



# **Board Meeting**

# **Agenda Package**

**December 11, 2019**

☞ *New Horizons Charter School Society* ☞

**NEW HORIZONS CHARTER SCHOOL SOCIETY  
BOARD OF DIRECTORS' MEETING  
DECEMBER 11, 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.  | <b>Call to Order</b>  | N. Pasemko   | 7:00 pm |
| 2.  | <b>Statement of Territorial Acknowledgment</b>                | N. Pasemko   | 7:01 pm |
| <div style="border: 1px solid blue; padding: 5px; margin: 0 auto; width: 80%;"> <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, 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> </div> |   |              |         |
| 3.  | <b>Adoption of Agenda</b>                                     | N. Pasemko   | 7:02 pm |
| 4.  | <b>Disclosure of Conflict of Interest</b>                     | N. Pasemko   | 7:03 pm |
| 5.  | <b>Approval of Minutes</b>                                    | N. Pasemko   | 7:04 pm |
|   | 5.1 November 20, 2019 – attachment                            |              |         |
| 6.  | <b>Administration Reports</b>                                 |              | 7:05 pm |
|   | 6.1 Principal’s Report – Verbal Report                        | T. Zarowny   |         |
|   | 6.1.1 AEP/AERR – sent out in separate email                   |              |         |
|   | 6.2 Superintendent’s Report – attachment                      | D. Lindquist |         |
| 7.  | <b>Board Reports</b>  |              | 7:25 pm |
|   | 7.1 Board Chair’s Report                                      | N. Pasemko   |         |
|   | 7.2 Committee Reports   | N. Pasemko   |         |
| 8.  | <b>New Business</b>   |              | 7:35 pm |
|   | 8.1 Counsellor’s Report – attachment                          | L. Vigfusson |         |
|   | 8.2 Class Size Report – attachment                            | T. Zarowny   |         |
|   | 8.3 Stakeholder Forum 2020 – attachment                       | D. Lindquist |         |
|   | 8.4 NHS 25 <sup>th</sup> Anniversary Celebration - attachment | L. Vigfusson |         |
|   | 8.5 Set March Retreat Date - attachment                       | D. Lindquist |         |

9.	<b>Board Work Plan</b> – attachment	N. Pasemko	8:35 pm
10.	<b>The Association of Alberta Public Charter Schools</b>	N. Pasemko	8:40 pm
11.	<b>Correspondence Sent</b>	N. Pasemko	8:45 pm
12.	<b>Correspondence Received</b> 12.1 EDC Minister IMR Grant Email	N. Pasemko	
13.	<b>In Camera</b>	N. Pasemko	8:46 pm
14.	<b>New Business (cont'd.)</b> 14.1 Matters Arising from In Camera Meeting	N. Pasemko	9:05 pm
15.	<b>Adjournment</b>	N. Pasemko	9:10 pm

**Next Board Meeting – 7:00 p.m., Wednesday, January 15, 2020**

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: November 20, 2019

Initials: Chair \_\_\_\_\_

Approved: DRAFT

Recorded By: A. DeJong

Secretary \_\_\_\_\_

**November 20, 2019, 7:30 p.m.**

Board Members Present at Call to Order:

Nicole Pasemko  
CHAIR

Vincent Tong  
TREASURER

Shari Morin  
SECRETARY

Ijeoma Ukiwe  
DIRECTOR

Jason Clarke  
DIRECTOR

Chris Burrows  
DIRECTOR

Administration Present:

Dean Lindquist  
SUPERINTENDENT

Tracy Leigh  
SECRETARY-TREASURER

Ted Zarowny  
PRINCIPAL

Members Present:

Laura Rasmussen  
SCHOOL COUNCIL  
REPRESENTATIVE

**1. Call to Order**

Chair Pasemko called the meeting to order at 7:36 pm.

