



Board Meeting

Agenda Package

December 14, 2016

☞ *New Horizons Charter School Society* ☞

AGENDA**Type of Meeting:** Board**Date:** December 14, 2016**Page:**1 of 2*"TOWARDS NEW HORIZONS":**Is it in the best interest of our students?**Does it support excellence?*

**NEW HORIZONS CHARTER SCHOOL SOCIETY
BOARD OF DIRECTORS' MEETING
DECEMBER 14, 2016**

AGENDA

- | | | | |
|-----|--|----------------|---------|
| 1. | Call to Order | Jill Weiss | 7:00 pm |
| 2. | Adoption of Agenda | Jill Weiss | 7:01 pm |
| 3. | Disclosure of Conflict of Interest | Jill Weiss | 7:03 pm |
| 4. | Approval of Minutes | Jill Weiss | 7:04 pm |
| | 4.1 November 23, 2016 – attachment | | |
| 5. | Administration Reports | | 7:08 pm |
| | 5.1 Principal's Report | Ted Zarowny | |
| | 5.2 Superintendent's Report – attachment | Don Falk | |
| 6. | Board Reports | Jill Weiss | 7:28 pm |
| | 6.1 Board Chair's Report | | |
| | 6.2 Committee Reports | | |
| 7. | The Association of Alberta Public Charter Schools | | 7:38 pm |
| | 7.1 Upcoming Meetings – attachment | Don Falk | |
| 8. | New Business | | 7:43 pm |
| | 8.1 Vacancy on Board of Directors – attachment | Jill Weiss | |
| | 8.2 Quarterly Financial Report – attachment | Fred de Kleine | |
| | 8.3 Report on Enrolment – attachment | Don Falk | |
| 9. | Board Work Plan | Jill Weiss | 8:10 pm |
| | 9.1 Board Work Plan 2016-17 – attachment | | |
| 10. | Receipt of Reports | Jill Weiss | 8:15 pm |
| 11. | Correspondence Sent | | 8:20 pm |
| | 11.1 Letter (2016-11-25) to Minister Eggen re
Enrolment Cap | Jill Weiss | |
| 12. | Correspondence Received | Jill Weiss | 8:25 pm |
| 13. | In Camera | Jill Weiss | 8:25 pm |

AGENDA

Type of Meeting: Board

Date: December 14, 2016

Page:2 of 2

"TOWARDS NEW HORIZONS": Is it in the best interest of our students? Does it support excellence?"

14. **Adjournment**

Jill Weiss

9:00 pm

**Next Board Meeting – Wednesday, January 11, 2016, at 7:00 p.m.
Board Orientation at 6:30 p.m.**

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board **Date:** November 23, 2016 **Initials:** **Chair** _____
Approved: DRAFT **Recorded By:** Cheri Unterschultz **Secretary** _____

November 23, 2016, 7:00 PM

Board Members Present at Call to Order:

Jill Weiss CHAIR	William Watson DIRECTOR	Trevor Panas DIRECTOR
Michelle Macdonald DIRECTOR		

Administration Present:

Don Falk SUPERINTENDENT	Ted Zarowny PRINCIPAL	Fred de Kleine SECRETARY-TREASURER
Cheri Unterschultz RECORDING SECRETARY		

Guests Present:

Chris Kaye
VLEEMING VLEEMING O'NEIL LLP

1. Call to Order
Director Weiss called the meeting to order at 7:02 pm.

2. Adoption of Agenda

Motion 2016-11-23-01 Motion to adopt agenda for the Board Meeting November 23, 2016, as distributed.

Moved: Director Macdonald, Seconded: Director Panas, Carried

3. Disclosure of Conflict of Interest: None

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board **Date:** November 23, 2016 **Initials:** **Chair** _____
Approved: DRAFT **Recorded By:** Cheri Unterschultz **Secretary** _____

4. Approval of Minutes

4.1 Minutes from November 9, 2016.

Motion 2016-11-23-02 Motion to approve November 9, 2016 Board Meeting Minutes as distributed.

Moved: Director Watson, Seconded: Director Macdonald, Carried

Inna Mackay joined the meeting at 7:08pm.

5. New Business

5.1. Audited Financial Statements

Chris Kaye of Vleeming Vleeming O'Neill LLP provided comment on the draft Audited Financial Statements for the period ended August 31, 2016, as distributed at the meeting. He also responded to questions from directors.

Motion 2016-11-23-03 Motion to accept and approve the Audited Financial Statements in all material respects as at and for the year ended August 31, 2016 as prepared by Vleeming Vleeming O'Neal LLP.

Moved: Director Mackay, Seconded: Director Macdonald, Carried

Motion 2016-11-23-04 Motion to approve the transfers of funds as outlined in the Schedule of Changes in Accumulated Surplus for the year ended August 31, 2016.

Moved: Director Mackay, Seconded: Director Panas, Carried

Chris Kaye left the meeting at 8:01 pm.

5.2. Annual Education Results Report 2015 - 16

Principal Zarowny spoke to the Annual Education Results Report 2015 - 2016, as attached to the agenda for the meeting.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board **Date:** November 23, 2016 **Initials:** _____ **Chair** _____
Approved: DRAFT **Recorded By:** Cheri Unterschultz **Secretary** _____

5.3. Three-Year Education Plan 2016/17 – 2018/19

Principal Zarowny spoke to the Three-Year Education Plan 2016/17 – 2018/19, as attached to the agenda for the meeting.

Motion 2016-11-23-05 Motion to adopt the Annual Education Results Report 2015-2016 and the Three-Year Education Plan 2016/17 - 2018/19 as presented by Principal Zarowny.

Moved: Director Panas, Seconded: Director Mackay, Carried

5.4 Fall Budget Update 2016-17

Secretary-Treasurer de Kleine spoke to the draft updated 2016-17 budget as attached to the agenda for the meeting.

Motion 2016-11-23-06 Motion to adopt the updated 2016-17 budget as outlined by Fred de Kleine.

Moved: Director Macdonald, Seconded: Director Watson, Carried

5.5 Stakeholder Forum

Superintendent Falk spoke to the Stakeholder Forum, as per the memo attached to the agenda for the meeting. Directors offered suggestions with respect to the focus of and format for the Stakeholder Forum.

5.6 Letter to Education Minister re Enrolment Cap

Superintendent Falk presented a draft letter to the Minister of Education as attached to the agenda for the meeting.

Motion 2016-11-23-07 Motion to approve and send the letter to the Minister of Education as presented.

Moved: Director Macdonald, Seconded: Director Panas, Carried

6. Administration Reports

6.1 Principal's Report

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board **Date:** November 23, 2016 **Initials:** **Chair** _____
Approved: DRAFT **Recorded By:** Cheri Unterschultz **Secretary** _____

Principal Zarowny spoke to his written report as attached to the agenda for the meeting.

6.2 Superintendent's Report

Superintendent Falk spoke to his written report as attached to the agenda for the meeting.

7. Board Reports

7.1 Board Chair Report

No report

7.2 Committee Reports

No reports

8. Board Work Plan

The Board reviewed the Board Work Plan 2016-17, as attached to the agenda for the meeting.

9. Receipt of Reports

Motion 2016-11-23-08 Motion to receive reports as presented to the Board.

Moved: Director Watson, Seconded: Director Mackay, Carried

9. Correspondence Sent

None

10. Correspondence Received

None

11. Motion to Move into Camera:

Motion 2016-11-23-09 Motion to move into camera at 9:48 pm.

