

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	January 21, 2026	Initials:	Chair	
Approved:	FINAL	Recorded By:	A. DeJong		Secretary	

January 21, 2026, 6:30 p.m.

Board Members Present at Call to Order:

Paul Jackson CHAIR	Adam Koziak VICE CHAIR	Andrea Andrews (virtual/in-person) SECRETARY and TREASURER
Ryan Arbour DIRECTOR	Elliot Fraser DIRECTOR	Michael Zalewski DIRECTOR
Praveen Kakkan (virtual) DIRECTOR		

Board Members Joining During the Meeting:

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Board Members Absent:

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Administration Present at Call to Order:

Terry Moghrabi SUPERINTENDENT	Patti Dundas SECRETARY-TREASURER	Lori Vigfusson (virtual) PRINCIPAL
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Virtual Attendee: Julie Jackson, Anita Sanderson

1. Call to Order

Chair Jackson called the meeting to order at 6:33 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.

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3. Adoption of Agenda

There was one addition to the agenda:

- 9.8 - March Meeting Date

<i>Motion 2026-01-21-01</i>	<p><i>Moved that the agenda for the Board Meeting of January 21, 2026 be adopted as amended.</i></p> <p><i>Moved: Vice Chair Koziak</i> <i>Seconded: Director Zalewski</i> <i>Carried</i></p>
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4. Disclosure of Conflict of Interest

No conflicts of interest were cited.

5. Approval of Minutes

5.1 Minutes of November 26, 2025

<i>Motion 2026-01-21-02</i>	<p><i>Moved that the Board Meeting minutes of November 26, 2025 be approved as presented.</i></p> <p><i>Moved: Director Fraser</i> <i>Seconded: Director Arbour</i> <i>Carried</i></p>
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6. School Council Report

Chair Beverly Doucette shared a report summarizing School Council activities to date during the 2025-26 school year. Discussion followed. The Board acknowledged the efforts of School Council and thanked all members for their efforts and contributions.

7. Administration Reports

7.1 Principal's Report

Principal Vigfusson provided a summary of her written report, which included outbreak status, early years assessments, information night, admissions, and Artist in Residence, as included in the meeting package. Discussion followed.

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7.2 Secretary-Treasurer’s Report

Secretary-Treasurer Dundas summarized her written report, which included enrollment projections, capital project, finance committee, CMR/IMR, and funding, as included in the meeting package. Discussion followed.

7.3 Superintendent’s Report

Superintendent Moghrabi summarized his written report, which included outbreak status, implementation of provincial recommendations and resource allocation, completion of staff payout, implementation of revised salary grids, site investigations kick-off, stakeholder forum update, and school events, as included in the meeting package. Discussion followed.

Director Andrews joined the meeting in person at the conclusion of this report.

8. Board Reports

8.1 Board Chair’s Report

Chair Jackson provided a verbal report. He thanked everyone for their efforts in making the information night a success. He indicated that he along with Superintendent Moghrabi will be meeting with the Education Minister Chief of Staff, James Johnson, in mid-February. He participated in the Board Chair portion of the APCS meeting. APCS is working to update the number of students in Alberta currently waitlisted for admission into charter schools. Discussion followed.

8.2 Committee Reports

8.2.1 Finance and Audit Committee

The committee met on January 14, 2026 to review the first quarter financials for the September to November time period.

8.2.2 Policy Guidelines and Bylaws Committee

The committee met in December to review new and updated policies which are included under New Business.

8.2.3 Survey Committee

No report.

8.2.4 Public Relations Committee

No report.

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8.2.5 Personnel Committee

No report.

8.2.6 High School Ad Hoc Committee

Chair Jackson indicated that the committee met and discussion primarily focussed on the upcoming Stakeholder Forum and topics of discussion for that event. Suggestion was made to change the name of the committee to better represent the entirety of the school, not just the high school level. Discussion followed. Agreement that adjustments could be made to the terms of reference for the committee.

8.2.7 Board Activities

No report.

9. New Business

9.1 Quarterly Financial Report - September to November, 2025

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

9.2 Approve Policy 210 and Student Code of Conduct

Superintendent Moghrabi provided an overview and summary of Policy 210 Welcoming, Caring, Respectful, and Safe Learning, and Working Environments and the associated Student Code of Conduct. Discussion followed.

