
New Horizons School Council Meeting Agenda

November 27, 2018
7:00 pm to 9:00 pm
Learning Common, New Horizons School

Bring/ Read: Please be aware that a limited number of paper copies of meeting minutes and agenda will be available. Agenda will also be shown on overhead projector during meeting. If you are able, please bring a device to view agenda online.

- 1. Call to order**
- 2. Statement of Territorial Acknowledgement**

The School Council of the New Horizons Charter School respectfully acknowledges that the land on which we meet is Treaty 6 territory, a traditional home, gathering place, a travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, Sioux, as well as the homeland of the Metis Nation. We recognize our responsibility as Treaty members and honour the heritage and gifts of the First Peoples of this land.
- 3. Adoption of Agenda**
- 4. Approval of Minutes**
 - 4.1 October 17, 2018 – attachment
- 5. Reports**
 - 5.1 Chair’s report
 - 5.2 Principal’s report
 - 5.3 Financial Officer’s report
 - 5.4 FANHS’ report
 - 5.5 Communication Officer’s report
- 6. New Business**
 - 6.1 Staff funding requests
 - 6.2 Work plan - potential development
- 7. Correspondence**
- 8. Future Meeting Dates**

December 18th, January 22nd, February 26th, March 19th, April 23rd
- 9. Adjournment**

New Horizons School Council Meeting Agenda

October 16, 2018
7:00 pm to 9:00 pm
Learning Common, New Horizons School

Bring/ Read: Please be aware that a limited number of paper copies of meeting minutes and agenda will be available. Agenda will also be shown on overhead projector during meeting. If you are able, please bring a device to view agenda online.

Attendees: Sandra Dargis, Stephen Hofforth, Ted Zarowny, Abram Chang, Laura Rasmussen, Safa Abukhodair, Urszula Hotmann Miluzynskos, Sarah -Jane Lovgren, Sarah MacDonald, Elizabeth Macve, Brandi Mah, Kim Johnson.

1. Call to order 7:07
2. Welcome and introductions:
3. Review agenda
4. Review and approve meeting minutes from the September 2018 meeting

Motion to approve minutes by Laura Rasmussen, seconded by Sandra Dargis

5. Reports

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- | | | |
|---|------------|-----------------|
| • Chair's welcome | 5 minutes | Elizabeth Macve |
| • Principal's report
-See attached document | 20 minutes | Mr. Zarowny |
| • Financial Officer's report
-see attached document
-addition: \$5,000 awarded by Imperial oil, will take 3 weeks to process and will be presented at school assembly, funds considered towards costs of risers, and music program. | 5 minutes | Manda Wilde |
| • FANHS' report
-see attached document | 10 minutes | Abe Chang |
| • Communications Officer's report | 5 minutes | Laura Rasmussen |

Report: Challenge with number of emails circulating to communicate School events. Will streamline emails through process of centralizing content and submitting to Laura Rasmussen, will anticipated request for content upwards of upwards of two weeks in advance. New opportunity to partner with Boston pizza, families can submit receipts from

meals at Boston pizza, and schools can receive 5% back within three weeks of submission. Flyers to be sent home in agendas this coming Friday, with quarterly collection of receipts, with collection up to January 10th, and June.

6. Previously Tabled Business 15 minutes

- VOTE on pre-approvals of yearly recurring expenditures:
 - teacher meals – two meals are needed for teacher interviews and one for an end of year meal - request for \$1500.00 from School Support/Staff Support (based on AGM notes last year there was to be up to \$350 paid out for a year-end teacher meal from the school support fund).

Manda Wilde moved that we approve \$500.00 in teacher Fall/Winter/Year-end meals from the School Support Fund. Motioned by Elizabeth Macve. Motion carried.

7. Items for Discussion/Input 60 minutes

Halloween Dance

Discussion on event night coinciding with grade 5/6 low commitment numbers of 30 for RSVP, and will encourage reply from families to confirm numbers. Update on concessions: limited interested by grade 7 to complete concessions, suggestion to ask younger kids to volunteer (grade 5 classroom. Volunteer supervisions required for role of collecting money at the front door, require 3 volunteers for concession, and 3 volunteers for hallways. Proposal for joining with Francophone school for Halloween party. Concerns with supervision, sharing of joint cost, confirmed capacity of school gym of 300 persons, and need for further collaboration, may consider in future event. Confirm Ted Zarowny will be absent for Halloween event, Lori Vigfusson will be present for event.

