



Board Meeting

Agenda Package

December 20, 2017

☞ *New Horizons Charter School Society* ☞

AGENDA**Type of Meeting:** Board**Date:** December 20, 2017**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 20, 2017**

AGENDA

- | | | | |
|-----|---|----------------|---------|
| 1. | Call to Order | Nicole Pasemko | 7:00 pm |
| 2. | Adoption of Agenda | Nicole Pasemko | 7:01 pm |
| 3. | Disclosure of Conflict of Interest | Nicole Pasemko | 7:03 pm |
| 4. | Approval of Minutes | | 7:04 pm |
| | 4.1 November 22, 2017 – attachment | Nicole Pasemko | |
| 5. | Administration Reports | | 7:06 pm |
| | 5.1 Superintendent's Report – attachment | Don Falk | |
| 6. | Board Reports | | 7:16 pm |
| | 6.1 Board Chair's Report | Nicole Pasemko | |
| | 6.2 Committee Reports | Nicole Pasemko | |
| 7. | New Business | | 7:21 pm |
| | 7.1 Class Size Report – attachment | Ted Zarowny | |
| | 7.2 Enrolment Cap Issue – attachment | Don Falk | |
| | 7.3 Ownership Transfer Issue – attachment | Don Falk | |
| | 7.4 Strategy re Education Plan Outcome 5 – attachment | Don Falk | |
| 8. | Board Work Plan | | 8:20 pm |
| | 8.1 Board Work Plan 2017-18 – attachment | Nicole Pasemko | |
| 9. | The Association of Alberta Public Charter Schools | | 8:25 pm |
| | 9.1 Report on Special General Meeting of 2017-12-07 – Attachment | Don Falk | |
| 10. | Receipt of Reports | Nicole Pasemko | 8:40 pm |
| 11. | Correspondence Sent | Nicole Pasemko | 8:41 pm |
| 12. | Correspondence Received | Nicole Pasemko | 8:42 pm |
| | 12.1 Email (2017-12-15) and Attachment from Education Minister Eggen re Royal Assent for Bill 24 and Bill 28 – attachment | | |

AGENDA

Type of Meeting: Board

Date: December 20, 2017

Page:2 of 2

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

12.2 Letter (2012-12-04) to Fillmore Construction from Alberta
Infrastructure re Interim Completion of Modernization
Project – attachment

- | | | | |
|-----|--------------------|----------------|---------|
| 13. | In Camera | Nicole Pasemko | 8:47 pm |
| 14. | Adjournment | Nicole Pasemko | 9:15 pm |

Next Board Meeting – Wednesday, January 24, 2018, at 7:00 p.m.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: November 22, 2017

Initials: Chair _____

Approved: DRAFT

Recorded By: Cheri Unterschultz

Secretary _____

November 22, 2017 7:00 PM

Board Members Present At Call To Order:

Nicole Pasemko
CHAIR

Trevor Panas
DIRECTOR

Jill Weiss
DIRECTOR

Michelle Macdonald
DIRECTOR

Inna Mackay
DIRECTOR

Administration Present:

Don Falk
SUPERINTENDENT

Ted Zarowny
PRINCIPAL

Fred de Kleine
SECRETARY-TREASURER

Cheri Unterschultz
RECORDING SECRETARY

1. Call to Order

Chair Pasemko called the meeting to order at 6:58 pm.

2. Adoption of Agenda

*Motion 2017-11-22-01 Motion to adopt agenda for the Board Meeting
November 22, 2017.*

*Moved: Director Weiss, Seconded: Director Mackay,
Carried*

3. Disclosure of Conflict of Interest:

None

4. Approval of Minutes

4.1 Minutes from October 18, 2017

*Motion 2017-11-22-02 Motion to approve October 18, 2017 Board Meeting
Minutes.*

*Moved: Director Macdonald, Seconded: Director
Panas, Carried*

DRAFT

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NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: November 22, 2017

Initials: Chair _____

Approved: DRAFT

Recorded By: Cheri Unterschultz

Secretary _____

5. New Business

5.1 Audited Financial Statements

Director Panas spoke of the Audited Financial Statements.

Motion 2017-11-22-03 Motion to accept and approve the Audited Financial Statements in all material respects as at and for the year ended August 31, 2017; as prepared by Vleeming Vleeming O'Neill LLP.

Moved: Director Panas, Seconded: Director Mackay, Carried

Motion 2017-11-22-04 Motion to approve the transfers of funds as outlined in the Schedule of Changes in Accumulated Surplus for the year ended August 31, 2017

Moved: Director Panas, Seconded: Director Weiss, Carried

Motion 2017-11-22-05 Motion to assign additional duties to the Audit Committee on a pilot basis for the 2017-2018 school year specifically:

- 1. To review quarterly budget updates from administration prior to presentation to the board;*
- 2. To report to the board, at the time of budget updates, on any areas the committee feels are worth more detailed discussion at the board level, and to assist administration in providing the board with appropriate detail on those areas identified;*
- 3. To work with administration to create a risk matrix for financial risks and other potential liabilities facing the school and present this to the Board before the end of the 2017-18 School Year.*

Moved: Director Panas, Seconded: Director Weiss, Carried

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: November 22, 2017

Initials: Chair _____

Approved: DRAFT

Recorded By: Cheri Unterschultz

Secretary _____

5.2 Report from School Council

School Council Chair Kim Johnson provided a report on the priorities and activities of the School Council thus far this year.

5.3 Combined Annual Education Results Report for 2016/17 and Three-Year Education Plan for 2017/18 – 2019/2020

Principal Zarowny spoke to the Combined Annual Education Results Reports for 2016/17 and Three-Year Education Plan for 2017/18 – 2019/20 as attached to the agenda for the meeting.

Motion 2017-11-22-06 Motion to approve the combined Annual Education Plan 2016-17 and Three-Year Education Plan for 2017/18 to 2019/20, pending revisions based on the approved 2017-18 Budget update and on the approved Audited Financial Statements for the year ended August 31, 2017, and on clarification of the Board survey results.

Moved: Director Panas, Seconded: Director Macdonald, Carried

5.4 Fall Budget Update 2017/18

Secretary-Treasurer de Kleine spoke to the 2017-18 Fall Budget Update as attached to the agenda for the meeting.

Motion 2017-11-22-07 Motion to approve the Fall Budget Update for the 2017-18 school year, as outlined by Secretary-Treasurer de Kleine.

Moved: Director Weiss, Seconded: Director Mackay, Carried

5.5 Stakeholder Forum

Superintendent Falk spoke to the Stakeholder Forum to be held in January 2018 including possible topics of discussion. Members of the Board suggested possible topics for discussion at the Forum and recommended that a date during the last week in January or first week in February 2018 be selected for the event.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: November 22, 2017

Initials: Chair _____

Approved: DRAFT

Recorded By: Cheri Unterschultz

Secretary _____

6. Administration Reports

6.1 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's Report

None

7.2. Committee Reports

None

8. Board Work Plan

8.1 Board Work Plan 2017-18

The Board reviewed the Board Work Plan 2017-18, as attached to the agenda for the meeting.

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

9.1 Report on the Annual General Meeting

The Board discussed Director Coles' report, as attached to the agenda for the meeting.

9.2 Membership Fee Proposal

Superintendent Falk spoke to the TAAPCS membership fee proposal, as attached to the agenda for the meeting.

Motion 2017-11-22-08 Motion to accept the annual membership fee schedule as presented by The Association of Alberta Public Charter Schools.

Moved: Director Macdonald, Seconded: Director Weiss, Carried

9.3 Committee Volunteer Request

Superintendent Falk spoke to the TAAPCS Committee Volunteer request, as attached to the agenda for the meeting. Board members requested that information regarding the role and responsibilities of each committee be provided

DRAFT

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NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: November 22, 2017

Initials: Chair _____

Approved: DRAFT

Recorded By: Cheri Unterschultz

Secretary _____

to Board members and suggested that, following receipt of such information, Board members indicate their willingness to serve on committees by communicating their interest to the Superintendent, who will forward names of volunteers to the TAAPCS Executive Director.

