



Board Meeting

Agenda Package

April 22, 2020

☞ *New Horizons Charter School Society* ☞

AGENDA**Type of Meeting:** Board**Date:** April 22, 2020**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
April 22, 2020**

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 | D. Hanson | 7:00 pm |
| 2. | Statement of Territorial Acknowledgment | D. Hanson | 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 | D. Hanson | 7:02 pm |
| 4. | Disclosure of Conflict of Interest | D. Hanson | 7:03 pm |
| 5. | Approval of Minutes | D. Hanson | 7:04 pm |
| | 5.1 March 18, 2020 – attachment | | |
| 6. | Administration Reports | | 7:05 pm |
| | 6.1 Principal's Report | T. Zarowny | |
| | 6.2 Superintendent's Report | D. Lindquist | |
| | 6.2.1 Staffing decisions during the pandemic | | |
| | 6.2.2 Specialized Learning Supports | | |
| 7. | Board Reports | | 7:25 pm |
| | 7.1 Board Chair's Report | D. Hanson | |
| | 7.2 Committee Reports | D. Hanson | |
| 8. | New Business | | 7:45 pm |
| | 8.1 Appointment of Board Officers | D. Lindquist | |
| | 8.2 Second Quarter Financial Report | P. Dundas | |
| | 8.3 Provisional Approval to Education Plan | T. Zarowny | |
| | 8.4 Advocacy Plan | D. Hanson | |

AGENDA**Type of Meeting:** Board**Date:** April 22, 2020**Page:**2 of 2*"TOWARDS NEW HORIZONS"**Is it in the best interest of our students?**Does it support excellence?*

- | | | | |
|------|--|-----------|---------|
| 9. | Board Work Plan – attachment | D. Hanson | 8:15 pm |
| 10. | The Association of Alberta Public Charter Schools | D. Hanson | 8:20 pm |
| 10.1 | May 2, 2020 SGM Email and attachments | | |
| 11. | Receipt of Reports | D. Hanson | 8:30 pm |
| 12. | Correspondence Sent | D. Hanson | 8:40 pm |
| 13. | Correspondence Received | D. Hanson | |
| 13.1 | Deputy Minister Email – March 28, 2020 (attached) | | |
| 13.2 | Follow up email on 19/20 AEP and AERR | | |
| 14. | In Camera | D. Hanson | 8:45 pm |
| 15. | New Business (cont'd.) | D. Hanson | 8:55 pm |
| 15.1 | Matters Arising from In Camera Meeting | | |
| 16. | Adjournment | D. Hanson | 9:00 pm |

Next Board Meeting – 7:00 p.m., Wednesday, May 20, 2020

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

Date: March 18, 2020

Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

March 18, 2020, 7:00 p.m.

Board Members Present at Call to Order:

Dan Hanson
ACTING CHAIR

Vincent Tong
TREASURER

Shari Morin
SECRETARY

Chris Burrows
DIRECTOR

Jason Clarke
DIRECTOR

Ijeoma Ukiwe
DIRECTOR

Administration Present:

Dean Lindquist
SUPERINTENDENT

Patti Dundas
SECRETARY-TREASURER

Ted Zarowny
PRINCIPAL

Members Present:

1. Call to Order

Chair Hanson called the meeting to order at 7:10 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, 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

Director Clarke put forward a request to add videoconference ability to the agenda as outlined in the following motion:

Motion 2020-03-18-01

Moved that the Board of Directors approve the full participation, including voting rights, of remote Board Members who may join Board Meetings of the New Horizons Charter School Society via videoconference or teleconference as provided by the Board of Directors and that such participation will count towards quorum. Further

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

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Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

the Board recognizes this motion will stand until the next AGM, or until such time as the Board adopts an official Policy for remote participation in Board Meetings, whichever comes first.

*Moved: Director Burrows
Seconded: Director Morin
Carried*

Motion 2020-03-18-02 Moved that the agenda for the Board Meeting of March 18, 2020 be adopted as amended.

*Moved: Director Tong
Seconded: Director Morin
Carried*

4. Disclosure of Conflict of Interest:

None

5. Approval of Minutes

5.1 Minutes of February 12, 2020

Motion 2020-03-18-02 Moved that the Board Meeting minutes of February 12, 2020 be approved as presented.

*Moved: Director Morin
Seconded: Director Ukiwe
Carried*

6. Administration Reports

6.1 Principal's Report

Principal Zarowny provided a brief update on the school's responses to the COVID-19 situation. There are many challenges but plans are coming together and the staff is responding well to the new reality of virtual learning.

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

Type of Meeting: Board

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Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

6.2 Superintendent's Report

Superintendent Lindquist spoke to the Superintendent's Report, including the COVID-19 situation and the funding framework as distributed by email and shared virtually during the meeting. Discussion followed.

Action Item: The Advocacy Committee will create and share an advocacy document outlining what Charter schools are and where the gaps exist between charter schools and other public schools in the province. The document will also include highlights from the Capital Plan for 2021/22 to 2023/24.

7. Board Reports

7.1 Board Chair's Report

No report.

7.2 Committee Reports

There was discussion about distributing the Board survey amidst the current changes. Consensus was that the survey could still be shared.

Action: The Survey Committee will proceed to distribute the survey and collect responses from parents and students via electronic means. Timing of the survey will be shared at the next Board meeting.

Action: The Policy committee has expectation of meeting soon and addressing a number of policy related items requiring discussion and/or update.

8. New Business

8.1 Three-Year Capital Plan 2020-23

Superintendent Lindquist spoke to the Three Year Capital Plan for 2020-23 as included in the agenda package. Discussion followed.

Motion 2020-03-18-03 Moved that the Three Year Capital Plan 2021/22 to 2023/24 be accepted as presented.

*Moved: Director Clark
Seconded: Director Burrows
Carried*

NEW HORIZONS CHARTER SCHOOL SOCIETY
MINUTES

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Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

8.2 Revisit 2020-21 School Calendar

Superintendent Lindquist spoke to the revised proposed School Calendar for 2020-21 as included in the agenda package. Discussion followed.

Motion 2020-03-18-04 Moved that the revised calendar for the 2020-21 school year be approved as presented and reflect the administration recommendation of including a PD day on January 29, 2021, an instructional day on February 12, 2021 and the last day of school for students being June 24, 2021 with staff finishing on June 25, 2021.

*Moved: Director Ukiwe
Seconded: Director Clark
Carried*

8.3 Signing Authority

Superintendent Lindquist spoke to revising signing authority at the bank. Discussion followed.

Motion 2020-03-18-05 Moved that Tracy Leigh be replaced by Patti Dundas as signing authority, effective March 2, 2020.

*Moved: Director Tong
Seconded: Director Clark
Carried*

8.4 2020-21 Funding Framework

Superintendent Lindquist spoke to the 2020-21 Funding Framework during the Superintendent Report, agenda item 6.2.

9. Board Work Plan

The Board reviewed the Work Plan for 2019-20, as included the agenda package. Superintendent Lindquist invited Board members to email suggested or recommended changes for future years.

NEW HORIZONS CHARTER SCHOOL SOCIETY
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Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

10. The Association of Alberta Public Charter Schools (TAAPCS)

10.1 Funding and Framework Discussion

Superintendent Lindquist spoke to communication received from the TAAPCS Communication Committee regarding the impact of the October 24, 2019 and February 27, 2020 Budgets on Alberta Charter Schools.

11. Receipt of Reports

Motion 2020-03-18-06 Moved that all reports be received as presented during the meeting.

*Moved: Director Burrows
Seconded: Director Clark
Carried*

12. Correspondence Sent

- None

13. Correspondence Received

- 13.1 Modular Classroom Request (email)
- 13.2 School Board Reserves and TEBA (email)

14. In Camera

In camera minutes recorded by Secretary Morin

Motion to Move into Camera:

Motion 2020-03-18-07 Moved that the meeting move in camera at 8:49 pm.

*Moved: Director Ukiwe
Seconded: Director Morin
Carried*

NEW HORIZONS CHARTER SCHOOL SOCIETY
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Initials: Chair _____

Approved: DRAFT

Recorded By: A. DeJong

Secretary _____

Motion to Move Out of Camera:

Motion 2020-03-18-08 Moved that the meeting move out of camera at 8:52 p.m.

*Moved: Director Clarke
Seconded: Director Burrows
Carried*

15. New Business (con't)

15.1 Matters Arising from In Camera Meeting

Motion 2020-03-18-09 Moved that the contract of employment for the following employee be ratified:

- *Employee #0305*
- *Employee #0306*

*Moved: Director Burrows
Seconded: Director Clarke
Carried*

16. Adjournment

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

Next Board Meeting: April 22, 2020 7:00 p.m.



Dean Lindquist
Superintendent
Phone: 780-416-2353
Email: dlindquist@newhorizons.ca

MEMORANDUM

Date: April 22, 2020

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Superintendents' Report

Staffing Decisions During the Pandemic

Due to the pandemic classes were cancelled across the province beginning on March 16, 2020. Since that time provincial direction regarding safe practices have been followed. These practices include social distancing, personal hygiene and ensuring the school is regularly deep cleaned. To assist with ensuring safe practices, staff were provided with the ability to choose to work from home or school. On any given day, there are some teachers and support staff working in the building.

As provincial direction was to ensure the schools remain open, there is always office staff (one administrator and one school secretary) at the school during normal business hours.