ACTION: Sarah-Jane Lofgren, and Sarah volunteered for supervisor role at Halloween dance. Sandra Dargis to complete purchase of healthy concession items

Healthy Food Choices at School Events & Birthday Celebrations.

Report: Discussion of differing practices amongst classrooms for consumption of high fructose treats and identified low nutritional valued food choices for celebrations (cupcakes, cakes, candy, chocolate bars). Parents shared concerns with effect of food on behavior of children, concerns with parents' consent in children consuming more 'junk food' than permissible by parents. Identified schools that have shifted towards Healthy Focus, (*Apple Schools* – Madonna, St. Luca, Jean Vanier). Catherine Turner, Sarah-Jane Lovgren, & Kim Johnson all identified interest/reported interest in participating in this initiative.

ACTION: Ted Zarowny to lead in discussing moderation strategies for candy at

Halloween celebration to help guide classroom Teachers. Will contact Alberta Health to seek out assistance, potential presentation to parents from Nutritionist. Identified November 6th as a potential meeting date to involve parents as stakeholders to discuss concerns, receive information about nutritional choices by expert.

Addition: Concerns with handwashing and cleanliness, hygiene, Catherine to consult University of Alberta Nursing Program, community health placement, and need for potential presentation for students in schools.

Planning for school movie night

Identified interest in movie nights, will postpone planning until December, with anticipated movie nights in January and February.

Planning for Christmas event

Identified date for Christmas celebration December 20, identified further planning at next council meeting.

Planning for Festival of Trees

Festival of trees involves purchasing of a tree, students decorate tree, and then they are auctioned off to community members. Requires early commitment in September, suggest moving into following year's September 2019 agenda.

New Rises for Music Program

Discussion that multiple sources may fund total cost of risers (\$7,000.00). Recent allotment through Imperial oil award may also contribute to costs.

MOTION: Brandi Mah motioned that the amount of \$2500.00 be allocated to contribute to cost of risers from *Major Projects* under the *School Enhancement Fund*. Laura Rasmussen seconded motion. Motion carried.

Planning surrounding Playground Committee development.

Awaiting further development from meeting with Parent Committee.

Development of a receipt policy

Brandy Cox confirmed interest in developing policy, and will follow-up at future School Council Meetings, deferred until following council meeting.

Artist in residence

Identified interest in planning for participation in this program in future, will required completion of application by April 1st/2019. Will involve discussion and interest in focus areas for application at next staff meeting (drama, art, music). Feedback will guide direction. Tabled for next agenda meeting in November.

Maker Box

Envision focus on projects such as Lego, snap circuits, circuit boards activities as focus for lunch recess. Plan to explore topic at next staff meeting and acquire feedback from classrooms to guide interest. Tabled for next November Agenda for outcome with focus on funding for clubs.

Standing Business: Staff Funding Requests

Funding requests: Mrs. Graham has requested funds to purchase costume/props for Christmas Event which would be most cost-effective buy in November. In addition, Mrs. Graham has identified sixty cat costumes, cat tails, ears, for festival in the spring.

MOTION: Brandi Mah moved that \$400.00 for props/items consisting of costumes, make-up, props to support the *Christmas Play* and *Spring Festival* be approved, from funds allocated to *Academic support* for music and drama items, under *School Support*. Sandra Dargis seconded motion. Motion carried.

Mr. Brian Loehr has submitted request to purchase reusable games and activities for the *Halloween Carnival* for the amount of \$250.00 for funds towards these items.

MOTION: Brandi Mah moved that \$250.00 for funds towards resources for the *Halloween Carnival* be allocated from *Events* under *School Support Fund*. Laura Rasmussen seconded motion. Motion carried.

8. New Business

Future meeting dates: December 18th, January 22nd, February 26th, March 19th, April 23rd

9. Future Agenda Items:

- Staff discussion for focus type for Artist in Resident (Art, Music, Drama)
- Maker Box – Outcome of classroom feedback, staff feedback, identified funding for specific resources, potential donations from families.
- Cost for new set of drums for Music Program (specific type & cost).

