



Board Meeting

Agenda Package

February 20, 2019

☞ *New Horizons Charter School Society* ☞

AGENDA**Type of Meeting:** Board**Date:** February 20, 2019**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
FEBRUARY 20, 2019**

AGENDA

Vision: New Horizons School will enable gifted students to strive for excellence in a positive academic learning environment that fosters social and emotional support for each student.

- | | | | |
|--|--|------------|---------|
| 1. | Call to Order | N. Pasemko | 7:00 pm |
| 2. | Statement of Territorial Acknowledgment | N. Pasemko | 7:01 pm |
| <p><i>The Board of Directors of the New Horizons Charter School Society respectfully acknowledges that the land on which we meet is Treaty 6 territory, a traditional home, gathering place, and travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, and Sioux, as well as the homeland of the Métis Nation. We recognize our responsibility as Treaty members and honour the heritage and gifts of the First Peoples of this land.</i></p> | | | |
| 3. | Adoption of Agenda | N. Pasemko | 7:02 pm |
| 4. | Disclosure of Conflict of Interest | N. Pasemko | 7:03 pm |
| 5. | Approval of Minutes | N. Pasemko | 7:04 pm |
| | 5.1 January 23, 2019 – attachment | | |
| 6. | Administration Reports | | 7:05 pm |
| | 6.1 Principal's Report | T. Zarowny | |
| | 6.2 Secretary-Treasurer's Report – attachment | T. Leigh | |
| | 6.3 Superintendent's Report – attachment | D. Falk | |
| 7. | Board Reports | | 7:25 pm |
| | 7.1 Board Chair's Report | N. Pasemko | |
| | 7.2 Committee Reports | N. Pasemko | |
| 8. | New Business | | 7:30 pm |
| | 8.1 Progress Report on Education Plan | T. Zarowny | |
| | 8.2 Draft School Calendar for 2019-20 – attachment | D. Falk | |
| 9. | Board Work Plan – attachment | N. Pasemko | 8:10 pm |

AGENDA**Type of Meeting:** Board**Date:** February 20, 2019**Page:**2 of 2*"TOWARDS NEW HORIZONS"**Is it in the best interest of our students?**Does it support excellence?*

- | | | | |
|------|--|------------|---------|
| 10. | The Association of Alberta Public Charter Schools | N. Pasemko | 8:15 pm |
| 10.1 | Correspondence from TAAPCS Communication Committee – attachments (3) | | |
| 11. | Receipt of Reports | N. Pasemko | 8:25 pm |
| 12. | Correspondence Sent | N. Pasemko | 8:26 pm |
| 13. | Correspondence Received | N. Pasemko | |
| 13.1 | Email Response from Alberta Education (2019-02-05)
Re Request for Modular Classrooms – attachment | | |
| 13.2 | Letter from Deputy Minister (2019-02-05) re
Accumulated Surplus from Operations – attachment | | |
| 14. | In Camera | N. Pasemko | 8:28 pm |
| 15. | New Business (cont'd.) | N. Pasemko | 9:15 pm |
| 15.1 | Matters Arising from In Camera Meeting | | |
| 16. | Adjournment | N. Pasemko | 9:20 pm |

Next Board Meeting – 7:00 p.m., Wednesday, March 13, 2019

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 23, 2019

Initials: Chair _____

Approved: DRAFT

Recorded By: S. Morin

Secretary _____

January 23, 2019, 7:00 p.m.

Board Members Present at Call to Order:

Nicole Pasemko
CHAIR

Dan Hanson
VICE CHAIR

Shari Morin
SECRETARY

Vincent Tong
TREASURER

Jason Clarke
DIRECTOR

Michelle Macdonald
DIRECTOR

Vicki Nielsen
DIRECTOR

Administration Present:

Don Falk
SUPERINTENDENT

Tracy Leigh
SECRETARY-TREASURER

Ted Zarowny
PRINCIPAL

1. Call to Order

Chair Pasemko called the meeting to order at 7:05 p.m.

2. Statement of Territorial Acknowledgment

The Board of Directors of the New Horizons Charter School Society respectfully acknowledges that the land on which we meet is Treaty 6 territory, a traditional home, gathering place, and travelling route for diverse Indigenous Peoples, including Cree, Saulteaux, Blackfoot, Nakota, and Sioux, as well as the homeland of the Métis 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

Motion 2019-01-23-01 Moved that the agenda for the Board Meeting of January 23, 2019 be adopted as presented.

Moved: Director Macdonald, Seconded: Director Tong, Carried

4. Disclosure of Conflict of Interest:

None

DRAFT

Page 1

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 23, 2019

Initials: Chair _____

Approved: DRAFT

Recorded By: S. Morin

Secretary _____

5. Approval of Minutes

5.1 Minutes of December 19, 2018

Motion 2019-01-23-02 Moved that the Board Meeting Minutes of December 19, 2018 be approved.

