

New Horizons School Council Meeting Agenda

September 11, 2019
7:00 pm to 9:00 pm
Learning Common, New Horizons School

Bring/Read: Agenda will be shown on overhead projector during meeting.

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 June 25, 2019 – 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. Motion to Accept Reports

7. New Business

7.1 Playground committee update

7.2 Halloween Dance or Event planning (funding required would be from School Support, Events)

7.3 Planning for School Movie Nights

7.4 Approval is requested for a \$1000 deposit from School Support, Academic Support for the Quest Theatre Artist in Residence program (originally approved in April 2019 but subject to an invoice issue - discuss whether this is an expense for which an increase from FANHS would be requested as the original allocation was returned).

7.5 Staff funding requests

7.6 Pre-approvals for yearly recurring expenditures: Approval is requested for:

- Student Incentives - \$6/student to a maximum of \$2,400, to be paid from the school support fund
- Babysitting - \$50/annual
- Recess Equipment - \$500.00 in total for recess equipment, to be paid from the classroom support fund.

- Kindergarden Graduation - \$100.00 per kindergarten class for the kindergarten graduation celebration (\$200.00 in total), to be paid from the school support fund.
- Grade 9 Graduation - \$500.00 for Grade Nine Graduation to be paid from the school support fund.
- Forgotten Lunches - \$250.00 for forgotten lunch supplies to be paid from the school support fund.

8. Correspondence

9. Future Meeting Dates
TBD

10. Adjournment

New Horizons School Council Financial Officers Report

Sept 11, 2019
7:00 pm
Learning Commons, New Horizons School

1. **Current Fund Allocation Overview (See Attached Schedule A)**
2. **Final Financial Results for 2018/2019 (see attached Schedule B)**

Total funds disbursed were \$8,852.35 for a total of \$63,247.65 unspent in the year.

The playground funding of \$45,000 was transferred to the current year's allocation so the net about of \$18,247.65 was "released" back the FANHS.

3. **Discussion and vote on pre-approvals of yearly recurring expenditures:**

Sample Motions:

Student incentives: I move that we approve student incentive expenditures of up to \$6.00 per student to a maximum of \$2,400, to be paid from the school support fund

Recess Equipment: I move that that we approve up to \$500.00 in total for recess equipment, to be paid from the classroom support fund.

Kindergarten Graduation: I move that we approve up to \$100.00 per kindergarten class for the kindergarten graduation celebration (\$200.00 in total), to be paid from the school support fund.

Grade 9 Graduation: I move that we approve up to \$500.00 for Grade Nine Graduation to be paid from the school support fund.

Forgotten Lunch Supplies: I move that we approve \$250.00 for forgotten lunch supplies to be paid from the school support fund.

Financial Officer's report Schedule A

New Horizons School Council Fund Allocation

For the 2019/2020 School Year

	2019-2020 Allocation of Funds	Spent Funds	Motioned Funds	Remaining Funds
School Support	\$ 5,000			\$ 5,000
Classroom Support	2,900			2,900
School Enhancement	45,000			45,000
Community Building / Parent Support	-			-
School Council Administration	100			100
GRAND TOTAL:	\$ 53,000.00	\$ -	\$ -	\$ 53,000.00

New Horizons School Fund

Financial Officer's report - Schedule A (page 2)

		Potential Projects, Items & Ideas Identified (Specific Highlighted Items are Under Consideration for the Education Plan)	2019-2020 Allocation of Funds
School Support			
	Clubs	Ex. LEGO Mindstorms purchase; Arts & Crafts; Science; Track & Field; Computer, Chess, Maker Carts	500
	Sports & Well Being	Ex. Sports Day; School Teams; Mission Impossible; Track 'n Field Competition Day / Healthy School Initiatives - Mindfulness, Health Fair, Yoga Instructor, Back up Lunches	500
	Events	Ex. Christmas Play &/or Concert; Grade 9 Grad; Talent Show; Art Walk; Winter Carnival/Cabane a Sucre (Sugar Shack); Kinder Grad; Science Fair	1,500
	Staff Support	Teacher Meals; Interviews; Staff Appreciation Week; Bereavement; Staff Awards	1,500
	Academic Support	Ex. Artist in Residence (\$4000), 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	1,000
	Total		5,000
Classroom Support			
	Recess Equipment	General Fund for the Entire School	2,900
	Classroom Incentives	Student Based Funding at Teacher Discretion (Ex. reward items, special field trip, classroom fun activities/materials) (\$6 per student allocated)	500
	Total		2,400
School Enhancement			
	Sports Equipment		45,000
	Technology		-
	Major Projects	Playground	45,000
	Total		45,000
Community Building / Parent Support			
	Guest Speakers	Guest Speakers	
	Team/Community Building	Ex. Movie Night; BBQ; Dance; Family Game Night; Potluck; Paint Night, Peanut Scramble; Giving Back Campaign	
	Public Relations / Hospitality	School Based Celebrations; Festival of Trees, Science Fair (after hours); Wellness Fair (open to public); Parent Orientation Night	
	Total		-
School Council Administration			
	General Admin Expenses		100
	Babysitting		50
	Total		50
	GRAND TOTAL:		\$ 53,000