**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, 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 2019-11-20-01*

*Moved that the agenda for the Board Meeting of November 20, 2019 be adopted as edited.*

- Item 6.2 - Combined Annual Education Results Report for 2018-19 and Three Year Education Plan for 2019-20 – 2021-22 was deferred to the December 11, 2019 Board Meeting.*

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: November 20, 2019

Initials: Chair \_\_\_\_\_

Approved: DRAFT

Recorded By: A. DeJong

Secretary \_\_\_\_\_

- 
- 6.2 - 25<sup>th</sup> Anniversary Celebration was added to the agenda.

*Moved: Director Morin  
Seconded: Director Tong  
Carried*

**4. Disclosure of Conflict of Interest:**

None

**5. Approval of Minutes**

**5.1 Minutes of October 9, 2019**

*Motion 2019-11-20-02 Moved that the Board Meeting minutes of October 9, 2019 be approved as presented.*

*Moved: Director Morin  
Seconded: Director Ukiwe  
Carried*

**6. New Business**

**6.1 Fall Budget Update 2019-20**

Secretary-Treasurer Leigh spoke to the 2019-20 Fall Budget Update, as attached to the agenda for the meeting.

*Motion 2019-11-20-03 Moved that the 2019-20 Fall Budget Update be approved as presented.*

*Moved: Director Burrows  
Seconded: Director Clarke  
Carried*

**6.2 25<sup>th</sup> Anniversary Celebration**

Superintendent Lindquist spoke to the 25<sup>th</sup> Anniversary Celebration as presented in the meeting handout.

NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: November 20, 2019

Initials: Chair \_\_\_\_\_

Approved: DRAFT

Recorded By: A. DeJong

Secretary \_\_\_\_\_

**6.3 Service on Board Committees**

Superintendent Lindquist spoke to the Expressions of Interest for various Board committees and identified individuals who have volunteered to serve on each respective committee, as attached to the agenda for the meeting.

**6.4 School Council Report**

School Council representative Laura Rasmussen spoke to the School Council Report, as presented at the meeting.

**6.5 Stakeholder Forum**

Superintendent Lindquist spoke to the Stakeholder Forum, as attached to the agenda for the meeting. Discussion followed.

**7. Board Work Plan**

The Board reviewed the Work Plan for 2019-20, as attached to the agenda package for the meeting.

**8. The Association of Alberta Public Charter Schools (TAAPCS)**

**8.1 Annual General Meeting**

Superintendent Lindquist spoke to the document about the Annual General Meeting of TAAPCS as attached to the agenda of the meeting. Discussion followed.

**9. Correspondence Sent**

- none

**10. Correspondence Received**

- *Ministerial Order No. 042/2019 Seclusion and Physical Restraint in Alberta Schools Standards and Guidelines for Time-Out in Alberta Schools*
- *Lead Concentrations in Water Sources*

*Motion 2019-11-20-04 Moved that the reports be received as presented.*

*Moved: Director Clarke*

*Seconded: Director Burrows*

*Carried*

DRAFT

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NEW HORIZONS CHARTER SCHOOL SOCIETY  
MINUTES

Type of Meeting: Board

Date: November 20, 2019

Initials: Chair \_\_\_\_\_

Approved: DRAFT

Recorded By: A. DeJong

Secretary \_\_\_\_\_

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**In camera minutes recorded by Secretary Morin**

**11. Motion to Move into Camera:**

*Motion 2019-11-20-05 Moved that the meeting move in camera at 9:27 pm.*

*Moved: Director Morin  
Seconded: Director Clarke  
Carried*

**Motion to Move Out of Camera:**

*Motion 2019-11-20-06 Moved that the meeting move in camera at 9:41 pm.*

*Moved: Director Burrows  
Seconded: Director Tong  
Carried*

**12. New Business (con't)**

**12.1 Matters Arising from In Camera Meeting**

*Motion 2019-11-20-07 Moved that the contract of employment for the following employee be ratified:*

- *Employee #0303*

**13.**

*Moved: Director Ukiwe  
Seconded: Director Burrows  
Carried*

**Adjournment**

Chair Pasemko adjourned the meeting at 9:42 pm.