Originally, provincial direction was to keep all staff working and employed. Teachers were and are busy providing online educational programs for their students. Educational Assistants continued their work with students on IPPs and had other work assigned. In late March, our Board received a 14% reduction on the basic education grant for May and June (equivalent to \$51,224) and 51% reduction on our Transportation Grant (\$6,212). As part of government direction it was indicated that we should plan to reduce support staff, educational assistants and bus drivers.

As a result of this funding reduction, Educational Assistants received temporary lay off notices effective end of day April 30, 2020. This is unfortunate as our Educational Assistants provide exceptional service to our students and teachers.

Even though administration and staff have their focus on providing educational services to students during the pandemic, we are also working hard to ensure that our school is ready for September 1 and a new school year. As such, we did not lay off our school office staff as we need to keep the school open (as directed by Alberta Education) and we need to ensure that our school is ready to open for the new school year in September.

NHS Board Policy #301 directs the Superintendent to maintain effective personnel-related practices in accordance with Board policies, the School Act, other legislation or relevant regulations, and collective agreements. The process used during the pandemic has been to keep the board informed of all of these types of decisions.

Specialized Learning Supports

As we prepare the 2020/21 school year budget we are learning about new changes to how funding will work under the new funding framework.

In past years our school had followed the severe disabilities grant that required us to code mild, moderate and severe disability students. Mild and moderate students do not receive extra funding under this grant while severe needs students resulted in our board receiving \$16,465 per student. As we have six severe needs students, we received a total of approximately \$99, 000 for the 2019/20 school year. As we know, funding levels are not increasing next year and as such we would receive the same amount for the six students as we did this year unless some of these students no longer qualified as severe needs.

With the new funding framework we needed to make a decision that would continue through the 2022/23 school year. We needed to either continue using the severe disabilities grant or adopt the Specialized Learning Support (SLS) grant through the 2022/23 school year. The SLS grant was equivalent to \$130,000. The decision was made to go with the SLS for the next three years as an analysis of current enrollment and next year's applicants for admission did not identify any additional severe needs students. This decision would provide an additional \$30,000 per year for the next three years.

The board will see this along with other detailed financial information when the budget is presented to the Board for approval. Also attached to this report is a spreadsheet showing budget information from 2018/19 and comparing this data to 2019/20 and 2020/21.

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



Dean Lindquist



Dean Lindquist
Superintendent
Phone: 780-416-2353
Email: dlindquist@newhorizons.ca

MEMORANDUM

Date April 22, 2020

To: Board of Directors

From: Dean Lindquist - Superintendent

Re: Appointment of Board Officers

Background:

Director Nicole Pasemko was elected to serve as Board Chair for the 2019-20 school year. Due to her family relocating, she is no longer able to serve on the board. As such the Board will need to make a decision with regard to how they wish to proceed.

The following sections of the New Horizon Charter School Society bylaws address the options available for the Board to consider:

4.2.3 If a Member, who has membership status by virtue of his position as a parent or legal guardian of a student in the School, withdraws his child from the School and no longer has any children attending the School, the Member is considered to have submitted his resignation from the Society on the date the child is withdrawn.

6.1.6 Resignation or Removal of a Director

6.1.6.1 A Director, including the Chair, may resign from the Board by giving one (1) month's notice in writing to the Chair (or the Vice Chair, in the case of the Chair). The resignation takes effect either at the end of the month's notice, or on the date the Board accepts the resignation.

6.1.6.2 A Director may be removed from the Board, by a majority vote of the Board whenever in its judgment; the best interest of the Society will be served. A Director so removed may not stand for re-election to the Board for one full school year following the year of their removal from the Board.

6.1.6.3 A Director may be removed from the Board by majority vote if that Director absents himself, without being authorized to do so, from three meetings or more during the year. The Chair may authorize an absence.

6.1.6.4 If there is a resignation, death, or removal of a Director, the Board may appoint a Member to fill a vacancy for the remainder of the term. Any appointment shall be made at the next meeting of the Board. Appointment shall be by majority vote.

6.2 Officers

6.2.1 The Officers of the Society are the Chair, Vice Chair, Secretary, and Treasurer.

6.2.2 An Officer may hold office for the duration of a single year or the term for which he has been elected to the Board. An officer may also hold the same office for consecutive terms on the Board, but is neither required to do so, nor guaranteed of being appointed to do so. It is permissible for a Director to vacate his office during

his term and transfer it to another Director, provided such change is approved by a majority vote of the Board. The Director vacating his office remains a Director of the Board.

6.3.1 The Chair a) shall be a parent of a child attending the School

Decision #1

Article 6.3.1 states that to be eligible to serve as Board Chair, a director must have a child registered in New Horizons School. Due to relocating, the current Board Chair has withdrawn their child and no longer has a child registered at New Horizon School. With regard to appointing another director to serve as chair, Article 6.2.2 addresses the change in officer role and indicates that the role can be transferred with approval by the majority of the board. Normal processes normally follow that in the absence of the Board Chair the Vice-Chair serves in the capacity of the Chair. However this is a decision point for the Board

Decision #2

Upon determining and appointing a Board Chair, the Board will need to determine if additional appointments are required if one of the current officers of the Board took the Chair role thus creating another vacancy.

Decision #3

With regard to determining how to proceed with Director Pasemko moving away and not submitting a resignation, the Board will have to make a determination in how they wish to proceed. Technically, Article 4.2.3 indicates that when membership in the society is based on the parent's child being enrolled in the school, when that child is withdrawn from the school, the member is considered to have resigned from the Board. As such the only action that may be required is determining if the Board wishes to appoint a new member to the Board for the remainder of the year. The Board may also wish to seek legal advice to ensure the bylaws are being followed.

Implications:

Any time there is interpretation of what is intended in the bylaws of the organization there is potential for some one to take issue about the process. As Director Pasemko has not resigned, a review of the society bylaws was completed by the Superintendent and the applicable bylaws were provided to the board in this memorandum.

The Board may choose to access legal advice prior to determining a direction on appointing a new director to the board.

Recommendations:

The following actions are recommended:

1. Motion to remove the Board Chair role as the current chair does not have a child enrolled in the school.(handled in a sensitive manner)
Motion: Move that Nicole Pasemko be removed from the position of Board Chair due to her relocation and withdrawal of her child from the school thus making her ineligible to serve as Board Chair.
2. Appoint through resolution the current vice - chair as Chair for the NHS Board until the next AGM when elections for Directors are held or determine a course of action to be followed by the board.
Motion: Move that Vice-Chair Dan Hanson be appointed as Board Chair.
3. Appoint by nomination or appointment and approval by the majority of the Board a new Vice Chair.
Move that the Board appoint Director _____ as Vice Chair for New Horizons School Board.



Dean Lindquist



Patti Dundas
Secretary Treasurer
Phone: 780-416-2353
Email:
pdundas@newhorizons.ca

MEMORANDUM

March 31, 2020

To: Board of Directors
From: Patti Dundas – Secretary Treasurer
Subject: Quarterly Financial Report

Background:

Attached for the information of the Board of Directors is the Quarterly Financial Report for the period ended February 29, 2020.

In keeping with Board Resolution 2017-11-22-05, the Audit Committee reviewed the Quarterly Financial Report prior to its presentation to the Board of Directors. Audit Committee Chair Tong will present the Report to the Board; he and Secretary Treasurer Dundas will be prepared to speak to it and to respond to questions that Directors may have.

Recommendations:

It is recommended that the Quarterly Financial Report for the period ended February 29, 2020 be received as information.