Moved: Director Morin, Seconded: Director Nielsen, Carried

6. Administration Reports

6.1 Principal's Report

Principal Zarowny spoke to his report, as attached to the agenda package for the meeting. Included in his report were updates on the following:

- Admissions process leading to the 2019-20 school year.
- Playground expansion initiative.
- School traffic safety, including the matter of traffic congestion at school entry and dismissal times.

6.1 Superintendent's Report

Superintendent Falk spoke to his report, as attached to the agenda package for the meeting. Included in his report was information with respect the following:

- Welcome to new Secretary-Treasurer Tracy Leigh.
- School visit by Education Minister David Eggen and Parliamentary Secretary Annie McKittrick.
- Completion of the new modular classroom.
- Solar for Schools Program.

7. Board Reports

7.1 Board Chair's Report

No report.

7.2 Committee Reports

No reports.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 23, 2019

Initials: Chair _____

Approved: DRAFT

Recorded By: S. Morin

Secretary _____

8. New Business

8.1 Quarterly Financial Report

The Quarterly Financial Report for the period ended November 30, 2018 was presented by Board Treasurer Tong, with comments from Secretary-Treasurer Leigh. Discussion followed.

Motion 2019-01-23-03 Moved that the Quarterly Financial Report for the period ended November 30, 2018 be received as information.

Moved: Director Clarke, Seconded: Director Hanson, Carried

8.2 Draft School Calendar for 2019-20

Superintendent Falk presented a draft school calendar for the 2019-20 school year, as attached to the agenda package for the meeting. Discussion followed.

Motion 2019-01-23-04 Moved that the draft school calendar for 2019-20 be approved in principle, that the draft calendar be presented to the School Council and school staff for feedback, and that, giving consideration to the feedback received, the calendar be presented to the Board of Directors at its February 2019 meeting for final approval.

Moved: Director Hanson, Seconded: Director Macdonald, Carried

8.3 Review of Board Policy #210 (Welcoming, Caring, Respectful, and Safe Learning and Working Environments) and Related Elements of Student Code of Conduct

In accordance with the requirements of the School Act and of Board Policy, Policy #210 and the Student Code of Conduct were presented to the Board for review. Discussion followed.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 23, 2019

Initials: Chair _____

Approved: DRAFT

Recorded By: S. Morin

Secretary _____

Motion 2019-01-23-05 Moved that the Board of Directors re-approves Board Policy #210 (Welcoming, Caring, Respectful, and Safe Learning and Working Environments)

Moved: Director Hanson, Seconded: Director Clarke, Carried

Motion 2019-01-23-06 Moved that the Board of Directors affirms that, in its judgment, the New Horizons School Student Code of Conduct is compliant and in alignment with the requirements of the School Act and Board Policy #210.

Moved: Director Clarke, Seconded: Director Tong, Carried

9. Board Work Plan

The Board reviewed the Work Plan for 2018-19, as attached to the agenda package for the meeting.

10. The Association of Alberta Public Charter Schools

Superintendent Falk provided a verbal report on a meeting of the Executive Advisory Committee (EAC) and a meeting of members of the EAC with Education Deputy Minister Clarke.

11. Receipt of Reports

Motion 2019-01-23-07 Moved that the all reports presented during the course of the meeting be received by the Board of Directors.

Moved: Director Morin, Seconded: Director Nielsen, Carried

12. Correspondence Sent

None

13. Correspondence Received

13.1 Email from Education Minister Eggen (2018-12-14) re Draft K-4 Curriculum Approved for Field Testing

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: January 23, 2019

Initials: Chair _____

Approved: DRAFT

Recorded By: S. Morin

Secretary _____

14. Motion to Move into Camera:

Motion 2019-01-23-08 Moved that the meeting move in camera at 8:35 pm.

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

15. Motion to Move Out of Camera:

*Motion 2019-01-23-09 Moved that the meeting move out of camera at 8:57
pm.*

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

16. Matters Arising from in Camera:

None

17. Adjournment

Chair Pasemko adjourned the meeting at 9:00 p.m.

Next Board Meeting: 7:00 pm on Wednesday, February 20, 2019.



Secretary Treasurer Report to the Board of Directors

February 20, 2019

I. Guaranteed Investment Funds

In response to the request from the January 23, 2019 board meeting, there are three guaranteed investment funds with the following balances and maturity dates.