<p><i>Motion 2026-01-21-03</i></p>	<p><i>Moved that the Board affirms the Policy 210 (Welcoming, Caring, Respectful, and Safe Learning, and Working Environments) received its annual review and the Board approves the policy as presented. The Board further affirms that the Student Code of Conduct was reviewed by administration and the Board approves the document as presented.</i></p> <p><i>Moved: Board Secretary and Treasurer Andrews</i> <i>Seconded: Director Arbour</i> <i>Carried</i></p>
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9.3 Approve New/Updated Policies

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

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<i>Motion 2026-01-21-04</i>	<p><i>Moved that the Board approve Policy 208 Gender Identity and Inclusion as presented to replace the existing Policy 208.</i></p> <p><i>Moved: Board Secretary and Treasurer Andrews</i> <i>Seconded: Director Zalewski</i> <i>Carried</i></p>
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<i>Motion 2026-01-21-05</i>	<p><i>Moved that the Board approve Policy 207 Purchasing as presented.</i></p> <p><i>Moved: Director Zalewski</i> <i>Seconded: Director Arbour</i> <i>Carried</i></p>
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9.4 Receive New/Updated Administrative Procedures

Superintendent Moghrabi provided an overview and summary of the new and updated administrative procedures. Discussion followed.

9.5 Stakeholder Forum

Superintendent Moghrabi provided an overview of the upcoming stakeholder forum including logistics and discussion topics. Discussion followed.

1. Directors Kakkan and Zalewski
2. Vice Chair Koziak and Director Fraser
3. Board Treasurer and Secretary Andrews and Director Arbour
4. Chair Jackson and Superintendent Moghrabi

9.6 Select Date for April Board Retreat

Superintendent Moghrabi indicated that the Board typically hosts a Board Retreat in April, after Board Survey results have been received. A date needs to be set for this event; April 11 or 18 are suggested as possible dates. Discussion followed. Consensus is to hold the Board Retreat on Saturday, April 11, 2026.

9.7 Staff Appreciation

Superintendent Moghrabi indicated that the Board has committed to hosting a staff appreciation lunch on Wednesday, January 28, 2026. All Officer and Directors are invited to participate with serving lunch and conversing with staff.

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9.8 March Meeting Date

Superintendent Moghrabi indicated that there is a scheduling conflict between the March 18 Board Meeting date, the spring CASS conference and parent-teacher interviews. Discussion followed.

<i>Motion 2026-01-21-06</i>	<p><i>Moved that the Board move the March 18 Board Meeting date to Monday, March 16, 2026 at 6:30 pm.</i></p> <p><i>Moved: Director Koziak</i> <i>Seconded: Director Zalewski</i> <i>Carried</i></p>
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10. Board Work Plan

The Board reviewed the Work Plan for 2025-26, as included in the meeting package.

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

Vice-Chair Koziak indicated that TAAPCS held a Board Chair meeting. The Association will be transitioning to Alberta Public Charter Schools (APCS). A number of new charter schools have been announced; numerous independent schools are converting to charter schools. Discussion followed.

12. Receipt of Reports

<i>Motion 2026-01-21-07</i>	<p><i>Moved that all reports be received as presented during the meeting.</i></p> <p><i>Moved: Director Kakkan</i> <i>Seconded: Director Zalewski</i> <i>Carried</i></p>
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13. Correspondence Sent

- None.

14. Correspondence Received

- Holiday Greetings from Minister Nicolaidis

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15. Motion to Move In Camera

<i>Motion 2026-01-21-08</i>	<p><i>Moved that the meeting move in camera at 9:09 p.m.</i></p> <p><i>Moved: Director Andrews</i> <i>Seconded: Director Zalewski</i> <i>Carried</i></p>
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Motion to Move Out of Camera:

<i>Motion 2026-01-21-09</i>	<p><i>Moved that the meeting move out of camera at 10:43 p.m.</i></p> <p><i>Moved: Director Arbour</i> <i>Seconded: Director Fraser</i> <i>Carried</i></p>
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16. New Business

16.1 Matters Arising from In Camera Meeting

<i>Motion 2026-01-21-10</i>	<p><i>Moved that the Board approve, in principle, the proposed school calendar for 2026-27 as presented.</i></p> <p><i>Moved: Director Zalewski</i> <i>Seconded: Director Fraser</i> <i>Carried</i></p>
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17. Adjournment

Chair Jackson adjourned the meeting at 10:44 p.m.

Next Board Meeting: Wednesday, February 18, 2026 at 6:30 p.m.