

New Humble Community School Association
Minutes from Board Meeting
Wednesday, September 21, 2022, 7:08 PM

In person attendance: Megan Olynyk, Kristen Kuhn, Jen Jakubuv, Cheryl TeReitstap, Jenna Verhun, Kelsey Huber, Guy Tetrault, Samantha Besler, Halea Kohel, Jennie Schipperheijn.

Zoom attendance: April Popik

Welcome & Land Acknowledgment: Kristen Kuhn

Review and Approval of Agenda

- Megan Olynyk made a motion **(004-22/23)** Jen Jakubuv second the motion.

Review and Approval of Previous Minutes

- Kelsey Huber made a motion **(005-22/23)** Jenna Verhun second the motion.

Parents Society Report - Cheryl TeRietstap

- New board will be meeting tomorrow setting up committees for the Parents Society and School Council.
- Parents Society will be providing transportation to Potato Farm Field Trip.

Strike Finance Committee - Kristen Kuhn

- Board member will be Megan Olynyk. The Finance Committee will also include the Superintendent and be supported by the Secretary-Treasurer.

Status of Committees:

Curriculum Development Committee - Jenna Verhun

- Working on a combined document. Curriculum Development Committee that will include six set days that involve the whole school.

Fundraising and Sponsorship Committee - Megan Olynyk

- Raised \$46,040 at Barnraiser. We were able to move forward with purchasing the barn.

Policy Development Committee - Kristen Kuhn

- Motion to adopt the NHCS Policy Handbook and NHCS Administrative Procedures Manual
- Motion **(006-22/23)** Jen Jakubuv, Second: Kelsey Huber

Procurement Committee - Kristen Kuhn

- Closing out the Procurement Committee. The Finance Committee will be taking on the role of putting together expense proposals and budget proposals for the new funding.

Ratifications of E-Motions Passed -

- June 21st - motion to approve a maximum expense of \$12,000 total for furnishing for additional students: chairs, tables, book boxes, delivery and installation. **(058-21/22)**
- June 27th - motion to approve the expense of up to \$30,000 for the next stage of procurement, including printer, dishwasher, indoor and outdoor trash cans, outdoor bathroom, teacher chairs, bookkeeping expenses, manipulatives and other items. **(059-21/22)**
- June 27th - motion to approve the expense of \$16,000 and \$3000 donation received charity receipt for the Kopala Towers bathroom and delivery. **(060-21/22)**
- June 29th - motion to approve the repair to the mechanical system, plumbing pump. **(061-21/22)**
- June 29th - motion to use but not exceed the IMR/ CMR funding received (\$16,654) for the mechanical system and plumbing pump repairs. **(062-21/22)**
- July 24th - motion to approve a review of the Grades To Be Offered in the New Humble Community School Association's charter to include grade 7 through 12. **(063-21/22)**
- July 26th - motion to approve NHCSA request site fit test funding from Capital Planning for a maximum of \$10,000 with any surplus to be returned. Work will be completed by the Workun Garrick Partnership. **(064-21/22)**
- August 4th - motion to approve awarding the contract for roof repair to the company recommended in the bid summary, C&T Roofing Inc. **(065-21/22)**
- August 9th - motion to approve the 10% refundable deposit (\$8505) on the modular classroom unit available through Wade's House Moving. **(066-21/22)**
- August 14th - motion to approve the installation of the south entrance fob card reader. **(067-21/22)**
- August 16th - motion to approve a budget of \$5800 to support the daily breakfast program from the beginning of the school year until the Christmas Break. **(068-21/22)**
- August 17th - motion to admit the current students that are on our waitlist, changing grade configurations as follows: K-20, 1-25, 2-22, 3-8, 4-25, 5/6-25 (10 5's, 15 6's), Total = 125. **(069-21/22)**
- August 19th - motion to approve the purchase and build of agricultural storage shed with an approximate cost of \$7,100.00. **(070-21/22)**
- August 23rd - motion to admit one additional student for a total of 25 enrolled in the Grade One classroom. **(071-21/22)**
- August 23rd - motion to approve the purchase of 15 student desks and 8 chairs to accommodate increased enrollment, including delivery, up to a total expenditure of no more than \$4000. **(072-21/22)**

- August 25th - motion to add Jennifer (Jennie) Schipperheijn to our bank account, remove Jennifer Jakubuv, add Kelsey Huber and change Kristen Kuhn to the administrator account as board chair. **(073-21/22)**
- August 31st - motion to approve the changed priorities and updated Capital Plan. **(074-21/22)**
- September 6th - motion to approve the expenditure of the Federal Safe Indoor Air funding (\$1661) on a portable air filtration system and high grade furnace filters. **(001-22/23)**
- September 6th - motion to use August procurement funds up to \$3608.85 to purchase Archery equipment. **(002-22/23)**
- September 9th - motion to proceed with a 40% deposit to secure the purchase of the modular classroom unit available through Wade's Building Movers. **(003-22/23)**
- Motion to ratify E-motions **(007-22/23)** Megan Olynyk, Second: Jenna Verhun

Superintendent's Report - Guy Tetrault

- New executive director for TAAPCS. There is a Superintendent and Secretary-Treasurer face-to-face meeting in Red Deer next week.
- Haley and I will be going to Mother Earth next week to see what partnerships we can have between the two schools.
- Will be meeting at Elk Island Charter to discuss potential collaboration.
- Parking situation is being looked into. It is still a concern. Families need to be reminded to walk their children to the sidewalk.

School-Based Budget - Megan Olynyk

- Motion to approve the school-based budget: \$51,901.50
 - Motion **(008-22/23)** Megan Olynyk, Second; Kelsey Huber
- Guy, Halea and Jennie will meet to set up a School-Based Budget Committee.

Principal's Report - Halea Kohel

- Activities in the school include our new broiler chicks, harvest day baking, plant identification, learning how research and technology play a role in agriculture, Thank a Farmer Day and learning how to tag bird/poultry feet.
- October PD is on our Ag. program and how it will be tied to the Charter and Educational goals.
- Working on getting all classes involved in the Ag. programs, including each class being responsible for a specific animal breed each year and garden planting.
- Homestead Farms Planner Binder - detailed planner that allows students/classes to document findings.
- Looking into making fodder for birds

Treasurer's Report - Jennie Schipperheijn

- Working towards our Audit on October 3, 2022.

- Motion **(009-22/23)** to approve amended budget: Megan Olynyk, Second: Kelsey Huber
- We have been approved for Furniture & Equipment funding. We will be receiving approximately \$310,000. Will be reviewed by the Finance Committee. Will have to determine what Ag items we can purchase.

Old Business - Kristen Kuhn and Megan Olynyk

- Dr. Bonnie Stelmack has given us a document that includes six potential research topics. Will be sent out to all board members and staff and get feedback to determine which research projects to pursue.
- We have received permits for the majority of the buildings and barn outside. Working on organizing all planned work and scheduling inspections.
 - The fence will need to be moved if we get the modular classroom.
 - The greenhouse plastic must be taken off every year to get the permit. Will be discussed at the next Committee of the Whole meeting.
 - The storage shed should be completed and ready for use.
- The Capital Plan has been submitted for the modernization request.
 - Alberta Infrastructure will cover the site fit test expense.
- We will need to determine who will be managing the contractors for upcoming projects.
- Charter School Amendment Request
 - Talk about the plan with the School Council to get feedback.