Patti Dundas – Secretary Treasurer

Attachment

New Horizons Charter School Society
Budget vs Actual at May 31, 2019

Function	DESCRIPTION	Account No	2018-19 Budget	End of Q2 Actual Results	Budget Residual	% of Budget Residual	2019 -20 Budget	End of Q2 Actual Results	Budget Residual	% of Budget Residual
REVENUES			\$ 3,712,871.63	\$ 2,026,453.63	\$ 1,686,418.00	45%	\$ 4,044,290.78	\$ 2,082,069.09	\$ 1,962,221.69	49%
	Alberta Education		\$ 3,581,588.73	\$ 1,740,678.49	\$ 1,840,910.24	51%	\$ 3,542,971.33	\$ 1,772,267.18	\$ 1,770,704.15	50%
	Alberta Infrastructure		\$ -	\$ -	\$ -		\$ 373,638.59	\$ 186,819.30	\$ 186,819.29	50%
	Other Government of Alberta		\$ -	\$ 6,679.80	\$ (6,679.80)	#DIV/0!	\$ -	\$ 5,425.00	\$ (5,425.00)	
	Other Alberta School Jurisdictions		\$ -	\$ 2,063.70	\$ (2,063.70)	#DIV/0!	\$ 18,182.91	\$ 3,941.46	\$ 14,241.45	78%
	Fees		\$ 66,492.50	\$ 62,356.45	\$ 4,136.05	6%	\$ 84,450.00	\$ 82,055.00	\$ 2,395.00	3%
	Sales & Services		\$ 34,790.40	\$ 12,343.43	\$ 22,446.97	65%	\$ 13,641.87	\$ 12,114.46	\$ 1,527.41	11%
	Investments		\$ 5,000.00	\$ (498.18)	\$ 5,498.18	110%	\$ 5,500.00	\$ 6,433.49	\$ (933.49)	-17%
	Gifts		\$ 25,000.00	\$ 5,500.00	\$ 19,500.00	78%	\$ 5,906.08	\$ 6,206.62	\$ (300.54)	-5%
	Fundraising		\$ -	\$ 5,206.80	\$ (5,206.80)	#DIV/0!	\$ -	\$ 6,806.58	\$ (6,806.58)	
EXPENDITURES			\$ 3,688,749.06	\$ 1,921,156.40	\$ 1,767,592.66	48%	\$ 4,147,508.56	\$ 1,962,688.76	\$ 2,184,819.80	53%
	Salary Certificated		\$ 1,720,398.00	\$ 869,844.01	\$ 850,553.99	49%	\$ 1,945,254.00	\$ 943,903.40	\$ 1,001,350.60	51%
	Salary Non-Certificated		\$ 314,210.00	\$ 152,453.61	\$ 161,756.39	51%	\$ 394,069.00	\$ 206,425.48	\$ 187,643.52	48%
	Honorariums		\$ 2,500.00	\$ -	\$ 2,500.00	100%	\$ -	\$ -	\$ -	
	Benefits Certificated		\$ 414,452.00	\$ 189,118.57	\$ 225,333.43	54%	\$ 428,822.00	\$ 203,832.82	\$ 224,989.18	52%
	Benefits Non-Certificated		\$ 89,916.00	\$ 26,243.38	\$ 63,672.62	71%	\$ 124,877.00	\$ 57,047.34	\$ 67,829.66	54%
	Prof. & Tech. Services		\$ 511,297.67	\$ 246,347.57	\$ 264,950.10	52%	\$ 362,881.47	\$ 163,221.54	\$ 199,659.93	55%
	Communications		\$ 22,500.00	\$ 8,749.00	\$ 13,751.00	61%	\$ 26,275.00	\$ 11,296.85	\$ 14,978.15	57%
	Utilities		\$ 59,500.00	\$ 29,571.92	\$ 29,928.08	50%	\$ 70,500.00	\$ 29,674.57	\$ 40,825.43	58%
	Bussing		\$ 8,000.00	\$ 3,204.73	\$ 4,795.27	60%	\$ 11,000.00	\$ 2,368.29	\$ 8,631.71	78%
	Student Transportation		\$ 125,598.96	\$ 22,294.95	\$ 103,304.01	82%	\$ 117,273.00	\$ 27,547.50	\$ 89,725.50	77%
	Fees Expense		\$ 58,571.25	\$ 23,483.52	\$ 35,087.73	60%	\$ 68,695.00	\$ 20,965.18	\$ 47,729.82	69%
	Insurance		\$ 26,150.00	\$ 11,506.94	\$ 14,643.06	56%	\$ 26,161.00	\$ 16,483.19	\$ 9,677.81	37%
	Supplies/Materials		\$ 286,355.18	\$ 129,780.48	\$ 156,574.70	55%	\$ 131,381.47	\$ 54,827.47	\$ 76,554.00	58%
	Text, Library & Media		\$ 20,500.00	\$ 4,478.40	\$ 16,021.60	78%	\$ 22,000.00	\$ 8,592.77	\$ 13,407.23	61%
	Travel		\$ 3,950.00	\$ 1,686.59	\$ 2,263.41	57%	\$ 7,100.00	\$ 8,248.03	\$ (1,148.03)	-16%
	Amortization		\$ 18,500.00	\$ 199,446.43	\$ (180,946.43)	-978%	\$ 405,269.62	\$ 204,292.94	\$ 200,976.68	50%
	Bank Charges		\$ 6,350.00	\$ 2,946.30	\$ 3,403.70	54%	\$ 5,950.00	\$ 3,961.39	\$ 1,988.61	33%
Surplus (Deficit)			\$ 24,122.57	\$ 105,297.23	\$ 81,174.66	337%	\$ (103,217.78)	\$ 119,380.33	\$ 222,598.11	216%

	2019-20	2020-21
REVENUES	\$4,044,290.78	\$4,096,319.45
Alberta Education	\$3,542,971.33	\$3,595,000.00
Alberta Infrastructure	\$373,638.59	\$373,638.59
Other Government of Alberta	\$0.00	\$0.00
Other Alberta School Jurisdictions	\$18,182.91	\$18,182.91
Fees	\$84,450.00	\$84,450.00
Sales & Services	\$13,641.87	\$13,641.87
Investments	\$5,500.00	\$5,500.00
Gifts	\$5,906.08	\$5,906.08
Fundraising	\$0.00	\$0.00

Comments

EXPENDITURES	2019-20	2020-21	
	\$4,147,508.56	\$4,147,508.56	\$150,340.00
Salary Certificated	\$1,945,254.00	\$1,945,254.00	\$139,840.00
Salary Non-Certificated	\$394,069.00	\$394,069.00	\$2,500.00
Honorariums	\$0.00	\$0.00	
Benefits Certificated	\$428,822.00	\$428,822.00	\$8,000.00
Benefits Non-Certificated	\$124,877.00	\$124,877.00	\$3,000.00
Prof. & Tech. Services	\$362,881.47	\$362,881.47	
Communications	\$26,275.00	\$26,275.00	
Utilities	\$70,500.00	\$70,500.00	
Bussing	\$11,000.00	\$11,000.00	
Student Transportation	\$117,273.00	\$117,273.00	
Fees Expense	\$68,695.00	\$68,695.00	
Insurance	\$26,161.00	\$26,161.00	
Supplies/Materials	\$131,381.47	\$131,381.47	
Text, Library & Media	\$22,000.00	\$22,000.00	
Travel	\$7,100.00	\$7,100.00	
Amortization	\$405,269.62	\$405,269.62	
Bank Charges	\$5,950.00	\$5,950.00	

New teacher and TQS change

Grid Change

New teacher benefit change

Surplus (Deficit)

(\$103,217.78)

(\$51,189.11)

(\$201,529.11)

New Horizons School Board of Directors' Advocacy Plan

The Board of Directors have identified the need to develop and enact an advocacy plan to address issues that effect New Horizons Charter School as well as other charter schools across the province. Although there are many areas requiring support and advocacy, the following list should be considered and prioritized (in addition to other areas identified by the board):

1. Recognition by government that charter schools are public entities
2. Government understands that New Horizons School provides an excellent education for gifted students and that gifted students have unique needs that may be best provided for in a congregated setting
3. Funding should be equitable with other public school authorities
 - a. Funding for small schools, inclusive education, facilities, nutrition are examples where funding is not equitable
4. Funding needs to reflect current financial needs and commitments to keep schools viable
5. Engaging with parents to advocate for New Horizons School

There are many resources available for developing an operational advocacy plan. The model below uses components from https://repopa.eu/sites/default/files/latest/Advocacy_plan.pdf.

Problem or issue 1:	
Goal 1:	
Target audience:	Key message:
Lead for implementing strategies:	
What stakeholders need to be involved:	
Preferred outcomes:	
Strategy 1:	
Strategy 2:	
Resources required:	
Timeline:	
Evaluation (how is success determined):	
Next steps:	

Problem or issue 2:	
Goal 1:	
Target audience:	Key message:
Lead for implementing strategies:	
What stakeholders need to be involved:	

Preferred outcomes:
Strategy 1:
Strategy 2:
Resources required:
Timeline:
Evaluation (how is success determined):
Next steps:

Smart Goals

Specific

Measurable

Achievable

Relevant

Timed

Board of Directors – Work Plan for 2019-20

September	<ul style="list-style-type: none"> ▪ Adopt Board Work Plan for 2019-20 <input type="checkbox"/> ▪ Set date for October Board meeting <input type="checkbox"/> ▪ Receive report on provincial achievement test results (closed meeting) <input type="checkbox"/>
October	<ul style="list-style-type: none"> ▪ Complete Board Organizational Actions <ul style="list-style-type: none"> - Conduct Special General Meeting; hold Board elections <input type="checkbox"/> - Elect Board executive officers (must be within one week of SGM) <input type="checkbox"/> - Select members for Board standing committees <input type="checkbox"/> - Set dates for Board meetings (motion required) <input type="checkbox"/> - Notify Service Alberta of change in executive officers <input type="checkbox"/> - Identify Board signing authorities <input type="checkbox"/> - Sign Board Member Code of Conduct – Policy #101 <input type="checkbox"/> ▪ Receive Accountability Pillar Results Report for October 2019 <input type="checkbox"/> ▪ Attend TAAPCS Annual General Meeting <input type="checkbox"/> ▪ Receive enrolment report for September 30, 2019 <input type="checkbox"/> ▪ Conduct initial orientation session for new Board members <input type="checkbox"/> ▪ Submit request to Alberta Education for modular classrooms <input type="checkbox"/> ▪ Set date for NHCS Society Annual General Meeting <input type="checkbox"/> ▪ Create Task Force to investigate establishment of New Horizons High School Program (as per Education Plan) <input type="checkbox"/>
November	<ul style="list-style-type: none"> ▪ Conduct AGM of NHCS Society <input type="checkbox"/> ▪ Approve final Three-Year Education Plan 2019-2020 to 2021-22 <input type="checkbox"/> ▪ Approve revised budget for 2019-20 <input type="checkbox"/> ▪ Approve Annual Education Results Report 2018-19 <input type="checkbox"/> ▪ Approve Audited Financial Statement Year Ending Aug 31/19 <input type="checkbox"/> ▪ Receive Report #1 from School Council <input type="checkbox"/> ▪ Determine priorities, possible date for Stakeholder Forum <input type="checkbox"/>
December	<ul style="list-style-type: none"> ▪ Receive Class Size Report for 2019-20 <input type="checkbox"/> ▪ Set date for March Board Planning Retreat <input type="checkbox"/> ▪ Receive Counsellor’s Report for 2018-19 School Year <input type="checkbox"/>
January	<ul style="list-style-type: none"> ▪ Receive Quarterly Financial Report for Sep - Nov 2019 <input type="checkbox"/> ▪ Review Policy 210 and associated Student Code of Conduct <input type="checkbox"/> ▪ Approve school calendar for 2019-20 in principle <input type="checkbox"/> ▪ Stakeholder Forum – Gather input on possible Education Plan priorities <input type="checkbox"/>
February	<ul style="list-style-type: none"> ▪ Provide final approval of school calendar for 2020-21 <input type="checkbox"/> ▪ Prepare breakfast for school staff <input type="checkbox"/> ▪ Receive mid-year progress report on Three-Year Education Plan 2018-21 <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 2020-21 to 2022-23 <input type="checkbox"/> ▪ Administer Board-developed Stakeholder Survey <input type="checkbox"/>
April	<ul style="list-style-type: none"> ▪ Provide provisional approval to Education Plan 2019-20 to 2021-22 <input type="checkbox"/> ▪ Receive Quarterly Financial Report for Dec 2019 – Feb 2020 <input type="checkbox"/>
May	<ul style="list-style-type: none"> ▪ Attend TAAPCS Spring General Meeting <input type="checkbox"/> ▪ Approve Budget for 2020-21 <input type="checkbox"/> ▪ Receive Accountability Pillar Results Report for May 2020 <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"/>
June	<ul style="list-style-type: none"> ▪ Assess Board Work Plan progress for 2019-20 <input type="checkbox"/> ▪ Receive Quarterly Financial Report for Mar – May 2020 <input type="checkbox"/> ▪ Schedule SGM of NHCS Society (requires 21 days’ notice; must be on or before Oct 10) <input type="checkbox"/> ▪ Schedule September 2020 Board meeting <input type="checkbox"/> ▪ Set date for Summer Board Housekeeping Retreat <input type="checkbox"/> ▪ Receive Report #2 from School Council <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"/>
Annually	<ul style="list-style-type: none"> ▪ Negotiate collective agreement with ATA (as needed) <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"/>