Moved: Director Macdonald, Seconded: Director Panas, Carried

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board **Date:** November 23, 2016 **Initials:** **Chair** _____
Approved: DRAFT **Recorded By:** Cheri Unterschultz **Secretary** _____

Director Mackay left the meeting at 10:15 pm.

12. Motion to Move Out of Camera:

Motion 2016-11-23-10 Motion to move out of camera at 10:33 pm.

Moved: Director Panas, Seconded: Director Macdonald, Carried

13. Adjournment

Chair Weiss adjourned the meeting at 10:34 pm.

*Next Board Meeting: Annual General Meeting November 30, 2016 at 7:00 pm.
Regular Board Meeting December 14, 2016 at 7:00 pm.*

DRAFT



Superintendent's Report to the Board of Directors

December 14, 2016

I. Program for International Student Assessment (PISA)

(The following comments are adapted from *Measuring up: Canadian Results of the OECD PISA Study*, Council of Ministers of Education, Canada 2016)

The Program for International Student Assessment (PISA) is a triennial international survey which aims to evaluate education systems worldwide by testing the skills and knowledge of 15-year-old students. In 2015 over half a million students, representing 28 million 15-year-olds in 72 countries and economies, took the internationally agreed two-hour test. Students were assessed in science, mathematics, reading, collaborative problem solving, and financial literacy.

In Canada, approximately 20,000 15-year-olds from about 900 schools participated across the ten provinces. The large Canadian sample was required to produce reliable estimates representative of each province and for both French- and English-language school systems in Nova Scotia, New Brunswick, Quebec, Ontario, Manitoba, Alberta, and British Columbia. PISA was administered in English and in French according to the respective school system.

The 2015 PISA assessment was administered in schools during regular school hours in April and May 2015. The assessment was a two-hour computer-based test. Students also completed a 35-minute student background questionnaire providing information about themselves and their home, while school principals completed a 20-minute questionnaire about their schools.

The results of the 2015 assessment in science, reading, and mathematics were published on December 6, 2016. Results of the collaborative problem-solving and financial literacy components will be released in 2017.

Selected pages from the PISA 2015 Report, as prepared by the Council of Education Ministers, Canada (CMEC) are attached. The complete CMEC report can be accessed online at http://www.cmec.ca/Publications/Lists/Publications/Attachments/365/Book_PISA2015_EN_Dec5.pdf.

2. Modernization Update

Work continues on Phase I of our school's major modernization project. Following are some of the key progress points to date:

- Demolition of the west portable classrooms is complete and the new modular classrooms have been put in place.
- Demolition of the interior portions of the northeast sector of the core building is complete and construction has begun. Interior walls have been put in place and construction of mechanical, electrical, and HVAC components is underway.
- During after-school and early evening hours, mechanical and electrical work continues in the corridors of the core building.

In the weeks ahead, the following work will be undertaken:

- Re-roofing of the core building, with the exception of the gymnasium.
- Continuation of the mechanical, electrical, and HVAC work in Phase I.
- Boarding, taping, and painting in Phase I of core building.
- Construction of link to and corridor/breakout area in new modular classrooms.

In response to a request made at the November 23, 2016 Board meeting, information is attached regarding modifications and improvements that will be made, as part of the major modernization project, to the exterior of our school and to the grounds.

Project site meetings are held every two weeks; the target date for completion of Phase I remains February 6, 2017.

3. Stakeholder Forum

The second annual New Horizons Stakeholder Forum will be held from 6:30 – 9:15 p.m. on Wednesday, February 1, 2017. The Stakeholder Forum will bring together parents, students, and staff, as well as members of the Board, in a stimulating discussion about school strengths, weakness, opportunities, priorities, plans, and possible new initiatives. Results of this discussion will have a direct impact on the content of the next iteration of the Three-Year Education Plan. This year's Stakeholder Forum will once again be facilitated by the Community Development Unit of Alberta Culture and Tourism.

4. College of Alberta School Superintendents (CASS)

The College of Alberta School Superintendents (CASS) is a collegial organization of school jurisdiction leaders. CASS “serves as the professional voice of system education leaders [and] provides leadership, expertise and advocacy to improve, promote and champion public education.”¹ Provincial conferences are held in the fall and spring, with zone meetings held on four occasions each year. The most recent Zone 2/3 meeting, which includes the greater Edmonton region, was held at Bev Facey Community High School on December 2.

Highlights of the meeting included the following:

- Update on School Capital Projects – Tony Hodge, Director, Alberta Infrastructure
- Update on Provincial Curriculum Initiative – Ellen Hambrook, Assistant Deputy Minister, Alberta Education
- Report from the First Nations, Métis and Inuit Education Division – Sandra Skare, Manager, Alberta Education

¹ CASS Member Handbook 2014

5. **Looking Ahead**

- a. Board Orientation Session
 - Wednesday, January 11, 2016, at 6:30 p.m.
- b. Board Meeting
 - Wednesday, January 11, 2016, at 7:00 p.m.
- c. The Association of Alberta Public Charter Schools
 - Friday and Saturday, January 20 & 21, 2017 – Red Deer
- d. Stakeholder Forum
 - Wednesday, February 1, 2017, at 6:15 p.m.
- e. Board Governance Seminar with Becky Kallal, at Suzuki Charter School
 - Thursday, February 2, 2017, at 5:30 p.m.