9.4 Charter School Brochure

Superintendent Falk spoke to the Charter School Brochure, as attached to the agenda for the meeting.

10. Receipt of Reports

Motion 2017-11-22-09 Motion to receive reports as presented to the Board.

Moved: Director Weiss, Seconded: Director Mackay, Carried

11. Correspondence Sent

None

12. Correspondence Received

12.1 Email from Education Minister Eggen (2017-10-24) Re FNMI Lesson Plans.

12.2 Email from Education Minister Eggen (2017-11-15) Re Bill 28.

13. Adjournment

Chair Pasemko adjourned the meeting at 10:07 pm.

Next Board Meeting – Wednesday November 22, 2017 at 7:00pm.



Superintendent's Report to the Board of Directors

December 20, 2017

I. Summary of Meetings / Activities / Events During the Past Month

- a) November 22/17
 - Meeting with Alberta Infrastructure and Greater North Central Francophone Education Region re waste bins at École Claudette-et-Denis-Tardif.
 - Meeting with Alberta Infrastructure, ONPA Architects, and Fillmore Construction Management Inc. re interim acceptance of completion of modernization project (see letter in "Correspondence Received" item in Board meeting agenda).
 - Board Orientation Session and Board Meeting
- b) November 28/17
 - Personnel Committee Meeting with Bargaining Agent
- c) November 29/17
 - Meeting with New Horizons School Administration
 - Annual General Meeting of New Horizons Charter School Society
- d) November 30/17
 - Training Session I on Building Management System; Lockdown System Training
- e) December 1/17
 - Meeting of College of Alberta School Superintendents Zone 2/3
- f) December 7/17
 - Training on Building Management System (Session 2)
 - TAAPCS Special General Meeting
- g) December 14/17
 - Personnel Committee – Contract Negotiations

2. Impact of Change in Kindergarten Entry Cutoff Date

Among the provisions of Bill 28 (School Amendment Act, 2017) is a change in the cutoff date for kindergarten entry. Beginning with the 2020-21 school year, children will be required to be at least 5 years of age on or before December 31 of the year in which they enter kindergarten. This will be the cutoff dates for all kindergarten programs in Alberta. At present, school boards have flexibility in the establishment of the kindergarten cutoff date, provided children are at least 5 years of age by February 28 of the school year in which they enter kindergarten. Our school uses the February 28 cutoff date.

Administration has assessed the extent to which the change in the cutoff date may have an impact on enrolment at our school. Cumulatively over the past three years, a total of four

children with birthdates in January or February of the school year in which they enrolled in kindergarten have enrolled in our school. This suggests that the change in the cutoff date may have only a limited effect on our school's kindergarten enrolment.

What is not known is the extent to which parents may change their practices with respect to "keeping children at home" for an extra year when their birth dates fall in the month or two prior to the cutoff date. With the new cutoff date being December 31, it remains to be seen how many parents whose children have November or December birth dates will now choose to withhold their children from school for an extra year.

Regardless, the impact will be felt for only one year: the year in which the transition to the new cutoff date occurs.

3. Board Development Session with Becky Kallal

Becky Kallal has indicated that she is available to provide a development session for our Board during the January or early February 2018.

Dates in January that **do not** work for Ms. Kallal are as follows: January 15, 17, 19, 31.

Dates in early February that do not work for Ms. Kallal are as follows: February 1, 2, 7.

Also, Ms. Kallal seeks direction as to the type of session our Board would like. Specifically, her question to me was, "Are you looking for my usual presentation for new directors -- role of the directors and board corporate as differentiated from other roles (like superintendent and principal), meeting protocols, basics of making motions?"

Directors are asked to select preferred dates for the session and to comment on the focus of the session as well.



Don Falk,
Superintendent

MEMORANDUM

December 16, 2017

To: Board of Directors

From: Don Falk – Superintendent

Subject: Class Size Report 2017-18

Background:

Attached for the information of the Board of Directors is the Class Size Report for the 2017-18 school year. Directors will note that the mean class sizes for grade groupings are as follows:

- Kindergarten to Grade 3: 20.7
- Grades 4-6: 20.4
- Grades 7-9: 17.2

The Report provides information not only with respect to core academic classes (i.e. English Language Arts, Math, Science, Social Studies) at all grade levels, but also with respect to provincially- or school-mandated non-core courses of study in the elementary grades (e.g. Music, Art, Drama, Physical Education, French) and junior high option courses (e.g. French, Music, Art, Drama, Foods and other Foods-related courses, Active Community Living, Forensics, Horticulture, Debate, Architecture, Leadership, Robotics, Science Olympics, Driver Education, Technology, Tourism, Enterprise & Innovation).

Ted Zarowny, Principal, will provide additional comments regarding the Class Size Report at the Board meeting on December 20, 2017.

Recommendation:

It is recommended that the Class Size Report 2017-18 be received as information.



Don Falk – Superintendent

Attachment

School Summary

ALL SUBJECTS

School: New Horizons School [S.6001]
Jurisdiction: New Horizons Charter School Society [A.6015]
Total Number of FTE Teacher Assistants: 5.7
Number of FTE Teacher Assistants assigned to students with special needs: 3.0

	K to 3			4 to 6			7 to 9			10 to 12		
	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18
Average Class Size	18.7	20.2	20.7	22.7	21.6	20.4	17.8	14.8	17.2			
Number of Students with Severe Disabilities per class	0.8	0.5	0.3	0.3	0.2							
Number of Mild/Moderate Students per class												
Number of Gifted/Talented Students per class	18.7	20.2	20.6	22.7	21.6	20.4	17.4	14.8	17.2			
Number of ESL Students per class												
Smallest Class	13.0	16.0	17.0	20.0	17.0	19.0	8.0	6.0	6.0			
Largest Class	22.0	22.0	23.0	24.0	24.0	23.0	26.0	29.0	27.0			

Distribution of Class Sizes - %	K to 3			4 to 6			7 to 9			10 to 12		
	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18
1 to 5												
6 to 10							6.8	10.3	7.8			
11 to 15	18.2						6.8	30.8	29.4			
16 to 20	32.7	33.3	50.0	33.3	20.0	80.0	72.7	56.4	31.4			
21 to 25	49.1	66.7	50.0	66.7	80.0	20.0	11.4		27.5			
26 to 30							2.3	2.6	3.9			
31 to 35												
36 to 40												
Over 40												

Distribution of Class Sizes - #	K to 3			4 to 6			7 to 9			10 to 12		
	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18
1 to 5												
6 to 10							3	4	4			
11 to 15	10						3	12	15			
16 to 20	18	16	36	9	8	36	32	22	16			
21 to 25	27	32	36	18	32	9	5		14			
26 to 30							1	1	2			
31 to 35												
36 to 40												
Over 40												

Note: 3/4 combined classes are included in the Gr. 4 to 6 average
 6/7 combined classes are included in the Gr. 7 to 9 average
 9/10 combined classes are included in the Gr. 10 to 12 average
 Special Education classes are included
 Team taught classes are reflected as an instructional PTR size (i.e., a class of 50 with two teachers would be reported as two classes of 25).
 Colony/Hutterite schools have been excluded
 Outreach/alternative schools have been excluded
 Virtual/Home Ed/Distance Ed programs have been excluded
 Core Classes: Math, Language Arts, Sciences, Social Studies, Special Education

School Summary

ALL SUBJECTS

School: New Horizons School [S.6001]
Jurisdiction: New Horizons Charter School Society [A.6015]
Total Number of FTE Teacher Assistants: 5.7
Number of FTE Teacher Assistants assigned to students with special needs: 3.0