<u>Balance</u>	<u>Maturity Date</u>
\$366,977.33	March 15, 2019
\$70,380.00	October 20, 2019
\$110,777.44	December 21, 2019

Tracy Leigh, CPA
Secretary Treasurer



Superintendent's Report to the Board of Directors

February 20, 2019

I. Stakeholder Forum 2019

Approximately thirty individuals, representing all sectors of our school community, gathered in the Learning Commons on February 11, 2019, for our fourth annual Stakeholder Forum. A key component of our school's Planning Cycle, the Stakeholder Forum is designed to gather input from the school community toward the development of school priorities and future direction.

The specific purpose of this year's Forum was to identify, discuss, and prioritize responses to the following two questions, as established by the Board at its meeting of December 19, 2018:

- *What new initiatives, strategies, or opportunities should the school implement in order to provide better support for the social, emotional, leadership, and overall mental health development of our students?*
- *What new initiatives, strategies, or opportunities should the school implement to enhance and improve our school's junior high school program, so as to make it as appealing and meaningful as possible to students?*

Responses to the questions were developed at each of five table discussions. "Top" responses from each table were then shared with the meeting as a whole, following which Forum participants utilized on-line polling technology to prioritize the responses.

The results of the Stakeholder Forum, together with school data gathered from other sources (e.g. surveys, student achievement results), will be considered by the Board of Directors at its planning retreat, to be held on Saturday, March 23, 2019. This will lead to the development of a proposed Three-Year Education Plan 2019-20/2021-22, to be presented to the Board for consideration at its April 2019 meeting.

2. Response to Request for Modular Classrooms

The following resolution with respect to modular classrooms was approved by the Board its meeting of October 10, 2018:

*Motion to direct the Superintendent to request three new modular classrooms from Alberta Education.
Moved: Director Clarke, Seconded: Director Pasemko, Carried*

In accordance with this resolution, a request with rationale was submitted to Alberta Education on October 24, 2018, as part of Alberta Education's Modular Classroom Program.

As noted in the email message (February 5, 2019) included in the "Correspondence Received" section of the agenda package for the Board Meeting of February 20, 2019, our request for new modular classrooms was not approved.

There is therefore a need to consider options with respect to accommodating enrolment growth at our school, particularly as we contemplate the possibility of a second class of grade 7 students in the coming year. Administration is in the process of considering these options, with a view toward bringing details to the Board at its meeting of March 13, 2019.

3. Solar for Schools Program

In an email message to superintendents dated November 29, 2018, Deputy Minister of Education Dr. Curtis Clarke invited school jurisdictions to consider participation in a new program entitled, "Solar for Schools." As stated in the email, "The Solar for Schools Program provides financial rebates to Alberta Public School Authorities who install solar photovoltaic systems on existing school facilities or land in their jurisdiction and complete a student education initiative as part of the project."

In response to the invitation, Administration has engaged in consultation with the Municipal Climate Change Action Centre (MCCAC), which is administering the program, has submitted an expression of interest in participating the program, and has requested quotes from three service providers, one of which would, potentially, undertake the installation of a solar panel system at our school. To date, two quotes have been received.

Depending on the size of the installation, the rebate would vary from \$1.00 to \$1.50 per watt, with total rebate funding provided by the MCCAC not exceeding 50% of the total eligible expenses of the project.

Based on the information received to date, a net Board investment (i.e. following rebate) of between \$78,000 and \$123,000 may be involved, with the investment being recovered over a period of approximately ten years due to on-site generation of electricity, a consequent reduction in the purchase of electricity from an external provider, and the potential of selling electricity back to the grid (a large solar installation could result in this possibility).

With this information in mind, but also giving consideration to the matter of the need for the installation of additional modular classrooms and the possibility that Board funds may be needed for that purpose, Administration is not prepared to bring a recommendation to the Board at the present time with respect to the Solar for Schools Program. When the matter of modular classrooms has been determined, Administration may wish to bring the matter of the Solar for Schools Program before the Board once again.

4. School Jurisdiction Office Clerk

The Board is advised that Administration has posted the position of a 0.5 FTE "School Jurisdiction Office Clerk," for the purpose of providing support for the administrative and financial services of the jurisdiction. When hired, the individual will report to the Secretary-Treasurer and will work out of the jurisdiction office. Applications for the position are presently being received, with the closing date being February 20, 2019. The duties will include some of those previously undertaken by the former full-time position of financial secretary, with the remaining duties of that position being assigned to the existing position of 0.5 FTE School Accounting Clerk.

Funding provision for this position was made in the 2019-20 budget, but it was felt that it would be preferable to wait with filling it until our new Secretary-Treasurer was in place and had become more familiar with the responsibilities of her position.



Don Falk,
Superintendent



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

MEMORANDUM

February 13, 2019

To: Board of Directors

From: Don Falk – Superintendent

Subject: Progress Report on Education Plan

Background:

In accordance with the Board Work Plan for 2018-19, Principal Ted Zarowny will present a progress report on the Three-Year Education Plan at the Board Meeting of February 20, 2019. As a “change of pace” from previous years, Mr. Zarowny will use an audio-visual format to present his report.