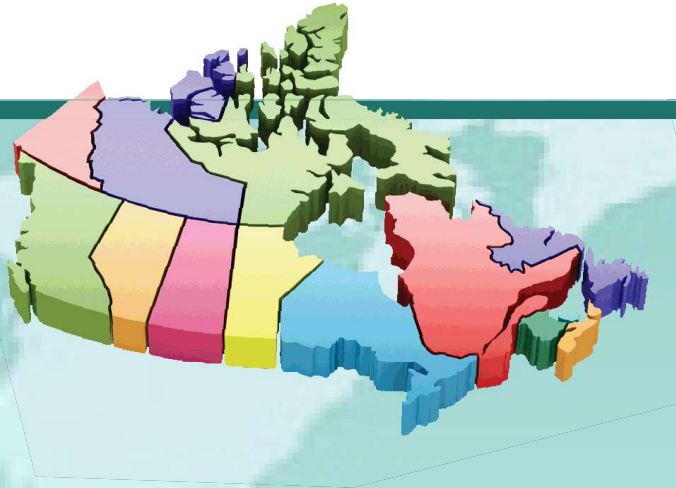


Don Falk
Superintendent – New Horizons Charter School

Measuring up: Canadian Results of the OECD PISA Study

The Performance of Canada's Youth in Science, Reading and Mathematics

2015 First Results for Canadians Aged 15

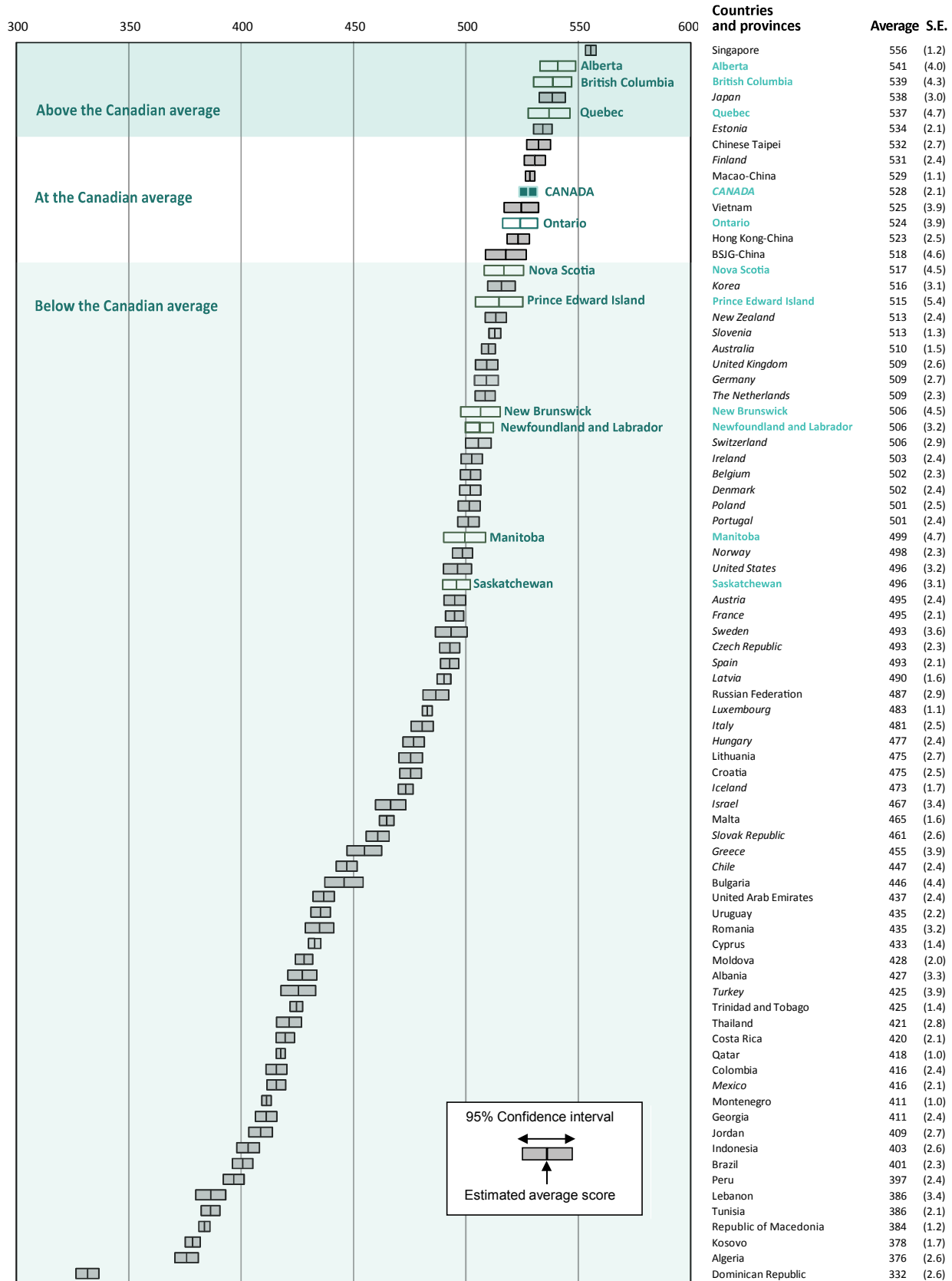


cmec

Canada

Figure 1.2

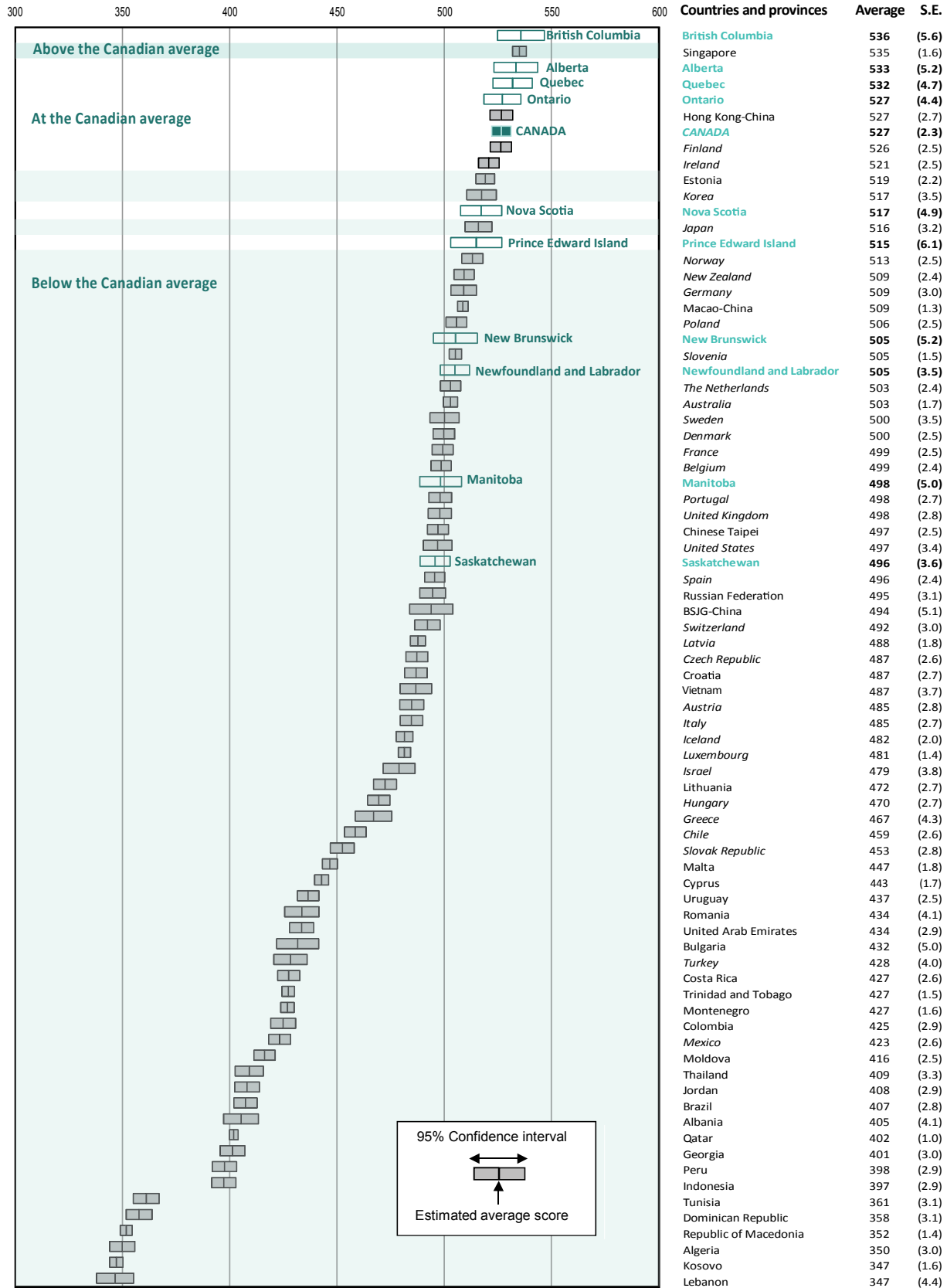
Estimated average scores and confidence intervals for countries and provinces: Science



Note: OECD countries appear in italics. The OECD average was 493, with a standard error of 0.4. The results of Argentina, Kazakhstan, and Malaysia are excluded because of insufficient coverage to ensure comparability (see Appendix B.1.2 for these results). See Appendix B.3.1 for further comparisons between provinces and participating countries. Results for the province of Quebec in this table should be treated with caution because of a possible non-response bias (see Appendix A for further details).