10. Mail/ Communications:

NONE

11. **Adjournment at 8:53 pm and confirmation of next meeting date November 27th for next Student Council meeting**

NHS School Council Meeting

Principal's Report

November 27, 2018
7:00 p.m.
New Horizons School

1. Playground Committee Update

Information

- The Playground Committee met on November 6
 - Looking at playground expansion in phases.
 - Phase 1 will be swings
 - Phase 2 – playground expansion
 - Currently looking at suppliers and working with the County.

2. Healthy Food Committee Update

Information:

Ms. Janice Dinel is the staff rep for the Healthy Foods Committee. She will be arranging a meeting and calling for interested parents to join the Committee.

3. Christmas Concert Update

Information:

Last spring NHS booked the Agora for our Christmas Concert for December 20. Because of the incident at the Community Center, we no longer have that space available. Further, because we planned to use the Agora, we allowed the gym to become booked for the evening of December 20.

At this time of year, booking a hall for the week before Christmas is difficult. Therefore, we will be having the concert in the school on the evening of Monday, December 17.

4. Education Plan and Annual Education Results Report (AERR)

Information:

At its November 21 meeting, the NHS Board of Directors approved our three year Education Plan and the AERR for 2017-2019.

The AERR and the Education Plan focus on our three Charter Goals, and five Alberta Education Goals for school jurisdictions.

Using our own measure for our goals, and the Accountability Surveys (completed by parents in grades 4-9) and Provincial Achievement Test results for the Alberta Education Goals, the AERR looks at how well we performed in relation to the goals during the 2017-2018 school year.

Using the same goals, the Education Plan identifies strategies and areas to focus on for the next three years. The areas of focus are identified through the annual stakeholder forum, survey data, and other data.

The Education Plan helps to direct human resources and financial resources to specific areas of growth that are identified in the plan.

The Combined AERR and Education Plan will be posted on our website by November 30.

New Horizons School Council Financial Officers Report

November 27, 2018
7:00 pm
Learning Commons, New Horizons School

1. October-November Approved Expenditures

School Support – Total: \$591.29
 \$301.29 Parent-Teacher Interview Meals
 \$200.00 Pylons
 \$90.00 Halloween Dance Event

Classroom Support – Total \$70.76
 \$70.76 – 3M Classroom Incentives

2. Current Fund Allocation Overview

New Horizons School Fund Allocation				
	2018-2019 Allocation of Funds	Spent Funds	Motioned Funds	Remaining Funds
School Support	\$ 11,500	\$ 705	\$ 2,567	\$ 8,228
Classroom Support	\$ 4,500	\$ 143	\$ 4,365	-\$ 8
School Enhancement	\$ 5,000	\$ -	\$ 2,500	\$ 2,500
Community Building / Parent Support	\$ 5,600	\$ -	\$ -	\$ 5,600
School Council Administration	\$ 500	\$ -	\$ 180	\$ 320
GRAND TOTAL:	\$ 27,100.00	\$ 848.78	\$ 9,611.44	\$16,639.78