Financial Officer's Report Schedule B

New Horizons School Fund Allocation

Final

	2018-2019 Allocation of Funds	Spent Funds	Remaining Funds
School Support	\$ 11,500	\$ 6,035	\$ 5,465
			\$ -
Classroom Support	\$ 4,500	\$ 2,787	\$ 1,713
			\$ -
School Enhancement	\$ 50,000	\$ -	\$ 50,000
			\$ -
Community Building / Parent Support	\$ 5,600	\$ -	\$ 5,600
			\$ -
School Council Administration	\$ 500	\$ 30	\$ 470
			\$ -
GRAND TOTAL:	\$ 72,100.00	\$ 8,852.35	\$ 63,247.65

New Horizons School Fund
For the 2018-2019 School Year

Financial Officer's Report - Schedule B (page 2)

		Potential Projects, Items & Ideas Identified	
School Support	2018-2019 Allocation as Approved	2018/2019 Actual spent	
Clubs	\$ 2,000	\$ 794.09	Ex. LEGO Mindstorms purchase; Arts & Crafts; Science; Track & Field; Computer, Chess, Maker Carts
Sports & Well Being	1,000	341.29	Sports Day; School Teams; Mission Impossible; Track 'n Field Competition Day / Healthy School Initiatives - Mindfulness, Health Fair, Yoga Instructor, Back up Lunches
Events	2,000	1,538.44	Ex. Christmas Play &/or Concert; Grade 9 Grad; Talent Show; Art Walk; Winter Carnival/ Cabane a Sucre (Sugar Shack); Kinder Grad; Science Fair
Staff Support	1,500	1,392.11	Teacher Meals; Interviews; Staff Appreciation Week; Bereavement; Staff Awards
Academic Support	5,000	1,968.93	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
Total	11,500	6,034.86	
Classroom Support			
Recess Equipment	1,500	564.96	General Fund for the Entire School (including equipment storage)
Classroom Incentives	3,000	2,222.53	Student Based Funding at Teacher Discretion (Ex. reward items, special field trip, classroom fun activities/ materials) (\$8 per student allocated)
Total	4,500	2,787.49	
School Enhancement			
Sports Equipment	-	-	
Technology	-	-	
Major Projects	50,000	-	Risers, Swing funding
Total	50,000	-	
Community Building / Parent Support			
Guest Speakers	5,000	-	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
Total	5,600	-	
School Council Administration			
General Admin Expenses	100	20.00	
Babysitting	400	10.00	
Total	500	30.00	
GRAND TOTAL:		\$ 72,100	\$ 8,852

Financial Officer's Report - Schedule B (page 3)

Expenditure Tracking - 2018-2019

	Date		Paid To	Amount Paid	Subtotal
	Approved				
School Support					
Sports and Well Being - Forgotten Lunch Supplies	19/Sep/18	New Horizons School		\$ 18.98	
Sports and Well Being - Forgotten Lunch Supplies	16/Oct/18	New Horizons School		\$ 14.16	
Sports and Well Being - Forgotten Lunch Supplies	6/Feb/19	New Horizons School		\$ 19.81	
Sports and Well Being - Forgotten Lunch Supplies	28/May/19	New Horizons School		\$ 41.08	
Sports and Well Being - Tall pylons	22/Nov/18	New Horizons School		\$ 200.00	
Sports and Well Being - Sports Day	06/20/2019	Ms Shayel MacKinnon		\$ 16.85	
Sports and Well Being - Sports Day	06/27/2019	Ms Debbie Wain		\$ 20.97	
Sports and Well Being - Sports Day	06/27/2019	Ms Anika Kooger		\$ 9.44	\$ 341.29
Clubs- Gamers Club	19/Sep/18	Mr. Wilde		\$ 80.93	
Clubs - Puzzle Club	22/Jan/19	Ms. Michelle Stephens		\$ 186.95	
Clubs - Reach for the Top	8/Apr/19	The Renert School		\$ 340.00	
Clubs - Badminton		Mr. Shaun Wilde		\$ 70.88	
Clubs - Chess Tournament	05/29/2019	New Horizons School		\$ 58.48	
Clubs - Trivia Club	06/03/2019	Ms. Shayel MacKinnon		\$ 56.85	\$ 794.09
Events - Kindergarten Grad					
	05/31/2019	Michelle Stephens		\$ 58.33	
	06/19/2019	Michelle Stephens		\$ 118.26	
Events - Grade 9 Grad	06/24/2019	Ms Kandace Graham		\$ 500.00	
Events - Halloween Dance	22/Nov/18	Laura Rasmussen		\$ 90.00	
Events - Halloween Dance	23/Nov/18	Mr Abe Chang		\$ 25.20	
Events - Halloween Carnival	22/Nov/18	Mr. Brian Loehr		\$ 194.35	
Events - Christmas Concert	22/Jan/19	New Horizons School		\$ 552.30	\$ 1,538.44

