration Present at Call to Order:

Terry Moghrabi SUPERINTENDENT	Patti Dundas SECRETARY-TREASURER	Lori Vigfusson PRINCIPAL
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Virtual attendees: Julie Jackson

1. Call to Order


Chair Asquini called the meeting to order at 7:02 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.

3. Adoption of Agenda

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The agenda was adopted as presented.

Motion 2025-06-18-01	Moved that the agenda for the Board Meeting of June 18, 2025 be adopted as presented. Moved: Director Kakkan Seconded: Director Jackson Carried
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4. Disclosure of Conflict of Interest

Based on the agenda, no conflict is anticipated. No other conflicts of interest were cited.

5. Approval of Minutes

5.1 Minutes of May 21, 2025

Motion 2025-06-18-02	Moved that the Board Meeting minutes of May 21, 2025 be approved as presented. Moved: Director Jackson Seconded: Board Secretary Koziak Carried
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6. School Council Report

School Council Chair Elizabeth Macve was not able to attend; Principal Vigfusson verbally shared a summary of her report summarizing School Council activities from the 2024-25 school year. The Board acknowledged the efforts of School Council and noted Chair Macve's long service and thanked her for her efforts and contributions.

Director Andrews joined the meeting during this report.

7. Administration Reports

7.1 Principal's Report

Principal Vigfusson summarized her written report, which included provincial achievement tests, Indigenous People's month and day, Grade 9 Adventure Trip, staffing update, awards ceremony, report cards, and instructional minute/bell times for 2025-26, as included in the meeting package. Principal Vigfusson further indicated that the school has received the *Love of Reading* grant through Indigo Books and that there will be a Meet the Teacher BBQ on September 10 as

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a community-building event. Directors are invited to participate. Discussion followed.

7.2 Secretary-Treasurer's Report

Secretary-Treasurer Dundas summarized her written report, which included budget, Real Property Governance, and modulars, as included in the meeting package. She also indicated that the modular installation began on June 16; meetings have been occurring, a safety plan has been devised and completion of construction is anticipated for August 26, 2025. The Francophone modulars will be removed in January 2026, and appropriate safety fencing will be installed until modular removal and land reclamation are complete. Discussion followed.

7.3 Superintendent's Report

Superintendent Moghrabi summarized his written report, which included new curriculum, Real Property Governance, meeting Field Services regarding IPPs, and a school presentation, as included in the meeting package. Discussion followed.

Director Andrews joined the meeting in person during this report.

8. Board Reports

8.1 Board Chair's Report

Vice-Chair Derkson acknowledged that June is Pride Month and Indigenous Day on June 21. Chair Asquini has shared a draft newsletter with directors.

8.2 Committee Reports

8.2.1 Finance and Audit Committee

The committee met to review the third quarter financial report. Details to be provided under New Business.

8.2.2 Policy Guidelines and Bylaws Committee

The committee met to review potential policy changes. Items are still in draft form and will be presented for approval after finalization and legal vetting where applicable.

8.2.3 Survey Committee

No report.

8.2.4 Public Relations Committee

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No report.

8.2.5 Personnel Committee

The Personnel Committee recently met to review the revised Classified Handbook. More information will be shared during the in camera portion of the meeting.

8.2.6 High School Ad Hoc Committee

No report.

8.2.7 Board Activities

No report.

9. New Business

9.1 Quarterly Financial Report for March to May 2025

Secretary-Treasurer Dundas provided a summary of the quarterly financial report for March to May, 2025. Discussion followed.

9.2 Counsellor's Update (deferred from May)

Principal Vigfusson shared a summary of the counsellor's update, as provided by Liam McFarlane from Educational Counselling and Support Services. Principal Vigfusson acknowledged his contributions and thanked him for his support. Discussion followed.

9.3 Schedule SGM of NHCS Society

Superintendent Moghrabi spoke to the background of hosting the annual Special General Meeting (SGM) and elections, as included in the meeting package. Discussion followed.

<i>Motion 2025-06-18-03</i>	<p><i>Moved that the Board select 7:00 p.m. on Wednesday, October 8, 2025 as the date and time for the SGM.</i></p> <p><i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Andrews</i> <i>Carried</i></p>
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9.4 Approval for CASS Summer Conference Attendance

Superintendent Moghrabi provided background information on the CASS summer conference and submitted a request for approval to attend, as included in the meeting package. Discussion followed.

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<i>Motion 2024-06-18-04</i>	<p><i>Moved that the Board authorize the superintendent to attend the CASS summer conference.</i></p> <p><i>Moved: Director Kakkan</i> <i>Seconded: Director Jackson</i> <i>Carried</i></p>
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9.5 Summer Update

Superintendent Moghrabi indicated that he would share a summer update with Directors and sought feedback on the format. A discussion followed. The consensus is to share the information by email; a meeting will be scheduled if necessary.

9.6 Review Charter Revisions

Superintendent Moghrabi indicated that the deadline for Charter revisions is December 1, 2026. It is suggested that this be discussed at the November retreat.

9.7 30th Anniversary Celebration

Superintendent Moghrabi provided a brief update and shared the event invite list as it stands. 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 shared a TAAPCS three-year plan with focus on advocacy and rebranding, including potential costs. There is need to promote accurate information regarding charter schools to inform public school boards, municipalities, government representatives, etc. Discussion followed.

<i>Motion 2025-06-18-05</i>	<p><i>Moved that the Board approve support for the TAAPCS three-year advocacy and rebranding plan, as proposed, up to \$10,500 over the next three years.</i></p> <p><i>Moved: Board Secretary Koziak</i> <i>Seconded: Director Kakkan</i> <i>Carried</i></p>
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12. Receipt of Reports

<i>Motion 2025-06-18-05</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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13. Correspondence Sent

- None

14. Correspondence Received

- None

15. In Camera

15.1 Motion to Move In Camera

<i>Motion 2025-06-18-06</i>	<p><i>Moved that the meeting move in camera at 8:53 p.m.</i></p> <p><i>Moved: Director Andrews</i> <i>Seconded: Director Jackson</i> <i>Carried</i></p>
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15.2 Motion to Move Out of Camera:

<i>Motion 2025-06-18-07</i>	<p><i>Moved that the meeting move out of camera at 9:45 p.m.</i></p> <p><i>Moved: Director Jackson</i> <i>Seconded: Director Kakkan</i> <i>Carried</i></p>
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15.3 Matters Arising from In Camera Meeting

Motion 2025-06-18-08	Moved that the Classified Handbook be approved as presented. Moved: Director Andrews Seconded: Director Jackson Carried
Motion 2025-06-18-09	Moved that the support staff retro pay summary be approved as presented. Moved: Director Jackson Seconded: Director Andrews Carried
Motion 2025-06-18-10	Moved that the Secretary-Treasurer salary grid be approved as presented. Moved: Director Jackson Seconded: Director Kakkan Carried

Vice Chair Derkson shared acknowledgement and appreciation for staff and the Board of Directors and wished everyone a relaxing summer.

16. Adjournment

Vice-Chair Derkson adjourned the meeting at 9:47 p.m.

Next Board Meeting: Wednesday, September 17, 2025 at 7:00 p.m.