

Board Meeting Agenda Package

October 4, 2017

NEW HORIZONS CHARTER SCHOOL SOCIETY

AGENDA

Type of Meeting: Board Date: October 4, 2017 Page:1 of 1

"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 OCTOBER 4, 2017

AGENDA

1.	Call to Order	Jill Weiss	7:35 pm
2.	Adoption of Agenda	Jill Weiss	7:36 pm
3.	Disclosure of Conflict of Interest	Jill Weiss	7:37 pm
4.	Approval of Minutes 4.1 September 13, 2017 – attachment	Jill Weiss	7:38 pm
5.	 Board Organization 5.1 Selection of Officers – attachment 5.2 Set Regular Meeting Dates (motion required) 5.3 Board Committees – attachment 	Don Falk Board Chair Board Chair	7:40 pm
6.	Board Work Plan – attachment	Board Chair	8:25 pm
7.	 The Association of Alberta Public Charter Schools 7.1 Email (2017-09-17) from Executive Director Rhyason re Communications Committee – attachment 7.2 Report and Attachment from Ad Hoc Communications Committee – attachments (2) 7.3 Annual General Meeting - attachment 	Board Chair	8:30 pm
8.	Correspondence Sent 8.1 Letter (2017-09-17) from Board Chair Weiss to Education Minister Eggen re Board Policy and Administrative Procedures re School Fees – attachment	Board Chair	8:55 pm
9.	Correspondence Received	Board Chair	8:56 pm
10.	In Camera	Board Chair	8:57 pm
11.	Adjournment	Boar Chair	9:15 pm

Next Board Meeting – October 18, 2017 at 7:00 p.m. (tentative)

September 13, 2017 7:00 PM

Board Members Present At Call To Order:

Jill Weiss Trevor Panas William Watson
CHAIR DIRECTOR DIRECTOR

Michelle Macdonald Inna Mackay Dan Coles
DIRECTOR DIRECTOR DIRECTOR

Administration Present:

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

Cheri Unterschultz RECORDING SECRETARY

1. Call to Order

Chair Weiss called the meeting to order at 7:05 pm.

2. Adoption of Agenda

Motion 2017-09-13-01 Motion to adopt agenda for the Board Meeting

September 13, 2017.

Moved: Director Panas, Seconded: Director

Macdonald, Carried

3. Disclosure of Conflict of Interest:

None

4. Approval of Minutes

4.1 Minutes from June 28, 2017

Motion 2017-09-13-02 Motion to approve June 28, 2017 Board Meeting

Minutes.

Moved: Director Mackay, Seconded: Director

Macdonald, Carried

5. Administration Reports

5.1. Principal's Report

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

5.2. Superintendent's Report

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

6. Board Reports

6.1 Board Chair's Report

None

6.2 Committee Reports

None

7. Presentation to the Board

7.1 Joint Presentation from School Council and Fundraising Association for New Horizons School.

School Council Chair, Kim Johnson and President of FANHS, Abe Chang provided a presentation to the Board.

8. New Business

8.1 Staff Recognition

Ms. Lori Vigfusson and Ms. Janice Dinel provided to the Board a summary of their research project entitled; Individual Pursuits as Project Based Learning. The Board acknowledged the work of Ms. Vigfusson and Ms. Dinel with the presentation of a certificate and small gift.

Motion 2017-09-13-03 Motion to acknowledge Ms. Lori Vigfusson and Ms. Janice Dinel for their outstanding contribution to the field of educational research and the practice of

teaching.

Moved: Chair Weiss, Seconded: Director Watson, Carried

8.2 Report from School Counsellor

Ms. Lori Vigfusson spoke to her written report as attached to the agenda for the meeting.

Director Coles joined the meeting at 7:44pm.

8.3 Draft Board Policy 209 (School Fees)

Superintendent Falk spoke of the Draft Board Policy #209 as attached to the agenda for the meeting.

Motion 2017-09-13-04 Motion to adopt Board Policy #209 School Fees as

presented.

Moved: Director Panas, Seconded: Director

Macdonald, Carried

Motion 2017-09-13-05 Motion to direct Administration to submit Board Policy

#209 School Fees to the Minister of Education for his

review.

Moved: Director Panas, Seconded: Director Coles,

Carried

8.4 Aurora Academic Charter School High School Initiative

Superintendent Falk spoke of Aurora Academic Charter School High School Initiative.

8.5 Board Elections and Fall Series of Board & Society Meetings

Superintendent Falk spoke of the fall series of Board & Society Meetings.