Recommendation:

It is recommended that Progress Report on the Three-Year Education Plan 2018/19 to 2020/21 be received as information.

A handwritten signature in blue ink, appearing to read "Don Falk", with a stylized flourish at the end.

Don Falk – Superintendent

MEMORANDUM

February 13, 2019

To: Board of Directors
From: Don Falk - Superintendent
Subject: Proposed School Calendar for 2019-20

Background:

The attached proposed school calendar for 2019-20 was presented to the Board of Directors at the its meeting of January 23, 2019. At that time, the Board approved the following resolution:

Moved that the draft school calendar for 2019-20 be approved in principle, that the draft calendar be presented to the School Council and school staff for feedback, and that, giving consideration to the feedback received, the calendar be presented to the Board of Directors at its February 2019 meeting for final approval. *Moved: Director Hanson, Seconded: Director Macdonald, Carried*

In accordance with this resolution, opportunity for feedback on the proposed calendar has been provided to the school staff and School Council. Based on the feedback received, the following two changes have been made to the proposed calendar:

- The Professional Development Day that was previously scheduled for September 20, 2019, has been moved to October 25, 2019. This change will enable our teaching staff to attend the biennial Alberta Public Charter Schools Conference, which will be hosted by the Calgary Arts Academy on that date.
- The day-in-lieu for parent-teacher conferences that was scheduled for January 24, 2020, has been moved to June 29, 2020. This will enable the staff to conclude the year on a Friday, rather than requiring the staff to return to work for one day on Monday, June 29, 2020.

The proposed calendar for 2019-20, including the changes as outlined above, is attached.

Recommendation:

It is recommended that proposed school calendar for 2019-20 be approved as presented in the attached document.



Don Falk – Superintendent

Attachment

School Calendar 2019-20

August 2019						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2019						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2019						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2019						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2019						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2020						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 2020						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2020						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2020						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- Holiday / School Closure
- Day in Lieu of P-T Conferences (no students or staff)
- PD / Organizational Day – school closed to students
- First and Last Day of School for Students
- Early Dismissal / Staff Meeting

Important Dates	
Organizational /PD Days	August 28, 29, 30
Labour Day	September 2
Classes Begin for Students	September 3
Professional Development Day	October 11
Thanksgiving Day	October 14
Charter Schools Provincial Conference	October 25
Fall Break	November 11-15
Days in Lieu of P/T Conferences	November 15, March 27, June 29
Christmas Break	December 23 – January 3
Teachers' Convention	February 6, 7
Professional Development Day	February 14
Family Day	February 17
Intake Day	March 6
Spring Break	March 27 – April 3
Good Friday	April 10
Easter Monday	April 13
Professional Development Day	May 15
Victoria Day	May 18
Final Day for Students	June 25
Organizational Day	June 26

Operational and Instructional Days		
Month	Days of School Operation	Days of Student Instruction
August	3	0
September	20	20
October	22	20
November	17	15
December	15	15
January	20	20
February	19	16
March	20	18
April	17	17
May	20	19
June	21	19
Total	194	179

Instructional Hours			
Type of Day	Days	Minutes / Day	Hours / Year
Regular	169	324	912.6
Early Dismissal	10	264	44.0
Total	179	-----	956.6

School Vision
<i>Enabling gifted students to strive for excellence in a positive academic learning environment that fosters social and emotional growth for each student.</i>

Board of Directors – Work Plan for 2018-19

September	<ul style="list-style-type: none"> ▪ Adopt Board Work Plan for 2018-19 <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"/> ▪ Receive Counsellor's Report for 2017-18 School Year <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 2018 <input checked="" type="checkbox"/> ▪ Attend TAAPCS Annual General Meeting <input checked="" type="checkbox"/> ▪ Receive enrolment report for September 30, 2018 <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"/> ▪ Set date for NHCS Society AGM <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 2018-19 to 2020-21 <input checked="" type="checkbox"/> ▪ Approve revised budget for 2018-19 <input checked="" type="checkbox"/> ▪ Approve Annual Education Results Report 2017-18 <input checked="" type="checkbox"/> ▪ Approve Audited Financial Statement Year Ending Aug 31/18 <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 2018-19 <input checked="" type="checkbox"/> ▪ Set date for March Board Planning Retreat <input checked="" type="checkbox"/> ▪ <input type="checkbox"/> ▪ <input type="checkbox"/>
January	<ul style="list-style-type: none"> ▪ Receive Quarterly Financial Report for Sep - Nov 2018 <input checked="" type="checkbox"/> ▪ Review Policy 210 and associated Student Code of Conduct <input checked="" type="checkbox"/> ▪ Approve school calendar for 2019-20 in principle <input checked="" type="checkbox"/> ▪ <input type="checkbox"/> ▪ <input type="checkbox"/>
February	<ul style="list-style-type: none"> ▪ Provide final approval of school calendar for 2019-20 <input type="checkbox"/> ▪ Stakeholder Forum – Gather input on possible Education Plan priorities <input type="checkbox"/> ▪ Prepare breakfast for school staff – Feb 15 <input type="checkbox"/> ▪ Receive mid-year progress report on Three-Year Education Plan 2018-21 <input type="checkbox"/> ▪ <input type="checkbox"/>