New Business - Kristen Kuhn and Megan Olynyk

- Compiling a single document that encompasses our Charter information that is more shareable and easy to access.
- TAPPCS - New Teacher Code of Conduct. They are looking for feedback.

Farewell to Jennifer Jakubuv

- Thank you Jennifer for your years of service on the NHCSA Board and good luck with your future endeavors. Presentation of card and gift.

Questions and Answers / Open Floor

- Having the EA support in the classroom has been working well for the students.

Closing Remarks - Megan Olynyk

Conclude: Meeting adjourned at 9:10 pm.

Approved: Oct 19, 2023

Signature: 

New Humble Community School Association
Minutes from Board Meeting
Wednesday, October 19, 2022, 7:19 PM

In person attendance: Megan Olynyk, Kristen Kuhn, Jenna Verhun, Bill Orlick, Kelsey Huber, Jennie Schipperheijn, Halea Kohel, Samantha Besler, Cheryl TeRietstap

Zoom attendance: Guy Tetrault, April Popik

Welcome & Land Acknowledgment: Kristen Kuhn

Review and Approval of Agenda - Agenda amended to move snow removal motion to next meeting.

- Kelsey Huber made a motion and Megan Olynyk second the motion. **(013-22/23)**

Review and Approval of Previous Minutes

- Megan Olynyk made a motion and Jenna Verhun second the motion. **(014-22/23)**

Parents Society Report - Cheryl TeRietstap

- Monthly meeting tomorrow. Will be asking the Parent's Society Board who would like to present at future meetings.
- Hot Lunch & Refreshment programs are in full swing
- Purchased deck boxes outside toys. It has been keeping the playground tidy.

Outdoor Programs Updates & Proposals - Samantha Besler

- Playschool has a proposal for Rabbits
 - The expectation is that there would be open dialogue, and if there are any issues with the animals they would be dealt with by both boards.
 - Megan Olynyk made a motion to approve the Rabbit proposal and Jenna Verhun second the motion. **(015-22/23)**
- We have been offered a heifer calf as a donation.
 - Samantha will be looking into this more, and will provide the board with details.

Status of Committees:

Curriculum Development Committee - Jenna Verhun

- Ag day - 'Thank a Farmer'
- Booked the Book Fair
- Looking to reestablish the committee.

Fundraising and Sponsorship Committee - Megan Olynyk

- First meeting will be recapping last year and set forward a proposal to the board for the rest of the year.

Policy Development Committee - Kristen Kuhn

- Currently monitoring how the new Policy Manual & Administrative Procedures Manual are working. Some appendices may be proposed at the next meeting.

Finance Committee/ Audit Committee - Megan Olynyk

- First Meeting was held on October 17, 2022.
- Went over the role of the Audit Committee and the plan moving forward with reviewing the Audit.

Ratifications of E-Motions Passed -

- September 29th - motion to approve Lamb Production proposal. **(010-22/23)**
- September 29th - motion to strike the finance and audit committee. **(011-22/23)**
- October 3rd - motion to approve curriculum development budget of \$2100 for the year. **(012-22/23)**

Superintendent's Report - Guy Tetrault

- Looking into IT requirements and school needs
 - Had company (Ian & Calistis O.) come in to give us an assessment and recommendations. They currently work with Aurora Charter School.
 - Aurora will be willing to work with us on this, to be our IT support.
- Guy, Halea, Jennie will looking to be meet with Aurora to discuss IT support and Student Counselling Supports, including:
 - Installation Cost
 - Hours/ Flat Fee Contract

Principal's Report - Halea Kohel

- Staff would like our research topics to be focused on the students.

Treasurer's Report - Jennie Schipperheijn

- Auditors were at the school for 3 days at the beginning of October. Continuing to work with them on the last couple of items.
- We have been approved for Furniture & Equipment funding. We will be receiving approximately \$310,000. Will be reviewed by the Finance Committee. Will have to determine what Ag items we can purchase.
- Shared a copy of the SJFR (School Jurisdiction Finance Report) for September.
 - Will be providing more detailed information on the future Treasurer's Report.

Old Business - Kristen Kuhn

- Update on formal Charter document - This is now completed.
- Updates from TAAPCS - AGM is this weekend in person at the Nisku Inn.
 - Proposed changes to the TAAPCS fee will be voted on.
 - We will be owing approximately \$200.00 in annual fees. Plus a one-time special assessment fee of \$61.65.

- TAAPCS will be addressing some concerns in regards to ensuring that all their governance documents are in order and to fill any gaps.
- Status of barn project and shed projects
 - All changes to animals, projects and infrastructure are to be approved by the board before they are implemented.
 - The funds will be determined by the board as to what portion be NHCSA Budget and what will be School-Based Budget.
 - Barn - has been delivered! Working towards inspection so the building can be used.

New Business - Kristen Kuhn

- Motion to approve changes to employee handbook as presented; clarification on the pay scale and schedule for increases.
 - Kelsey Huber made a motion to approve the Employee Handbook changes and Megan Olynyk second the motion. **(016-22/23)**
- Motion to approve the NHCSA Charter document as presented; a unified document that can be made available to the public or other partners. This is a living document. Any changes must be approved by two or more directors.
 - Jenna Verhun made a motion to approve the NHCSA Charter document and Kelsey Huber second the motion. **(017-22/23)**
- Updates on outdoor programming, recommendations for next year.
 - We will be looking into creating a master plan. Meeting to be determined.

Questions and Answers / Open Floor

- Principal and Teachers are working together to compile shared teaching resources and lesson plans.
- April and Samantha will be looking into a Vet for our animals.
- Earth Boxes (3) are being donated to the School by Leduc County.
- NHCSA Charter Amendment Survey Results. Overall very positive.
 - Looking into visiting another rural K-12 school with about 300 students for reference and perspective.
- We have an opportunity to be a part of a documentary. The film is 'everything about Alberta'. Working on scheduling a good time for them to come back. They are also willing to make a presentation to the kids about the film and being a filmmaker.
 - We will need special permission forms for the kids who are filmed

Closing Remarks - Kristen Kuhn

Conclude: Meeting adjourned at 9:29pm.

Approved: Nov 16, 2022

Signature: 

New Humble Community School Association
Minutes from Annual General Meeting
Wednesday, November 16, 2022, 7:02PM

In person attendance: Megan Olynyk, Kristen Kuhn, Cheryl TeReitstap, Kelsey Huber, Guy Tetrault, Jennie Schipperheijn, April Popik, Bill Orlick, Curtis Friesen.

Zoom attendance: Halea Kohel, Amanda Schaber, Samantha Besler, Jenna Verhun, Carleigh Duiker.

Welcome & Land Acknowledgment: Kristen Kuhn

Review and Approval of Agenda

- Kelsey Huber made a motion **(021-22/23)** Bill Orlick second the motion.