Motion 2016-09-13-06 Motion to hold the October Regular Board meeting

immediately following the Special General Meeting on

October 4th at 7:00 pm.

Moved: Chair Weiss, Seconded: Director Panas,

Carried

Motion 2017-09-13-07 Motion for the Annual General Meeting of the New Horizons Charter School Society to be held November 29th, 2017 at 6:30 pm.

> Moved: Chair Weiss, Seconded: Director Macdonald, Carried

9. **Board Work Plan**

9.1 **Board Work Plan 2017-18**

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

Motion 2016-09-13-08

Motion to approve the Board Work Plan 2017 – 2018 as attached to the agenda for the meeting.

Moved: Chair Watson, Seconded: Director Mackay, Carried

10. **Receipt of Reports**

Motion 2017-09-13-09

Motion to receive reports as presented to the Board.

Moved: Director Mackay, Seconded: Director Watson, Carried

Correspondence Sent 11.

None

12. Correspondence Received

- 12.1 Letter (2017-05-29) from Deputy Education Minister Curtis Clarke re Re-appointment of Superintendent
- 12.2 Letter (2017-06-15) from Education Minister David Eggen re New Approach to Support Student Attendance

12.3 Email (2017-08-15) re Schedule for Release of Provincial Achievement Test Results

13. Motion to Move into Camera:

Motion 2017-09-13-10 Motion to move into camera at 9:04 pm.

Moved: Director Panas, Seconded: Director Watson, Carried

14. Motion to Move Out of Camera:

Motion 2017-09-13-11 Motion to move out of camera at 9:45 pm.

Moved: Director Macdonald, Seconded: Director Mackay, Carried

15. Adjournment

Chair Weiss adjourned the meeting at 9:45 pm.

Next Board Meeting – Wednesday October 4th, 2017 immediately following the Special General Meeting at 7:00 pm.

BOARD OFFICERS & COMMITTEES

2017-10-04

Position / Committee	2015 - 16	2016-17	2017-18
Chair	Jill Weiss	Jill Weiss	
Vice Chair	Ryan Bosch	Nicole Pasemko	
Secretary	Denise Auriat/Will Watson	Will Watson	
Treasurer	Nicole Pasemko	Trevor Panas	
Audit Committee			
Membership: Board Treasurer	Nicole Pasemko	Trevor Panas	
(must chair); 2 or more Board	Carole Karbonik	Inna Mackay	
members; 2 community members	Jill Weiss	Michelle Macdonald	
as specified in Policy	Chad Cretney	Brandi Mah	
	Theo Charette		
Policies, Guidelines, Bylaws Cmte			
Membership: Unspecified; Board	Ryan Bosch	Jill Weiss	
member must chair	Will Watson	Trevor Panas	
	Beverly Kwon	Nicole Pasemko	
	Tammie Cretney	Brandi Mah	
Personnel Committee			
Membership: Board members	Jill Weiss	Jill Weiss	
only; unspecified number; Board	Vicky Qualie	Inna Mackay	
Chair must chair	Nicole Pasemko	Nicole Pasemko	
	Denise Auriat		
Survey Committee			
Membership: Board members	Denise Auriat	Jill Weiss	
only; unspecified number	Will Watson	Will Watson	
Public Relations Committee			
Membership: Unspecified;	Nicole Pasemko (chair)	Jill Weiss	
School Council & FANHS to be	Vicky Qualie	Nicole Pasemko	
invited to submit representation;	Darlene Groten	Michelle Macdonald	
Board member must chair	Theo Charette	Vickie Qualie	
	Denise Auriat		
	Trevor Panas		
	Krista Radstaak		



Board of Directors - Work Plan for 2017-18

September	 Adopt Board Work Plan for 2017-18 Receive Counsellor's Report for 2016-17 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 2017 Attend TAAPCS Annual General Meeting Receive enrolment report for September 30, 2017 Conduct initial orientation session for new Board members Submit request to Alberta Education for modular classrooms 	0000000000
November	 Conduct AGM of NHCS Society Approve final Three-Year Education Plan 2017-18 to 2019-20 Approve revised budget for 2017-18 Approve Annual Education Results Report 2017-18 Approve Audited Financial Statement Year Ending Aug 31/17 Receive Report #1 from School Council 	00000
December	 Receive Quarterly Financial Report for Sep - Nov 2017 Receive Class Size Report for 2017-18 	0
January	 Prepare breakfast for school staff Receive mid-year progress report on Three-Year Education Plan 2017-20 Image: Prepare breakfast for school staff Receive mid-year progress report on Three-Year Education Plan 2017-20 	000
February	 Approve school calendar for 2018-19 Stakeholder Forum – Gather input on possible Education Plan priorities 	