SGM draft agenda and documents

1 message

John Picard <picard.consult@gmail.com>

Mon, Apr 6, 2020 at 4:58 PM

To: Chris Gilmour <chris.g@connectcharter.ca>, Dale Erickson <derickson@calgaryartsacademy.com>, Darwin Eckstrom <deckstrom@valhallaschool.ca>, darwin eckstrom <darwineckstrom1@gmail.com>, Dean Lindquist <dlindquist@newhorizons.ca>, Ed Wittchen <ed.wittchen@telus.net>, Jamal El-Rafih <jamale@esl-almadina.com>, Joe Frank <joe.frank@westmountcharter.com>, Kurtis Lienweber <kurtis.leinweber@ffca-calgary.com>, Lynne Paradis <paradisl@suzukischool.ca>, Mavis Averill <maverill@bsec.ab.ca>, Pam Davidson <pamela.davidson@calgarygirlsschool.com>, Paul Wozny <pwozny@auroraschool.ca>, Roger Nippard <roger.nippard@ffca-calgary.com>, Teresa Di Ninno <tadinno@capeisgreat.org>
Cc: Ron Koper <rkoper@shaw.ca>, Faruq Suleman <faruq.suleman@ffca-calgary.com>, Dan Hanson <dhanson@newhorizons.ca>, Debra Huff <TAAPCS2019@gmail.com>

Hi everyone

Please find attached the draft agenda for the SGM on May 2. Please note the decision items (motions) and the documents informing those items for appropriate consideration by your Boards/TAAPCS Committees. The actual policy amendments document will be done once there is sufficient agreement around the committee proposals attached. Given the circumstances, if there is sufficient agreement around the motions/proposals, an email approval may be appropriate. Ron and the Executive will determine the format for the meeting in the near future. Please send any feedback or questions at your convenience. *In particular, if your board/committee has considered these proposals and are in favour, please let me know as soon as you can. Thanks!*

Take care, be well.

John

John Picard

Executive Director

The Association of Alberta Public Charter Schools (TAAPCS)

John Picard, M.Ed., B.A.

Picard Consulting

Sessional Instructor, Ambrose University / Designated Signing Authority, Alberta Independent Schools and Colleges Association

picard.consult@gmail.com







403-827-5040

9 attachments

 **2020-2021 Operating Budget - Mar 2020.pdf**
143K

 **2020 Feb 29 FinStmts TAAPCS.pdf**
172K

 **Streamlining TAAPCS Procedures 200402.docx**
42K

-  **PRIORITIES COMMITTEE draft 200402.docx**
105K
-  **SST Committee 200402.docx**
28K
-  **SCHOOL LEADERSHIP LEARNING COMMITTEE.docx**
108K
-  **SPEAKING WITH ONE VOICE 7.docx**
19K
-  **EXECUTIVE COMMITTEE (draft).docx**
132K
-  **May 2, 2020 SGM Agenda.pdf**
64K



Dean Lindquist <dlindquist@newhorizons.ca>

Update on SGM

1 message

John Picard <picard.consult@gmail.com>

Tue, Apr 14, 2020 at 2:21 PM

To: Chris Gilmour <chris.g@connectcharter.ca>, Dale Erickson <derickson@calgaryartsacademy.com>, Darwin Eckstrom <deckstrom@valhallaschool.ca>, darwin eckstrom <darwineckstrom1@gmail.com>, Dean Lindquist <dlindquist@newhorizons.ca>, Ed Wittchen <ed.wittchen@telus.net>, Jamal El-Rafih <jamale@esl-almadina.com>, Joe Frank <joe.frank@westmountcharter.com>, Kurtis Lienweber <kurtis.leinweber@ffca-calgary.com>, Lynne Paradis <paradisl@suzukischool.ca>, Mavis Averill <maverill@bsec.ab.ca>, Pam Davidson <pamela.davidson@calgarygirlsschool.com>, Paul Wozny <pwozny@auroraschool.ca>, Roger Nippard <roger.nippard@ffca-calgary.com>, Teresa Di Ninno <tdininno@capeisgreat.org>
Cc: Ron Koper <rkoper@shaw.ca>, Faruq Suleman <faruq.suleman@ffca-calgary.com>

Good morning

I hope you are all well and had a great Easter weekend.

In a conversation with Chris Gilmour yesterday, a couple of things came up that cause me to send this out.

1. What exactly do boards need to do to prepare for the SGM? To answer that, I have attached an *annotated* draft agenda.
2. Coming to consensus at your board table for TAAPCS items can be a challenge as only a few members (as few as one) of each community have been involved in the (sometimes extensive) discussions that have gone on prior. There is a feeling that those on each board need, somewhat, to trust what their Superintendent and TAAPCS representative bring to them, while at the same time they have, if they wish, the opportunity to delve into the details. I think everyone is in the same boat, and if I had a solution for more efficiency I would offer it. We are hopeful these measures/proposals will find support.
3. We will be proposing an SGM that will be organized according to a few principles:
 - Reports and voting documents sent in advance
 - Clarity of protocol for voting, possibly in advance
 - Opportunity to meet virtually for discussion of the motions as well as next steps, with one person speaking for each school. More to come on that.

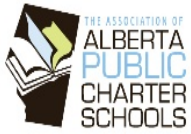
Take care,

John Picard
Executive Director
The Association of Alberta Public Charter Schools (TAAPCS)

John Picard, M.Ed., B.A.
Picard Consulting
Sessional Instructor, Ambrose University / Designated Signing Authority, Alberta Independent Schools and Colleges Association
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May 2, 2020 SGM Agenda annotated 200414.docx
29K



THE ASSOCIATION OF ALBERTA PUBLIC CHARTER SCHOOLS

SPRING GENERAL MEETING
Saturday, May 2, 2020
Conference Call / 9 AM to 12 PM

Draft Agenda

1. Call to Order

- 1.1. Introductions
- 1.2. Consideration of Agenda
- 1.3. 02/04/20 - 1SGM Approval of Agenda
- 1.4. 02/04/20 - 2SGM Approval of AGM Minutes as circulated.