Review and Approval of Previous Minutes

- 2021 AGM Minutes approved in a previous meeting (October 2, 2021)

Review of Society's Audited Financial Statements - Curtis Friesen

- Testing results were good, supporting documentation was provided.
- We are comfortable with signing off on the audited financial statements as true and accurate representations of the financial situation of NHCS.
- Finance & Audit Committee's Recommendation - Megan Olynyk
 - Recommendation to approve the audit as submitted
- Motion **(022-22/23)** to approve the 2021-2022 Audited Financial Statements as presented by Metrix Group LLP: Bill Olick, second: Kristen Kuhn.

Report on 2021-2022 significant activities - Megan Olynyk

2021-2022 Significant Activities

September 2021

- Commencement of operations
- Open House
- Terry Fox

October 2021

- Haunted Barn
- Trunk or Treat
- Outdoor Classroom Installation
- Dr. Guy Tetrault hired

November 2021

- Calmar Pond Hockey Rink Prep
- New Swings Donated by Parents Society, Humble Beginnings Playschool
- Fundraising and Sponsorship committee visit to Altario

December 2021

- Five Days of Giving, Angel Tree supporting Calmar & District Christmas Elves
- Book Fair
- Humble Hooves Program
- Christmas Tree Assembly
- Christmas Concert

January 2022

- Kindergarten Registration Opens
- Seed Fundraiser
- Arctic Spas Chicken Coop Arrives
- Leduc County Mayor Guest Reader
- Winter Carnival
- Literacy & Numeracy Team, Assessment kick off

February 2022

- Calmar & District Agricultural Society program donation.

March 2022

- SLS Funding adjustment resulting in the hiring of additional teaching and educational assistant staff
- Three year Capital Plan
- Ordered barn

April 2022

- Growing Together Dinner and Conversation on School and Community Research at NHCS with University of Alberta, funded by the Kule Institute for Advanced Study at the University of Alberta.
- Cargill Donation
- NHCSA receives retroactive start up funding
- Piloting the breakfast program
- Broiler Chicken Program
- Volunteer Appreciation Tea
- 5/6 Sign project

May 2022

- Day farm presentation.
- Dr. Bonnie Stelmach Professional Development Day
- Miss Rodeo Canada school visit
- Alberta Education, Capital Planning, Alberta Infrastructure visit
- Hiring additional Educational Assistants
- Egg Hatching
- Staff Mother Earth Children's Charter Professional Development
- NHCS Cookbook
- 3 year education plan

June 2022

- Hand in Hand Humble Barnraiser
- Rodeo Day
- Author visits Becky Wigemyr

- Leduc County, Wizard Lake Watershed, North Saskatchewan Watershed Presentation
- Final Literacy & Numeracy reporting
- Track Meet

July 2022

August 2022

- Installation of South Fence
- Policy and Administrative Procedures work

Throughout the year there were additional assemblies, field trips and in class programs that may not be listed above.

Elections

- Motion **(023-22/23)** to approve Jennie Schipperheijn to chair the remainder of the meeting: Bill Orlick, second: Kelsey Huber
- Jenna Verhun is in her second year and not up for election.
- We have received 5 (five) nomination forms:
 - Megan Olynyk;
 - Kristen Kuhn;
 - Kelsey Huber;
 - April Popik;
 - Bill Orlick.
- As there are no more than 10 (ten) directors and nominees combined, all of the nominees were successful and elected as a director of the New Humble Community School Association Board.

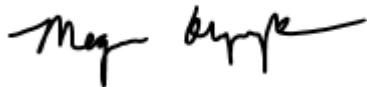
Closing Remarks - Jennie Schipperheijn

- Thank you to all who attended.
- Congratulations to the Board Members on being elected to the NHCSA Board.

Conclude: Meeting adjourned at 7:38pm

Approved: November 8, 2023

Signature:



New Humble Community School Association
Minutes from Board Organizational Meeting
Wednesday, November 16, 2022, 7:40PM

In person attendance: Megan Olynyk, Kristen Kuhn, Cheryl TeReitstap, Kelsey Huber, Guy Tetrault, Jennie Schipperheijn, April Popik, Bill Orlick.

Zoom attendance: Halea Kohel, Amanda Schaber, Samantha Besler, Jenna Verhun, Carleigh Duiker.

Review of Board of Directors Powers and Duties - Jennie Schipperheijn

Elections - Jennie Schipperheijn

Chair Nominations

- Only 1 (one) nomination was received, for Kristen Kuhn
 - Made by Megan Olynyk, Seconded by Kelsey Huber
 - Nomination accepted by Kristen Kuhn

Vice-Chair Nominations

- Only 1 (one) nomination was received, for Megan Olynyk
 - Made by Kelsey Huber, Seconded by Kristen Kuhn
 - Nomination accepted by Megan Olynyk

Committee Appointments - Kristen Kuhn

- Motion **(024-22/23)** to keep Board Members on their Previous Committee Appointments: Megan Olynyk, Second: Kelsey Huber
- Previous Committee Appointments are as follows:
 - Fundraising & Sponsorship - Lead: Megan Olynyk, Member: Bill Orlick
 - Policy Development - Lead: Kristen Kuhn
 - Curriculum Development - Lead: Jenna Verhun
 - Finance & Audit Committee - Lead: Megan Olynyk, Member: Kelsey Huber
- Facility Committee
 - Motion **(025-22/23)** to strike Facility Committee: Megan Olynyk, Second: Kristen Kuhn
 - Motion **(026-22/23)** to appoint Megan Olynyk as Facility Committee Lead and April Popik as Co-Lead: Kelsey Huber, Second: Bill Orlick

School Council Liaison - Kristen Kuhn

- Motion **(027-22/23)** to appoint Kelsey Huber as Lead School Council Liaison and April Popik as Co-Lead, to work together to ensure NHCSA representation at all School Council Meetings: Megan Olynyk, Second: Bill Orlick

Review Signing Authority - Kristen Kuhn

- Current signing authority resides with Jennie Schipperheijn, Kristen Kuhn, Kelsey Huber and Megan Olynyk. As there is no change in these directors' request to keep signing authority as is.
- The Board would prefer to have two directors complete signing whenever possible.

Closing Remarks - Kristen Kuhn

Conclude: Meeting adjourned at 7:50 pm.

Approved: December 21, 2022

Signature: 

New Humble Community School Association
Minutes from Board Meeting
Wednesday, November 16, 2022, 8:00PM

In person attendance: Megan Olynyk, Kristen Kuhn, Cheryl TeReitstap, Kelsey Huber, Guy Tetrault, Jennie Schipperheijn, April Popik, Bill Orlick.

Zoom attendance: Halea Kohel, Amanda Schaber, Samantha Besler, Jenna Verhun, Carleigh Duiker.

Welcome & Land Acknowledgment

- Completed at AGM

Review and Approval of Agenda

- Motion **(028-22/23)** to approve Agenda: Kelsey Huber, Second: Megan Olynyk

Review and Approval of Previous Minutes

- Motion **(029-22/23)** to approve Previous Minutes: Kelsey Huber, Second: Megan Olynyk

Parents Society Report

- NHPS Board did not respond to the request for update.

School Council Report - Ginger Hassett-Koza

- Working on operating procedures for the School Council for members and parents.
- Working on Christmas Elves donation program

Status of Committees:

Curriculum Development Committee - Jenna Verhun

- Tabled to December Meeting.

Fundraising & Sponsorship Committee - Megan Olynyk

- Working on a proposal for the board, to help determine priorities and process.
- Fundraising: Looking to have a Hand in Hand Fundraiser as well as seed fundraiser to help outdoor spaces.