Average by Subject Category	K to 3			4 to 6			7 to 9			10 to 12		
	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18
Language Arts English/French	19.3	22.0	20.8	22.7	21.6	20.4	18.3	15.0	17.7			
Mathematics	19.3	22.0	20.8	22.7	21.6	20.4	17.8	15.0	17.7			
Science	19.3	22.0	20.8	22.7	21.6	20.4	18.3	15.0	17.7			
Social Studies	19.3	22.0	20.8	22.7	21.6	20.4	18.3	15.0	17.7			
Health	19.3	22.0	20.8	22.7	21.6	20.4	18.3	15.0	17.7			
Physical Education	19.3	22.0	20.8	22.7	21.6	20.4	18.3	15.0	17.7			
Art	19.3	22.0	20.8	22.7	21.6	20.4	17.7	13.0	17.3			
Music	19.3	22.0	20.8	22.7	21.6	20.4	16.0	12.0	12.0			
Drama							17.0	17.5	12.0			
Second Languages	18.0		20.6	22.7		20.2	18.5	15.0	17.7			
Religious Instruction/Studies												
Environmental and Outdoor Education												
Social Science												
Career and Technology Studies							19.5		17.0			
Knowledge and Employability												
Special Education												
Local Developed Course												
Other							17.0	14.7	18.4			
Career and Life Management												
Biology												
Chemistry												
Physics												

Note: 3/4 combined classes are included in the Gr. 4 to 6 average
6/7 combined classes are included in the Gr. 7 to 9 average
9/10 combined classes are included in the Gr. 10 to 12 average
Special Education classes are included
Team taught classes are reflected as an instructional PTR size (i.e., a class of 50 with two teachers would be reported as two classes of 25).
Colony/Hutterite schools have been excluded
Outreach/alternative schools have been excluded
Virtual/Home Ed/Distance Ed programs have been excluded
Core Classes: Math, Language Arts, Sciences, Social Studies, Special Education

MEMORANDUM

December 16, 2017

To: Board of Directors

From: Don Falk – Superintendent

Subject: Enrolment Cap Issue

Background:

Directors may recall that, in November 2016, a request (copy attached) was made to the Minister of Education to increase the enrolment cap at our school from 300 students (grade 1 and up) to 450 students. As per his letter of May 12, 2017 (attached), this request was denied by Minister Eggen, with the following statement provided as a his rationale:

New Horizons Charter School has consistently demonstrated an ability to achieve its mandate with the current enrolment cap. Sufficient rationale outlining how an increase in the enrolment cap would enhance your charter's mandate was not provided.

Given that our school's total enrolment now stands at 318 students (281 in grades 1 and up) and with the projection for next year being a total of 347 students (329 in grades 1 and up), the Board may wish to consider the submission of a renewed request for an enrolment cap increase. Further, recent comments from Minister Eggen have included high praise for the work of charter schools, assurance of his continued support for charter schools, and an invitation for charter schools to submit requests to him.

Giving consideration to the Minister's comment in his May 2017 rejection letter, the following could be advanced as arguments in support of such an increase (i.e. enhance the charter's mandate):

- The recent growth in our elementary school program has resulted in the establishment of two classes at each grade level. This has enabled the introduction of "grade partners" for teachers in the elementary grades. In turn, this has provided greater opportunity for teacher collaboration, teacher professional growth and, ultimately, enhanced learning opportunities for students. An increase in the enrolment cap would enable continued enrolment growth in our junior high school program, ultimately resulting in the hiring of more teachers and thereby providing the same opportunities for teacher collaboration and growth at the junior high level. Further, the expansion of our teaching team would provide opportunity to employ a greater number of subject-area specialists and to continue the expansion of option courses for students, again providing increased and enhanced learning opportunities for students.

- Enrolment growth in our junior high school program would also build sufficient enrolment to support the eventual establishment of a high school program. Providing a program of gifted education at the high school level has been included as an objective in each of our school's five approved charters.

Recommendation:

It is recommended that the Board give consideration to the submission of a renewed request to the Minister of Education for an increase in the school's enrolment cap from 300 students to 45 students.



Don Falk – Superintendent

Attachments (2)



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

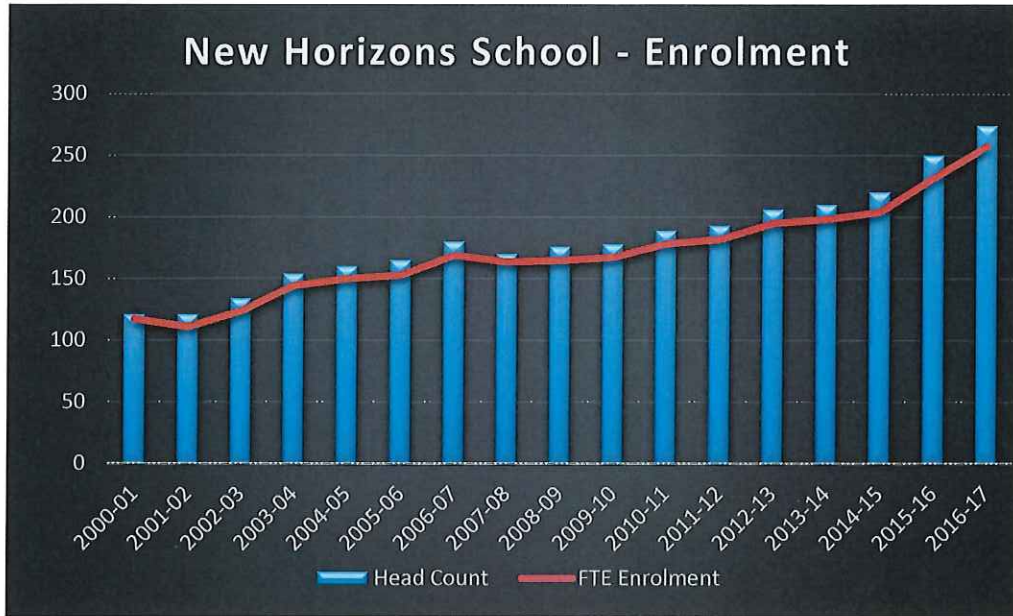


Table 1: New Horizons School – Enrolment 2001/01 to 2016/17

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



ALBERTA
EDUCATION

Office of the Minister

AR96684

MAY 12 2017

Ms. Jill Weiss
Chair
New Horizons Charter School
1000 Strathcona Drive
Sherwood Park AB T8A 3R6

Dear Ms. Weiss:

Thank you for your request to increase New Horizons Charter School's enrolment cap.

New Horizons Charter School has consistently demonstrated an ability to achieve its mandate with the current enrolment cap. Sufficient rationale outlining how an increase in the enrolment cap would enhance your charter's mandate was not provided.

Given this, I respectfully decline your request to increase your enrollment cap.

I wish you and your students a successful school year.

Sincerely,

David Eggen
Minister

cc: Annie McKittrick, MLA, Sherwood Park

MEMORANDUM

December 16, 2017

To: Board of Directors
From: Don Falk – Superintendent
Subject: Ownership Transfer Issue

Background:

Directors may recall that, dating back to June of 2014, the matter of the transfer of ownership of the New Horizons School campus (i.e. building and lands) has been under discussion. In his letter of June 5, 2014 to the Chair of the Elk Island Catholic School Division, then Education Minister Jeff Johnson made the following statement:

I also seek your co-operation and commitment to make the facility available to New Horizons Charter School Society on an immediate basis, with a view to completing transfer of ownership of the school as soon as possible.

Since that time, there have been several communications between our Board and the Minister of Education, with the following statement from Minister Eggen (June 14, 2016) being the most recent “word” in the matter:

The land title issue is still under consideration ... my decision will be communicated to the New Horizons Charter School Society and Elk Island Catholic Schools when the review is complete.

Given that eighteen months have passed since the Board has heard from the Minister with respect to this issue, it is suggested that this may be an opportune time for the Board to consider asking the Minister for an update regarding the status of his review and to once again press for a formal transfer of ownership.