*Next Board Meeting: December 11, 2019*

## MEMORANDUM

Date December 3, 2019

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Superintendent's Report

### Background:

Since the last Board Meeting most work completed by the Superintendent or other administrative officers are agenda items that are part of the December 11 Board Meeting Agenda. However, the following additional items are highlights of work in progress.

#### ACCESS Copyright

There is planned litigation between ACCESS Copyright and all provincial Ministries of Education (except BC, Quebec and Ontario) and all school boards in Ontario. This litigation was initiated by a lawsuit filed by the Ministries of Education against ACCESS Copyright for the purpose of recovering \$25 Million in overpaid tariffs. A countersuit was initiated by ACCESS Copyright and now all school authorities in Alberta (and other provinces) are having to collect information regarding our use of copyrighted material, our enrollment, staff lists, etc since 2013. This has required significant work from office staff and others to comply with the court order.

#### New Horizons Research

We (Principal Zarowny and me) are continuing work with the University of Calgary for the purpose of conducting research in our school. The UofC (Werklund School of Education) has been excellent to work with over the past few months as we looked for potential topics that are relevant to both the school and UofC, and will also provide opportunities to build our capacity in terms of works to support gifted learners in an aggregated setting. The following describes what we are looking to complete:

Research the impact or influence that intentionally designed pedagogy has on student engagement. Intentionally designed connotes deliberately identifying and planning using tacit or explicit knowledge of how students in the class learn, prior planning information, etc that demonstrates forms of evidence informed decision-making with regard to planning and implementing a pedagogy that supports enhanced engagement of students and student learning.

Furthermore, how does NHS ensure student engagement is at the forefront when identifying and implementing pedagogy?

We provided the UofC with two documents as background information:

a) Focus group data for all classrooms grade 4 to 9. Student data on the associated questions identify engagement and great teachers as two of many factors that support their learning. Further discussion with students and parents is likely necessary to determine what they mean by engagement and great



teachers.

b) Aggregated data for PAT results - acceptable standard and excellence standard

A professor at the UofC (Werklund School of Education) has expressed interest and will plan further meetings to plan for the research. It is anticipated that the research question will be finalized in spring 2020. In the meantime, we and the UofC will seek out grants to support the costs of this research.

**Recommendations:**

It is recommended that the Board receive this report as information.

A handwritten signature in blue ink, appearing to read "Dean Lindquist". The signature is fluid and cursive, with the first name "Dean" being more legible than the last name "Lindquist".

Dean Lindquist

**MEMORANDUM**

Date: December 3, 2019

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Counsellor's Report (Attached)

**Background:**

Vice Principal and Counsellor Lori Vigfusson will attend the December 11, 2019 Board Meeting and present her Counselling report for the 2018/19 school year. Her report is attached to this memorandum.

**Recommendations:**

It is recommended that the Board receive the Counsellor's Report as information.



Dean Lindquist

## Counsellor's Report

During the 2018-2019 school year I set up and delivered whole class, small group, and individual counselling programs.

At the whole-class level, I delivered a series of lessons relating to kindness and friendship. At the junior high level I ran small group lessons on executive functioning as part of student IPPS. In grades 3-5 I provided resources on executive functioning and growth mindset for whole class instruction. I also led mini-lessons on using our social filter, turn taking and self-regulation and friendships to Kindergarten groups.

In my small group counselling I developed themes for these groups based on student needs as reported by teachers in a survey I sent out. Groups were delivered for students in grades 1-4. Groups met once per week for about 6-8 weeks each. This varied based on the needs of the members of each group.

Before Christmas I had 2 groups that focussed on social skills and making friends with 4-6 students per group; 4 groups focussed on managing anxiety with 5-6 students per group and also led short term friendship and conflict resolution groups on an as-needed basis for grades 1, 2 and 3. (4 groups with 3-4 sessions per group)

After Christmas, I had 3 new groups focussed on managing anxiety with 3-6 students in each group. I also continued the friendship groups as need arose (3 groups with 3-4 sessions per group).