Finance & Audit Committee - Megan Olynyk

- Made a recommendation to approve the audit as presented.
- Will be looking into the purpose and role of the committee going forward.

Policy Development Committee - Kristen Kuhn

- Working with the Insurance company, with Megan Olynyk, to ensure our policy matches up with Insurance requirements.
- Will be looking for additional committee members, or how we can move forward on processing policy review.

Facility Committee - Megan Olynyk

- We are still looking into acquiring a modular classroom.
- We have made a proposal to Capital Planning for a modernization.
- We need IMR/CMR recommendations from the Principal & Staff.

Superintendent's Report - Guy Tetrault

- Working with Dr. Bonnie Stelmack on the research projects that we would like to bring to the school.
- Working on the Annual Education Results Report (AERR).
- Proposal - Barn Cat, donated by Carleigh Duiker
 - Motion **(030-22/23)** to approve the Barn Cat proposal: Megan Olynyk, Second: Bill Orlick
 - An announcement will be made to the parents to welcome our newest addition.

Principal's Report - Halea Kohel

- Used PD Day to work on 'I Can' Statements that bring charter goals to the classrooms.
- Ewes were exposed in November. Lambs projected in April 2023.
- Teachers are working on report cards and preparing for Parent-Teacher interviews.
- Thank you to Parents Society for paying for field trip bussing.

Treasurer's Report - Jennie Schipperheijn

- Completed final audit items.
- SJFR completed yesterday
- We have been approved for Furniture & Equipment funding. We are waiting to receive the funds, based on the funding manual calculations, and when received it will be reviewed by the Finance & Audit Committee. It will have to be determined what Agricultural items we can purchase with this funding.

Old Business - Kristen Kuhn

- TAAPCS - Kristen Kuhn, Megan Olynyk and Jennie Schipperheijn attended AGM. It was very informative and elections took place.
- We will be looking into the offerings of TAAPCS for our Board and Staff.

New Business - Kristen Kuhn and Megan Olynyk

- Abuse Policy adjustments
 - Motion **(031-22/23)** to attach the policy provided by Lloyd Sadd for our staff and student abuse policy with the adjustments of student & staff and Superintendent & Board Chair with all staff required to review and complete acknowledgement form. Megan Olynyk, second: Bill Orlick.
- Alberta School Council Association Fee
 - Motion **(032-22/23)** to approve the \$100 Alberta School Council Association Fee membership fee for the 2022/2023 school year: Kelsey Huber, Second: Bill Orlick

- Breakfast Program Credit Card
 - Motion **(033-22/23)** to approve issuing a NHCSA Credit Card to Amanda Schaber for the Breakfast program expenses and increasing the current credit card limit to \$7500. Megan Olynyk, April Popik.

Ratifications of E-Motions Passed -

- Motion **(018-22/23)** to approve a cheque for \$1000 to cover the damage deposit for the rental of Glen Park Hall (to be given ASAP) for the staff and board Christmas party on December 2, 2022 and a subsequent cheque of \$275 to cover the hall rental (to be given no later than the day of the rental): Kelsey Huber, Second: Bill Orlick
- Motion **(019-22/23)** to approve purchase of Trunk or Treat supplies to a maximum of \$200: Megan Olynyk, Second: Bill Orlick
- Motion **(020-22/23)** to approve Clayline Contracting as snow removal contractor: Megan Olynyk, Second: Bill Orlick

Questions and Answers / Open Floor

- Staff would like to have more information on benefits and potentially form a committee when it is time to renew benefits plans. Jennie and Megan will follow up with insurance to determine the best course of action. The Board will be advised when more information has been obtained.
- The school has received the Alberta Hunter Education grant for \$1000. Expect to receive the funds in January. When more information is received it will be given to Halea Kohel and Jennie Schipperheijn to determine how the funds can be spent. Proposal would be brought to the Board for approval.

In-Camera 9:14PM

Out of Camera 9:33PM

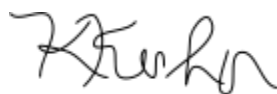
- Motion **(034-22/23)** to approve Secretary-Treasurer remuneration as discussed in-camera until March 1, 2023: Megan Olynyk, Second: Kelsey Huber

Closing Remarks - Kristen Kuhn

Conclude: Meeting adjourned at 9:35 pm.

Approved: December 21, 2022

Signature:



New Humble Community School Association
Minutes from Board Meeting
Wednesday, December 21, 2022, 7:05PM

In person attendance: Megan Olynyk, Kristen Kuhn, Cheryl TeReitstap, Kelsey Huber, Jennie Schipperheijn, April Popik, Bill Orlick, Halea Kohel

Zoom attendance: Guy Tetrault, Ginger Hasset-Koza, Jenna Verhun

Welcome & Land Acknowledgment - Kristen Kuhn

Review and Approval of Agenda

- Motion **(037-22/23)** to approve Agenda: Kelsey Huber, Second: April Popik.

Review and Approval of Previous Minutes

- Motion **(038-22/23)** to approve Previous Minutes: Kelsey Huber, Second: April Popik.

Parents Society Report

- No update provided.

School Council Report - Ginger Hasset-Koza

- Operating procedures will be presented in January for approval.
- Calmar Christmas Elves - Angel Tree when very well
- Planning a literacy event for families on March 10, 2023.
 - Looking for funding to give students agricultural literature/ story books
- Looking into Teacher PE resources for No-Bus days.

Status of Committees:

Curriculum Development Committee - Jenna Verhun

- Motion **(039-22/23)** to approve the change of committee name from 'Curriculum Development Committee' to the 'Charter Development Committee': Jenna Verhun, Megan Olynyk.
- Will be meeting in January to finalize sub committees to focus on specific grade groupings.

Fundraising & Sponsorship Committee - Megan Olynyk

- Will be meeting in January to finalize the sub committee to work on Hand in Hand Humble Fundraiser.
- Seeds fundraiser in January.

Finance & Audit Committee - Megan Olynyk

- Will be holding their commencement meeting in January.
- Will be reviewing the required parameters for the committee.
- Focusing on Furniture & Equipment Funding.

Policy Development Committee - Kristen Kuhn

- Review of a handful of policies per meeting.
- Looking to expand the committee to include more members.

Facility Committee - Megan Olynyk & April Popik

- Meeting in January focusing on addressing space issues in the school.

Superintendent's Report - Guy Tetrault

- Worked with Aurora
- Worked on Literacy & Numeracy Funding with Halea.

Principal's Report - Halea Kohel

- The Christmas Concert is tomorrow.
- Clay for Kids in-school field trip this week, and it went over well.
- The Ski Trip was last week and it went well.
- Dr. Bonnie Stelmack & Research Assistant will be visiting again on Jan. 19, 2023.
- Literacy & Numeracy Funding purchase suggestions:
 - Fountas and Pinnell
 - Empowering Writers
 - Rolling Carts & Literacy resources for pull-outs
 - ST Math (Supplement to JumpMath)
- Motion **(040-22/23)** to approve Literacy & Numeracy Funding proposal as presented: Megan Olynyk; Second: Bill Orlick.