2. Reports (circulated)

- 2.1. Charter Board Directors Report Ron Koper
- 2.2. Officers and EAC/SST Report Dale Erickson
- 2.3. Correspondence Deborah Huff
- 2.4. Communication Committee Report Dan Hansen
- 2.5. Alberta Education Field Services Maurice Trottier

3. Business Arising

- 3.1. Response from Government re: Superintendent Compensation (letter attached)
- 3.2. Financial Report Cole Jordan

4. New Business (& Discussion)

- 4.1. Budget 2020-2021
 - 4.1.1. 02/05/20 - 3SGM Moved that the 2020-2021 budget (Appendix 1) be approved as presented.
- 4.2. Committee / Policy Amendments (Streamlining Proposals)
 - 4.2.1. 02/05/20 - 4SGM Moved that the Policy changes (Appendix 2) be approved as presented for implementation of the Streamlining Proposals (Appendix 3).
- 4.3. Speaking with One Voice
 - 4.3.1. 02/05/20 - 5SGM Moved that the Speaking with One Voice documents be approved as presented (Appendix 4).
- 4.4. Charter School Conference 2021
 - 4.4.1. 02/05/20 - 6SGM Moved that _____ Charter be approved as host of the 2021 Charter School Conference, to be held at _____ on (date) _____.
- 4.5. Meeting Dates 2020 and 2021.
 - 4.5.1. 02/05/20 - 7SGM Moved that the following meeting dates and locations be approved.
 - 4.5.1.1. TAAPCS AGM for fall 2020 be held at _____ on (dates) _____
 - 4.5.1.2. TAAPCS SGM for spring 2020 be held at _____ on (dates) _____
 - 4.5.1.3. TAAPCS AGM for fall 2021 be held at _____ on (dates) _____

Attachments / Appendices

- 1: 2020/2021 draft budget
- 2. Policy Amendments
- 3. Streamlining Proposal
- 4. Speaking with One Voice document
- 5. (New) Committees terms of reference (Executive Committee, Priorities Committee, SST Committee, School Leadership Committee)

SPRING GENERAL MEETING
Saturday, May 2, 2020
Conference Call / 9 AM to 12 PM

Draft Agenda *Annotated*

1. Call to Order

- 1.1. Introductions
- 1.2. Consideration of Agenda
- 1.3. 02/04/20 – 1SGM Approval of Agenda *If there are additions please let me know.*
- 1.4. 02/04/20 – 2SGM Approval of AGM Minutes as circulated. *Same thing, if there are any changes.*

2. Reports (circulated) *These reports will likely be circulated in advance.*

- 2.1. Charter Board Directors Report Ron Koper
- 2.2. Officers and EAC/SST Report Dale Erickson
- 2.3. Correspondence Deborah Huff
- 2.4. Communication Committee Report Dan Hansen
- 2.5. Alberta Education Field Services Maurice Trottier

3. Business Arising

- 3.1. Response from Government re: Superintendent Compensation (letter attached)
- 3.2. Financial Report Cole Jordan

4. New Business (& Discussion)

- 4.1. Budget 2020-2021
 - 4.1.1. 02/05/20 – 3SGM Moved that the 2020-2021 budget (Appendix 1) be approved as presented. *Your board/TAAPCS representative should be able to express approval for this, if there are not proposed changes (final document to come, but the one you have has already been adjusted.)*
- 4.2. Committee / Policy Amendments (Streamlining Proposals)
 - 4.2.1. 02/05/20 – 4SGM Moved that the Policy changes (Appendix 2) be approved as presented for implementation of the Streamlining Proposals (Appendix 3). *Your board/TAAPCS representative should be able to express approval of these changes. There are five documents presently that address this, the Streamlining proposal and the four committee documents. If all of this is approved informally, then an amended policy document reflecting those changes will be circulated, and that will be the change to be voted on.*
- 4.3. Speaking with One Voice
 - 4.3.1. 02/05/20 – 5SGM Moved that the Speaking with One Voice documents be approved as presented (Appendix 4). *Your board/TAAPCS representative should be able to express approval for this document as a guide to further action (printing of cards, postings on website). It has been circulated and discussed in committees “ad infinitum” and the challenge can be that there is often no end on wordsmithing to something like this, so...*
- 4.4. Charter School Conference 2021 *We do not, at this point (April 14) have a volunteer school to take charge of this. This is an important project. Information is in the initial email.*
 - 4.4.1. 02/05/20 – 6SGM Moved that _____ Charter be approved as host of the 2021 Charter School Conference, to be held at _____ on (date) _____.
- 4.5. Meeting Dates 2020 and 2021. *The location of the conference will be a determining factor in determining location and dates of these meetings as well.*
 - 4.5.1. 02/05/20 – 7SGM Moved that the following meeting dates and locations be approved.
 - 4.5.1.1. TAAPCS AGM for fall 2020 be held at _____ on (dates) _____

4.5.1.2. TAAPCS SGM for spring 2020 be held at _____ on (dates) _____

4.5.1.3. TAAPCS AGM for fall 2021 be held at _____ on (dates) _____

Attachments / Appendices

1: 2020/2021 draft budget

2. Policy Amendments

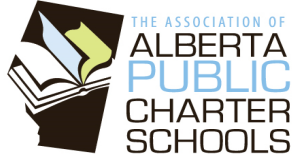
3. Streamlining Proposal

4. Speaking with One Voice document

5. (New) Committees terms of reference (Executive Committee, Priorities Committee, SST Committee, School Leadership Committee)

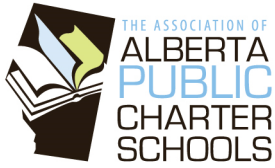


The Association of Alberta Public Charter Schools (TAAPCS)						
2018-20 Operating Budget						
DRAFT March 2020						
	DRAFT Mar/20 Budget	DRAFT Feb/20 Budget	DRAFT Jan/20 Budget	Budget	Budget	Actual
	Sept/20 - Aug/21	Sept/20 - Aug/21	Sept/20 - Aug/21	Sept/19 - Aug/20	Sept/18 - Aug/19	Sept/18 - Aug/19
Regular Member Dues	68,980.00	68,980.00	68,980.00	68,230.00	67,861.00	67,861.00
Regular Member Dues not collected	0.00	0.00	0.00	0.00	0.00	0.00
Extra Attendee Fees	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	4,200.00
Other Revenue	75.00	75.00	75.00	0.00	0.00	45.00
Conference	0.00	0.00	0.00	10,000.00	0.00	0.00
	72,055.00	72,055.00	72,055.00	81,230.00	70,861.00	72,106.00
Awards and Recognition	400.00	400.00	400.00	500.00	250.00	270.00
Audit Fees	3,500.00	3,500.00	3,000.00	3,000.00	0.00	3,000.00
Bank Charges	50.00	50.00	50.00	200.00	200.00	107.00
Conference	0.00	0.00	0.00	20,000.00	0.00	0.00
Communication & Website Development	0.00	0.00	0.00	9,650.00	5,000.00	345.00
Executive Director Travel	2,750.00	2,750.00	3,250.00	2,500.00	2,500.00	2,508.00
TAAPCS Chair Travel	2,000.00	2,000.00				
Insurance	1,925.00	1,925.00	1,925.00	1,850.00	1,850.00	1,750.00
Misc (Postage, Printing, CASS)	1,900.00	1,900.00	1,900.00	1,500.00	1,500.00	498.00
Professional Fees	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,397.00
Regular Meeting Costs	16,000.00	16,000.00	16,500.00	16,000.00	15,000.00	14,219.00
Committees	1,530.00	1,530.00	2,530.00	1,530.00	1,000.00	0.00
Website & Publications	2,000.00	2,000.00	2,000.00	2,000.00	1,000.00	1,120.00
	72,055.00	72,055.00	71,555.00	98,730.00	68,300.00	64,214.00
	0.00	0.00	500.00	-17,500.00	2,561.00	7,892.00



The Association of Alberta Public Charter Schools (TAAPCS)
Statement of Financial Position DRAFT
At February 29, 2020

	29-Feb-20
Assets	
Bank - Chequing	\$ 80,881.79
Accounts Receivable	\$ -
Total Assets	<u>\$ 80,881.79</u>
Liabilities & Equity	
Accounts Payable	\$ 4,237.79
Accrued Expenses (Audit)	-\$ 606.24
Conference Reserve	\$ 16,925.25
Undesignated Reserve	\$ 60,324.99
Total Equity	<u>\$ 80,881.79</u>
Total Liabilities & Equity	<u>\$ 80,881.79</u>



The Association of Alberta Public Charter Schools (TAAPCS)

Operating Statement DRAFT

September 1, 2019 through February 29, 2020

		Year to Date	Budget	Variance
		Sept/19-Feb/20	Sept/19 - Aug/20	31-Aug-20
Income				
	Regular Member Dues	68,230.00	68,230.00	0.00
	Regular Member Dues not collected	0.00	0.00	0.00
	Extra Attendee Fees	2,100.00	3,000.00	-900.00
	Interest Revenue	82.91	0.00	82.91
	Conference Fees	12,025.00	10,000.00	2,025.00
	Total Income	82,437.91	81,230.00	1,207.91
Expenses				
	Awards and Recognition	147.95	500.00	-3,000.00
	Audit Fees	0.00	3,000.00	3,000.00
	Bank Charges	0.00	200.00	200.00
	Conference	16,520.75	20,000.00	3,479.25
	Communication Plan	4,950.00	9,650.00	4,700.00
	Travel	1,775.65	2,500.00	724.35
	Insurance	1,925.00	1,850.00	-75.00
	Misc (Postage, Printing)	361.83	1,500.00	1,138.17
	Professional Fees	31,226.76	40,000.00	8,773.24
	CAAS Membership	425.25	0.00	-425.25
	Regular Meeting Costs	8,218.89	16,000.00	7,781.11
	Committees	0.00	1,530.00	1,530.00
	Website & Publications	0.00	2,000.00	2,000.00
	Total Expenses	65,552.08	98,730.00	29,825.87
	Surplus / -Deficit	16,885.83	-17,500.00	31,033.78

STREAMLINING TAAPCS STRUCTURES AND PROCEDURES

Background

At the November 2019 AGM, recommendations were approved in principle with the goal of streamlining TAAPCS structures and procedures. The recommendations were to:

- Better utilize the Officers for advice to the Board of Governors
- Eliminate the EAC as the officers can get input through the Superintendent/Secretary Treasurer meetings (inherent redundancy).
- Restructure the Communications Committee to include a representative from every school.
- Review the committee organization under the Communications Committee to better utilize the volunteer aspect of our Association

Why?

