NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting:	Board	Date:	September 23, 2026	Initials:	Chair	
Approved:	FINAL	Recorded By:	A. DeJong		Secretary	

September 23, 2026, 6:30 p.m.

Board Members Present at Call to Order:

Paul Jackson CHAIR	Michael Zalewski TREASURER	Ryan Arbour SECRETARY
Praveen Kakkan DIRECTOR	Elliot Fraser DIRECTOR	

Board Members Joining During the Meeting:

Adam Koziak VICE CHAIR		

Board Members Absent:

Administration Present at Call to Order:

Terry Moghrabi SUPERINTENDENT	Patti Dundas SECRETARY-TREASURER	Lori Vigfusson PRINCIPAL

Members in Attendance:

1. **Call to Order**
   Chair Jackson called the meeting to order at 6:34 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

Motion 2026-09-23-01	*Moved that the agenda for the Board Meeting of September 23, 2026 be adopted as presented.* *Moved: Director Arbour* *Seconded: Director Fraser* *Carried*

4. Disclosure of Conflict of Interest

No conflicts of interest were cited.

5. Approval of Minutes

Vice Chair Koziak joined the meeting during this item.

5.1. Minutes of June 10, 2026 and June 17, 2026

Motion 2026-09-23-02	*Moved that the Board Meeting minutes of June 10, 2026 and June 17, 2026 be approved as presented.* *Moved: Director Arbour* *Seconded: Director Kakkan* *Carried*

6. Administration Reports

6.1. Principal's Report

Principal Vigfusson provided a summary of her written report, which included the Meet the Teacher BBQ, the National Day of Truth and Reconciliation, the Alberta Education Early Years Assessment, enrollment, and extracurricular activities, as included in the meeting package.

Director Kakkan raised concerns from parents via WhatsApp regarding the shortened lunch hour. Principal Vigfusson responded, indicating that it had been discussed at the School Council meeting. Parents are encouraged to contact the principal or superintendent for further information. Discussion followed.

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6.2. Secretary-Treasurer's Report

Secretary-Treasurer Dundas summarized her written report, which included maintenance and technology, financial audit, enrollment, capital project, contracts, and school invoices, as included in the meeting package. Secretary-Treasurer Dundas shared recommendations from ACI regarding the location of the front entrance. Discussion followed.

6.3. Superintendent's Report

Superintendent Moghrabi welcomed the Directors back to 2026-27 and expressed appreciation for their participation in the Meet the Teacher BBQ. He summarized his written report, which included a welcome message and the Education Act relating to student conduct, complexity funding, superintendent contracts, and charter permanency vs. renewal, as included in the meeting package. Discussion followed. Superintendent Moghrabi asked for Board direction on whether the Society should apply for charter renewal or permanency. Unanimous consensus was that administration should proceed to apply for charter permanency.

7. Board Reports

7.1. Board Chair's Report

Chair Jackson indicated that there is still one vacant director position. While some individuals have expressed interest, no completed nomination forms have been received. He stated that he had sent an inquiry seeking feedback from the Canadian Leadership Delegation on their school visit and no response was received. Currently there are 36 charter schools in the province; 26 are currently members of APCS. Discussions are ongoing regarding the harmonized teacher salary grid and its application for charter schools. Discussion followed.

Action Item: Chair Jackson will follow up with individuals who had expressed interest in filling the vacant Director position.

7.2. Committee Reports

7.2.1. Finance and Audit Committee

No report. Chair Jackson indicated that Julie Jackson is interested in joining the committee.

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7.2.2. Policy Guidelines and Bylaws Committee

The committee met to review Policy 210 as Alberta Education has implemented changes to requirements. The Policy will be discussed for approval under New Business.

7.2.3. Survey Committee

No report.

7.2.4. Public Relations Committee

No report. Representatives from School Council and FANHS have both agreed to join the committee.

7.2.5. Personnel Committee

Collective bargaining will occur during the school year, a specific timeline has not yet been established.

Action Item: Superintendent Moghrabi will set a personnel committee meeting once initial proposals are prepared for bargaining discussion.

7.2.6. High School Ad Hoc Committee

No report. Suggestion to plan a meeting for October or November and invite ACI, the renovation architect, to participate and share information about the planned high school expansion.

Action Item: Superintendent Moghrabi will contact ACI and determine some potential daytime virtual committee meeting dates to be shared with the committee.

7.2.7. Board Activities

No report.

8. Alberta Public Charter Schools

Vice-Chair Koziak indicated that the Association will be having regular meetings beginning in October; most other information has already been shared. Discussion followed.

Action Item: Vice-Chair Koziak will confirm the November 7 meeting date and location/format.