Treasurer's Report - Jennie Schipperheijn

- Received a donation of \$6,000.00, and the donor wishes to remain anonymous.
 - Motion **(041-22/23)** to receive \$6,000 anonymous donation: Kelsey Huber; Second: Megan Olynyk.
- We are expecting donations in memory of Theresa Armstrong, and they will be presented for approval at the next board meeting.
- Currently all receipts are to be signed by two Board Members. We will look into the receipt requirements to ensure this is being done efficiently.
- The employee benefits program was over funded last school year, and overpayments will be reimbursed to affected persons.
- Motion **(042-22/23)** to approve the Treasurer's Report: Kelsey Huber; Second: Jenna Verhun.

Old Business - Kristen Kuhn

- TAAPCS Meeting was cancelled due to a busy Christmas season. Will be rescheduled.
- TAAPCS AGM will be held in October, 2023 hosted by Almadina Language Charter Academy (Calgary).

New Business - Kristen Kuhn and Megan Olynyk

- Facility Rentals - All facility rentals will be organized by Halea Kohel & Monika Bustin. A staff member will be scheduled and paid to host, as needed.
- Motion **(043-22/23)** to approve Aurora Charter to be our IT Support Partner at the service rate presented by Guy Tetrault: Kelsey Huber; Second: April Popik.
- Motion **(044-22/23)** to approve the Breakfast Program to be moved to the School Budget with the conditions that it must continue running unless otherwise determined by the Board and that the funds can not be used for any other purpose: Megan Olynyk; Second: Jenna Verhun.
- Motion **(045-22/23)** to rescind snow removal contract to CCB enterprises: Megan Olynyk; Second: Kelsey Huber.

Ratifications of E-Motions Passed -

- Motion **(035-22/23)** to approve snow removal contract to CCB enterprises based on quote provided November 29th.
- Motion **(036-22/23)** to approve snow removal contract to Clayline Industries based on Clayline quote 11023, December 14th.

Questions and Answers / Open Floor

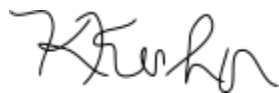
- Alberta Rural Education Symposium (March 5-7 in Edmonton) - determine if this is something we were going to attend, either a teacher or board member.
-

Closing Remarks - Kristen Kuhn

Conclude: Meeting adjourned at 8:31 pm.

Approved: January 18, 2023

Signature:



New Humble Community School Association
Minutes from Board Meeting
Wednesday, January 18, 2023 @ 7:21pm

In person attendance: Megan Olynyk, Kristen Kuhn, Cheryl TeReitstap, Kelsey Huber, Jennie Schipperheijn, April Popik, Bill Orlick, Jamie Clay, Sarah Miller, Jenna Verhun, Joey Bouchard.

Zoom attendance: Halea Kohel, Carleigh Duiker

Welcome & Land Acknowledgment - Kristen Kuhn

Review and Approval of Agenda

- Motion **(047-22/23)** to approve Agenda: Kelsey Huber, Second: Jenna Verhun.

Review and Approval of Previous Minutes

- Motion **(048-22/23)** to approve Previous Minutes: Megan Olynyk, Second: Kelsey Huber.

Parents Society Report - Sarah Miller

- Fundraising efforts have been very successful.
- Funds have been used for PE equipment, kitchen equipment, NHPS signs, busing for field trips, treats for the kids, Tutti Fruiti, Christmas gifts for kids, Glow Dance etc.
- Looking into Davidson Orchard fundraiser in the fall.

School Council Report

- We will receive a School Council report at the next meeting.

Status of Committees:

Charter Development Committee - Jenna Verhun

- Working on school wide AG afternoons once a month, including guest speakers.
- Working on a career fair - with tie backs to AG.
- Supporting Teachers with their class animals.

Fundraising & Sponsorship Committee - Megan Olynyk

- Make it Sow fundraiser in progress.
- Fundraising & Sponsorship meeting to work on Hand in Hand Fundraiser
- Motion **(049-22/23)** to approve hosting a Winter Carnival public event on February 25, 2023, with a budget of \$250.00: Megan Olynyk; Second: Jenna Verhun.
- Motion **(050-22/23)** to purchase the Humble Herd barn sign - 48" for approx. \$550.00; Megan Olynyk; Second: Kelsey Huber.
- Motion **(051-22/23)** to prioritize permanent electrical and cattle pen using the fundraised agricultural funds: Megan Olynyk; Second: April Popik

Finance & Audit Committee - Megan Olynyk

- Establishing the new finance committee.
- Determining priorities to present for the Furniture and Equipment funding.

Policy Development Committee - Kristen Kuhn

- Reviewing Policies 1-6 for the next board meeting. Any changes will be motioned for approval at the next board meeting.
- Continuing to develop the annual work plan to be more comprehensive.

Facility Committee - Megan Olynyk & April Popik

- Establishing the new committee.
- Looking into capital plans, modular requests, priorities of the board going forward.

Superintendent's Report - Joey Bouchard

- Registered as a CASS Member.
- Working with Halea Kohel on setting priorities and layout the path forward.

Principal's Report - Halea Kohel

- Met with Dr. Bonnie Stelmack and her research assistant Jihoon Jang. She is hoping to be here at the end of February depending on the status of the grant.
- Work on advertising the research program.
- Working on charter tracking with the Teachers and school wide activities.
- Working on the Fountas & Pinnell program, assisting the teacher training portion.

Treasurer's Report - Jennie Schipperheijn

- Motion **(052-22/23)** to approve the three stage wage increase proposal for support staff: Kristen Kuhn; Second: Megan Olynyk
- Motion **(053-22/23)** to approve of all donations both received and future in memory of Theresa Armstrong: Kelsey Huber; Second: April Popik
- Motion **(054-22/23)** to approval of credit limit increase on Mastercard(s) for cardholders Kristen Kuhn, Monika Bustin and Amanda Schaber to \$5000 combined, and update of non-redeemable GIC to a 5 yr term to be paid annually, taken from the NHCSA checking account: Megan Olynyk; Second: Jenna Verhun
- Motion **(055-22/23)** to approve Treasurer's Report: Bill Orlick; Second: Jenna Verhun

Old Business - Kristen Kuhn

- Motion **(056-22/23)** to approve the Charter Amendment document as presented for submission to Alberta Education and the Minister of Education: Megan Olynyk; Second: Kelsey Huber
- TAAPCS update - there will be a priorities meeting tomorrow.

New Business - Kristen Kuhn and Megan Olynyk

- IMR/CMR use of funds - *Tabled*.
- Rural Education Symposium - *Tabled*.
- Government of Alberta Mental Health Grant - *Tabled*.

Ratifications of E-Motions Passed - Kristen Kuhn

- January 11 – Motion **(046-22/23)** to approve teacher salary increase of 1.75% including retroactive to September 2022.

Questions and Answers / Open Floor

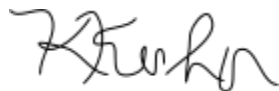
- Colour printing will be organized by Halea Kohel while the Board determines how we will be proceeding with colour printing.
- NHCSA & NHCS organization chart has been created.
- We will send out an update when there is new staff.

Closing Remarks - Kristen Kuhn

Conclude: Meeting adjourned at 8:31 pm.