In all I saw just over 80 students in a small group setting throughout the course of the year. After each group, I debriefed with classroom teachers about the topics covered and explained any strategies that were taught so that consistency could be maintained. I also offered some lessons from these groups to teachers to cover with their whole class if there was need.

Individual counselling included scheduled appointments, informal check-ins and meetings at student/teacher/parent request. When possible strategies were given as take-aways for students and when appropriate, parents and teachers. The topics that came up most during these sessions were executive functioning, anxiety, and friendship concerns.

Last year, I also planned and hosted a mental health week with speakers coming from various groups including Alberta Health Services, the University of Alberta as well as not-for profit groups in addition to private Psychologists. These sessions were delivered to students throughout the week. Students in Junior High also completed research and created displays on fostering positive mental health. I plan to hold another similar event in the spring.

This year I plan to include similar small group and individual counselling sessions as the feedback I received from teachers and parents was positive.

Referrals for groups or individual counselling come to me from teachers, often in consultation with parents. Referrals also have come from the students themselves, most often from older students, although once rapport was built with younger students, requests were made to see me as well.

**MEMORANDUM**

Date: December 3, 2019

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Class Size Report (Attached)

**Background:**

The Board has included reporting on class size in their Board Annual Work Plan. Traditionally this report is provided by Alberta Education to school districts using the classroom size data provided by school districts. With government no longer providing class size funding, they are no longer collecting data on class sizes.

As a result, administration determined that the data provided in the class size report is still important to report on as school administration endeavors to maintain as small of class sizes as possible. Therefore, this new class size report will provide class sizes for each K-9 classroom and a sampling of class sizes for junior high options

**Implications:**

The data provided in the modified class size report remains an important measure. Through reporting this data, Board Directors can monitor class size and to also use this data to inform budgetary decisions in the future

**Recommendations:**

It is recommended that the Board receive this report as information.



Dean Lindquist

## **NHS September 30 Class Size Report for 2019-20**

Kindergarten Mon/Wed - 16

Kindergarten Tue/Thu – 18

Grade 1F – 22

Grade 1W – 22

Grade 2F – 23

Grade 2K – 24

Grade 3M – 21

Grade 3P – 21

Grade 4A – 25

Grade 4E – 25

Grade 5J – 24

Grade 5W – 24

Grade 6D – 21

Grade 6S – 21

Grade 7A – 20

Grade 7L – 20

Grade 8W – 21

Grade 9G – 22

Sample of Jr. High Option Courses:

Robotics – 19

Instrumental Music – 11

Leadership – 19

Sports Performance – 21

Entrepreneurship - 13

## MEMORANDUM

December 3, 2019

To: Board of Directors

From: Dean Lindquist – Superintendent

Subject: Stakeholder Forum 2020

Background:

For the last number of years, the Board has hosted a Stakeholder Forum early in the new year.

To prepare for hosting this important event, the Board should finalize the following:

1. Date of the Stakeholder Forum –
  - a. Last year the Forum was held Monday, February 11, 2019
  - b. Suggested date: 6:30 pm, Monday, January 27, February 3 or February 10, 2020
2. Facilitator of the event – Dean Lindquist, Ted Zarowny, Lori Vigfusson
3. Topics for discussion
  - a. **Effectiveness of IPPs** (identified at Board Retreat held on March 23, 2019)
  - b. **What are the attitudes and behaviors that will make students successful at work when they finish school?** (Strategy contained in Combined 3-Year AEP and AERR, p. 21)
  - c. **In what ways (e.g. teaching, learning, programming, organization, etc) has NHS improved, stayed the same or declined in the last three years?** (Strategy contained in Combined 3-Year AEP and AERR, p. 21)
  - d. **Establishing a NHS high school** – what will it look like in terms of facility, location, programming, delivery model, etc (Good starting point for providing data to the High School Ad Hoc Committee)
  - e. **Other topics to be determined**
4. Committee designated to undertake planning and implementation
  - a. Records of feedback from the Directors (February 20, 2019) regarding the 2019 Stakeholder Forum identifies the following structural recommendations:
    - There was lots of positive feedback about the Forum. Several directors said it was the best one so far.