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9. New Business

9.1. Adopt 2026-27 Board Work Plan

Chair Jackson provided a summary of the Board Work Plan for 2026-27, as discussed at the August 26, 2026 Board Retreat. Discussion followed.

Motion 2026-09-23-03	*Moved that the Board approve the proposed Board Work Plan as presented.* *Moved: Director Arbour* *Seconded: Director Kakkan* *Carried*

9.2. Approve Policy 210 and Student Code of Conduct

Superintendent Moghrabi provided a summary of the changes made to *Policy 210*, as required by Alberta Education. Chair Jackson reiterated that the policy belongs to the Board; the Administrative Procedure and the Student Code of Conduct are operational and administrative responsibilities. An Administrative Procedure is under development and will be shared with the Board for information once it is complete. Discussion followed.

Motion 2026-09-23-05	*Moved that the Board approve the revised Policy 210, as presented.* *Moved: Director Fraser* *Seconded: Treasurer Zalewski* *Carried*

9.3. Set Date for NHCS Society Annual General Meeting

Superintendent Moghrabi provided a brief overview of the need to set a date for the NHCS Annual General Meeting, as included in the meeting package.

Motion 2026-09-23-06	*Moved that the Board confirm Monday, November 23, 2026 for the Annual General Meeting, beginning at 6:30 p.m.* *Moved: Treasurer Zalewski* *Seconded: Director Arbour* *Carried*

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9.4. Revise Board Meeting Date for October 22 and June 9 and 16, 2027

Superintendent Moghrabi indicated that there is conflict with the meeting dates currently scheduled for October 22, June 9 and June 16. It is proposed that new meeting dates be scheduled as follows:

- Thursday, October 22 moves to Monday, October 19 to accommodate the Charter Schools Conference
- Wednesday, June 9 moves to Wednesday, June 16 to accommodate inclusion of the Q3 financial report in the meeting
- Wednesday, June 16 moves to Wednesday, June 23

Motion 2026-09-23-07	*Moved that the Board confirm revised meeting dates as follows, beginning at 6:30 p.m.* • Thursday, October 22 moves to Monday, October 19 • Wednesday, June 9 moves to Wednesday, June 16 • Wednesday, June 16 moves to Wednesday, June 23 *Moved: Director Fraser* *Seconded: Director Arbour* *Carried*

9.5. Service Alberta Filing of Revised Bylaws

Superintendent Moghrabi indicated that the revised bylaws have been approved by Service Alberta.

9.6. Decanting Strategies for Renovation

Superintendent Moghrabi shared a presentation on strategies and scenarios for decanting during the renovation. Discussion followed. Consensus is to seek engagement with the MLAs to share the current challenges being experienced. There is further consensus to write letters to the stakeholders (Alberta Education, Alberta Infrastructure, and the Strathcona County Mayor) with the same information.

9.7. Charter School Conference

The Charter School Conference is scheduled for Friday, October 23, 2026. It will be held at STEM in Edmonton. Plans are well underway and registrations are being submitted by attendees. Directors are invited to attend, the registration link has been shared by email.

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9.8. Capital Project Letter

Superintendent Moghrabi shared a draft letter to the Education Minister requesting additional space in the renovation to accommodate the retention of the existing gymnasium.

Action Item: Chair Jackson will send the letter to Alberta Education as soon as the Board completes revisions. Superintendent Moghrabi and Alberta Infrastructure will be cc'd.

9.9. Charter Renewal / Permanence

This item was discussed during the superintendent's report. At the Board's direction, the administration will pursue an application for permanency.

10. Board Work Plan

The Board reviewed the Work Plan for 2026-27, as included in the meeting package.

11. Receipt of Reports

Motion 2026-09-23-08	*Moved that all reports be received as presented during the meeting.* *Moved: Director Arbour* *Seconded: Treasurer Zalewski* *Carried*

12. Correspondence Sent

12.1. Board Chair to Service Alberta re Revised Bylaws

13. Correspondence Received

13.1. Education Minister to Parents
13.2. NDP Opposition Leader - Welcome to 2026-27
13.3. ATA - Commencement of Collective Bargaining
13.4. Education Minister - Design Funding

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14. In Camera

14.1. Motion to Move In Camera

Motion 2026-09-23-09	*Moved that the meeting move in camera at 9:32 p.m.* *Moved: Treasurer Zalewski* *Seconded: Director Fraser* *Carried*

14.2. Motion to Move Out of Camera

Motion 2026-09-23-10	*Moved that the meeting move out of camera at 9:36 p.m.* *Moved: Director Fraser* *Seconded: Treasurer Zalewski* *Carried*

14.3. Business Arising from In Camera Meeting
None.

15. Adjournment

Chair Jackson adjourned the meeting at 9:36 p.m.

Next Board Meeting: Monday, October 19, 2026.