The rationale for these recommendations is as follows:

- Cannot get volunteers for the various committees
- Will get more forward momentum with a smaller group of more highly involved people
- Producing more momentum will create more energy to be involved with ad-hoc projects
- Produce association leadership grounded in educational experience

Development and Considerations

The present Communications Committee, the Executive and the EAC/SST group have all reviewed the following proposals and they have received general support. An item for further discussion by Superintendents would be the School Leadership Learning component/committee, as this has some historical background including funding, but is currently facilitated in an ad hoc manner by a group of Calgary Principals.

Proposal:

Streamline the operations of the TAAPCS Committee structure, as suggested and approved in principle at the 2019 AGM. The proposal described will move from 10 formal entities to 6.

From	To
Executive	Executive Committee
Communications Committee	TAAPCS Priorities Committee
Awards and Recognition Committee	TAAPCS Priorities Committee
Governance/ Board Development Committee	(Ad Hoc Committee; TPC strikes)
Policy Advisory Committee	S/ST Committee
Conference Committee	Research, Supports and Promotion Committee
Executive Advisory Committee (EAC)	SLL Committee
Research Support and Promotion Committee	SLL Committee
School Leadership Learning Committee	SLL Committee
TAAPCS Directors' Committee	Use for bi-annual meetings prior to SGM & AGM

Proposed that*:

1. The current “Communications Committee” be renamed the “TAAPCS Priorities Committee” as a Standing Committee.
 2. The current membership of the “TPC” be expanded to have at least one representative from all charter schools.
 3. The mandate of the “TPC” be expanded to include making recommendations and responding to the mandates of the following:
 - a. Communications
 - b. Policy Advisory
 - c. Awards and Recognition
 - d. Board Professional Learning
 4. The EAC become the S/ST (Superintendents/Secretary Treasurers) group with the goals of discussing items that are strictly operational between Superintendents and Secretary Treasurers as well as providing advice and feedback to the Board of Governors Executive Committee and the TP Committee as required.
 5. An “Executive Committee” be formed as a Standing Committee being composed of the Board of Governors Chair and Vice-Chair, the President, Vice-President, Treasurer and Secretary of the S/ST, and the Executive Director.
 6. The Research Supports and Promotion Committee be maintained as a Standing Committee
 7. The Conference Committee be struck as an Ad Hoc committee to plan each biannual Charter School conference.
 8. The School Leadership Learning Committee be a Standing Committee of Charter School Administrators and the Executive Director.
- These proposals would be activated with amendments to TAAPCS policies with details of each committee.

TAAPCS PRIORITIES COMMITTEE (TPC) (Draft/April 2, 2020)

GENERAL MANDATE:

The Priorities Committee will:

- Oversee and provide input regarding the internal and external communication for TAAPCS;
- Consider new policies and existing policies at the time of regular reviews. They will provide a stakeholder view to the process of policy Development. (Note: The adoption of new policies and the revision of existing policies are the responsibility of the Board of Governors. The Board encourages the participation of individuals and groups through the policy development process.)
- Organize governance and leadership professional development activities for the charter association board specifically and all directors generally.
- Develop and oversee an internal annual awards and recognition policy and provide oversight for Association Awards. See *Awards and Recognition Program*.

Composition:

- One representative (Superintendent, Secretary-Treasurer, or Board Director) from each charter school;
- TAAPCS Chairman
- TAAPCS President
- Executive Director

Chair and Recorder:

- Chair chosen from committee member volunteers
- Recorder chosen from committee member volunteers

Term:

- 2 years to maximum of 4 years for committee members
- Chair reviewed every year

Meetings:

- Monthly - September to June
- Initial meeting called by President or Chair

Notes or Minutes

- Meeting Notes Template is available
- Notes to be forwarded to Executive Director within 1 week following the meeting

Budget:

Annual budget will be determined during budget approval process.

Responsibilities:

With regard to Communications

- Receive reports on communications between TAAPCS stakeholders
- Receive reports on TAAPCS external communications
- Discuss and advance current and future communication items, both internal and external, and refer the communication related recommendations to SST committee, the Executive committee and to Boards for eventual AGM and SGM motions.

With regard to Policy

- Review policies as per scheduled review process approved in principle from 2017 Spring General Meeting
- Suggest revisions if necessary
- Recommend policies for consideration to Executive Director
- Review and suggest revisions for new policies brought forward to the committee
- Review and suggest revisions for existing policies during the 3-year review
- Recommend policy changes to Boards for considerations for AGM and SGM

With regard to Board Development

- Survey board directors, charter school directors and superintendents for PD topics
- Develop a short and long range PD plan
- Determine viable options, i.e. association needs, level of interest, availability of speakers, time, and location
- Provide input to association budget development
- Communicate with stakeholders
- Implement, review and update plan

With regard to Awards

- Develop an internal annual awards and recognition plan
- Put in place a process for consulting all schools
- Provide input into budgeting process
- Review plan annually
- Assume responsibility for the external Halvar Jonson Award. (Appendix 1)
- Make recommendations on same

(APPENDIX)

PRESENT COMMITTEE FORMATS to be replaced by Priorities Committee

AWARDS AND RECOGNITION COMMITTEE (ARC)

Mandate:

The Awards and Recognition Committee will develop and oversee an internal annual awards and recognition policy and provide oversight for Association Awards. See *Awards and Recognition Program*.

Composition:

- 2 Calgary and area members
- 2 Edmonton and area members
- President or delegate
- Superintendent (optional)
- Director (optional)
- Executive Director ex officio

Chair and Recorder:

- Chair chosen from committee member volunteers
- Recorder chosen from committee member volunteers

Term:

- 2 years to maximum of 4 years for committee members
- Co-chairs reviewed every 2 years

Meetings:

- Minimum of 2 meetings per year
- Initial meeting called by President
- Second mandated meeting set by committee
- Co-chairs may call additional meetings if needed.
- Meetings can be face to face or by electronic means

Minutes:

- Meeting Notes Template is available
- Notes to be forwarded to Executive Director within 1 week following the meeting

Budget:

Annual budget will be determined during budget approval process.

Responsibilities:

- Develop an internal annual awards and recognition plan
- Put in place a process for consulting all schools
- Provide input into budgeting process
- Review plan annually
- Assume responsibility for the external Halvar Jonson Award. (Appendix 1)
- Make recommendations on same
- Report at Spring General Meeting

3. GOVERNANCE/ BOARD DEVELOPMENT COMMITTEE (GBDC)

Mandate: The board development committee will organize governance and leadership professional development activities for the charter association board specifically and all directors generally.

Composition:

- 2 Association board members including Chair or designate.
- 2 school board members, one from Calgary and area, one from Edmonton and area
- President and vice president
- Executive Director ex officio

Chair and Recorder:

- Chair chosen from committee member volunteers
- Recorder chosen from committee member volunteers

Term:

- 2 years to maximum of 4 years for committee members
- Co-chairs reviewed every 2 years

Meetings:

- Minimum of 2 meetings per year
- Initial meeting called by President
- Second mandated meeting set by committee
- Co-chairs may call additional meetings if needed.
- Meetings can be face to face or by electronic means

Minutes:

- Meeting Notes Template is available
- Notes to be forwarded to Executive Director within 1 week following the meeting

Budget:

Annual budget will be determined during budget approval process.

Responsibilities

- Survey board directors, charter school directors and superintendents for PD topics
- Develop a short and long range PD plan
- Determine viable options, i.e. association needs, level of interest, availability of speakers, time, and location
- Provide input to association budget development
- Communicate with stakeholders
- Implement plan
- Review and update
- Report at Spring General Meeting

4. COMMUNICATIONS COMMITTEE (CC)

Mandate: The communications committee will oversee and provide input regarding the internal and external communication for TAAPCS.

Composition:

- 2 Calgary and area members
- 2 Edmonton and area members
- President or designate
- Board Chair or designate
- Superintendent (optional)
- Director (optional)
- Executive Director ex officio

Chair and Recorder:

- Chair chosen from committee member volunteers
- A meeting note recorder chosen from committee member volunteers

Term:

- 2 years to maximum of 4 years for committee members
- Co-chairs reviewed every 2 years

Meetings:

- Minimum of 2 meetings per year
- Initial meeting called by President
- Second mandated meeting set by committee
- Co-chairs may call additional meetings if needed.
- Meetings can be face to face or by electronic means

Minutes:

- Meeting Notes Template is available
- Notes to be forwarded to Executive Director within 1 week following the meeting

Budget:

Annual association budget will be determined in consideration of committee recommendation.

Responsibilities:

- Review the 2017 work of the Communications Ad Hoc Committee
- Further develop this plan, short range for the 2017-2018 fiscal year
- Continue with long range planning into next three years 2018-19, 2019-20. 2020-21
- Provide updates on government actions during pre-election year to committee through Executive Director
- Assess communication actions and fine tune
- Report at Spring General Meeting

1. POLICY ADVISORY COMMITTEE (PAC)

Mandate: The Policy Advisory Committee will consider new policies and existing policies at the time of regular reviews. They will provide a stakeholder view to the process of policy Development.

The adoption of new policies and the revision of existing policies are the responsibility of the Board of Governors. The Board encourages the participation of individuals and groups through the policy development process.