March	<ul style="list-style-type: none"> ▪ Board Retreat – Identify priorities for upcoming Education Plan <input type="checkbox"/> ▪ Approve Three-Year Capital Plan for 2019-20 to 2021-22 <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"/> ▪ Administer Board-developed Stakeholder Survey <input type="checkbox"/> ▪ Receive Quarterly Financial Report for Dec 2018 – Feb 2019 <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 2019-20 <input type="checkbox"/> ▪ Receive Accountability Pillar Results Report for May 2019 <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 2018-19 <input type="checkbox"/> ▪ Receive Quarterly Financial Report for Mar – May 2019 <input type="checkbox"/> ▪ Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10) <input type="checkbox"/> ▪ Schedule September 2019 Board meeting <input type="checkbox"/> ▪ Set date for Summer 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"/> ▪ <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"/> ▪ <input type="checkbox"/>



Don Falk <dfalk@newhorizons.ca>

Message from Communication Committee

1 message

Kathleen Rhyason <kerhyason@gmail.com>

Tue, Feb 12, 2019 at 2:18 PM

To: [Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

The Communications Committee met at noon today and this message is the result. It is hoped that these documents will help each school craft their pre election communications. Please speak to a member of the committee, Dale, Ron or myself, if you have questions. The intention here is to provide support to you, not to prescribe actions.

Ron Koper, Committee Chair says:

"Our general guidance is that each school can be expected to tailor the Parent Communication Guideline appropriately given their situation and constituents. The three general questions can be pointed specifically at the needs of a particular school without losing the overall TAAPCS messages; Choice is important and it includes Public Charter Schools / Equitable funding / Supportive Regulation.

The specific questions advanced at the end of the Deputy Minister meeting review document have been integrated into the top three questions suggested. We have kept it to three questions as there will seldom be enough time to ask more than three questions. In most cases there will be time for one or two.

Each Superintendent will be asked to forward the attached documents to their Boards with the invitation to distribute and consider them within their school communication plans.

Thank you! "

Kath Rhyason
Executive Director

2 attachments



Parent Pre Election Final.docx

23K



DM Mtg. - Jan. 28 Final.docx

21K

What are Public Charter Schools?

- Public Charter Schools are publicly funded schools that provide basic education in a different or enhanced way to improve student learning, attitudes and knowledge.
- Alberta passed legislation in 1994 to enable Public Charter Schools and is the only province in Canada to have Public Charter Schools. They were created to increase the responsiveness of the public school system in meeting the diverse educational needs of Albertans.
- Alberta’s educational system includes Public, Separate, Franco-phone, Public Charters, Private and Home Schooling options. This creates diverse, inclusive schooling alternatives which all provide uniformly safe, respectful and effective learning environments meeting the standards set for education in Alberta.
- Public Charter Schools must fulfill a charter mandate approved by Alberta’s Minister of Education and follow Alberta Education’s program of studies, laws, regulations, and standards.
- Public Charter Schools teach the Alberta Curriculum using certified Alberta teachers, they are operated by professionally qualified educational leaders and elected volunteer Boards of Albertan citizens.
- Public charter schools are one way you can belong to an educational community that suits the particular needs and aptitudes of your children and remain part of Alberta’s public school system.
- Each of Alberta’s thirteen Public Charter Schools has a unique charter, designed to meet the needs of a particular group of students through a specific program or teaching/learning approach. These include:

Public Charter School	Location	Year Established	Focused Learning Approach	Grades
Almadina Language Charter Academy	Calgary	1996	English as a Second Language	K-9
Aurora Academic Charter School	Edmonton	1996	Academically-Oriented Instruction	K-9
Boyle Street Education Centre	Edmonton	1995	Traditional Education Approaches	Basic literacy - 12
Calgary Arts Academy	Calgary	2003	Arts Immersion	K-9
Calgary Girls’ School	Calgary	2003	Nurturing Confident Girls	4-9
CAPE – Centre for Academic and Personal Excellence Institute	Medicine Hat	1995	Underachieving Student Programs	K-9
Connect Charter School	Calgary	1999	Inquiry Based Outdoor and Experiential Education	4-9
Foundations for the Future Charter Academy	Calgary	1997	Character and Leadership	K-12
Mother Earth's Children's Charter School	Stony Plain	2003	Indigenous Teaching	K-9
New Horizons Charter School	Sherwood Park	1995	Gifted Learning	K-9
Suzuki Charter School	Edmonton	1995	Musically Immersed	K-6
Valhalla Community School	Valhalla Centre	2008	Rural Leadership Community	K-9
Westmount Charter School	Edmonton	1996	Gifted Learning	K-12

- **Public Charter Schools:**
 - can only be operated by a non-profit organization;
 - can't have a religious affiliation;
 - can't turn away students who fit within a charter away as long as there is space and resources for them; and
 - can't charge tuition or make a profit.
- Public charter schools are a significant and important option for students in Alberta's education system, providing students and their families with a distinct voice. Currently, Alberta Public Charter Schools have 9,500 enrolled students and approximately 15,000 students on waiting lists. Our over 100,000 past graduate students and their families have all contributed their voices and commitment to growing and sustaining these unique Alberta learning communities.
- Research informed innovation, which is made possible by our focused charter environments, has helped stimulate growth and development of specialty focused educational alternative programs throughout the Alberta education system.
- Some of Alberta's Public Charter Schools have been recognized as among the best in the province by various educational research. <Can we cite sources to ensure buy-in on this statement?>
- Belonging to a learning community you believe in that truly helps students become everything they can be is a reality that Alberta's Public Charter Schools proudly support.

Alberta's 2019 Provincial Election

- The next provincial election in Alberta will take place this Spring (specific date to be announced). As the families who belong to the Public Charter School community are by design a minority in the public education system, it is important that we all vote and express our desire to participate in and influence the future of Public Charter Schools and public education in Alberta.
- Each of the political parties will have a platform with specific education policies; it is the second largest line item in the provincial budget following health. It is important that as a community we engage with parties and candidates to ensure that their platform policies related to education are informed and supportive of sustaining and growing Public Charter Schools in Alberta's education system.
- This is also an opportunity for our community to make informed decisions at the ballot box based on this engagement with parties and candidates.
- You can learn more about each of Alberta's registered political parties and get in contact with them:

Party	Party leader	Website
New Democratic Party	Rachel Notley	www.albertandp.ca
United Conservative Party	Jason Kenney	www.unitedconservative.ca
Alberta Party	Stephen Mandel	www.albertaparty.ca
Liberal Party	David Khan	www.albertaliberal.com
Freedom Conservative Party	Derek Fildebrandt	www.freedomconservativeparty.ca
Alberta Advantage Party	Marilyn Burns	www.albertaadvantageparty.net
Reform Party of Alberta	Randy Thorsteinson	www.reformalberta.com
Communist Party	Naomi Rankin	www.comunistparty-alberta.ca
Green Party	Cheryle Chagnon-Greyeyes	www.greenpartyofalberta.ca
Pro-Life Alberta Political Association	Murray Ruhl	www.socialcredit.com

- To determine which constituency you live in, you can go to the Elections Alberta website and search your address here: <http://streetkey.elections.ab.ca/> and then find out who your candidates will be in the upcoming election from the list here: <http://daveberta.ca/alberta-election/>
- If you don't know if you are a registered voter or if you are experiencing a language issue and wish to speak with someone who can help you understand your voting options and how to vote, please contact your school and request assistance from within your school community. There are others who can help you understand what you need to make an informed choice and exercise your right to vote. Alternatively, you can contact Elections Alberta at www.elections.ab.ca

Engaging Parties, Their Leaders and Local Candidates

- Whether it is through your direct contact with each political party, their leader or your local candidate; or your participation in a political forum during the election; or your local candidate knocks on your door during the election – you are going to have an opportunity to engage them and ask specific questions important to our Public Charter School Community.
- Here are three questions to pose regarding education in Alberta:
 - What is your position on Alberta's Public Charter Schools, do you support this choice for students and their families in Alberta's education system?
 - Currently, Public Charter Schools are excluded from special operating fund investments such as the classroom improvement fund, school fees protection, school lunch provision and school transportation expense. What is your position on equitable funding for Alberta's thirteen Public Charter Schools?
 - What is your position on supportive regulation of Public Charter Schools to allow for elimination of enrollment caps, greater access to facilities, fair & reasonable treatment within the Superintendent Regulation, and an increased number of charters granted?