- Very helpful to have Ted and Lori available as resource people.
- Good idea to stay at one table for the entire evening rather than moving around from group to group, as in previous years.
- Consider retaining 2 discussions, rather than 3, but adding a little more time for each discussion.
- When sharing “top 2” strategies, provide opportunity for groups to provide a rationale for their position.

Recommendation:

It is recommended that the Board of Directors engage in a discussion with a view toward responding to each of the four points above in addition to any further direction by the Board.



Dean Lindquist, Ed.D. – Superintendent

Attachment

**SUGGESTED FORMAT FOR AGENDA**  
**New Horizons School – Stakeholder Forum**  
**6:30 p.m., \_\_\_\_\_ 2020**

**AGENDA**

Welcome & Introductions	Dean Lindquist
Opening Remarks	Nicole Pasemko
Housekeeping Items	Dean Lindquist
Background/Explanation of Process	Dean Lindquist
<b>Question #1 –</b>	
Background	Ted Zarowny / Director
Small Group Discussion	Table Groups
Small Group Prioritization	Table Groups
Collection of Suggestions	Ted Zarowny / Lori Vigfusson
Questions for Clarification	All
Poll #1	Ted Zarowny / Lori Vigfusson
<b>Question #2 –</b>	
Background	Ted Zarowny / Director
Small Group Discussion	Table Groups
Small Group Prioritization	Table Groups
Collection of Suggestions	Ted Zarowny / Lori Vigfusson
Questions for Clarification	All
Poll #2	Ted Zarowny / Lori Vigfusson
<b>Wrap-up and Closing Comments</b>	



How Input Will Be Used

Dean Lindquist

Final Poll

Dean Lindquist

Thanks & Closing Comments

Nicole Pasemko / Dan Hanson

Adjournment

**MEMORANDUM**

Date: December 3, 2019

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: New Horizons Charter School 25<sup>th</sup> Anniversary Celebration

**Background:**

Vice Principal Vigfusson will present a verbal report to the Board on the planning for the NHS 25<sup>th</sup> Anniversary celebration. The event is planned for January 31, 2020 and details of the event will be shared at the December 11 Board of Directors Meeting.

Directors will be asked to provide feedback and direction to the planning committee and to the Superintendent as to what the Board would like to see at the event.

**Invitations**

At the November 20, 2019 Board Meeting, directors were provided a list of invitees that an invitation will be sent to them in case they wish to attend. We are targeting December 16 or 17 to send invitations to invited guests on behalf of the Board Chair. We are unable to find email addresses or home addresses for some individuals on the list. As a result, they may not receive an invitation to attend.

Emails will also be sent out to parents and society members to advertise and invite them to this special event. These emails will be sent out once the program is confirmed. The invitation for the anniversary event will also be placed on the school's web.

**Plaque**

Immediately following this memorandum is a mock-up of the 25<sup>th</sup> Anniversary plaque using the 20<sup>th</sup> anniversary plaque as the model. At time of developing the agenda, the company we are working with to produce the plaque is in the process of sending a quote and a picture of what it would look like.

**Recommendations:**

It is recommended that the Board provide direction to the Superintendent if changes are requested or the Board receive this report as information.



Dean Lindquist

## Plaque for New Horizons School 25<sup>th</sup> Anniversary

New Horizon School Logo (unchanged from 2016)



**Commemorating the  
25<sup>th</sup> Anniversary  
of New Horizons Charter School**

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**January 31, 2020**

### Board of Directors

N. Pasemko, Chair  
D. Hanson, Vice Chair  
S. Morin, Secretary  
V. Tong, Treasurer  
J. Clarke  
I. Ukiwe  
C. Burrows

### Administration

D. Lindquist, Superintendent  
T. Leigh, Secretary-Treasurer  
T. Zarowny, Principal  
L. Vigfusson, Vice Principal

### School Council Chair

E. Macve

Striving for excellence in a positive academic learning environment that provides social and emotional support for every student.