Recommendation:

It is recommended that the Board give consideration to corresponding with the Minister of Education, requesting a status update regarding his review of the ownership transfer issue and underscoring the Board’s existing request for a formal transfer of ownership.



Don Falk – Superintendent

MEMORANDUM

December 16, 2017

To: Board of Directors

From: Don Falk – Superintendent

Subject: Education Plan Outcome 5

Background:

Outcome 5 in our current Education Plan reads as follows:

Alberta's education system is well governed and managed.

The following strategy is included in the Education Plan as a means of fulfilling the requirements of Outcome 5:

Develop succinct summary description (elevator speech/motto) that focuses on areas of our program that are engaging for students and which can be embraced and used by all stakeholders. (e.g. Produce business cards with 4-5 key points that can be used for reference and for distribution.)

Attached for the consideration of directors is a draft business card that could be provided to directors, parents, administration, staff and others for use when engaging in conversations with those who may be unfamiliar with our school. The card includes key talking points to guide such discussions and to provide the recipient with information for future reference.

Recommendation:

It is recommended that the Board refer the draft business card to the Public Relations Committee, together with a request that the Committee provide comment and recommendations to the Board with respect to the card.



Don Falk – Superintendent

Attachment

DRAFT

New Horizons School

Gifted Education for Heart & Mind

Board Member / Parent Advocate

1000 Strathcona Drive
Sherwood Park, AB T8A 3R6

P: 780-416-2353

E: admin@newhorizons.ca

W: newhorizons.ca

DRAFT

New Horizons School

- Meets the diverse needs of K-9 children in a friendly, safe & supportive environment.
- Engaging, exciting, collaborative, activity-focused learning climate.
- Provides opportunity for gifted children to learn with like-minded peers in a congregated setting.
- A unique choice for families in Sherwood Park, Strathcona County, Edmonton & surrounding communities.
- Full public funding, just like other public schools - no tuition fees.
- Self-governing public school operated by a non-profit society comprised of parents & community supporters.

Board of Directors – Work Plan for 2017-18

September	<ul style="list-style-type: none"> ▪ Adopt Board Work Plan for 2017-18 <input checked="" type="checkbox"/> ▪ Receive Counsellor's Report for 2016-17 School Year <input checked="" type="checkbox"/> ▪ Set date for October Board meeting <input checked="" type="checkbox"/> ▪ Receive report on provincial achievement test results (closed meeting) <input checked="" type="checkbox"/> ▪ Set date for NHCS Society AGM <input checked="" type="checkbox"/> ▪ <input type="checkbox"/> ▪ <input type="checkbox"/>
October	<ul style="list-style-type: none"> ▪ Conduct SGM; Hold Board elections <input checked="" type="checkbox"/> ▪ Elect Board executive officers (must be within one week of SGM) <input checked="" type="checkbox"/> ▪ Select members for Board standing committees <input checked="" type="checkbox"/> ▪ Set dates for Board meetings (motion required) <input checked="" type="checkbox"/> ▪ Notify Service Alberta of change in executive officers <input checked="" type="checkbox"/> ▪ Sign Board Member Code of Conduct – Policy #101 <input checked="" type="checkbox"/> ▪ Receive Accountability Pillar Results Report for October 2017 <input checked="" type="checkbox"/> ▪ Attend TAAPCS Annual General Meeting <input checked="" type="checkbox"/> ▪ Receive enrolment report for September 30, 2017 <input checked="" type="checkbox"/> ▪ Conduct initial orientation session for new Board members <input checked="" type="checkbox"/> ▪ Submit request to Alberta Education for modular classrooms <input checked="" type="checkbox"/> ▪ <input type="checkbox"/> ▪ <input type="checkbox"/>
November	<ul style="list-style-type: none"> ▪ Conduct AGM of NHCS Society <input checked="" type="checkbox"/> ▪ Approve final Three-Year Education Plan 2017-18 to 2019-20 <input checked="" type="checkbox"/> ▪ Approve revised budget for 2017-18 <input checked="" type="checkbox"/> ▪ Approve Annual Education Results Report 2017-18 <input checked="" type="checkbox"/> ▪ Approve Audited Financial Statement Year Ending Aug 31/17 <input checked="" type="checkbox"/> ▪ Receive Report #1 from School Council <input checked="" type="checkbox"/> ▪ <input type="checkbox"/> ▪ <input type="checkbox"/>
December	<ul style="list-style-type: none"> ▪ Receive Class Size Report for 2017-18 <input type="checkbox"/> ▪ <input type="checkbox"/> ▪ <input type="checkbox"/>
January	<ul style="list-style-type: none"> ▪ Receive Quarterly Financial Report for Sep - Nov 2017 <input type="checkbox"/> ▪ Receive mid-year progress report on Three-Year Education Plan 2017-20 <input type="checkbox"/> ▪ <input type="checkbox"/> ▪ <input type="checkbox"/>
February	<ul style="list-style-type: none"> ▪ Approve school calendar for 2018-19 <input type="checkbox"/> ▪ Stakeholder Forum – Gather input on possible Education Plan priorities <input type="checkbox"/> ▪ Prepare breakfast for school staff – Feb 16 <input type="checkbox"/> ▪ Celebrate Grand Re-opening – Feb 21 <input type="checkbox"/> ▪ <input type="checkbox"/> ▪ <input type="checkbox"/>

March	<ul style="list-style-type: none"> ▪ Receive Quarterly Financial Report for Dec 2017 – Feb 2018 <input type="checkbox"/> ▪ Approve Three-Year Capital Plan for 2018-19 to 2020-21 <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"/> ▪ <input type="checkbox"/>
April	<ul style="list-style-type: none"> ▪ Provide provisional approval to Education Plan 2018-19 to 2020-21 <input type="checkbox"/> ▪ <input type="checkbox"/> ▪ <input type="checkbox"/>
May	<ul style="list-style-type: none"> ▪ Attend TAAPCS Spring General Meeting <input type="checkbox"/> ▪ Approve Budget for 2018-19 <input type="checkbox"/> ▪ Receive Accountability Pillar Results Report for May 2017 <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"/> ▪ <input type="checkbox"/>
June	<ul style="list-style-type: none"> ▪ Assess Board Work Plan progress for 2017-18 <input type="checkbox"/> ▪ Receive Quarterly Financial Report for Mar – May 2018 <input type="checkbox"/> ▪ Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10) <input type="checkbox"/> ▪ Schedule September 2018 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	<ul style="list-style-type: none"> ▪ 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	<ul style="list-style-type: none"> ▪ 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	<ul style="list-style-type: none"> ▪ Meet with: <input type="checkbox"/> <li style="padding-left: 20px;">- County Council <input type="checkbox"/> <li style="padding-left: 20px;">- MLAs <input type="checkbox"/> ▪ <input type="checkbox"/>



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

MEMORANDUM

December 16, 2017

To: Board of Directors

From: Don Falk – Superintendent

Subject: Special General Meeting of The Association of Alberta Public Charter Schools

Background:

A Special General Meeting (via teleconference) of The Association of Alberta Public Charter Schools (TAAPCS) was held on December 7, 2012. The purpose of the meeting was to give consideration to a proposed membership fee structure for the Association.

As noted in the attached draft minutes of the meeting, consideration was given to the original membership fee proposal, as discussed and supported by our Board at its meeting on November 22, 2017, with wording as follows:

Moved that The Association of Alberta Public Charter Schools adopt the following fee structure for 2018 and beyond: A base fee of \$1500.00 for each school with an additional levy of \$5.00/FTE student, calculated on the FTE students from the previous year. Waiver applications will be accepted, but approved schools are expected to contribute a “good faith” amount in lieu (unspecified).

The meeting then gave consideration to a proposed amendment, worded as follows:

Moved that the motion be amended by changing the base fee to \$5000, changing the additional levy to \$2.50/FTE student, making the base fee amount for the 1/3rd of the membership that have the lowest FTE student population optional at the discretion of those member schools, and rescinding Policy 5 - Waiver of Membership Fees.