TAAPCS

Meeting with Charter School Superintendents and Deputy Minister January 21, 2019

In attendance: Curtis Clarke (DM), Wendy Boje (ADM), Gene Williams (ADM), Michael Walter (ADM)
Dale Erickson, Ed Wittchen, Don Falk, Joe Frank, Chris Gilmour, Kurtis Leinweber, Paul Wozny

Agenda

- Introductions – Dale Erickson
1. Superintendent Compensation – Ed Wittchen
 2. Enrollment Cap – Don Falk
 - a. To what extent will Alberta Education consider requests for enrollment cap increases that exceed the capacity of existing facilities?
 - b. Is it necessary to obtain both Alberta Education and Alberta Infrastructure approval at one time?
 - c. To what extent will Alberta Education make facilities available to charter schools so as to enable the operating of high school programming?
 3. Funding Equity – Dale Erickson
 - a. Inclusive Education Allocation Funding Model – previously proposed by TAAPCS
 - b. Small Board Administration Funding
 - c. Transportation Funding
 - d. School Fee Funding
 - e. School Nutrition Funding
 - f. Classroom Improvement Funding
 4. What authority is given to sign off or respond to issues from the filed once the writ has been dropped and the govt. goes into the ‘red zone’? - Joe Frank

Learnings:

The Minister of Education supports ‘choice.’

- This means that choice is available.
- Allowing choice does not mean schools of choice are treated equitably.
- Political advocacy is required to define what choice means through the creation of public policy. This is the responsibility of TAAPCS.

1. Superintendent Compensation

To the best of our knowledge, two out of the thirteen Charter School Superintendents were interviewed by Hay Group Consulting (Korn Ferry) - Don Falk and Roger Nippard. Thank you, Don and Roger. All other Superintendents completed a survey. Hay Group Consulting gathered information and prepared recommendations. The recommendations were received by Alberta Education administration, who prepared a set of options for the consideration of the Minister. The

Minister and/or cabinet/caucus considered these options and then made decisions with respect to the final outcome. At that time, there was not advocacy for a different position regarding Superintendent salaries (compensation) around the table.

Just for clarification, a caucus meeting is when all MLAs of the same party meet together. A Cabinet meeting is when all cabinet Ministers selected by the Premier meet together. Superintendent compensation will remain the same until the Ministry decides that a review is in order. The window for review is 3 years and the Minister may choose to extend the review period.

We attempted to inform the Deputy and ADMs about the true nature of our roles and responsibilities as charter school superintendents. Complexity exists in our roles on par with that of public jurisdiction colleagues. The key difference is the impact of decisions or actions affects fewer staff and students – the work is the same. In almost all cases, superintendents in charter schools take on more operational responsibilities as they have fewer supports for human resources, facilities, transportation, capital planning, budget preparations, etc.

Individual charter boards and TAAPCS Board of Governors will need to decide whether or not this is an issue for them and, if so, what to do about it.

As Public Charter Schools, we (Superintendents and staff) are actively engaged in multiple ongoing research projects and knowledge mobilization and dissemination with multiple school jurisdictions and post- secondary research institutions. (University of Alberta, University of Calgary, Grant MacEwan University, Lethbridge University, Simon Fraser University, NAIT, SAIT and many more) We are also very engaged with the Alberta Research Network in multiple research projects.

2. Enrollment Cap/Facilities

- Public charter schools are not able to access municipal reserve land to build school facilities. In order for this to happen, the current Municipal Government Act would need to be amended. This requires continued pressure from TAAPCS and individual charter boards to develop the necessary political will.
- All decisions regarding cap increases are related to the availability of space. Space availability for public charter schools (surplus schools) lies with the Deputy Minister. Public school jurisdictions must gain approval from the Deputy Minister to give up existing schools.
- Considerations for cap increases, program changes etc., are based on political will, safety and security of students, integrity of programming, risk factors, availability of appropriate space, financial support, etc. Recommendations from an ad hoc government committee are forwarded to the Deputy Minister who then makes a recommendation to the Minister.

3. Funding Equity

According to one of the ADMs, the government supports choice in public education through its public policy and, at present, this government views school choice as a policy of “availability, not equity.” This is similar for alternative programs within public jurisdictions which are programs of choice. The government enables public charter school authorities but does not necessarily provide

supports to charter school authorities in the same way and same amounts that it does to conventional public school jurisdictions.

4. What authority is given to sign off or respond to issues from the field once the writ has been dropped and the govt. goes into the 'red zone'? - Joe Frank

The Deputy Minister is able to sign off any day to day 'operational' issues during the 28 days after the writ is dropped and the departments are placed under a 'red zone' status. Jurisdictions will not be hearing any new information from the Ministry during this 28-day period. Department officials may be invited and may attend functions at schools or other education related activities; however, they will not speak of present at such activities during the red zone period.