Figure 2.1

Estimated average scores and confidence intervals for countries and provinces: Reading

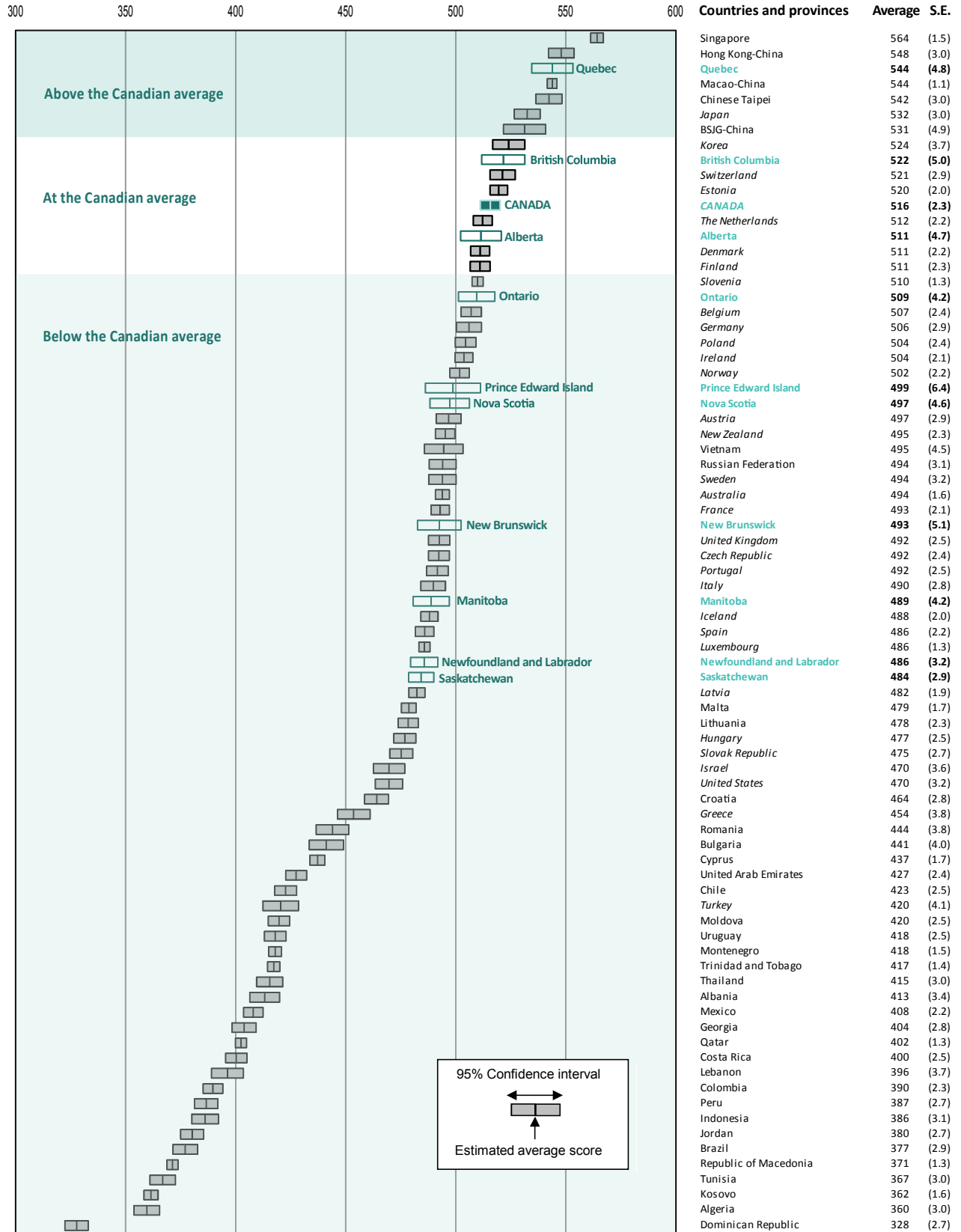


Notes: OECD countries appear in italics. The OECD average was 493, with a standard error of 0.5.

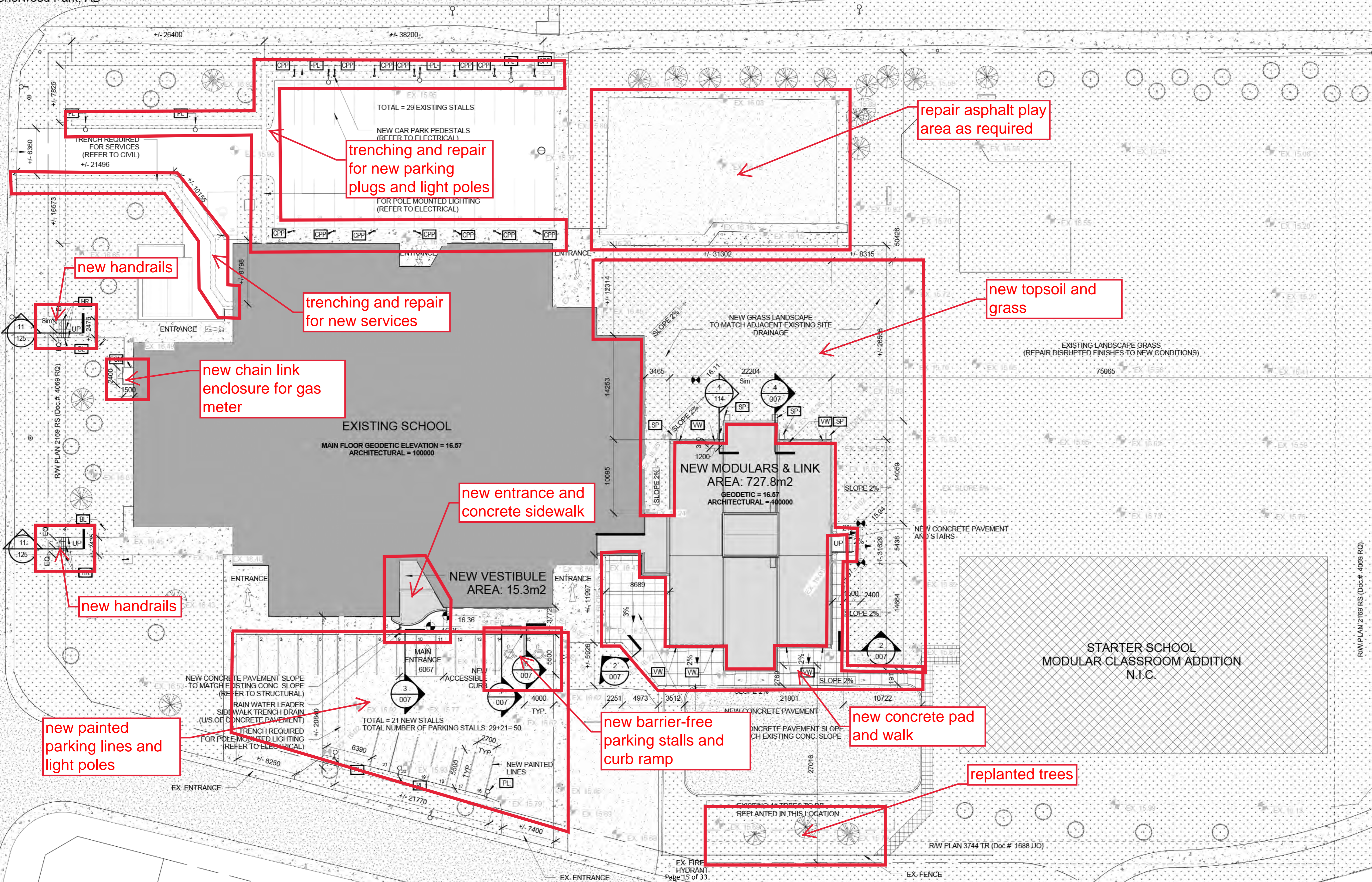
The results of Argentina, Kazakhstan, and Malaysia are excluded because of insufficient coverage to ensure comparability (see Appendix B.2.1 for these results). Results for the province of Quebec in this table should be treated with caution because of a possible non-response bias (see Appendix A for further details).