A rationale for the proposed amendment was submitted by Foundations for the Future Charter Academy and is attached to this memo.

It was then decided to postpone consideration of both the proposed amendment and the original proposal to another Special General Meeting, scheduled for February 8, 2018. (Formal notification of this meeting will be circulated in early January.) The intent of the postponement was to provide opportunity for boards to consider the proposed amendment.

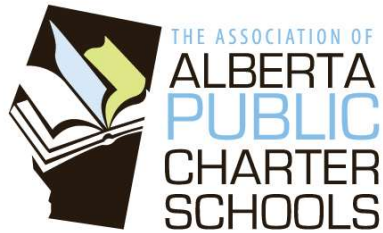
Recommendation:

It is recommended that, in preparation for the TAAPCS Special General Meeting of February 8, 2018, the Board give consideration to the proposed amendment to the proposed membership fee structure and that the Board give consideration to providing direction to its delegate at that meeting.



Don Falk – Superintendent

Attachments (2)



MINUTES

Special General Meeting

December 7, 2017

(via teleconference)

1. Pre-meeting Comments

Ron Koper provided a positive, encouraging report on Education Minister Eggen's visit today to Connect Charter School. Minister Eggen's comments during his visit were very supportive of charter schools, similar to the comments he made at the Charter Schools Conference in October. Mr. Koper reported that a feeling of growing trust in charter schools appears to be coming from the Minister.

2. Call to Order

The meeting was called to order with at 7:04 p.m. by Chair Ron Koper. A roll call of those in attendance followed.

3. Determination of Quorum

Article 7 of the bylaws states, "A simple majority of the voting members shall constitute a quorum for the transaction of business at any meeting of the Association." 10 voting members were in attendance. Quorum was therefore achieved.

A voting representative from each the following member schools was present:

- Aurora Charter School
- Calgary Arts Academy (CAA)
- Calgary Girls' School
- Centre for Academic and Personal Excellence (CAPE)
- Connect Charter School
- Foundations for the Future Charter Academy (FFCA)
- Mother Earth's Children's Charter School (MECCS)
- Suzuki Charter School
- Valhalla Community School
- Westmount Charter School

Executive Director Kath Rhyason and several TAAPCS administrative officers were also in attendance.

4. Proof of Notice of Meeting

Attached to the meeting agenda was proof of written notification of the meeting, as circulated on November 8, 2017.

5. Motion Regarding Proposed Fee Structure

Moved that The Association of Alberta Public Charter Schools adopt the following fee structure for 2018 and beyond: A base fee of \$1500.00 for each school with an additional levy of \$5.00/FTE student, calculated on the FTE students from the previous year. Waiver applications will be accepted, but approved schools are expected to contribute a "good faith" amount in lieu (unspecified).

Moved: Boris Vidal – Suzuki Seconded: Nancy Westad – Valhalla

Discussion followed.

6. Amendment to the Motion

Moved that the motion be amended by changing the base fee to \$5000, changing the additional levy to \$2.50/FTE student, making the base fee amount for the 1/3rd of the membership that have the lowest FTE student population optional at the discretion of those member schools, and rescinding Policy 5 - Waiver of Membership Fees.

Moved: Amish Patel – FFCA Seconded: Paul Knapp - CAA

Discussion followed. Included in the discussion was an offer by FFACA (Amish Patel) to move an amendment to its amendment that would remove the rescinding of Policy 5 – Waiver of Membership Fees.

7. Motion to Postpone

Moved that consideration of the motion to amend the main motion be postponed until the first week in February, at which time the Special General Meeting will be reconvened.

Moved: Amish Patel – FFCA Seconded: Janine Bide – CAPE

Discussion followed.

CARRIED

Respectfully submitted,
Don Falk – TAAPCS Secretary



FFCA proposed amendment to TAAPCS FEES

TAAPCS Special Meeting December 7, 2017

Amish Patel
FFCA Director
amish.patel@ffca-Calgary.com



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Existing TAAPCS Proposal

- An initial fees structure of a base fee of \$1500.00 for each school with an additional levy of \$5.00/FTE student calculated on the FTE students from the previous year was proposed. Waivers applications will still be accepted, but approved schools are expected to contribute a “good faith” amount in lieu (unspecified).
- Proposed amendments will be considered. If possible, please forward proposed amendments to the Executive Director by December 1, 2017 for distribution.
- The goal of the meeting is to agree upon a membership fee structure that will facilitate the draft school and draft TAAPCS budget preparations for approval by the respective boards. TAAPCS budget approval is on the agenda for the Spring General Meeting.



FFCA's Proposed Amendment

- **Amish Patel, representative for FFCA, moves to:**
 - Change the base fee to \$5,000,
 - Change the additional levy to \$2.50/FTE,
 - Make the base fee amount for the 1/3rd of the membership that have the lowest FTE student population optional at the discretion of those member schools, and
 - Rescind Policy 5 “Waiver of Membership Fees”



Rationale - Overview

- **It is about fairness. The current proposal puts an unfair financial burden on FFCA.**
 - Currently FFCA pays for 12% of fees
 - Current TAAPCS proposal would result in FFCA paying for 28% of fees
 - FFCA’s proposed amendment would result in FFCA paying for 20% of fees
 - FFCA has the lowest liquid funds per student in the entire charter peer group and yet is being asked to contribute the most
 - All schools have 1 equal vote (i.e. FFCA has 7.7% of the voting rights yet is being asked to contribute 28% of TAAPCS fees) – this is disproportionate

FFCA PROPOSED AMENDMENT							CURRENT TAAPCS PROPOSAL			CURRENT FEE LEVELS			ASBA		
School	Student Count	Flat Fee	Per Student	\$ per Student	Total	% Carry	\$5/student \$1500 Base	Difference from Amendment	% Carry	Current Fee	Difference from Current Fee	% Carry	Current Fee	Difference from TAAPCS Proposal	% Carry
FFCA	3,299	\$5,000	\$2.50	\$8,248	\$13,248	20%	\$17,995	(\$4,748)	28%	\$5,000	\$8,248	12%	\$ 12,983	(\$5,012)	18%
Westmount	1,241	\$5,000	\$2.50	\$3,103	\$8,103	12%	\$7,705	\$398	12%	\$5,000	\$3,103	12%	\$ 9,213	\$1,508	12%
Almadina	1,039	\$5,000	\$2.50	\$2,598	\$7,598	11%	\$6,695	\$903	10%	\$5,000	\$2,598	12%	\$ 8,838	\$2,143	12%
Aurora	648	\$5,000	\$2.50	\$1,620	\$6,620	10%	\$4,740	\$1,880	7%	\$4,500	\$2,120	11%	\$ 7,271	\$2,531	10%
Connect	605	\$5,000	\$2.50	\$1,513	\$6,513	10%	\$4,525	\$1,988	7%	\$4,500	\$2,013	11%	\$ 7,005	\$2,480	9%
Calgary Girls	588	\$5,000	\$2.50	\$1,470	\$6,470	10%	\$4,440	\$2,030	7%	\$3,750	\$2,720	9%	\$ 6,900	\$2,460	9%
Calgary Arts	504	\$5,000	\$2.50	\$1,260	\$6,260	9%	\$4,020	\$2,240	6%	\$3,750	\$2,510	9%	\$ 6,381	\$2,361	9%
Suzuki	294	\$5,000	\$2.50	\$735	\$5,735	9%	\$2,970	\$2,765	5%	\$2,500	\$3,235	6%	\$ 4,638	\$1,668	6%
New Horizons	232	\$5,000	\$2.50	\$580	\$5,580	8%	\$2,660	\$2,920	4%	\$2,500	\$3,080	6%	\$ 4,121	\$1,461	6%
CAPE	202	-	\$2.50	\$505	\$505	1%	\$2,510	(\$2,005)	4%	\$2,500	(\$1,995)	6%	\$ 3,870	\$1,360	5%
Boyle Street	145	-	\$2.50	\$363	\$363	1%	\$2,225	(\$1,863)	3%	\$500	(\$138)	1%	\$ 1,344	(\$881)	2%
Valhalla	90	-	\$2.50	\$225	\$225	0%	\$1,950	(\$1,725)	3%	\$500	(\$275)	1%	\$ 834	(\$1,116)	1%
Mother Earth	65	-	\$2.50	\$163	\$163	0%	\$1,825	(\$1,663)	3%	\$500	(\$338)	1%	\$ 602	(\$1,223)	1%
Total	8,952			Total \$67,380		100%	\$64,260	\$3,120	100%	\$40,500	\$26,880	100%	\$74,000	\$9,740	100%