Approved: February 15, 2023

Signature:

A handwritten signature in black ink, appearing to read 'K. Kuhn', written over a light blue horizontal line.

New Humble Community School Association
Minutes from Board Meeting
Wednesday, February 15, 2023 @ 7:11pm

In person attendance: Megan Olynyk, Kristen Kuhn, Kelsey Huber, Jennie Schipperheijn, April Popik, Bill Orlick, Jenna Verhun, Joey Bouchard, Stephanie Trubetskoff, Carleigh Duiker, Samantha Besler, Halea Kohel

Zoom attendance: Jamie Clay, Ginger Hassett-Koza

Welcome & Land Acknowledgment - Kristen Kuhn

Review and Approval of Agenda

- Motion **(063-22/23)** to approve Agenda: Megan Olynyk, Second: Kelsey Huber.

Review and Approval of Previous Minutes

- Meeting Minutes approved by E-motion **(059-22/23)**.

Parents Society Report - Stephanie Trubetskoff

- Parents Society has funded the Art Residency - currently in progress.
- Provided the students with a valentines candy and tutti frutti snack on Valentines.
- Creating an Education Week committee, to provide free lunches to all students.
- Looking into additional field trips for the year.
- Tutti Fruitti will be increased to 8 events next year.
- Adding extra funding for an additional family event for next year.

School Council Report - Ginger Hassett-Koza

- We have received \$935 in donations.
- Books are being ordered for the event.

Status of Committees:

Charter Development Committee - Jenna Verhun

- We had a meeting with 'The Farm' (school) and worked on finding things we can use at the school.
- Spring Book Fair - May 8-12, 2023.
- Working on finding guest speakers for Ag days.
- The family that donated the sheep will be coming in to speak to the students before lambing. Samantha Besler will be organizing.

Fundraising & Sponsorship Committee - Megan Olynyk

- Focusing on the Farmraiser on April 15, 2023
- Make it Sow fundraiser completed, \$2,900 profit. Looking at using the funds right away to purchase panels/portable fencing to make boundaries in and outside the barn.

- Motion **(64-22/23)** to approve the purchase of portable fencing to isolate a portion of the barnyard: Megan Olynyk, Second: Jenna Verhun.
- Proceeding with purchasing the cattle supplies and all the other projects on the go.

Finance & Audit Committee - Megan Olynyk

- Working with our Capital Planning Manager to determine what the Furniture and Equipment funding can be used for.
- Working on the administrative process for the Furniture and Equipment funding purchasing.

Policy Development Committee - Kristen Kuhn

- Discussion:
 - Reviewed Policies 1-6:
 - Policy 1:
 - Outcomes: remove "I" from the first bullet "...at **al** level appropriate..."
 - School logo: change "agriculture literacy" to "agricultural literacy" to remain consistent in our wording
 - Policy 3 Appendix:
 - Upload bylaws onto Board and Admin drive
 - Update contact list (telephone listings)
 - Communications/ Public Relations:
 - Currently do not have business cards or lapel pins
 - Update photographs
 - Role of Director #12
 - Gives the director role of supporting administration - is there a conflict?
 - Grammar and punctuation can be changed in the Policy Manual without a motion as long as it does not change the intent of the policy in any meaningful way.
 - Ensure we are archiving older versions of policies for record keeping purposes.
 - Review Policies 7-12 for the next board meetings.

Facility Committee - Megan Olynyk

- Looking into how to effectively use current space.
- Looking into capital plans, modular requests, priorities of the board going forward.
- Working with administration on IMR/CMR.

Superintendent's Report - Joey Bouchard

- Worked on Teacher Evaluations with Halea Kohel. Continuing to roll out results with Teachers.
- Intent to return forms have been sent out to Teachers & EAs.
- EA Evaluations will be next.
- Working with Halea Kohel, Monika Bustin & Jennie Schipperheijn on Roles & Responsibilities.

Principal's Report - Halea Kohel

- Vienna started her art residency today.
- Resources have been purchased for the Literacy & Numeracy funding
- Winter Archery session has concluded
- Potato grow bags are in the works, planter boxes are growing.
- Technology Proposal - Ensure any future technology has a specific purpose and is used responsibly.
- NHCS Charter Outcomes

Treasurer's Report - Jennie Schipperheijn

- Motion **(065-22/23)** to approve the \$100.00 donation as presented: Bill Orlick, Second: April Popik.
- Motion **(066/22/23)** to approve the \$935.00 Agricultural Literacy Event donations as presented: Megan Olynyk, Second: Jenna Verhun.
- Motion **(067-22/23)** to approve the Treasurer's Report.

Old Business - Kristen Kuhn

- TAAPCS updates - TAAPCS priorities meeting tomorrow.

New Business - Kristen Kuhn

- Technology Presentation by Carleigh Duiker

Ratifications of E-Motions & Special Meeting Motions Passed - Kristen Kuhn

- January 25 - Motion **(057-22/23)** to approve the 2021-2022 Alberta Education Annual Education Results Report: Megan Olynyk, Second: April Popik.
- January 25 - Motion **(058-22/23)** Motion to approve the supplemental information for submission to Alberta Education and the Minister of Education: Megan Olynyk, Second: Kelsey Huber.
- January 27 - Motion **(059-22/23)** to Approve January 27, 2023 Special Board Meeting Agenda: Jenna Verhun, Second: April Popik.
- February 6 - Motion **(060-22/23)** to Approve January 2023 Meeting Minutes: Kristen Kuhn, Second: Megan Olynyk.
- February 6 - Motion **(061-22/23)** to approve the installation of door cameras as estimated 6475 from Signature Solutions: Megan Olynyk, Second: Bill Orlick.
- February 6 - Motion **(062-22/23)** to approve the order, purchase and contract of a Toshiba color copier: Megan Olynyk, Second: April Popik.

Questions and Answers / Open Floor

- Looking into intramurals:
 - Do we need equipment?
 - Joey Bouchard will follow up with the Board on Thursday, Feb. 23, 2023.
 - Megan Olynyk will ask the School Council for their feedback.

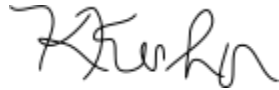
- Hunter Education - Samantha Besler would like to have guest speakers come in. She will follow up with Halea Kohel.

Closing Remarks - Kristen Kuhn

Conclude: Meeting adjourned at 8:58 pm.

Approved: March 15/23

Signature:

A handwritten signature in black ink, appearing to read "Kristen Kuhn". The signature is written in a cursive, flowing style with a large initial "K".

New Humble Community School Association
Minutes from Board Meeting
Wednesday, March 15, 2023 @ 7:04 pm

In person attendance: Kristen Kuhn, Megan Olynyk, Bill Orlick, Jenna Verhun, April Popik, Joey Bouchard, Kelsey Huber, Cheryl TeRietstap, Stephanie Trubetskoff, Jaime Clay, Samantha Besler

Zoom attendance: Halea Kohel, Carleigh Duiker, Ginger Hasset-Koza

Absent: Jennie Schipperheijn (due to scheduled vacation)

Welcome & Land Acknowledgment - Kristen Kuhn

Review and Approval of Agenda

- Motion **(068-22/23)** to approve Agenda: Megan Olynyk, Second: Jenna Verhun

Review and Approval of Previous Minutes

- Motion **(069-22/23)** to approve Meeting Minutes: Megan Olynyk, Second: April Popik

Technology Proposal - Stephanie Trubetskoff

- Proposal was well received by the board. Data collection could be very useful for students, staff, and school.