March	 Receive Quarterly Financial Report for Dec 2017 – Feb 2018 Approve Three-Year Capital Plan for 2018-19 to 2020-21 Board Retreat – Identify priorities for upcoming Education Plan Administer Board-developed Stakeholder Survey 	0
April	Provide provisional approval to Education Plan 2018-19 to 2020-21	
May	 Attend TAAPCS Spring General Meeting Approve Budget for 2018-19 Receive Accountability Pillar Results Report for May 2017 Receive Board-developed stakeholder survey results Consider salary adjustment for support staff, senior administration Receive report from FANHS 	0000000
June	 Assess Board Work Plan progress for 2017-18 Receive Quarterly Financial Report for Mar – May 2018 Schedule SGM of NHCS Society (requires 21 days' notice; must be on or before Oct 10) Schedule September 2018 Board meeting Set date for Board Housekeeping Retreat Receive Report #2 from School Council 	
Ongoing	 Consider proposals for new or amended Board policies Receive recommendations from Board committees 	0
Annually	 Negotiate collective agreement with ATA (as needed) Undertake Superintendent evaluation Undertake Board evaluation 	
As Needed	Meet with:County CouncilMLAs	0 0 0



Don Falk <dfalk@newhorizons.ca>

HEADS UP: Communications Committee Request

1 message

Kath Rhyason kerhyason@gmail.com

Tue, Sep 19, 2017 at 4:13 PM

To: Dale Bischoff dbischoff@auroraschool.ca, Dale Erickson derickson@calgaryartsacademy.com, Dianne McBeth

As I mentioned on Friday, the communications committee is down the road on creating a Charter School video.

Attached is the report that was part of your agenda. The highlighted areas capture the request for your board's input.

Also, every school has a rep on the communications committee who should be able to respond to questions.

Failing that, Ron Koper is the most knowledgeable.

The committee is asking the boards to review the video material immediately and provide input so it can be brought to the AGM.

Thank you.

Kath Rhyason

Executive Director



P/T: 780 719 3116



Communications Committee Report Sept. 15, 2017.docx

17K

Ad Hoc Communications Committee Report

Scott Rankin (Westmount) and Ron Koper (Connect) took the input form the director's meeting in Valhalla and synthesized it into workable documents. The committee met on August 28 through teleconference.

Summary of takeaways:

- 1. Website: no money in 2017, minor 'clean-up' only
- 2. Video: Members to seek respective Board approval by Sept 30, select members to 'test' the message for political sensitivity with parents or community members who can represent key stakeholder groups, go-no go decision at the Oct AGM
- 3. Stakeholder Mapping: process accepted for use
- 4. Membership: Ad hoc committee mandate extended to October AGM

Following is the information regarding the proposed video. This is to be taken by committee members to the boards. Boards are asked to agree to the video contents. They might wish to comment on the tone or contents but wordsmithing is to be avoided. The information gathered by September 30 will be considered before this is brought as a recommendation to the October AGM.

Public Charter Schools 101 (PCS 101) Video Outline

This initiative is designed to produce a "white-board style explainer video" similar to the "<u>Private Schools 101</u>" video. This style of production was chosen because of its high effectiveness, low cost, low complexity of production and very fast production cycle. Perhaps the most important benefit of this type of video is that creating it will force TAAPCS to be crisp, clear and strategic about our core messages to the public.

The format is 90 seconds of animated video in which time-sequenced black and white drawing and narrator are used to tell an engaging story to viewers. Done well, this story will reach viewers at an emotional and intellectual level and offer them a simple action to find out more. It will also stand the test of time, in that a well-done explainer video will remain relevant for a significant number of years without revision. It is a small part of the video component within the overall communication strategy. It cannot replace school level videos.

What would you like this video to explain?

- What is a PCS? Why do they exist?
- How do PCS's operate and to what standards?
- What makes PCS's worth paying attention to?
- What experience do parents / students / communities directly involved with a PCS enjoy?
- How do I find out more?

What is our elevator pitch?

- PCS's were created to stimulate innovation in tailoring programming and operation of the public school system, 20+ years of results indicate they have successfully done so.

Who is the target audience of your video?