Recommendations

1. Create political will.
2. Speak with one voice.
3. Coordinate efforts in an expedient manner.
4. Educate our community of our current reality.
5. Discuss the need for consistent media presence.

Questions for Parents to Ask Policy Makers

1. Would you please define what 'choice' in education means to your party?
2. Should public charter schools and regular public schools be treated equitably for funding such as inclusive education supports, school fee reductions, nutrition programs, classroom improvement grants, playground installations?
3. We are concerned that the new Superintendent Regulation, particularly with respect to the limitations it places on superintendent compensation, will diminish the capacity of a public charter school authority to hire a superintendent who will provide the high quality, experienced leadership that the school needs. How will you seek to address this concern to the satisfaction of public charter school authorities?
4. Do you support public charter schools having access to municipal reserve land to build school facilities financed by the Alberta Government?
5. Do you support the elimination of enrollment caps for public charter schools?
6. As an advocate for school choice, do you support eliminating the limitation that is currently placed on the number of public charter schools in the province?



Don Falk <dfalk@newhorizons.ca>

Modular Classroom Program

1 message

Allison Matichuk <Allison.Matichuk@gov.ab.ca>

Tue, Feb 5, 2019 at 3:35 PM

To: Don Falk <dfalk@newhorizons.ca>

Cc: Travis Hovland <Travis.Hovland@gov.ab.ca>

Hello Don,

I am writing in follow up to New Horizons' submission to the 2019-20 Modular Classroom Program (MCP), to let you know that we were unable to approve your requests this year. There was \$25 million (approximately half of what has been available in past years) in funding available for the MCP for the 2019/2020 fiscal year. Modular classrooms to address documented health and safety concerns for students were given the highest priority, followed by classrooms to address enrolment pressures. In general, the MCP addressed modular classroom requests (driven by enrolment pressures) if the school authority had a projected 2019/20 utilization request of 100% or higher. Modular requests that supported programs of choice ended up being lower in priority.

If you have any questions, please feel free to contact me.

Regards,

Allison Matichuk

Capital Planning Manager, North Branch

Alberta Education

780-643-1453

Allison.Matichuk@gov.ab.ca

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Deputy Minister
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10155-102nd Street
Edmonton, Alberta T5J 4L5
Canada
Telephone 780-427-3659
Fax 780-427-7733

FEB 05 2019

Mr. Donald Falk
Superintendent
New Horizons Charter School Society
1000 Strathcona Drive
Sherwood Park AB T8A 3R6

Dear Mr. Donald Falk:

Thank you for your submission of the 2017/18 audited financial statements for New Horizons Charter School Society. Alberta Education has reviewed the Schedule of Changes in Accumulated Surplus for your board.

As you are aware, New Horizons Charter School Society's adjusted accumulated surplus from operations is greater than five per cent of its annual operating expenditures; therefore, it is outside the optimal range of one to five per cent of total expenses.

The Minister requires that you complete the blue section of the attached template by providing my office with information about how you plan to reduce the adjusted accumulated surplus from operations to between one and five per cent of total expenses. Please return the completed template to Alberta Education by February 28, 2019.

Sincerely,



Curtis Clarke, PhD
Deputy Minister

Attachment

cc: Tracy Leigh, Secretary Treasurer

6015 New Horizons Charter School Society
Adjusted Accumulated Surplus (Deficit) from Operations Exception Review
as at August 31, 2018

(School Code)	2017/18		2017/18		2016/17
	Actual	(Projected from 2019 Budget)	Actual	Budget	Actual
Unrestricted Surplus	\$ 253,951	\$ 486,165	\$ 619,866		
Operating Reserves	\$ 181,469	\$ 230,050	\$ 195,743		
Accumulated Surplus (Deficit) from Operations (ASO)	\$ 435,420	\$ 716,215	\$ 815,609		
School Generated Funds included in ASO	\$ 5,956	\$ 8,300	\$ 8,300		
Adjusted ASO	\$ 429,464	\$ 707,915	\$ 807,309		
2017/18 Actual Change from:	-\$	278,451	\$ 377,845		
2017/18 Percentage Change:		-39.3%	-46.8%		
Annual Operating Expenditures	\$ 3,710,744	\$ 3,166,909	\$ 3,122,260		
ASO as a Percentage of Annual Operating Expenditures	11.6%		22.4%		25.9%

EXPLANATION REQUIRED*

*Please explain how Adjusted ASO will be utilized if it is above 5% of annual operating expenditures as indicated.

Please provide explanation here

Total transfers to (from) Capital Reserves \$ 450,000
 Board Funded Capital Asset Acquisitions \$ -
 Excess Capital Reserve Transfers \$ -

*Please explain why uses and transfers out of Capital Reserves exceed capital asset acquisitions.

No Explanation Required

Secretary-Treasurer Name