*Please Join Us*  
*for our*  
*25<sup>th</sup> Anniversary*  
*Celebration*

*1:00 pm, January 31, 2020*

*1000 Strathcona Drive*

*Sherwood Park*

*RSVP to Jill Swanson*

*<jswanson@newhorizons.ca>*

**MEMORANDUM**

Date: December 3, 2019

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: March 2020 Retreat Date

**Background:**

The Board, in their Annual Work Plan, has identified that they will plan a retreat for March 2020. To begin working on the planning of the Retreat, the Board needs to identify the following:

1. March date for the event; and
2. Agenda items for the Retreat.

When setting the date for the Retreat, it is important to take into consideration that Spring Break begins on March 27, 2020 and not all Directors may be available.

**Recommendations:**

It is recommended that the Board set a March date and develop a prioritized list of agenda topics.



Dean Lindquist

### Board of Directors – Work Plan for 2019-20

<b>September</b>	<ul style="list-style-type: none"> <li>▪ Adopt Board Work Plan for 2019-20 <input type="checkbox"/></li> <li>▪ Set date for October Board meeting <input type="checkbox"/></li> <li>▪ Receive report on provincial achievement test results (closed meeting) <input type="checkbox"/></li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>▪ Complete Board Organizational Actions               <ul style="list-style-type: none"> <li>- Conduct Special General Meeting; hold Board elections <input type="checkbox"/></li> <li>- Elect Board executive officers (must be within one week of SGM) <input type="checkbox"/></li> <li>- Select members for Board standing committees <input type="checkbox"/></li> <li>- Set dates for Board meetings (motion required) <input type="checkbox"/></li> <li>- Notify Service Alberta of change in executive officers <input type="checkbox"/></li> <li>- Identify Board signing authorities <input type="checkbox"/></li> <li>- Sign Board Member Code of Conduct – Policy #101 <input type="checkbox"/></li> </ul> </li> <li>▪ Receive Accountability Pillar Results Report for October 2019 <input type="checkbox"/></li> <li>▪ Attend TAAPCS Annual General Meeting <input type="checkbox"/></li> <li>▪ Receive enrolment report for September 30, 2019 <input type="checkbox"/></li> <li>▪ Conduct initial orientation session for new Board members <input type="checkbox"/></li> <li>▪ Submit request to Alberta Education for modular classrooms <input type="checkbox"/></li> <li>▪ Set date for NHCS Society Annual General Meeting <input type="checkbox"/></li> <li>▪ Create Task Force to investigate establishment of New Horizons High School Program (as per Education Plan) <input type="checkbox"/></li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>▪ Conduct AGM of NHCS Society <input type="checkbox"/></li> <li>▪ Approve final Three-Year Education Plan 2019-2020 to 2021-22 <input type="checkbox"/></li> <li>▪ Approve revised budget for 2019-20 <input type="checkbox"/></li> <li>▪ Approve Annual Education Results Report 2018-19 <input type="checkbox"/></li> <li>▪ Approve Audited Financial Statement Year Ending Aug 31/19 <input type="checkbox"/></li> <li>▪ Receive Report #1 from School Council <input type="checkbox"/></li> <li>▪ Determine priorities, possible date for Stakeholder Forum <input type="checkbox"/></li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>▪ Receive Class Size Report for 2019-20 <input type="checkbox"/></li> <li>▪ Set date for March Board Planning Retreat <input type="checkbox"/></li> <li>▪ Receive Counsellor’s Report for 2018-19 School Year <input type="checkbox"/></li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>▪ Receive Quarterly Financial Report for Sep - Nov 2019 <input type="checkbox"/></li> <li>▪ Review Policy 210 and associated Student Code of Conduct <input type="checkbox"/></li> <li>▪ Approve school calendar for 2019-20 in principle <input type="checkbox"/></li> <li>▪ Stakeholder Forum – Gather input on possible Education Plan priorities <input type="checkbox"/></li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>▪ Provide final approval of school calendar for 2020-21 <input type="checkbox"/></li> <li>▪ Prepare breakfast for school staff <input type="checkbox"/></li> <li>▪ Receive mid-year progress report on Three-Year Education Plan 2018-21 <input type="checkbox"/></li> </ul>

