

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

**Type of Meeting:** Board                      **Date:** Nov 23, 2016                      **Initials:**                      **Chair** \_\_\_\_\_  
**Approved:** Dec 14, 2016                      **Recorded By:** Cheri Unterschultz                      **Secretary** \_\_\_\_\_

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**November 23, 2016, 7:00 PM**

Board Present:

Jill Weiss  
CHAIR

William Watson  
DIRECTOR

Trevor Panas  
DIRECTOR

Michelle Macdonald  
DIRECTOR

Inna Mackay  
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**

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**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.

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**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**

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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*

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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.