Composition:

- 1 Calgary and area member
- 1 Edmonton and area member

- Vice President or designate
- Board Vice Chair or designate
- Superintendent (optional)
- Director (optional)
- Executive Director ex officio

Chair and Recorder:

- Chair chosen from committee member volunteers
- The Executive Director shall be the meeting note recorder

Term:

- 2 years to maximum of 4 years for committee members
- Chair or Co-chairs reviewed every 2 years

Meetings:

- Minimum of 2 meetings per year preceding the general meetings
- Initial meeting called by Executive Director
- Second mandated meeting set by committee
- Co-chairs may call additional meetings if needed

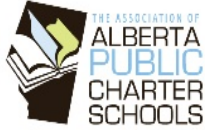
- Meetings can be face-to-face or by electronic means

Minutes:

- Meeting Notes Template is available
- Notes to be forwarded to Committee Members within 1 week following the meeting

Responsibilities:

- Review policies approved in principle from 2017 Spring General Meeting
- Suggest revisions if necessary
- Recommend policies for consideration to Executive Director
- Review and suggest revisions for new policies brought forward to the committee
- Review and suggest revisions for existing policies during the 3-year review



THE ASSOCIATION OF ALBERTA PUBLIC CHARTER SCHOOLS

SUPERINTENDENTS/SECRETARY-TREASURERS (SST) COMMITTEE (DRAFT)

Mandate:

The SST Committee will provide administrative advice and support to the Executive Committee, the Officers of the Association and the Executive Director.

Composition:

The committee includes all TAAPCS Superintendents and Secretary-Treasurers. The Executive Director is an ex-officio member of the committee.

Chair: The President or Vice President of the Officers chairs the meetings. Association Secretary shall keep meeting notes.

Term: N/A

Meetings: Meetings are held quarterly.

Notes or Minutes: The Association Secretary shall keep meeting notes and forward them to the Executive Director within one week of the meeting.

Budget: Expenses for committee members are paid by Member Schools. Conference call and Executive Director expenses are paid by the Association.

Responsibilities:

The Officers are a liaison between SST committee members and the Board of Governors. The committee will:

- Receive a regular report from the TAAPCS/Alberta Education contact person/seek explanations and understanding on Alberta Education items arising;
- Respond to requests for input/advice/feedback from governance committees (Executive and Priorities Committees), particularly:
 - review of the budget and fees
 - review of the committee structures and terms of reference
- Share and discuss operational concerns/items arising that are of common interest to Superintendents and Secretary-Treasurers;
- Direct, through the President/Vice-President, questions to governance committees and requests to consider action items;
- Receive reports and discuss items from the Research Committee, Conference Committee and School Leadership Learning Committees as required;
- Discuss any items deemed relevant to the committee and not covered by the mandate items above.

SCHOOL LEADERSHIP LEARNING COMMITTEE (SLLC) – (draft 200402)

Mandate: The School Leadership Committee will provide leadership learning opportunities to senior, school and aspiring leaders within the Charter School Community.

Composition:

- All interested TAAPCS Principals, with a minimum of one Principal from the North and one Principal from the South
- Superintendent representative
- The Executive Director is an ex-officio member of the committee

Chair and Recorder:

- Chair chosen from committee member volunteers
- Recorder chosen from committee member volunteers

Term:

- 2 years to maximum of 4 years for committee members
- Co-chairs reviewed every 2 years

Meetings:

- Minimum of 2 meetings per year
- Initial meeting called by previous Committee President
- Second mandated meeting set by committee
- Co-chairs may call additional meetings if needed.
- Meetings can be face to face or by electronic means

Minutes:

- Meeting Notes Template is available
- Notes to be forwarded to Executive Director within 1 week following the meeting

Budget: Expenses for Committee meetings and school and system leader professional development are paid by Member Schools.

Responsibilities:

- Survey members for suggested leadership professional development needs within their organization.
- Consider a balanced approach of theory and practice-informed alternative learning opportunities.
- Consider government goals and strategies in their three-year plan.
- Consider educational issues as they arise
- Consider introductory leadership learning for aspiring leaders within the association
- Produce a short-range plan for each school year and evaluate the plan annually
- Liaise with the Conference Committee to share events.
- Seek opportunities to invite external educators to TAAPCS events. (Priorities Committee)

TAAPCS

Speaking with One Voice 7 (February 2020)

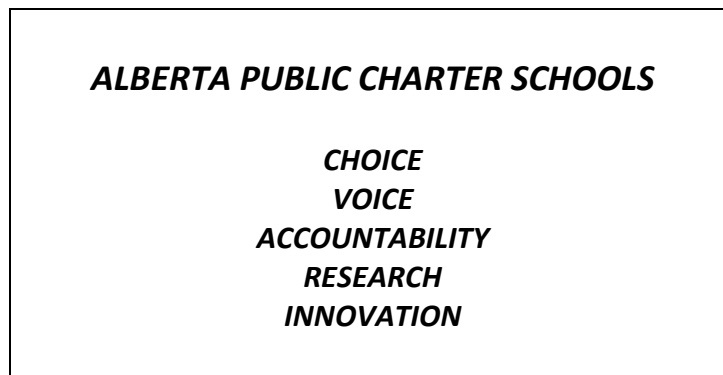
There are three parts to this exercise.

1. **One** is the notion of an “Elevator Speech”. This is comprised of a few main points we want to make when having a brief opportunity to talk about Charter Schools. An ongoing idea is that should fit on the back of a business card, and that it would be printed as such with TAAPCS basic information on one side and the elevator speech points on the other. This could also be printed on the back of individual charter school cards.

One main point, for example, is that our schools are **public**. It seems like, 25 years later, this is still misunderstood.

After a long series of discussions at the Communication Committee and the Superintendent / Secretary Treasurer table, the consensus iteration is as follows:

BACK OF A BUSINESS CARD



2. **Second** is some information that is *connected to* the business card idea, but not published. It is strictly for the purposes of informing any conversation that you may have, connected to the business card. A draft of this is below:

ALBERTA PUBLIC CHARTER SCHOOLS

Charter schools in Alberta are public schools. They have essentially the same per student funding and cannot charge tuition or be religiously affiliated. Teachers are certified in the same manner as all other public school teachers in the province, and students follow the mandated provincial Programs of Study.

CHOICE

Charter schools are an important element of the strength and quality of educational in Alberta, one of many options providing choice to parents in the province. Parents who choose charter schools subscribe to the mission and educational approach of the charter school their children attend.

VOICE

Charter schools are autonomous from other educational jurisdictions, and are governed by non-profit societies with boards elected by members of the society. Charter schools provide for the opportunity for parents to participate in a unique way in the education of their children, including voting for board directors as members of the society. Parents have a strong voice in charter schools and the overall engagement of the various stakeholders in a charter school community is exemplary.

ACCOUNTABILITY

Charter schools are accountable directly to the Minister of Education through their mandated model of governance. Each charter school has an elected Board of Directors, teaches to the regular Programs of Study of the province, and reports annually to the Minister through their Annual Education Plan and their Annual Educational Results Report. Finances are subject to an annual audit, which is posted on the Alberta Education website. In addition, charter schools are subject to regular and rigorous evaluations by researchers from the Minister of Education.

RESEARCH

Charter schools have a particular mandate to do research on the educational strategies employed with their students. Supported by partners in Alberta Education as well as Universities, Charter schools undertake various forms of research and cooperate together to share their findings.

INNOVATION

Charter schools are innovative by definition and by their very nature. Charter schools are approved by the Minister of Education on the basis of an innovative approach to teaching and learning. In addition, charter schools, due to their level of autonomy, tend to be nimble and responsive to improved ways of delivering education to their students based on both action research and formal research done at the school.

3. **Third** is a complete set of Charter School Facts for posting on the website as well as for distribution. This is also in progress. Some draft ideas are below.

CHARTER SCHOOL FACTS

Alberta Charter Schools are Public

Charter schools in Alberta are public schools. We receive slightly less per student funding and cannot charge tuition or be religiously affiliated. Teachers are certified in the same manner as all other public school teachers in the province, and students follow the mandated provincial Programs of Study.

Alberta Charter Schools give parents a Choice

Charter schools are an important element of the strength and quality of educational in Alberta, one of many options providing choice to parents in the province. Parents who choose charter schools subscribe to the mission and educational approach of the charter school their children attend.

Alberta Charter Schools give parents a Voice

Charter schools are autonomous from other educational jurisdictions, and are governed by non-profit societies with boards elected by members of the society. Charter schools provide for the opportunity for parents to participate in a unique way in the education of their children, including voting for board directors as members of the society. Parents have a strong voice in charter schools and the overall engagement of the various stakeholders in a charter school community is exemplary.

Alberta Charter Schools are Accountable

Charter schools are accountable directly to the Minister of Education through their mandated model of governance. Each charter school has an elected Board of Directors, teaches to the regular Programs of Study of the province, and reports annually to the Minister through their Annual Education Plan and their Annual Educational Results Report. Finances are subject to an annual audit, which is posted on the Alberta Education website. In addition, charter schools are subject to regular and rigorous evaluations by researchers from the Minister of Education.

Alberta Charter Schools are Innovative

Charter schools are innovative by definition and by their very nature. Charter schools are approved by the Minister of Education on the basis of an innovative approach to teaching and learning. In addition, charter schools, due to their level of autonomy, tend to be nimble and responsive to improved ways of delivering education to their students based on both action research and formal research done at the school.

Alberta Charter Schools have a Research Mandate

Charter schools have a particular mandate to do research on the educational strategies employed with their students. Supported by partners in Alberta Education as well as Universities, Charter schools undertake various forms of research and cooperate together to share their findings.