Figure 2.2

Estimated average scores and confidence intervals for countries and provinces: Mathematics



Notes: OECD countries appear in italics. The OECD average was 490, with a standard error of 0.4. The results of Argentina, Kazakhstan, and Malaysia are excluded because of insufficient coverage to ensure comparability (see Appendix B.2.2 for these results). Results for the province of Quebec in this table should be treated with caution because of a possible non-response bias (see Appendix A for further details).



trenching and repair for new parking plugs and light poles FOR POLE MOUNTED LIGHTING (REFER TO ELECTRICAL)

repair asphalt play area as required

new handrails

trenching and repair for new services

new topsoil and grass

new chain link enclosure for gas meter

new entrance and concrete sidewalk

new handrails

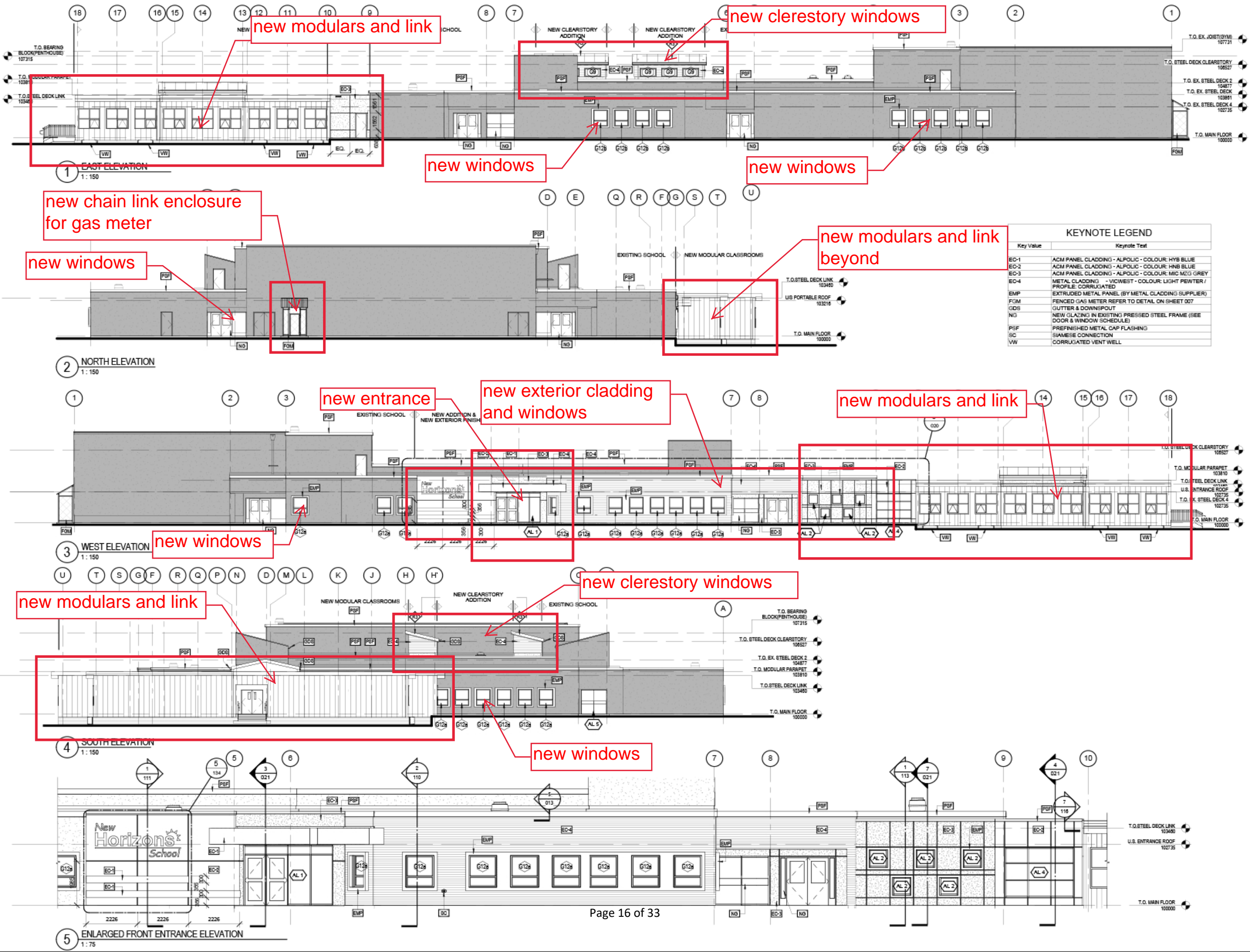
new painted parking lines and light poles

new barrier-free parking stalls and curb ramp

new concrete pad and walk

replanted trees

EXISTING TREES TO BE REPLANTED IN THIS LOCATION



new modularity and link

new clerestory windows

new windows

new windows

new chain link enclosure for gas meter

new windows

new modularity and link beyond

new entrance

new exterior cladding and windows

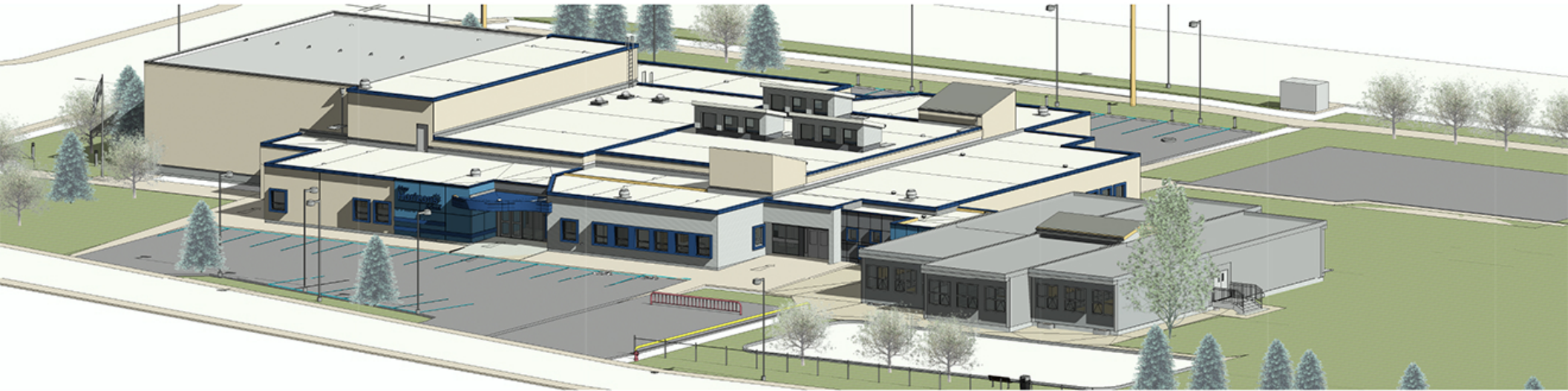
new modularity and link

new windows

new clerestory windows

new modularity and link

new windows







TAAPCS January Meeting Information

Meredith Poole <meredith.poole@ffca-calgary.com>
To: "Don Falk (New Horizons)" <dfalk@newhorizons.ab.ca>,

Thu, Dec 1, 2016 at 1:01 PM

Please find attached information on our January TAAPCS meetings, in both Word and pdf format.