New Horizons School Fund Allocation

	2018-2019 Allocation of Funds	Potential Projects, Items & Ideas Identified (Specific Highlighted Items are Under Consideration for the Education Plan)
School Support		
Clubs	2000	<i>tx. LEGO Mindstorms purchase; Arts & Crafts; Science; Track & Field; Computer, Chess, Maker Carts</i>
Sports & Well Being	1000	<i>Sports Day; School Teams; Mission Impossible; Track 'n Field Competition Day /Healthy School Initiatives - Mindfulness, Health Fair, Yoga Instructor, Back up Lunches</i>
Events	2000	<i>Ex. Christmas Play &/or Concert; Grade 9 Grad; Talent Show; Art Walk; Winter Carnival/ Cabane a Sucre (Sugar Shack); Kinder Grad; Science Fair</i>
Staff Support	1500	<i>Teacher Meals; Interviews; Staff Appreciation Week; Bereavement; Staff Awards</i>
Academic Support	5000	<i>Ex. Jr High Drama; Academic Awards Event; "Reach for the Top"; Star Gazer; Art in Residence (Writing or Art); In-School Concert/ Production; STEM; IB Programming Support</i>
Total	11500	
Classroom Support	\$ 4,500	
Recess Equipment	1500	<i>General Fund for the Entire School (includign equipment storage)</i>
Classroom Incentives	3000	<i>Student Based Funding at Teacher Discretion (Ex. reward items, special field trip, classroom fun activities/materials) (\$8 per student allocated)</i>
Total	4500	
School Enhancement	\$ 5,000	
Sports Equipment	0	
Technology	0	
Major Projects	5000	<i>To be determined</i>
Total	5000	
Community Building / Parent Support	\$ 5,600	
Guest Speakers	5000	<i>Gifted Education Conference</i>
Team/Community Building	200	<i>Ex. Movie Night; BBQ; Dance; Family Game Night; Potluck; Paint Night, Peanut Scramble; Giving Back Campaign</i>
Public Relations/Hospitality	400	<i>Ex. School Based Celebrations; Festival of Trees, Science Fair (after hours); Wellness Fair (open to public); Parent Orientation Night</i>
Total	5600	
School Council Administration	\$ 500	
General Admin Expenses	100	
Babysitting	400	
Total	500	
1		
GRAND TOTAL: \$ 27,100.00		

Expenditure Tracking - 2018-2019

	Date Approved	Paid To	Amount Allocated	Amount Paid
School Support				
Forgotten Lunch Supplies			\$ 216.86	
Forgotten Lunch Supplies	19-Sep-18	New Horizons School		\$ 18.98
Forgotten Lunch Supplies	16-Oct-18	New Horizons School		\$ 14.16
Clubs- Gamers Club	19-Sep-18	Mr. Wilde		\$ 80.93
Events - Kindergarten Grad			\$ 500.00	
Events - Grade 9 Grad			\$ 200.00	
Events - Halloween Dance	22-Nov-18	Laura Rasmussen		\$ 90.00
Events - Halloween Carnival			\$ 250.00	
Academic Support - Drama & Music			\$ 400.00	
Staff Support - Teacher Meals (Fall)		New Horizons School		\$ 301.29
Staff Support - Teacher Meals (Spring)			\$ 500.00	
Staff Support - Teacher Meals (End of year)			\$ 500.00	
Sports and Well Being - Tall pylons	22-Nov-18	New Horizons School		\$ 200.00
		Subtotal Allocated	\$ 2,566.86	Subtotal Paid \$ 705.36
Classroom Support				
Classroom incencitves - K			\$ 312.00	
Classroom incencitves - 1F			\$ 176.00	
Classroom incencitves - 1W			\$ 168.00	
Classroom incencitves - 2K			\$ 152.00	
Classroom incencitves - 2F			\$ 152.00	
Classroom incencitves - 3P			\$ 125.67	
	1-Oct-18	Ms. Amanda Panas		\$58.33
Classroom incencitves - 3M	22-Nov-18	Ms. Shayel MacKinnon	\$ 113.24	\$70.76
Classroom incencitves - 4W			\$ 192.00	
Classroom incencitves - 4C			\$ 184.00	
Classroom incencitves - 5W			\$ 161.67	
Classroom incencitves - 5W	19-Sep-18	Ms. Andrea Watson		\$ 14.33
Classroom incencitves - 5J			\$ 144.00	
Classroom incencitves - 6D			\$ 168.00	
sClassroom incencitves - 6S			\$ 184.00	
Classroom incencitves - Jr High Wilde			\$ 144.00	

Classroom incencitves - Jr High Loehr	\$	144.00		
Classroom incentves - Jr High Ho	\$	72.00		
Classroom incentives - Jr. High Graham	\$	72.00		
Classroom incencitves - Music	\$	100.00		
Classroom incencitves - French	\$	100.00		
Recess Equipment	\$	1,500.00		
		Subtotal Allocated	\$	4,364.58
			Subtotal Paid	\$ 143.42
School Enhancement				
Major Projects - Risers	\$	2,500.00		
		Subtotal Allocated	\$	2,500.00
			Subtotal Paid	\$ -
Community Building / Parent Support				
		Subtotal Allocated	\$	-
			Subtotal Paid	\$ -
School Council Administration				
Babysitting	\$	180.00		
		Subtotal Allocated	\$	180.00
			Subtotal Paid	\$ -