- Alberta citizens interested in quality public education.

What is the one key message that we would like each viewer to remember after watching this video?

- PCS's are a valuable partner in public education in Alberta and they can easily find out more.

This script needs to pinpoint the problem or needs people have, but we won't reach people on an emotional level by trying to sell them something. Too many groups get caught up in sell, sell, sell, when the real ROI comes from tell, tell, tell (telling a motivational, informing story...).

- Connect to deep parental care for the wellbeing and success of children in the educational system.
- PCS's offer a unique way to be involved in the education of your child.
- PCS's offer engaging, effective programs that students enjoy.

This script and video should let people feel like we understand their issues and desires.

We need to speak to them personally, not just professionally.

Members of the ad hoc committee agreed to continue to the October AGM. This is a transition planning table.

Communications Committee Members

Composition:		Candidates			
_	2 Calgary and	Katherine Taylor CAA			
	area members	Caroline Claussen CGS			
		Denise Kitagawa Connect			
		Ron Koper Connect			
		Janine Bibe CAPE			
_	2 Edmonton	Arlene Huhn Aurora			
	and area	Nancy Westad Valhalla			
	members				
_	President or	Dianne McBeth CGS			
	designate				
_	Board Chair or	Boris Vidal Suzuki			
	designate				
_	Superintendent	Wayne FFCA			
	(optional)	John BSEC			
		Joe Westmount			
_	Director	Calgary director?			
	(optional)				
_	Executive	Kath			
	Director ex				
	officio				

Although still helping, Scott Rankin from Westmount has moved to BC. He was chair of the committee. Currently Ron is acting as chair with Scott's mentorship.

Alberta's Public Charter School 101

DRAFT Script for Communications Committee Discussion

Opening:

"Today's Lesson: Public Charter Schools in Alberta"

We think its time more Albertans knew about Public Charter Schools:

Many Alberta parents want to be influential and involved in their child's education. Many would love to choose a particular focus or style of education for their child, without losing the status and benefits of being in a public school. Being meaningfully involved and belonging to an educational community you believe in is a dream that can happen in the Alberta Public School System.

Alberta's public charter schools are unique in Canada. We are the only province to offer public charters as an education choice for families. Because we're unique, we're also sometimes misunderstood! This video should help to clear things up.

What's a Public Charter School?

In Alberta, a public charter schools are is an independent, publicly funded schools, started and operated by groups of parents or educators.

Alberta's Public Charter Schools offer programs that aren't available in the mainstream public system. We offer innovative and unique approaches to teaching and learning, serving as centres for research and innovation, and for the development of exemplary teaching and leadership practices.

If a group wants to start a Public Charter School, they need to prove to the government that their school offers something different than programs already available in their area. And they need to demonstrate a need for their program – it must provide enhanced student learning in measurable ways.

Public Charter Schools were introduced in Alberta in 1994, when Alberta Learning decided that more choices in the public system would lead to more innovation and better education solutions for Albertans. Since then, enrollment has risen from 230 students in the first 3 Public Charters to over 9,000 today in 13 schools... when you add parents, that's 13 communities engaging 20,000 to 30,000 Albertans. There are now 13 Public Charters in Alberta, serving over 9,000 Alberta students.

NOTE TO DRAFT: Could show a map with locations here?

Our schools are as diverse as our province – they meet education needs for families seeking specialized programs teaching for diverse student needs. Our schools deliver programs that aren't available in local boards, and include traditional education approaches, at-risk youth programming, underachieving student programs, English as a second language, Arts-based education, gifted learning, inquiry based outdoor and experiential education, indigenous teaching and more.

NOTE TO DRAFT: Could show pictures from our schools here, pictures of kids?

So, aren't you just like a private school?

Great question! Alberta's charters are public schools – we are funded the same way as other public schools, receiving slightly less per student, and we follow all the same rules. Unlike a private school, we can only be operated by a non-profit society, we can't have a religious affiliation, we can't turn any students away as long as we have space and resources for them, and we CAN'T charge tuition or make a profit by teaching them.

And like public schools, we must hire Alberta-certificated teachers, we must follow the provincial curriculum, and we report to Alberta Education, who reviews our programs and facilities. must be reviewed regularly by Alberta Education

Until recently, when Public Charters were not included in Bill 1, which reduced school fees for public school parents, we charged the same fees as other public schools – for transportation, for special programs, and for supplies.

So, how are you different from public schools?