Rationale – Current Fee Levels

- Operating grant valued at \$25,500 is no longer available
- To continue to operate near existing budget levels, member schools will need to make up the difference
- This means current fee levels won't work
- FFCA supports an equitable increase in fees, in the aggregate, to ensure the continued success of TAAPCS
- FFCA **opposes** the currently contemplated change in formula

CURRENT FEE LEVELS		
School	Current Fee	% Carry
FFCA	\$5,000	12%
Westmount	\$5,000	12%
Almadina	\$5,000	12%
Aurora	\$4,500	11%
Connect	\$4,500	11%
Calgary Girls	\$3,750	9%
Calgary Arts	\$3,750	9%
Suzuki	\$2,500	6%
New Horizons	\$2,500	6%
CAPE	\$2,500	6%
Boyle Street	\$500	1%
Valhalla	\$500	1%
Mother Earth	\$500	1%
Total	\$40,500	100%



Rationale – Executive Director is Valued

- **FFCA believes the Executive Director is a valued position**
- If member schools support this notion, it seems reasonable that the flat fee should be materially higher given a significant amount of this is used to cover the cost of the Executive Director (current cost is \$30,000 and most schools agree the position is currently underfunded)
- It is FFCA’s position that the current flat fee is too small
- Under FFCA’s proposal, the top 2/3 schools (by headcount) would pay \$5,000 and the bottom 1/3 schools have the option of opting out of the flat fee
 - If the bottom 1/3 “opted-in”, total flat fee revenue would be \$65,000

School	Flat Fees	
	TAAPCS Flat FEE	FFCA Proposal
FFCA	\$1,500	\$5,000
Westmount	\$1,500	\$5,000
Almadina	\$1,500	\$5,000
Aurora	\$1,500	\$5,000
Connect	\$1,500	\$5,000
Calgary Girls	\$1,500	\$5,000
Calgary Arts	\$1,500	\$5,000
Suzuki	\$1,500	\$5,000
New Horizons	\$1,500	\$5,000
CAPE	\$1,500	-
Boyle Street	\$1,500	-
Valhalla	\$1,500	-
Mother Earth	\$1,500	-
Total	\$19,500	\$45,000



Rationale – Encouraging Membership

- FFCA believes that smaller schools or newer schools should be encouraged to be members of the association
- To encourage participation, the base fee should not be a barrier to membership
- FFCA is proposing that the bottom 1/3 of schools have the option of opting out of the \$5,000 flat fee
- The per student fee would remain as that is a good faith amount for participating in TAAPCS
- The bottom four schools (by headcount) would see a significant decrease in total fees with FFCA’s amendment

FFCA PROPOSED AMENDMENT						
School	Student Count	Flat Fee	Per Student	\$ per Student	Total	% Carry
FFCA	3,299	\$5,000	\$2.50	\$8,248	\$13,248	20%
Westmount	1,241	\$5,000	\$2.50	\$3,103	\$8,103	12%
Almadina	1,039	\$5,000	\$2.50	\$2,598	\$7,598	11%
Aurora	648	\$5,000	\$2.50	\$1,620	\$6,620	10%
Connect	605	\$5,000	\$2.50	\$1,513	\$6,513	10%
Calgary Girls	588	\$5,000	\$2.50	\$1,470	\$6,470	10%
Calgary Arts	504	\$5,000	\$2.50	\$1,260	\$6,260	9%
Suzuki	294	\$5,000	\$2.50	\$735	\$5,735	9%
New Horizons	232	\$5,000	\$2.50	\$580	\$5,580	8%
CAPE	202	-	\$2.50	\$505	\$505	1%
Boyle Street	145	-	\$2.50	\$363	\$363	1%
Valhalla	90	-	\$2.50	\$225	\$225	0%
Mother Earth	65	-	\$2.50	\$163	\$163	0%
Total	8,952			Total \$67,380		100%

CURRENT TAAPCS PROPOSAL			
School	\$5/student \$1500 Base	Difference from Amendment	% Carry
FFCA	\$17,995	(\$4,748)	28%
Westmount	\$7,705	\$398	12%
Almadina	\$6,695	\$903	10%
Aurora	\$4,740	\$1,880	7%
Connect	\$4,525	\$1,988	7%
Calgary Girls	\$4,440	\$2,030	7%
Calgary Arts	\$4,020	\$2,240	6%
Suzuki	\$2,970	\$2,765	5%
New Horizons	\$2,660	\$2,920	4%
CAPE	\$2,510	(\$2,005)	4%
Boyle Street	\$2,225	(\$1,863)	3%
Valhalla	\$1,950	(\$1,725)	3%
Mother Earth	\$1,825	(\$1,663)	3%
Total	\$64,260	\$3,120	100%



Rationale – Liquid Funds

- All charters EXCEPT FFCA are eligible for Small Board Administration Funding
- FFCA is being asked to fund 28% of TAAPCS costs yet only has \$403 per student in accessible liquid funding (**lowest amongst the charters**)

SCHOOL	Student Count	Liquid Reserves	TALF		TALF / Student
			Small Board Funding	Total Accessible Liquid Funding	
Boyle Street	145	\$ 2,094,800	193,837	\$ 2,288,637	\$ 15,784
Aurora	648	\$ 3,938,635	209,673	\$ 4,148,308	\$ 6,402
New Horizons	232	\$ 808,662	193,837	\$ 1,002,499	\$ 4,321
Calgary Girls	588	\$ 2,302,465	203,253	\$ 2,505,718	\$ 4,261
Mother Earth	65	\$ -	193,837	\$ 193,837	\$ 2,982
Almadina	1,039	\$ 2,451,394	251,510	\$ 2,702,904	\$ 2,601
Suzuki	294	\$ 526,696	193,837	\$ 720,533	\$ 2,451
Valhalla	90	\$ (3,559)	193,837	\$ 190,278	\$ 2,114
Westmount	1,241	\$ 1,413,828	273,124	\$ 1,686,952	\$ 1,359
Connect	605	\$ 514,861	205,072	\$ 719,933	\$ 1,190
CAPE	202	\$ 32,825	193,837	\$ 226,662	\$ 1,122
Calgary Arts	504	\$ 179,628	194,265	\$ 373,893	\$ 742
FFCA	3,275	\$ 1,318,331	0	\$ 1,318,331	\$ 403

Legend: Red font - bottom 1/3 by population. Exemption option for flat fee



Rationale – Funding Gap Scenario

- If the largest charter school falls into arrears, there could be a 28% shortfall in revenue even though they only comprise 7.7% of the total membership and votes under the original proposal

Scenario: TAAPCS proposal with funding gap		
School	\$5/student \$1500 Base	Scenario: No Payment
FFCA	\$17,995	-
Westmount	\$7,705	\$7,705
Almadina	\$6,695	\$6,695
Aurora	\$4,740	\$4,740
Connect	\$4,525	\$4,525
Calgary Girls	\$4,440	\$4,440
Calgary Arts	\$4,020	\$4,020
Suzuki	\$2,970	\$2,970
New Horizons	\$2,660	\$2,660
CAPE	\$2,510	\$2,510
Boyle Street	\$2,225	\$2,225
Valhalla	\$1,950	\$1,950
Mother Earth	\$1,825	\$1,825
Total	\$64,260	\$46,265