Parents Society Report - Jaime Clay

- Education week plans are a priority
- Considering hosting another family event in May

School Council Report - Ginger Hasset- Koza

- Literacy Event was very successful and appreciated by everyone

Status of Committees:

Charter Development Committee - Jenna Verhun

- Focus has been on obtaining student-driven results

Fundraising & Sponsorship Committee - Megan Olynyk

- Farm Raiser event is sold out

Finance & Audit Committee - Megan Olynyk

- Focus is on developing a proposal for F & E funding with input from Joey, staff, and others; to be presented next month

Policy Development Committee - Kristen Kuhn

- Changes proposed for policies 7-12; to be reviewed

Facility Committee - Megan Olynyk

- Waiting on modular announcement to determine how to proceed

Superintendent's Report - Joey Bouchard

- Education Plan- currently in progress
- Code of Conduct in progress
- Olds College campus tour April 5, 2023

Principal's Report - Halea Kohel

- Art residency has been completed
- Intramurals have been successful among student body
- PD on empowering writers was well received among staff, next PD on risky play
- Rural Alberta Symposium was attended by three staff members
- Presented potential grade projections for next year as of current conditions
- Chore proposal by Samantha Besler
 - Proposal for summer chore schedule
 - Animals to remain on school grounds

Treasurer's Report - Kristen Kuhn

- Postponed until Jennie's return.

Old Business - Kristen Kuhn

- Ongoing TAAPCS updates

New Business - Kristen Kuhn

- Memorial proposal by Samantha Besler
 - Humble Hands Memorial Gazebo
 - Motion **(070-22/23)** to approve proposal as presented: Megan Olynyk, Second: Bill Orlick
- Technology Proposal- Stephanie Trubetskoff- see above

Ratifications of E-Motions & Special Meeting Motions Passed - Kristen Kuhn

- None

Questions and Answers / Open Floor

- Risky play PD is open to staff and board members
- Recommendation for board members to attend Rural Education Symposium next year

Closing Remarks - Kristen Kuhn

Next meeting: April 19, 2023 at 7:00 pm.

Conclude: Meeting adjourned at 8:28 pm.

Approved: April 26th.2023

Signature: 

New Humble Community School Association
Minutes from Board Meeting
Wednesday, April 26, 2023 @ 7:05 pm

In person attendance: Kristen Kuhn, Megan Olynyk, Bill Orlick, Jenna Verhun, April Popik, Joey Bouchard, Kelsey Huber, Jennie Schipperheijn.

Zoom attendance: Ginger Hasset-Koza, Jamie Clay, Dr. Bonnie Stelmack, Cheryl TeRietstap, Sarah Miller

Welcome & Land Acknowledgment - Kristen Kuhn

Review and Approval of Agenda

- Motion **(072-22/23)** to approve Agenda: Kelsey Huber, Second: April Popik

Review and Approval of Previous Minutes

- Motion **(073-22/23)** to approve Meeting Minutes: Megan Olynyk, Second: Jenna Verhun

Parents Society Report - Jaime Clay

- Education Week Free Lunch is happening next week
- Busing has been approved for year end field-trip
- May 10th Staff Appreciation Lunch is being planned for.

School Council Report - Ginger Hasset- Koza

- The Afterschool Sports Clinic went very well.

Research Update - Dr. Bonnie Stelmack

- The pilot went very well. Looking into the possibility of the students playing a more direct role in being co-researchers. Continuing to collect feedback.

Status of Committees:

Charter Development Committee - Jenna Verhun

- The Sheep Shearing Presentation today went very well.
- Working with Teachers to collect data on meeting Charter goals.
- Working with Teachers to develop a method to test our students' agricultural knowledge.

Fundraising & Sponsorship Committee - Megan Olynyk

- The Hand in Hand Humble Farmraiser raised \$77,570 on April 15, 2023. A big thank you to the Fundraising & Sponsorship committee, Volunteers, Sponsors, Vendors and Attendees for making this a huge success.
- Thank you cards will be going out soon.

Finance & Audit Committee - Megan Olynyk

- Working on a proposal for the Furniture & Equipment funding.

Facility Committee - Megan Olynyk

- We received notice from Capital Planning and we will not be receiving a modular. Working with Capital Planning on sourcing our own modular.
- We received funding to put together a business case for a potential modernization.

Policy Development Committee - Kristen Kuhn

- Tabled until next meeting.

Superintendent's Report - Joey Bouchard

- Spent some time observing the Teachers and classes this week. Very impressed with the staff and students.

Principal's Report - Halea Kohel

- Tentatively booked year-end field-trip
- Agriculture lesson plans are being worked on
- Literacy & Numeracy testing is underway
- Volunteer Tea tomorrow.
- Field-trips and activities being planned for the remainder of the year.

Treasurer's Report - Jennie Schipperheijn

- Draft Monthly Treasurer's Report for review
- 2022/2023 Budget Projections provided to the Board
- 2023/2024 Budget Draft sent to Superintendent for review. Will be having a meeting to review before presenting to the Board for a final review and then sent to the Board for approval at the next meeting.
- With the GST audit complete, we were advised by our Accountant's GST Specialist that we should have our GST filing looked into. A proposal will be prepared for the Board to approve.
- Looking into an online payment system for our families.

Old Business - Kristen Kuhn

- Ongoing TAAPCS updates
- The Education Plan in the update stage.
- The Capital Plan is in the update stage. Will be sent to the Board before May 2, 2023.

New Business - Kristen Kuhn

- The Olds College tour went well. We received some great contacts and we are looking to build those relationships.

Ratifications of E-Motions & Special Meeting Motions Passed - Kristen Kuhn

- None

Questions and Answers / Open Floor

- The School Calendar needs to be approved and put on the website.

Closing Remarks - Kristen Kuhn

Next meeting: May 17, 2023 at 7:00 pm.

Conclude: Meeting adjourned at 8:22 pm.

Approved: May 17.2023

Signature:

A handwritten signature in black ink, appearing to read "K. Kuhn", written over a light gray grid background.

New Humble Community School Association
Minutes from Board Meeting
Wednesday, May 17, 2023 @ 7:07 pm

In person attendance: Kristen Kuhn, Megan Olynyk, Jenna Verhun, April Popik, Joey Bouchard, Kelsey Huber, Jennie Schipperheijn.

Zoom attendance: Stephanie Trubetskoff, Cheryl TeRietstap

Absent: Bill Orlick

Welcome & Land Acknowledgment - Kristen Kuhn

Review and Approval of Agenda

- Motion **(077-22/23)** to approve Agenda: Kelsey Huber, Second: April Popik

Review and Approval of Previous Minutes

- Motion **(078-22/23)** to approve Meeting Minutes: Jenna Verhun, Second: Megan Olynyk

Parents Society Report - Stephanie Trubetskoff

- Working on how to distribute the funds raised this year.
- Working on year end celebrations and hot lunches.

School Council Report - Stephanie Trubetskoff

- Invitation to presentation by Dwayne Peace at Calmar Secondary School

Status of Committees:

Charter Development Committee - Jenna Verhun

- Working on student charter development testing and NHCS chore team survey with staff.
- Created a general student survey for all students.

