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# New Horizons School Council Meeting Agenda

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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.

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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<br>-See attached document  | 20 minutes | Mr. Zarowny     |
| • Financial Officer's report<br>-see attached document<br>-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<br>-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 10<sup>th</sup>, 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 6<sup>th</sup> 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 1<sup>st</sup>/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 18<sup>th</sup>, January 22<sup>nd</sup>, February 26<sup>th</sup>, March 19<sup>th</sup>, April 23<sup>rd</sup>

## **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 27<sup>th</sup> for next Student Council meeting**

# NHS School Council Meeting

## Principal's Report

October 16 , 2018  
7:00 p.m.  
New Horizons School

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### 1. New Modular Update

#### Information

Below is the most recent update regarding the installation of the new modular classroom.

- Wed., Oct. 17 ( after school)
    - installation of access mats on playing field.
    - classroom moved from Nisku onto our school grounds.
  - Thurs., Oct. 18
    - access mats removed from the site
    - modular classroom hoisted onto piles.
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### 2. School Council Emails

#### Information:

In order to avoid having to use personal emails for School Council business, school council executives are now assigned Gmail accounts for the following positions

- Chair
- Vice-chair
- Secretary
- Finance Officer
- Communications Officer

If we could meet for a short time after the meeting, those emails can be arranged.

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### 2. Communication

#### Information:

The school has been sending out a high number of emails to parents, and we would like to reduce the number to avoid having too many emails come to parents.

#### Discussion:

***In order to reduce the number of emails sent to parents from the school, we are hoping to make once-a-week news posts with these categories:***

- *The Week Ahead (Friday) – events coming up in the week ahead*
- *School Happenings (Thursday) – summary of events that have happened during the week*
- *School Updates – information that comes up during the week and needs to be sent out*
- *School Council News*
- *FANHS News*

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### **3. Pylons**

#### **Information:**

Last month, School Council approved spending \$200 for new taller traffic pylons for the parking lot. They have been ordered from Alberta Traffic Supply, but they are still not received.

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### **4. Bulletin Boards**

#### **Information:**

Both School Council and FANHS will soon have bulletin board space visible upon entering the main entrance of the school. They are not full-size (34X23), but should be adequate.

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## New Horizons School Council Financial Officers Report

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1. September/October Expenditures

\$33.14 School Support, Sports and Well Being  
Item: Forgotten lunch supplies

\$80.93 School Support, Clubs  
Item: Gamer Club supplies

\$7 Classroom Support, Student Incentives  
Item: Incentives for 3P (\$58.33), 5W (\$14.33)

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	\$ 114	\$ 1,417	\$ 9,969
Classroom Support	\$ 4,500	\$ 73	\$ 4,435	-\$ 8
School Enhancement	\$ 5,000	\$ -	\$ -	\$ 5,000
Community Building / Parent Support	\$ 5,600	\$ -	\$ -	\$ 5,600
School Council Administration	\$ 500	\$ -	\$ 180	\$ 320
GRAND TOTAL:	\$ 27,100.00	\$ 186.73	\$ 6,032.20	\$ 20,881.07



## 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)
<b>School Support</b>		
Clubs	2000	Ex: LEGO Mindstorms purchase; Arts & Crafts; Science; Track & Field; Computer; Chess; Maker Cards
Sports & Well Being	1000	Sports Day; School Teams; Mission Impossible; Track 'n Field Competition Day / Healthy School Initiatives - Mindfulness, Health Fair, Yoga Instructor, Back up Lunches
Events	2000	Ex: Christmas Play &/ or Concert; Grade 9 Grad; Talent Show; Art Wall; Winter Carnival/ Cabane a Sucre (Sugar Shack); Kinder Grad; Science Fair
Staff Support	1500	Teacher Meets; Interviews; Staff Appreciation Week; Bereavement; Staff Awards
Academic Support	5000	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
<b>Total</b>	<b>11500</b>	
<b>Classroom Support</b>		
Recess Equipment	1500	General Fund for the Entire School (including equipment storage)
Classroom Incentives	3000	Student Based Funding at Teacher Discretion (Ex: reward items, special field trip, classroom fun activities/ materials) (\$8 per student allocated )
<b>Total</b>	<b>4500</b>	
<b>School Enhancement</b>		
Sports Equipment	0	
Technology	0	
Major Projects	5000	To be determined
<b>Total</b>	<b>5000</b>	
<b>Community Building / Parent Support</b>		
Guest Speakers	5000	Gifted Education Conference
Team/Community Building	200	Ex: Movie Night; BBQ; Dance; Family Game Night; Potluck; Paint Night; Peanut Scramble; Giving Back Campaign
Public Relations/Hospitality	400	Ex: School Based Celebrations; Festival of Trees; Science Fair (after hours); Wellness Fair (open to public); Parent Orientation Night
<b>Total</b>	<b>5600</b>	
<b>School Council Administration</b>		
General Admin Expenses	100	
Babysitting	400	
<b>Total</b>	<b>500</b>	
<b>GRAND TOTAL: \$ 27,100.00</b>		

School Council Meeting – October 16, 2018

## **FANHS Report**

### **Completed**

Amazing Fundraiser made approximately \$1250, Congratulations to Vera T (1<sup>st</sup>), Sarah h (2<sup>nd</sup>), and a three way tie for 3<sup>rd</sup>. Cadence H, Kaylee W, Boston C.

There are a few books remaining to be purchased, please contact Mrs Richardson or [FANHS.President@gmail.com](mailto:FANHS.President@gmail.com)

### **In Progress**

Book Fair Oct 23 during Parent Teacher night.

Hot Lunch Volunteers Needed

- Tue Oct 30
- Tue Nov 6
- Tue Nov 13
- Tue Nov 20

### **Upcoming Events:**

Purdy's Fundraising is going to started at during the end of October or start of November. This event will run for a couple of weeks as we're looking to shoot for Dec 3<sup>rd</sup> as a delivery date.

### **Volunteering**

You can sign up by going to volunteer spot – there is a link on the school website

### **General Information**

- Fundraising Association of NHS (FANHS) Youtube Video
  - <https://youtu.be/INPpWDeZUqA>
- Next regular FANHS meeting is Jan 8<sup>th</sup> at 6:30pm in the learning commons.