Funding Gap:	(\$17,995)
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References

- AB Education Small Board Funding -
<https://education.alberta.ca/media/3693640/2017-18-funding-manual-november.pdf>



Don Falk <dfalk@newhorizons.ca>

Bill 24 and Bill 28 Receive Royal Assent

1 message

EDC Minister <Education.Minister@gov.ab.ca>

Fri, Dec 15, 2017 at 9:53 AM

To: Board Chairs of Public, Separate, Francophone and Charter School Boards**Presidents and Board Chairs of Private School Operators****Presidents of Stakeholder Associations:**

ACSTA (Alberta Catholic School Trustees' Association)

AEFAA (Alberta Educational Facilities Administrators Association)

ASBA (Alberta School Boards Association)

AHEA (Alberta Home Education Association)

ASCA (Alberta School Councils' Association)

ATA (Alberta Teachers' Association)

AAPCS (Association of Alberta Public Charter Schools)

ACFA (Association canadienne-française de l'Alberta)

AISCA (Association of Independent Schools & Colleges in Alberta)

ASBOA (Association of School Business Officials of Alberta)

CASS (College of Alberta School Superintendents)

CCSSA (Council of Catholic Superintendents of Alberta)

Fédération des parents francophones de l'Alberta

Fédération des conseils scolaires francophones de l'Alberta

Learning Disabilities Association of Alberta

PSBAA (Public School Boards' Association of Alberta)

I am pleased to be able to share that Bill 24: *An Act to Support Gay-Straight Alliances* and Bill 28: *School Amendment Act, 2017* received Royal Assent on December 15, 2017.

I am proud of what these two pieces of legislation do to protect the rights of students and to ensure that our education system will continue to prepare students for success now and in the future. I would also like to thank you all for your continued commitment to students, parents, teachers, staff and the school community as a whole. Your feedback during consultations and the conversations I have had with you over the past several months were critical to informing the direction of both of these pieces of legislation.

For Bill 28: *School Amendment Act*, most provisions come into force upon Royal Assent. The exceptions are

amendments respecting:

- the establishment of separate school districts, which come into effect on September 1, 2018;
- implementation of the new professional practice standards, which come into effect September 1, 2019;
- establishing a common age of entry, which come into effect for the 2020/21 school year;
- rules and regulations on student transportation, which will come into effect for the 2018/19 school year; and
- the requirement for a Code of Conduct to be in place for all school board trustees, which will come into force on September 1, 2018.

Work on the development of regulations to support the provisions of the *School Amendment Act* is underway, and I look forward to continuing conversations about that work in the coming months.

I would like to take this opportunity to share additional information about the legislative changes to Bill 24 and when these amendments will come into force. The following is a summary of the legislative changes that have been made. The attached document provides a more detailed overview of the amendments contained in Bill 24.

Amendments Coming into Force Immediately

The amendments relating to protecting the privacy of students and clarifying practices for the establishment of student organizations come into force upon Royal Assent to help ensure students receive additional support for student organizations right away.

Key changes that come into force immediately include the following:

- Clarification in Section 50.1 of the *School Act* that parental notification around courses of study does not apply to student participation in clubs, including GSAs and QSAs. Requirements for notice to parents remain in place where courses of study, educational programs or instructional materials, or instruction or exercises, include subject matter that deals primarily and explicitly with religion or human sexuality.
- Clarification that if a school wishes to send a notification related to a student organization, the principal is responsible for ensuring that it is limited to the fact that the organization is being established or holding an activity.
- Clarification in Section 20 of the *School Act* of the role of school authorities and principals in supporting students who want to create a GSA or QSA. This includes confirmation of the responsibility of a principal to provide a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.
- Clarification of the timelines principals are expected to follow to help students create GSAs and QSAs.
- Confirmation that students have the right to name a student organization a GSA/QSA.
- Confirmation that the Minister of Education can initiate an investigation or inquiry if a school authority does not comply with these sections of the *School Act*.

These changes apply to all public, separate, Francophone, charter and private school operators. Private school operators will continue to be subject to requirements of Section 16.1 of the *School Act* regarding support for student organizations, should students request the establishment of a GSA or QSA.

Amendments Coming into Force on April 1, 2018

Requirements for all publicly funded school authorities to create welcoming, caring and respectful policies as well as provisions that strengthen the Minister's ability to ensure every school authority complies with the law will come into force on April 1, 2018. This will ensure that school authorities are given sufficient time to review and revise their policies to align with these legislative changes.

Key changes that come into force on April 1, 2018 include the following:

- All school authorities, including accredited private schools, unless exempted, are required to have policies that meet legislated requirements.
- Ensuring that policies established under Section 45.1 affirm the rights of students and staff as provided for in the *Alberta Human Rights Act* and *Canadian Charter of Rights and Freedoms*.
- Specifying the elements that must be included in all policies.
- Providing the Minister of Education the authority to require school authorities to adopt policy elements, policies or codes of conduct.
- Clarification that the Minister of Education can initiate an investigation or inquiry if a school authority does not comply with this section of the *School Act*.

School authorities have until June 30, 2018 to make their policies available in a prominent location on a publicly accessible website maintained by or on behalf of the school authority.

These changes apply to all public, separate, Francophone, charter and accredited private school operators, unless exempted.

As previously stated, I will not be asking school authorities to submit their new or revised policies to Alberta Education at this time. Alberta Education staff will be available to work with school authorities as necessary and assist them with ensuring their policies and practices meet the minimum requirements of the legislation. These amendments also emphasize the importance for school authorities to understand their obligations under existing privacy legislation. I encourage public school authorities to work with their *Freedom of Information and Protection of Privacy (FOIP)* co-ordinators, while private schools can liaise with the Association of Independent Schools and Colleges in Alberta (AISCA). Additional information to support the implementation of the amendments will be made available on the [Alberta Education website](#).

If you have any questions or require further information, please contact Paul Lamoureux, Executive Director, Field Services, Alberta Education, at [780-427-6272](tel:780-427-6272) or SafeCaring@gov.ab.ca.

Our government's main priority is to ensure students have safe and caring schools. I look forward to building on the great work of school authorities to ensure that students are protected.

Sincerely,

David Eggen

Minister


Attachment:

1. Overview of Bill 24 Amendments to the *School Act*

cc: Superintendents of Public, Separate, Francophone and Charter School Boards

School Division Communications Contacts

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 **Overview of Bill 24 Amendments to the School Act.pdf**
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Overview of Bill 24 Amendments to the *School Act*

Below is a summary of the changes to the *School Act* through Bill 24: *An Act to Support Gay-Straight Alliances*. **Please note: This summary is for information purposes and does not constitute legal advice.**

Support for Gay-Straight Alliances/Queer-Straight Alliances (GSA/QSA) (s. 16.1)

Section 16.1 is amended to clarify the roles and responsibilities of school authorities and principals around student organizations, including GSAs and QSAs.

Specifically, section 16.1 clarifies that:

- principals shall immediately grant permission for the establishment of a student organization or the holding of an activity at the school;
- principals shall within a reasonable time from the date the principal receives the request designate a staff member to serve as the staff liaison;
- students have the right to name a student organization a GSA/QSA;
- students have the right to include GSA/QSA in the name of an activity;
- the principal is responsible for ensuring that notification, if any, respecting a voluntary student organization or an activity is limited to the fact of the establishment of the organization or the holding of the activity; and
- the Minister of Education can initiate an investigation or inquiry if a school authority does not comply with this section of the *School Act* (s. 16.11).

Statutory Responsibility for Principals (s. 20)

Section 20 is amended to clarify that principals will have a legal responsibility to provide a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.