Fundraising & Sponsorship Committee - Megan Olynyk

- Scheduling a meeting for the end of May to establish priorities.
- Received permit for Gazebo to be built. Putting together a team to build it.
- Crop plot will be seeded on the north field soon.
- Working on sponsoring two Communities in Bloom barrels.

Finance & Audit Committee - Megan Olynyk

- Focus has been the Furniture & Equipment funding.
- Working on a F&E proposal for the end of May.

Facility Committee - Megan Olynyk

- Working on finding a modular classroom.
- Capital Plan has been submitted.

- Working with Workun Garrick on Site Flood Assessment and other assessments required for Construction Project Proposal.
- Presentation will be made to Black Gold Trustees to request the title at the end of May.

Policy Development Committee - Kristen Kuhn

- Working with Jennie Schipperheijn to revise policies as previously discussed.

Superintendent's Report - Joey Bouchard

- EA Contracts are being revised and will be sent out soon.
- Teacher interviews will take place next week.

Principal's Report - Halea Kohel

- Thank you to everyone who participated in Education Week and Teacher Appreciation Week.
- PATs are underway. The first completed today and the second part will be in June.
- Scholastic Book Fair & Garden Stakes are now completed.

Treasurer's Report - Jennie Schipperheijn

- Monthly Treasurer's Report for review
 - Motion **(079-22/23)** to approve the April 2023 Monthly Treasurer's Report: Megan Olynyk, Second: Kelsey Huber
- Met with Joey Bouchard and Megan Olynyk to review the 2023/2024 Budget Draft. Will be requesting to have a meeting to review before presenting to the Board for a final review and then sent to the Board for approval.
- Will be sending a proposal to the Board to request having a GST Specialist review our GST Audit.

Old Business - Kristen Kuhn

- Ongoing TAAPCS updates.
- The Education Plan has been reviewed by the Board and will be making adjustments.

New Business - Kristen Kuhn

- Requested a renewal for our Transportation Agreement with Black Gold.
 - Motion **(079-22/23)** to approve submitting the signed transportation agreement to Black Gold: Kristen Kuhn, Second: Jenna Verhun

Ratifications of E-Motions & Special Meeting Motions Passed - Kristen Kuhn

- May 1, 2023 - Motion **(074-22/23)** to Approve the 2023-2026 Capital Plan
- May 5, 2023 - Motion **(075-22/23)** to Approve the 2023-2024 School Calendar
- May 7, 2023 - Motion **(076-22/23)** to Approve the Beef Proposal

Questions and Answers / Open Floor

- Looking into Grade 6 gifts similar to last year.

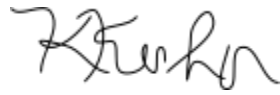
Closing Remarks - Kristen Kuhn

Next meeting: June 21, 2023 at 7:00 pm.

Conclude: Meeting adjourned at 8:20 pm.

Approved: June 21st. 2023

Signature:

A handwritten signature in black ink, appearing to read "Kristen Kuhn". The signature is written in a cursive, flowing style with a large initial "K".

New Humble Community School Association
Minutes from Board Meeting
Wednesday, June 21, 2023 @ 7:07 pm

In person attendance: Kristen Kuhn, Megan Olynyk, Jenna Verhun, April Popik, Joey Bouchard, Kelsey Huber, Bill Orlick, Jennie Schipperheijn.

Zoom attendance: Cheryl TeRietstap, Amanda Schaber

Welcome & Land Acknowledgment - Kristen Kuhn

Review and Approval of Agenda

- Motion **(085-22/23)** to approve Agenda: Kelsey Huber, Second: April Popik

Review and Approval of Previous Minutes

- Motion **(086-22/23)** to approve Meeting Minutes: Megan Olynyk, Second: Jenna Verhun

Parents Society Report

- We will receive a Parents Society report at the next meeting.

School Council Report

- We will receive a School Council report at the next meeting.

Status of Committees:

Charter Development Committee - Jenna Verhun

- Charter test pilot has been completed by students.
- Chore team survey completed.
- Career Day this Friday.
- Proposal draft has been received for the Goats.

Fundraising & Sponsorship Committee - Megan Olynyk

- Legacy Gazebo - currently in construction by volunteers
- Working on estimates for construction this summer for our agricultural programs.

Finance & Audit Committee - Megan Olynyk

- Continuing to work on Furniture & Equipment Grant recommendations.
- Motion **(087-22/23)** to approve the June 2023 Furniture & Equipment recommendations as presented: Megan Olynyk, Second: Jenna Verhun

Facility Committee - Megan Olynyk

- Continuing to look for modulars.
- Working on modernization and addition planning with Workun Garrick
- IMR/CMR small repairs will be worked on in the staff room over the summer. Funding will roll over into the new year.

Policy Development Committee - Kristen Kuhn

- Working with Jennie Schipperheijn to revise policies as previously discussed.

Superintendent's Report - Joey Bouchard

- EA Contracts completed.
- Student. Teacher and Parent surveys have been completed.
- EA placements are being worked on.

Principal's Report - Halea Kohel

- Swimming lessons, Track & Field, Kindergarten Graduation, Grade 6 Graduation, STEM Day and Indigenous Day have all wrapped up.
- Numeracy & Literacy Testing and Charter Testing have been completed.
- Upcoming school events include:
 - June 25 Blackstone Field Trip
 - June 23 Career Fair Day
 - June 27 Last School Day & Celebration of Learning
- Thank you to all the volunteers and staff who helped make our school events successful throughout the year.

Treasurer's Report - Jennie Schipperheijn

- Monthly Treasurer's Report for review.

Old Business - Kristen Kuhn

- Ongoing TAAPCS updates.

New Business - Kristen Kuhn

- Continue planning for the summer projects
- Motion **(088-22/23)** to maintain school fees as 2022/2023 school year: Megan Olynyk, Second: April Popik

Ratifications of E-Motions & Special Meeting Motions Passed - Kristen Kuhn

- May 5 - Motion **(080-22/23)** to move forward on having our GST filing and audit reviewed by a GST Specialist: Megan Olynyk, Second: Kelsey Huber
- May 25 - Motion **(081-22/23)** to approve the 2023-2026 Education Plan: Kristen Kuhn, Second: Megan Olynyk
- May 31 - Motion **(082-22/23)** to approve the 2023/2024 Budget: Megan Olynyk, Second: Kelsey Huber
- June 6 - Motion **(083-22/23)** to approve the Secretary-Treasurer contract change: Megan Olynyk, Second: Kelsey Huber
- June 12 - Motion **(084-22/23)** to approve the class sizes for the 2023/2024 school year: Megan Olynyk, Second: Kelsey Huber

Questions and Answers / Open Floor

- Blackgold School Division title motion defeat. We will host a meeting for all of our stakeholders to determine how to move forward.

Closing Remarks - Kristen Kuhn

Next meeting: September 20, 2023 at 7:00 pm.

Conclude: Meeting adjourned at 7:59 pm.

Approved: September 20.2023

Signature:

A handwritten signature in black ink, appearing to read "Kristen Kuhn". The signature is written in a cursive, flowing style with a large initial "K".