Note that, as we agreed in October, these meetings will be held over a Friday/Saturday to afford more Directors the opportunity to attend.
Hotel reservations are required by December 20, and attendance information is due to me by January 6.

You will see that I am requesting an attendance response on the Superintendents' and Directors' meetings this time as well, if you would be kind enough to include that please.
This information is very helpful in booking adequate space, and meals where required. Agendas for these meetings will be sent out at a later date.

Thanks for your attention to this, and please accept my best wishes for a very Merry Christmas and Happy New Year!!

Meredith Poole

Secretary



#240, 688 Heritage Dr. SE

Calgary, AB T2H 1M6

meredith.poole@ffca-calgary.com

Phone: 403-520-3206, ext. 8154

Fax: 403-520-3209

2 attachments



TAAPCS January 20, 21 2017 Meeting Information.docx
16K



TAAPCS January 20, 21 2017 Meeting Information.pdf
204K



Don Falk
Superintendent
Phone: 780-416-2353
Email: dfalk@newhorizons.ca

MEMORANDUM

December 10, 2016

To: Board of Directors
From: Don Falk – Superintendent
Subject: Board Member Vacancy

Background:

The Board of Directors will have opportunity, at its meeting of December 14, 2016, to consider the Board member vacancy that was created due to a resignation.

New Horizons Charter School Society Bylaw 6.1.6.4 states the following with respect to the replacement of a Director who has resigned from the Board:

If there is a resignation, death, or removal of a Director, the Board may appoint a Member to fill a vacancy for the remainder of the term. Any appointment shall be made at the next meeting of the Board. Appointment shall be by majority vote.

The Board is also advised of Bylaw 6.1.3.1, which, in the following statement, implies that the Board may choose not to fill a vacant position: *The Board consists of a maximum seven Directors.*

Recommendation:

It is recommended that the Board of Directors consider whether or not to appoint a replacement for the position on the Board that has become vacant due to resignation.

A handwritten signature in blue ink, appearing to read "Don Falk", written in a cursive style.

Don Falk – Superintendent

New Horizons Charter School Society
Detailed Revenue and Expenditures

	A	B	C	M	N	P	T
1	Function	DESCRIPTION	Active In-Active	Total for Sept. 1/15 to Aug. 31/16	2016-17 Approved Budget	2016-17 Approved Budget Update	Sept. 1/16 to Nov. 30/16
395	SUMMARY						
396	Revenues						
397		Grades ECS		\$ 263,215.52	\$ 245,448.38	\$ 220,068.42	\$ 68,016.55
398		Grades1-9		\$ 1,940,571.44	\$ 2,163,791.16	\$ 2,132,712.48	\$ 528,949.15
399		Board/System Administration		\$ 193,837.00	\$ 194,000.00	\$ 194,000.00	\$ 48,439.86
400		Plant Operations		\$ 199,863.99	\$ 247,053.26	\$ 196,053.26	\$ 50,584.08
401		Transportation		\$ 18,666.00	\$ 20,313.00	\$ 18,117.00	\$ 4,664.63
402		External Services		\$ 15,901.12	\$ 2,800.00	\$ 4,800.00	\$ 1,831.50
403		Total Revenues		\$ 2,632,055.07	\$ 2,873,405.80	\$ 2,765,751.16	\$ 702,485.77
404	Expenses						
405		ECS		\$ 119,018.90	\$ 104,309.00	\$ 110,737.00	\$ 27,025.57
406		Grades 1-9		\$ 1,937,337.37	\$ 2,174,626.36	\$ 2,158,522.36	\$ 523,346.42
407		Board/System Administration		\$ 211,155.62	\$ 193,777.00	\$ 193,777.00	\$ 44,034.84
408		Plant Operations		\$ 253,522.43	\$ 300,060.64	\$ 250,060.64	\$ 52,151.70
409		Transportation		\$ 55,697.96	\$ 70,413.00	\$ 65,413.00	\$ 1,275.00
410		External Services		\$ 17,121.97	\$ 4,800.00	\$ 4,800.00	\$ 2,579.82
411		Total Expenses		\$ 2,593,854.25	\$ 2,847,986.00	\$ 2,783,310.00	\$ 650,413.35
412	Surplus or (Deficit)						
413		Grades ECS		\$ 144,196.62	\$ 141,139.38	\$ 109,331.42	\$ 40,990.98
414		Grades 1-9		\$ 3,234.07	\$ (10,835.20)	\$ (25,809.88)	\$ 5,602.73
415		Board/System Administration		\$ (17,318.62)	\$ 223.00	\$ 223.00	\$ 4,405.02
416		Plant Operations		\$ (53,658.44)	\$ (53,007.38)	\$ (54,007.38)	\$ (1,567.62)
417		Transportation		\$ (37,031.96)	\$ (50,100.00)	\$ (47,296.00)	\$ 3,389.63
418		External Services		\$ (1,220.85)	\$ (2,000.00)	\$ -	\$ (748.32)
419		Total Excess (Deficiency)		\$ 38,200.82	\$ 25,419.80	\$ (17,558.84)	\$ 52,072.42

New Horizons Charter School Society
Profit & Loss Budget vs. Actual
 September through November 2016

	Sep - Nov 16	Budget	\$ Over Budget	% of Budget
Income				
100 · Alberta Education	626,576.45	697,089.87	-70,513.42	89.9%
115 · Other School Jurisdictions	0.00	0.00	0.00	0.0%
120 · Fees	68,602.04	41,550.25	27,051.79	165.1%
140 · Sales & Services	5,475.78	2,907.12	2,568.66	188.4%
150 · Investments	0.00	0.00	0.00	0.0%
160 · Gifts	0.00	0.00	0.00	0.0%
170 · Fundraising	1,831.50	0.00	1,831.50	100.0%
199 · Amortization of Capital Assets	0.00	0.00	0.00	0.0%
Total Income	702,485.77	741,547.24	-39,061.47	94.7%
Expense				
200 · Salary Certificated	347,840.36	352,950.19	-5,109.83	98.6%
220 · Salary Non-Certificated	54,235.19	54,799.04	-563.85	99.0%
280 · Honorariums	0.00	4,772.72	-4,772.72	0.0%
300 · Benefits Certificated	53,947.02	70,940.15	-16,993.13	76.0%
350 · Benefits-Non Certificated	7,407.65	8,666.12	-1,258.47	85.5%
405 · Prof. & Tech. Services	108,240.09	111,044.06	-2,803.97	97.5%
420 · Communications	3,335.96	4,800.04	-1,464.08	69.5%
430 · Utilities	11,539.44	14,625.00	-3,085.56	78.9%
450 · Bussing	2,243.29	450.00	1,793.29	498.5%
460 · Student Transportation	1,275.00	17,603.25	-16,328.25	7.2%
480 · Rentals/Leases	0.00	0.00	0.00	0.0%
500 · Fees Expense	7,490.45	10,945.97	-3,455.52	68.4%
520 · Insurance	5,826.81	6,787.59	-960.78	85.8%
530 · Warranties	0.00	0.00	0.00	0.0%
600 · Supplies/Materials	40,508.21	47,949.94	-7,441.73	84.5%
640 · Text, Library & Media	3,761.91	4,349.91	-588.00	86.5%
700 · Travel	727.41	4,450.00	-3,722.59	16.3%

New Horizons Charter School Society
Profit & Loss Budget vs. Actual
September through November 2016

	<u>Sep - Nov 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
750 · Amortization Capital Assets	0.00	0.00	0.00	0.0%
800 · Bank Charges	2,034.56	1,219.97	814.59	166.8%
Total Expense	<u>650,413.35</u>	<u>716,353.95</u>	<u>-65,940.60</u>	<u>90.8%</u>
Net Income	<u><u>52,072.42</u></u>	<u><u>25,193.29</u></u>	<u><u>26,879.13</u></u>	<u><u>206.7%</u></u>



Don Falk
Superintendent
Phone: 780-416-2353
Email: dfalk@newhorizons.ca

MEMORANDUM

December 10, 2016

To: Board of Directors

From: Don Falk – Superintendent

Subject: Enrolment Report

Background:

Attached is the New Horizons School Enrolment Report as at September 30, 2016.