We're not! We are just another choice in the public system! Alberta's Public Charter Schools were set up to provide more choices in public education for Albertan families. To get approval, our charters must demonstrate something different than is offered in local public boards, meaning we provide innovative and enhanced unique educational approaches. We also must generate research on our approaches, and share our innovations and findings with public school boards. In fact, many innovative education programs in Alberta were developed at charter schools and adopted by other public schools.

We don't get quite as much money per student as most public schools, but because we are run by non-profit societies of parents and educators, we tend to have highly involved parents. This helps us to meet the budget challenges that small schools face. As a result, we are a really efficient user of Albertan's education dollars.

That all sounds great! Is there high demand for Charter Schools?

When Public Charters were introduced in 1994, the government of the day decided to cap Charters at 15 so that they could examine the model to see if it worked before letting Public Charter Schools spread.

There is high demand! Our members all run highly successful programs, many of them with significant waiting lists for students. Although we are designed to be accessible for all students, many public charters are operating at capacity. Without more facilities and approval for more students, some of our programs are unable to meet that demand.

That's because we've proven the value of our schools to parents, through the accomplishments of our students and through the research undertaken on our different styles of education. Some of our schools have been recognized as among the best in the province by various educational researchers.

NOTE TO DRAFT: Could show pictures here of awards, reports (Fraser Institute? CD Howe Report?)

We think its time that more Public Charter Schools are allowed, and that existing public charters are allowed to expand, as long as they meet all of the existing rules. To date, less than one third of Public Charter School applications have been approved by Alberta Education, none since 2008.

NOTE TO DRAFT: This starts to move towards advocacy

– we need to discuss whether this is the place to do

that!

This is exciting, so how do I find out more? (Link back to Audience Concerns...)

There are a number of ways to get more information. As Public Charter Schools, we all participate in The Association of Alberta Public Charter Schools (TAAPCS). You can find information about Public Charter Schools on our website (www.taapcs.ca). Or you can reach out to our member schools – you can find a list of Public Charters and the types of programs they offer on the TAAPCS site.

TAAPCS ANNUAL GENERAL MEETING

Friday, Oct. 27 and Saturday, Oct. 28, 2017 When:

Accommodation & Meetings* Where:

Chateau Nova Yellowhead 13920 Yellowhead Trail

Edmonton, AB

Annual General Meeting Banquet What:

Saturday 6:00 p.m. Friday

Breakfast: 7:45 a.m.

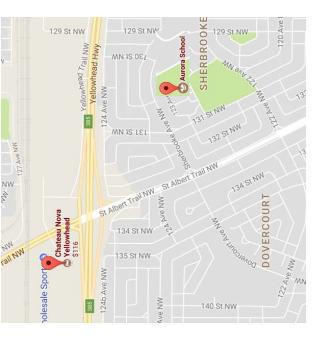
Meeting: 8:30 a.m.-3:00 p.m.

Entertainment – Mother Earth's Children's Charter School Volunteers:

Door Prizes – New Horizons School

School Spotlight/Research Report – CAPE School

(Please complete and return form below for all attendees from your school.) RSVP: To Meredith Poole meredith.poole@ffca-calgary.com by Oct. 13, 2017



*Please note that space has been allocated at Aurora all day Friday to accommodate the TAAPCS Superintendents' meeting with DM Clarke, unch with the Deputy, and the subsequent meeting of Superintendents only.

Regards, Dianne

Meeting Attendance and Meal Requirements – Name of School:

pply (v)	Friday Saturday Saturday Dietary Restrictions?	Please specify				
	Saturday	Lunch				
Check all that apply (v)	Saturday	Breakfast				
Che	Friday	Banquet				
	Position					
	Name of Attendee					





Chair – Board of Directors Phone: 780-416-2353

Email: jweiss@newhorizons.ca

September 17, 2017

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

Minister Eggen:

In response to your email request of August 11, 2017, with respect to the draft school fees policy of the New Horizons Charter School Board of Directors, enclosed please find the following:

- Board of Directors of the New Horizons Charter School Society Policy #209 (School Fees), as approved by the Board of Directors on September 13, 2017.
- New Horizons School Administrative Procedure #209 (School Fees), as reviewed by the Board of Directors on September 13, 2017.
- New Horizons School Application for Waiver of Fees document, as made available to the parents of New Horizons School.

I trust that, collectively, these documents will fulfill the requirements outlined in your email request of August 11.

Sincerely,

Jill Weiss – Chair, Board of Directors

Attachments (3)