Financial Officer's Report - Schedule B (page 4)

ademic Support - Teachers Pet Dreamcatchers	22/Feb/19	New Horizons School	\$	618.75
Academic Support - Gr 2 Buoyancy	26/Jun/19	New Horizons School	\$	556.00
Academic Support - Kinder Cooking				
	04/26/2019	Ms. Michelle Stephens	\$	215.21
	5/31/2019	Ms. Michelle Stephens	\$	137.58
Academic Support - Grade 5 Drama				
	05/27/2019	Ms. Alison Joly	\$	147.97
	06/04/2019	Ms. Andrew Watson	\$	293.42
Staff Support - Teacher Meals (Fall)	15/Feb/19	New Horizons School	\$	301.29
Staff Support - Teacher Meals (Spring)	19/Feb/04	Shaun Wilde	\$	500.00
Staff Support - Teacher Meals (End of year)	06/28/2019	Manda Wilde	\$	492.66
Staff Support - Teacher Appreciation Week	05/28/2019	Ms. Laura Rasmussen	\$	98.16
				<u>\$ 1,968.93</u>

Subtotal Paid
\$ 6,034.86

Classroom Support

Classroom incenctives - K				
	05/3/2019	Michelle Stevens	\$	199.76
	06/19/2019	Michelle Stevens	\$	86.49
Classroom incenctives - 1F				
	04/04/2019	Ms. Kim Fehr	\$	76.47
	06/27/2019	Ms Debbie Wain	\$	168.00
Classroom incenctives - 1W				
	01/30/2019	Ms. Anika Kooger	\$	84.08
	06/27/2019	Ms. Anika Kooger	\$	43.57
	06/27/2019	Ms. Anika Kooger	\$	19.97
Classroom incenctives - 2F				
	06/26/2019	Ms. Faye Freeman	\$	69.09
Classroom incenctives - 3P				
	1/Oct/18	Ms. Amanda Panas	\$	58.33
	6/Dec/18	Ms. Amanda Panas	\$	41.21
	6/Feb/19	Ms. Amanda Panas	\$	31.01

Financial Officer's Report - Schedule B (page 5)

Classroom incencitves - 3M	03/19/2019 Ms. Amanda Panas	\$	43.41
	22/Nov/18 Ms. Shayel MacKinnon	\$	70.76
	03/07/2019 Ms. Shayel MacKinnon	\$	20.95
	06/03/2019 Ms. Shayel MacKinnon	\$	41.98
	06/20/2019 Ms Shayel MacKinnon	\$	50.31
Classroom incencitves - 4W	6/Feb/19 Ms. Savannah Wygiera	\$	100.17
	06/27/2019 Ms Kelsey Ewert	\$	26.25
Classroom incencitves - 4C	06/21/2019 Ms Chantel Charest	\$	91.14
Classroom incencitves - 5W	19/Sep/18 Ms. Andrea Watson	\$	14.33
	7/Jun/19 Ms. Andrea Watson	\$	85.35
	06/26/2019 Ms. Andrea Watson	\$	43.97
Classroom incencitves - 5J	26/Jun/19 Ms. Alison Joly	\$	43.96
	6/Dec/18 Ms. Alison Joly	\$	9.44
	06/26/2019 Ms. Alison Joly	\$	77.46
Classroom incencitves - 6D	06/27/2019 Ms. Janice Dinel	\$	168.00
sClassroom incencitves - 6S	06/28/2019 Ms. Anne Servold	\$	97.68
Classroom incencitves - Jr High Wilde	06/27/2019 Mr. Brian Loehr	\$	43.39
	06/27/2019 Mr. Brian Loehr	\$	144.00
Classroom incencitves - Jr High Loehr	29/May/19 Ms Kandace Graham	\$	72.00
Classroom incencitves - Jr. High Graham	05/23/2019 Ms Kandace Graham	\$	94.74
Classroom incencitves - Music	29/May/19 Ms Kandace Graham	\$	5.26
Classroom incentives - French			
Recess Equipment			
			\$ 2,222.53
	06/20/2019 Chantal Charest	\$	8.25
	28/May/19 New Horizons School	\$	47.26

Financial Officer's Report - Schedule B (page 6)

06/27/2019	Anika Kooger	\$	21.50
06/27/2019	Janice Dinel	\$	62.91
06/27/2019	Debbie Wain	\$	15.75
07/15/2019	Debbie Wain	\$	409.29
Subtotal Paid			\$ 564.96
			\$ 2,787.49

School Enhancement

Subtotal Paid			\$ -
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Community Building / Parent Support

Subtotal Paid			\$ -
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School Council Administration

Babysitting			
Playground Committee Babysitting	05/05/2019	Ms. Elissa Wilson	\$ 10.00
Grant Writing Course	05/23/2019	Ms. Elissa Wilson	\$ 20.00
Subtotal Allocated			\$ 30.00