Private Schools (s. 28)

Section 28 is amended to make the following sections of the *School Act* apply to private school operators:

- Section 20: a principal has a responsibility to provide a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging;
- Section 16.11: the Minister of Education can initiate an investigation or inquiry if a private school operator does not comply with section 16.1 of the *School Act*;
- Sections 45.1, 45.2 and 45.3: Accredited private school operators, unless exempted, will be obliged to provide a welcoming caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging. In addition, they will be required to maintain policies that address their obligation to provide students and staff with such an environment (including a distinct portion that addresses their responsibilities under s. 16.1) as well as creating and maintaining a student code of conduct.

Overview of Bill 24 Amendments to the *School Act*

Board Responsibility to Provide a Welcoming, Caring, Respectful and Safe Learning Environment (s. 45.1)

All school authorities (public, separate, Francophone, charter and accredited private schools, unless exempted) must develop policies that address their responsibility to provide students and staff with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.

Policies and codes of conduct under section 45.1 of the *School Act* must now:

- affirm the rights, as provided for in the *Alberta Human Rights Act* and *Canadian Charter of Rights and Freedoms*, of each staff member employed by the school authority and each student enrolled in a school operated by the school authority; and
- contain one or more statements that staff members employed by the school authority and students enrolled in a school operated by the school authority will not be discriminated against as provided for in the *Alberta Human Rights Act* and *Canadian Charter of Rights and Freedoms*.

A policy established under section 45.1 of the *School Act* must contain a distinct portion that addresses responsibilities under section 16.1. This portion:

- must not contain provisions that conflict with or are inconsistent with this section or section 16.1, and in particular must not contain provisions that would undermine the promotion of a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging;
- must not require a principal to obtain the approval of the superintendent or school authority or to follow other administrative processes before carrying out functions under s. 16.1;
- must include the text of 16.1(1) indicating that permission for the establishment of a student organization or the holding of an activity be granted immediately;
- must include the text of 16.1(1) indicating that the school principal must within a reasonable time from the date that the principal receives the request designate a staff member to serve as the staff liaison to facilitate the establishment, and the ongoing operation, of the student organization or to assist in organizing the activity;
- must include the text of 16.1(4) indicating that the principal shall immediately inform the school authority and the Minister if no staff member is available to serve as a staff liaison referred to in subsection (1), and if so informed, the Minister shall appoint a responsible adult to work with the requesting students in organizing the activity or to facilitate the establishment, and the ongoing operation, of the student organization at the school;
- must include the text of 16.1(3) and (3.1) indicating that the students may select a respectful and inclusive name for the organization or activity and that the principal shall not prohibit or discourage students from choosing a name that includes “gay-straight alliance” or “queer straight alliance” for an organization or activity;

Overview of Bill 24 Amendments to the *School Act*

- must include the text of 16.1(6) to provide that the principal is responsible for ensuring that notification, if any, respecting a voluntary student organization or an activity must be limited to the fact of the establishment of the organization or the holding of the activity;
- must provide that notification, if any, must be otherwise consistent with the usual practices relating to other student organizations and activities; and
- must set out the name of the legislation – either the *Freedom of Information and Protection of Privacy Act* or the *Personal Information Protection Act* – that governs the disclosure of personal information by the school authority.

Board Responsibility to Create and Maintain a Student Code of Conduct (s. 45.1)

A student code of conduct must contain the following elements:

- a statement of purpose that provides a rationale for the code of conduct, with a focus on welcoming, caring, respectful and safe learning environments;
- one or more statements about what is acceptable behaviour and what is unacceptable behaviour, whether or not it occurs within the school building, during the school day or by electronic means; and
- one or more statements about the consequences of unacceptable behaviour, which must take account of the student's age, maturity and individual circumstances, and which must ensure that support is provided for students who are impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour.

Public Availability of Welcoming, Caring, Respectful and Safe Learning Environment Policies and Student Codes of Conduct (s. 45.1)

School authorities will be required to publish their policies and student codes of conduct on their website. Making policies publicly available will ensure that school authorities provide transparency and accountability to the students and communities they serve.

Section 45.1(6) requires that policies and codes of conduct must be:

- made available throughout the year in a prominent location on a publicly accessible website maintained by or on behalf of the school authority;
- displayed in a place clearly visible to students in each school the website link to the policy and code of conduct on the publicly accessible website;
- provided on request to an individual;
- by June 30 of each year, reviewed, the review be confirmed by a resolution and posted or reposted on the publicly accessible website.

Overview of Bill 24 Amendments to the *School Act*

In addition, school authorities must comply with any further requirements respecting a policy or code of conduct established by the Minister by order. An order of the Minister under this subsection must be made publicly available.

Compliance (s. 45.1)

If a school authority does not establish a policy and code of conduct under s. 45.1, or if in the opinion of the Minister, the policy and/or code of conduct do not meet the requirements of that section, then the Minister can:

- establish a policy or code of conduct for, or add to or replace a part of a policy or code of conduct of, a school authority; and
- impose any additional terms or conditions the Minister considers appropriate.

An order of the Minister under this subsection must be made available in a timely manner by the school authority in a prominent location on a publicly accessible website maintained by or on behalf of the school authority.

Two new subsections are created under 45.1 that:

- allow the Lieutenant Governor in Council to exempt an accredited private school or a class of accredited private schools from the operation of all or part of section 45.1 (s. 45.2); and
- clarify that the Minister of Education can initiate an investigation or inquiry if a school authority does not comply with this section of the *School Act* (s. 45.3).

Notice to Parents (s. 50.1)

Section 50.1 of the *School Act* is amended to specify that:

- for greater certainty, parental notification around courses of study, educational programs or instructional materials, or instructional exercises does not apply to student participation in voluntary student organizations, including GSAs and QSAs.

This clarifies policy that is already in place through the [Guide to Education](#). Requirements for notice to parents remain in place where courses of study, educational programs or instructional materials, or instruction or exercises, include subject-matter that deals primarily and explicitly with religion or human sexuality.

Coming into Force

Most of these amendments come into force immediately, with the exception of all of the amendments relating to section 45.1.

- As of April 1, 2018, obligations to adhere with s. 45.1 by school authorities will come into force. School authorities will have until June 30, 2018 to post their policies in a prominent location on a publicly accessible website maintained by or on behalf of the school authority.

Overview of Bill 24 Amendments to the *School Act*

- As of April 1, 2018, the Minister of Education will have the authority to deem a policy – in whole or in part – upon a school authority.

December 4, 2017

Plan No: 016288E
Project ID: B4026A-0003
Contract ID: 31583

John Crawley
Project Director
Fillmore Construction Management Inc.
9114 34A Ave
Edm, AB T6E 5P4

Dear John

Re: SHERWOOD PARK – NEW HORIZONS CHARTER SCHOOL
Modernization
Interim Acceptance

Please consider this your letter of Interim Acceptance, effective November 22, 2017, this is the start of the warranty period.

A formal site review was completed on November 22, 2017 by:

- ◆ John Crawley – Fillmore Construction
- ◆ Kevin Day – Fillmore Construction
- ◆ Don Falk – New Horizons Charter School
- ◆ Grant Williams – ONPA Architects
- ◆ Shaun Boylan – Alberta Infrastructure

The known deficiencies are identified in the attached Consultant Report.

The amount of \$74,100.00 will be retained from your final progress claim until these deficiencies are corrected.

Failure to include any items on the deficiency list does not relieve you from responsibility for completing any outstanding deficiencies in accordance with the Contract.

Please notify the undersigned once all deficiencies are complete and we will arrange another site review.

100% of the holdback will be processed on 45 days after date of Interim Acceptance, subject to the terms of the Contract. Prior to the release of any holdback funds, complete and submit a Statutory

Declaration form and a Clearance Letter from Alberta Workers' Compensation Board dated on or after the date of Interim Acceptance.

Yours truly,



Shaun Boylan
Senior Project Manager

/sb

ONPA Nov 22 Inspection Report
MCW Field Report E016, November 14
MCW Field Report M-08, November 14
MCW Email, December 4

cc: All present at Site Review
Parimal Patel
Yasmin Hudda