<b>March</b>	<ul style="list-style-type: none"> <li>▪ Board Retreat – Identify priorities for upcoming Education Plan <input type="checkbox"/></li> <li>▪ Approve Three-Year Capital Plan for 2020-21 to 2022-23 <input type="checkbox"/></li> <li>▪ Receive Quarterly Financial Report for Dec 2019 – Feb 2020 <input type="checkbox"/></li> <li>▪ Administer Board-developed Stakeholder Survey <input type="checkbox"/></li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>▪ Provide provisional approval to Education Plan 2019-20 to 2021-22 <input type="checkbox"/></li> <li>▪ <input type="checkbox"/></li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>▪ Attend TAAPCS Spring General Meeting <input type="checkbox"/></li> <li>▪ Approve Budget for 2020-21 <input type="checkbox"/></li> <li>▪ Receive Accountability Pillar Results Report for May 2020 <input type="checkbox"/></li> <li>▪ Receive Board-developed stakeholder survey results <input type="checkbox"/></li> <li>▪ Consider salary adjustment for support staff, senior administration <input type="checkbox"/></li> <li>▪ Receive report from FANHS <input type="checkbox"/></li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>▪ Assess Board Work Plan progress for 2019-20 <input type="checkbox"/></li> <li>▪ Receive Quarterly Financial Report for Mar – May 2020 <input type="checkbox"/></li> <li>▪ Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10) <input type="checkbox"/></li> <li>▪ Schedule September 2020 Board meeting <input type="checkbox"/></li> <li>▪ Set date for Summer Board Housekeeping Retreat <input type="checkbox"/></li> <li>▪ Receive Report #2 from School Council <input type="checkbox"/></li> </ul>
<b>Ongoing</b>	<ul style="list-style-type: none"> <li>▪ Consider proposals for new or amended Board policies <input type="checkbox"/></li> <li>▪ Receive recommendations from Board committees <input type="checkbox"/></li> </ul>
<b>Annually</b>	<ul style="list-style-type: none"> <li>▪ Negotiate collective agreement with ATA (as needed) <input type="checkbox"/></li> </ul>
<b>As Needed</b>	<ul style="list-style-type: none"> <li>▪ Meet with: <input type="checkbox"/></li> <li style="padding-left: 20px;">- County Council <input type="checkbox"/></li> <li style="padding-left: 20px;">- MLAs <input type="checkbox"/></li> </ul>

# IMR Grant

Inbox ×

**EDC Minister** <Education.Minister@gov.ab.ca>

Wed, Nov 27, 2:19 PM (2 days ago)

to

## To: Board Chairs of Public, Separate, Francophone and Charter School Authorities

Since Budget 2019 was tabled in the Legislature, I have spoken to many of you regarding your concerns. I realize challenges a fall budget presents for your school jurisdictions as we adjust to our current fiscal reality.

I have decided that for the 2019/20 school year only, I will permit school boards to repurpose the operating portion the Infrastructure Maintenance and Renewal (IMR) grant to support classroom, or school-based, certificated and non-certificated staffing costs. The current school year is a transition year to a new funding and assurance model that will be introduced with Budget 2020.

Providing school boards with this short-term flexibility will help maintain stability for your classrooms and allow boards more time to strategically review their entire cost and revenue structures and put plans in place next spring for the 2020/21 school year. School boards who choose to utilize this additional flexibility may do so if they have first demonstrated a reasonable draw on operating reserves, with the provision that critical student health and safety needs are maintained.

If your board wishes to seek approval to access this additional flexibility in the 2019/20 school year, please have your secretary-treasurer email Brian Smith, Director of Financial Reporting and Accountability, at [brian.smith@gov.ab.ca](mailto:brian.smith@gov.ab.ca). You will be expected to answer the following questions related to the current school year:

- How much of your reserves did you access?
- What other cost or revenue adjustments are you implementing?
- How much IMR funding do you wish to repurpose?