Alberta Charter Schools are Diverse

Charter schools meet diverse educational needs. Due to the variety of programming offered in the different charters, charter schools offer specialized programming that supports all types of learners. These range from learning challenged to gifted, and from second language to mature learners, as well as offering specialized programming for the arts, the sciences, and gender specific approaches to teaching and learning.

EXECUTIVE COMMITTEE (Draft 04/06/2020)

Mandate:

The Executive Committee will:

- Support operation of the Board of Governors (Board), Officers of the Association and all Board Committees, as defined in Bylaw Articles 2, 3 & 12, such that decisions and actions necessary for successful conduct of the Association are executed as required, within the framework of TAAPCS bylaws, policies and administrative procedures, and reported to the Board at regular or special meetings.
- Consider urgent matters on behalf of the Board, between scheduled meetings of the Board, which cannot be deferred until the next scheduled meeting of the Board, and report to The Board on matters the Executive Committee has considered and any decisions undertaken on the Board's behalf.

Composition:

TAAPCS Chair, Vice-Chair, Secretary, Treasurer, President, Vice-President, and Executive Director, including such co-positions as declared who may attend together or as alternates.

Chair and Recorder:

- Chair rotates between the Chair of the Board of Governors and President, deferring to the person calling the meeting.
- Recorder chosen from committee member volunteers

Term:

- 2 years to maximum of 4 years for committee members
- Chair reviewed every year

Meetings:

- Bi-Monthly - September to June and/or as required
- Meetings to be called by President or Board Chair

Quorum

- A quorum consists of all members of the Executive Committee.
- Executive Committee should not meet without quorum.
- Co-positions will each hold ½ vote if both are present, or a full vote if only one is present.
- The Committee will strive for consensus; in the event of a deadlocked vote the Board Chair shall cast 2 votes.

Notes or Minutes

- Meeting Notes Template is available
- Notes to be forwarded to Executive Director within 1 week following the meeting

Budget:

Annual budget will be determined during budget approval process.

Responsibilities:

- To deliver to the Officers of the Association such support and guidance as required for the successful execution of their roles as described in The Association Bylaws.
- Consider items and policy directions from the Priorities Committee, the SST Committee and Alberta Education for decisions and recommendations to the Board of Governors;
- Make executive decisions as necessary on behalf of the TAAPCS Board of Governors
- Adequately document any consideration made and decisions taken by the Committee for report to the Board.
- To support the Chair in providing leadership, facilitate discussion at Board meetings and contribute to the Board's agenda by advising the Board on strategic and operational matters.
- To advise the Board on any other matters referred to the Executive Committee by the Board.



Dean Lindquist <dlindquist@newhorizons.ca>

Education Continuity Plan update – additional details

1 message

EDC Deputy Minister <EducationDeputyMinister@gov.ab.ca>

Sat, Mar 28, 2020 at 12:46 PM

TO: All Stakeholders:

I want to reiterate Minister LaGrange's thanks for your commitment to keep students learning during this challenging time. I appreciate the many conversations I have had with leaders across the system as we work through how to operationalize the Education Continuity Plan.

School authority – staffing decisions

As indicated by the Minister, here are the additional operational details regarding staffing.

Substitute teachers

Substitute teaching is a casual occupation under federal employment rules. Our direction to school authorities is to limit the use of substitute teachers effective March 31 so these individuals can apply to the expanded federal employment insurance program, as well as other federal support programs.

Educational Assistants

School authorities should immediately begin to provide notice to educational assistants with the expectation that their services continue until no later than the end of April.

Funding payments to authorities will be adjusted for your May and June payments through a 14% reduction in the Base Instruction Grant. We will also work with you to adjust April payments based on savings you are able to achieve immediately. This will honor requirements within collective agreements and allow employees to apply to the expanded federal employment insurance program, as well as other federal support programs.

Non-essential support staff

School authorities should immediately begin providing notice to non-essential support staff.

Funding payments to authorities will be adjusted for your May and June payments through the aforementioned 14% reduction in the Base Instruction Grant. We will also work with you to adjust April payments based on savings you are able to achieve immediately. This will honor requirements within collective agreements and allow employees to apply to the expanded federal employment insurance program, as well as other federal support programs.

Bus drivers

School authorities should immediately begin to provide notice to board employed bus drivers. School authorities should immediately work with their transportation provider to adjust bus contracts to maintain a contract that reflects reduced costs based on the elimination of fuel costs and driver compensation. This will honor requirements within collective agreements and allow employees to apply to the expanded federal employment insurance program, as well as other federal support programs.

We will also adjust funding payments to authorities for your April, May, and June payments through a 51% reduction to each school authority's total transportation funding for 2019/20.

Diploma exam writing – special circumstances

As a follow-up to the cancelation of diploma exams with some level of exception for extenuating circumstances, these are the two categories for exceptions:

- Home schooled students – some post-secondary institutions ask for standardized test results for entrance.
- Adult students – Albertans with mature student status may challenge a diploma exam without taking the course.

To be clear, we do not intend to offer exceptions for students enrolled in a school authority who will otherwise receive a school awarded mark. This includes students who were intending to re-write an exam to improve their mark.

I do realize there may be additional circumstances that we have not considered. If you have a case that you believe Alberta Education should review, please contact the Alberta Education Examination Administration Branch at exam.admin@gov.ab.ca.

School Nutrition Program

I am able to confirm that full funding for this program will continue for the remainder of the school year.

Where feasible and following the Chief Medical Officer of Health's directives, school authorities are encouraged to find innovative ways to provide meals to students. If your authority is unable to find a solution, you must provide the remaining nutrition funds to willing and able not-for-profit organizations that support vulnerable families. Authorities cannot keep or surplus nutrition funds.

Also, due to the circumstances, reporting requirements have been removed for the remainder of the school year.

Delivery of Program Unit Funding (PUF), other special education needs and students at risk

Early Childhood Services operators and school authorities can use alternate delivery measures to provide instruction based on the child's individual program plan, as well as provide continued coaching to parents and caregivers.

In recognition of the current situation, the registration deadline for PUF is now December 1 for the 2020-21 school year.

I also remind you that Minister LaGrange, along with Children's Services Minister Rebecca Schultz, provided a joint letter on March 24 to authorities and associations, with the request to share it with members and appropriate staff. It provides information on resources to help support and protect our most vulnerable children. This is especially important during times like this, when parents and families who may already be struggling will be under additional stress.

Mental health

For school authorities seeking information on mental health resources, please see www.alberta.ca/covid, which includes a section on mental health and family violence. This includes important phone numbers that Albertans can call for additional support.

Respect in School program

This program remains available to school authorities for the use of staff during this time. As announced on December 9, the [online training tool](#) is accessible free of charge for teachers, other staff, parents and student leaders so they can help prevent bullying, harassment and discrimination.

School board meetings

Given the direction from the Chief Medical Officer of Health, boards may hold meetings remotely as long as they remain accessible to the public through an online means.

School authority budgets

School authorities must still submit their 2020-21 budgets by the usual date of May 31. This includes a schedule in the Budget Report for boards to seek Ministerial approval on reserve spending.

Access to childcare

All licensed childcare facilities in Alberta are closed at this time. This includes daycare, out-of-school care and preschool programs. Select licensed childcare centres will begin reopening to provide childcare for core service workers. Access will be prioritized to health care practitioners and critical infrastructure workers. Additional space will then be available to first responders and others.

Teacher-specific information

Thank you to the Alberta Teachers' Association and other education system partners for highlighting various questions related to teaching staff. I am able to provide the following information:

Non-instructional duties

School authorities should continue to abide by the provisions of the collective agreement for instruction and assignable time for teachers, while considering the direction of the Chief Medical Officer of Health.

Temporary contracts

The province's view is any temporary contract that was in place as of March 15 should be honoured to the end of the term of the contract.

Monitoring and reporting of teacher work

Teaching supervision and evaluation should continue. Requirements are in place under the Teacher Quality Standard, and the Teacher Growth, Supervision and Evaluation Policy.

Student teacher practicums

Alberta Education's Registrar's Office is working with the Deans of Education on potential options for ensuring student teachers' progression is not affected. While I am not able to confirm that all practicums will continue or precisely what they will look like at this time, I do commit that the Registrar's Office will use the full scope of the Registrar's powers to ensure that graduating teachers are not negatively affected as they enter the workforce.

Sincerely,

Andre Corbould

Deputy Minister of Education

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.

March 16, 2020

Dr. Dean Lindquist
Superintendent
New Horizons Charter School
1000 Strathcona Drive
Sherwood Park Alberta T8A 3R6

Dear Dr. Lindquist:

Thank you for meeting to discuss New Horizons Charter School's **2019/20 - 2021/22 Three-Year Education Plan and 2018/19 Annual Education Results Report**. We value the dialogue focused on your plan and results for continuous improvement in your school.

From our review, the plan and report submitted by your charter school authority are aligned with the planning and reporting requirements established by Alberta Education in the **Policy and Requirements for Charter School Planning and Results Reporting November 2019**.

I appreciate the information that you provided and our discussion of the planning activities underway, highlights of significant accomplishments, and the challenges within your charter school.

If I can be of further assistance in your planning or reporting process or any other matter, please contact Maurice Trottier, Field Services Manager, Central Services Branch at Maurice.Trottier@gov.ab.ca or 780-427-6714 (toll-free by first dialing 310-0000).

We trust ongoing dialogue will support your efforts to address student success in your charter school.

Sincerely,



Maurice Trottier
Field Services Manager
Central Services Branch

cc: Nicole Pasemko, Board Chair, New Horizons Charter School
Central Records