Recommendation:

It is recommended that the Enrolment Report be received as information.

A handwritten signature in blue ink, appearing to read "Don Falk", is written over a light blue horizontal line.

Don Falk – Superintendent

Attachment (1)



**Enrolment
September 30, 2016**

Total Head Count
274

FTE Enrolment
257.5

Number of Families
204

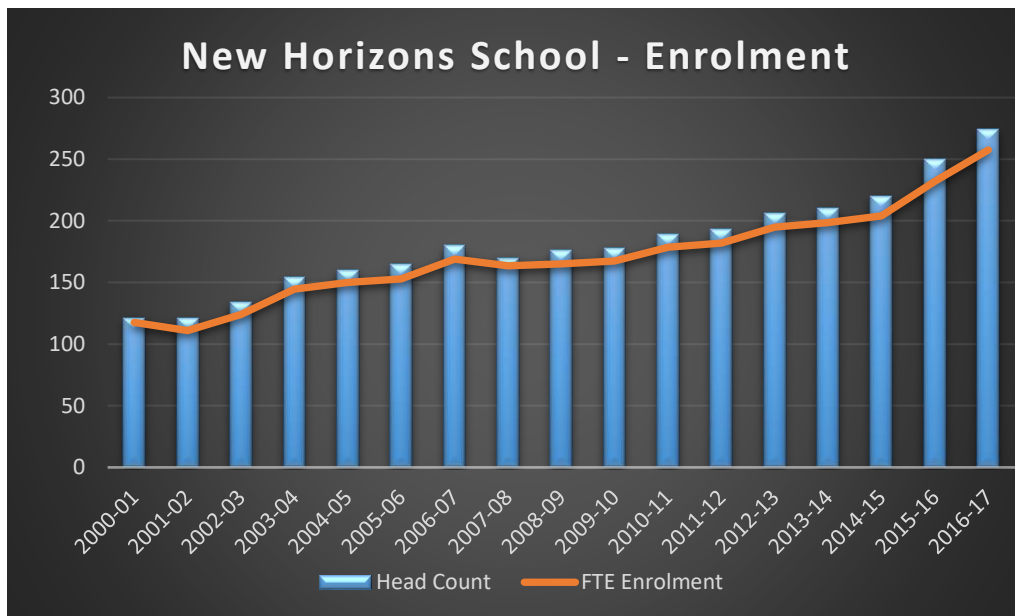
Enrolment by Grade

Kindergarten	34
Grade 1	44
Grade 2	44
Grade 3	29
Grade 4	31
Grade 5	24
Grade 6	24
Grade 7	16
Grade 8	16
Grade 9	12
Total	274

Enrolment by Community

Sherwood Park	192
Edmonton	41
Ardrossan	19
Beaumont	8
Fort Saskatchewan	8
New Sarepta	2
St. Albert	2
Leduc	2
Total	274

Enrolment History



Enrolment: Recent History and Projected Growth

Class/Grade	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Kindergarten	23	32	36	34	34	34	34	34	34
Grade 1	23	22	42	44	44	44	44	44	44
Grade 2	22	21	26	44	44	44	44	44	44
Grade 3	23	23	22	29	44	44	44	44	44
Grade 4	21	23	24	31	30	48	48	48	48
Grade 5	23	20	24	24	31	30	48	48	48
Grade 6	22	24	20	24	24	31	30	48	48
Grade 7	18	19	20	16	21	21	28	27	44
Grade 8	21	18	18	16	14	18	18	25	24
Grade 9	14	18	18	12	14	12	15	15	22
Total FTE Enrolment	198.5	204	232	257	283	309	336	360	383
Total Head Count	210	220	250	274	300	326	353	377	400

Board of Directors – Work Plan for 2016-17

September	▪ Adopt Board Work Plan for 2016-17	✓
	▪ Receive Counsellor’s Report for 2015-16 School Year	✓
	▪ Set date for October Board meeting	✓
	▪ Receive report on provincial achievement test results (closed meeting)	✓
	▪ Set date for NHCS Society AGM	✓
▪		
▪		
October	▪ Conduct SGM; 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	✓
	▪ Sign Board Member Code of Conduct – Policy #101	✓
	▪ Receive Accountability Pillar Results Report for October 2016	✓
	▪ Attend TAAPCS Charter Board Directors/Regular Meeting #1	✓
	▪ Receive enrolment report for September 30, 2016	<input type="checkbox"/>
	▪ Conduct initial orientation session for new Board members	✓
▪		
▪		
November	▪ Conduct AGM of NHCS Society	✓
	▪ Approve final Three-Year Education Plan 2016-17 to 2018-19	✓
	▪ Approve revised budget for 2016-17	✓
	▪ Approve Annual Education Results Report 2015-16	✓
	▪ Approve Audited Financial Statement Year Ending Aug 31/16	✓
	▪ Receive Report #1 from School Council	✓
▪		
▪		
December	▪ Receive Quarterly Financial Report for Sep - Nov 2016	<input type="checkbox"/>
	▪ Receive Class Size Report for 2016-17	<input type="checkbox"/>
	▪	<input type="checkbox"/>
	▪	<input type="checkbox"/>
January	▪ Attend TAAPCS Charter Board Directors/Regular Meeting #2	<input type="checkbox"/>
	▪ Receive mid-year progress report on Three-Year Education Plan 2016-19	<input type="checkbox"/>
	▪ Stakeholder Forum – Gather input on possible Education Plan priorities	<input type="checkbox"/>
	▪ Prepare breakfast for school staff – Jan. 20	<input type="checkbox"/>
	▪	<input type="checkbox"/>
February	▪ Approve school calendar for 2017-18	<input type="checkbox"/>
	▪	<input type="checkbox"/>
	▪	<input type="checkbox"/>

March	▪ Receive Quarterly Financial Report for Dec 2016 – Feb 2017	<input type="checkbox"/>
	▪ Approve Three-Year Capital Plan for 2017-18 to 2019-20	<input type="checkbox"/>
	▪ Board Retreat – Identify priorities for upcoming Education Plan	<input type="checkbox"/>
	▪ Administer Board-developed Stakeholder Survey	<input type="checkbox"/>
	▪	<input type="checkbox"/>
April	▪ Provide provisional approval to Education Plan 2017-18 to 2019-20	<input type="checkbox"/>
	▪	<input type="checkbox"/>
	▪	<input type="checkbox"/>
May	▪ Attend TAAPCS Charter Board Directors/Regular Meeting #3	<input type="checkbox"/>
	▪ Approve Budget for 2017-18	<input type="checkbox"/>
	▪ Receive Accountability Pillar Results Report for May 2016	<input type="checkbox"/>
	▪ Receive Board-developed stakeholder survey results	<input type="checkbox"/>
	▪ Consider salary adjustment for support staff, senior administration	<input type="checkbox"/>
	▪ Receive report from FANHS	<input type="checkbox"/>
	▪	<input type="checkbox"/>
June	▪ Assess Board Work Plan progress for 2016-17	<input type="checkbox"/>
	▪ Receive Quarterly Financial Report for Mar – May 2017	<input type="checkbox"/>
	▪ Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10)	<input type="checkbox"/>
	▪ Schedule September 2017 Board meeting	<input type="checkbox"/>
	▪ Set date for Board Housekeeping Retreat	<input type="checkbox"/>
	▪ Receive Report #2 from School Council	<input type="checkbox"/>
	▪	<input type="checkbox"/>
	▪	<input type="checkbox"/>
Ongoing	▪ Consider proposals for new or amended Board policies	<input type="checkbox"/>
	▪ Receive recommendations from Board committees	<input type="checkbox"/>
	▪	<input type="checkbox"/>
	▪	<input type="checkbox"/>
Annually	▪ Negotiate collective agreement with ATA (as needed)	<input type="checkbox"/>
	▪ Undertake Superintendent evaluation	<input type="checkbox"/>
	▪ Undertake Board evaluation	<input type="checkbox"/>
	▪	<input type="checkbox"/>
As Needed	▪ Meet with:	<input type="checkbox"/>
	- County Council	<input type="checkbox"/>
	- MLAs	<input type="checkbox"/>
	▪	<input type="checkbox"/>



Jill Weiss

Chair – Board of Directors

Phone: 780-416-2353

Email: jweiss@newhorizons.ab.ca

November 25, 2016

The Honorable David Eggen
Minister of Education
228 Legislature Building
10800 – 97 Avenue
Edmonton, Alberta T5K 2B6

Minister Eggen:

The New Horizons School Board of Directors is pleased to report that the long-awaited modernization of New Horizons School has now begun. Although the months ahead will likely present their share of construction traffic, noise and other challenges, we are already looking forward to the renewed and refreshed school facility that will emerge in about a year's time. Thank you for your support in enabling the modernization to occur; we are excited at the prospect of inviting you to attend our grand re-opening at some date in the future.

We are also pleased to report that the students and staff of École Claudette-et-Denis-Tardif have arrived and, after being housed for several weeks in our school's vacant wing of portables (since demolished), are now comfortably accommodated within their new modular school. From our perspective, the relationship between the schools is a working out well, with the needs of students in both schools being met.

As you may recall, our school's acquisition in 2015 of a suitable campus in Sherwood Park represented the manifestation of a dream which our school community had held for twenty years. With the achievement of that goal came the anticipation that an appropriate, permanent facility in Sherwood Park would stimulate greater community interest in our school, with the likely result that more families would request opportunity to enrol their children at New Horizons.

This has certainly turned out to be the case, as is shown in the enrolment history of our school (see Table 1). Whereas our school showed steady, but modest growth during the decade and a half leading up to the acquisition of our Sherwood Park campus, averaging 4.5% per year, the growth rate in the two years since moving to our new campus has nearly tripled, averaging 12% per year.

1000 Strathcona Drive, Sherwood Park, AB T8A 3R6
P: 780-416-2353 F: 780-467-0274 W: newhorizons.ab.ca

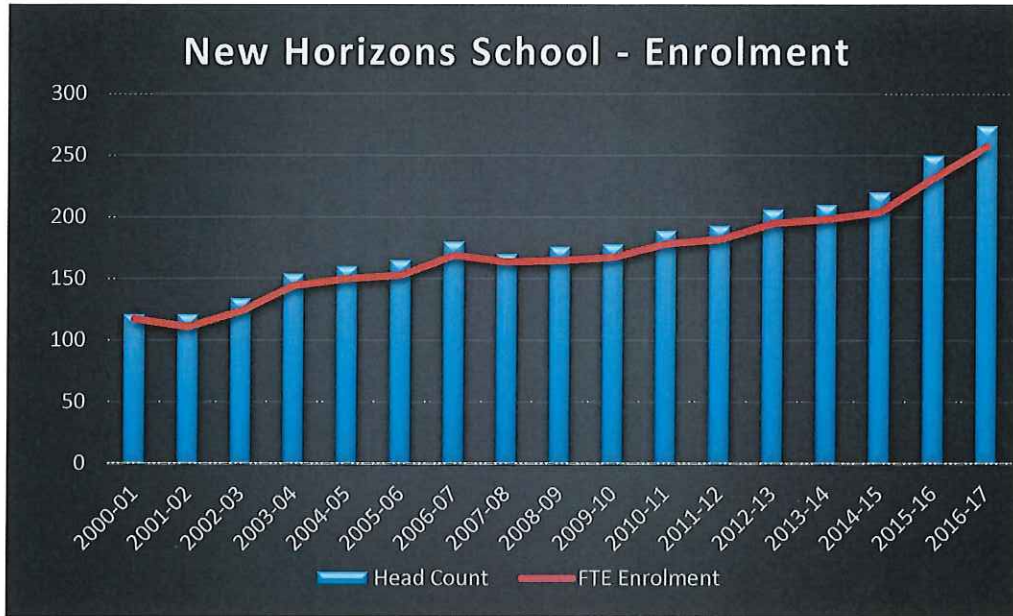


Table 1: New Horizons School – Enrolment 2001/01 to 2016/17

Moreover, our school’s growth is attributable almost entirely to larger enrolments in the early grades, as is shown in Table 2.

Class/Grade	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Kindergarten	23	32	36	34	34	34	34	34	34
Grade 1	23	22	42	44	44	44	44	44	44
Grade 2	22	21	26	44	44	44	44	44	44
Grade 3	23	23	22	29	44	44	44	44	44
Grade 4	21	23	24	31	30	48	48	48	48
Grade 5	23	20	24	24	31	30	48	48	48
Grade 6	22	24	20	24	24	31	30	48	48
Grade 7	18	19	20	16	21	21	28	27	44
Grade 8	21	18	18	16	14	18	18	25	24
Grade 9	14	18	18	12	14	12	15	15	22
Total FTE Enrolment	198.5	204	232	257	283	309	336	360	383
Total Head Count	210	220	250	274	300	326	353	377	400

Table 2: New Horizons School – Recent Enrolment History and Projected Growth

The challenge our school now faces is this: Given the increased interest in our school, leading to unprecedented growth in each of the past two years, and with almost all of that growth being in the early grades, we anticipate that our school will reach its enrolment cap of 300 students within the next two years. Further, anticipating that our entry level enrolments will remain similar to those seen during the past several years, our enrolment cap will not enable us to retain the students who are currently enrolled in our school as they advance through the grades.

With this background in mind, we respectfully request that an increase in our school's enrolment cap be granted. As suggested by Table 2 above, we believe that an enrolment cap of 450 students would be sufficient to accommodate two classes per grade, as is presently the case in the early grades and which we believe will be necessary if these students are to be accommodated as they progress through the grades.

Thank you for giving consideration to our request. We look forward to discussing this matter with you should you require additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jill Weiss', with a long horizontal line extending to the right.

Jill Weiss – Chair, Board of Directors

cc: Annie McKitrick – MLA, Sherwood Park