

**New Humble Community School Association  
Minutes from Board Meeting  
Wednesday, September 18, 2024 @ 7:06 pm**

Trustees in attendance: Megan Olynyk, April Popik, Kelsey Huber, Bill Orlick

Administration: Doug Nicholls

Administrative Secretary: Amanda Stene

Public Attendance

Call to Order - 7:06 pm

Welcome & Land Acknowledgment - Megan Olynyk

Review and Approval of Agenda - Megan Olynyk

Changes to agenda:

- a. New business - Alberta Ed Superintendent compensation
- b. Class capacity 2024/2025
- c. Locally developed courses
- d. Time - start at 7pm

Motion (001-24/25) to approve meeting agenda with changes as presented - April Popik, Second Kelsey Huber - Motion carried

Review and Approval of Previous Minutes - Megan Olynyk

- a) No changes at this time

Motion (001-24/25) to approve previous meeting minutes as presented - Kelsey Huber, Second April Popik. Motion carried.

Chair Update - Megan Olynyk

- Congratulations and thanks to all involved with the north modular. Special thanks to our contractors
- Thank you to staff and volunteers in supporting a successful start to the year
- Barnyard changes
- Oct 3rd open house ALL welcome!
- Congratulations to Doug Nicholls with the acceptance into the Leduc sports association
- Premieres address regarding supporting charter schools growth
- Highway safety/ parking lot safety. Bill Orlick is engaging with the department of hi-ways and the MLA to have changes made to our hi-way.

Superintendent's Report - Douglas Nicholls

- Thank you to all for a great start to the school year!
- Welcome to our 31 new junior high students
- Board and administration implementation of the premiers update

- Staffing updates
- Leduc athletic association / charter school involvement in student sports
- New addition of the student board and teacher board committees: discussing cell phone, hat policies
- After school options

Parents Society Report - [Jennie Schipperheijn](#)

- Congratulation to the JH program
- Apple fundraisers - fees due October , 2024
- Hot lunches begin October 2024
- Second hot lunch updates beginning October 2, 2024
- Purchased an archery safety net to allow for more participants
- Halloween dance on Friday October 25, 2024
- Ensuring communication with Halea on community events

School Council Report

- Alberta school council association at a cost of \$125
- Submit the ASE grant - for school council engagement (Sec-Treasurer)

Presentation -

Status of Committees:

- a) Charter Development Committee - Kelsey Huber
  - i) Developing JH charter tests- all tests have been administered
  - ii) Charter SEED (seek explore experience discover) rebranded from the AG fun days
  - iii) Request for the board to approve a budget of \$3300, \$18 per student for 6 events

Motion (003-24/25) to approve the board to approve a budget of \$3300 for the 2024/2024 SEED day. Megan Olynyk, Second Bill Orlick - motion approved

- b) Fundraising and Sponsorship - Megan Olynyk
  - i) No meeting yet this year
  - ii) Make it SOW and hand in hand events are priorities
- c) Policy Development Committee - Megan Olynyk
  - i) No meetings this year unless priority identified by the Board of Directors
  - ii) Administration Procedures will be reviewed by Doug Nicholls
  - iii) Reimbursement rates are a priority
- d) Audit Committee
  - i) Looking for more members including a board member
  - ii) First meeting in October
  - iii) Requesting the chair, Megan Olynyk to be the the chair of the committee instead of the vice chair

Motion (004-24/25) to approve replacing the vice chair as audit committee lead with board chair or a board member for the 2024/2025- Kelsey Huber, April Popik - motion carried

- e) Board Director Development and Recruitment Committee
  - i) Strategic plan meeting minutes will be distributed next week
  - ii) Reporting on the progress of the committee
  - iii) Jenna Vehun has informed the board she will be resigning from the board effective the November AGM

Treasurer's Report - Amanda Stene

- Review of the funding manual
  - 2023/2024 audit in progress
  - Playground audit
  - Looking for a motion to approve the following donations
    - \$30 towards the breakfast program
    - \$4,000 towards transportation (a Humble Grandparent)
    - \$6,000 towards the breakfast program (a Humble Grandparent)
- Thank you to our supporters!
- Quarterly financial report update

Motion (005-24/25) to approve to accept the donations as presented - April Popik, Second Bill Orlick - Motion carried

Motion (006-24/25) to approve Treasurer's report as presented, Bill Orlick, Second April Popik - Motion carried

Unfinished Business

- a) Modular updates: Thank you to the community for all their efforts in making these projects come to fruition
- b) 2024/2025 school fees: fees will remain the same with the addition of option courses

Motion(007-24/25) to approve 2024/2025 school fee schedule as presented - Kelsey Huber, April Popik - Motion is carried

New Business:

- a) Open house October 3rd: Welcome to all community members!
- b) Trunk or Treat: Oct 26th 1-4, will be collecting donations for the food bank. This is a weather permitting event.
- c) Alberta Ed Superintendent compensation: 3% adjustment

Motion (008-24/25) to approve a 3% compensation salary increase for Doug Nicholls on his current contract, Megan Olynyk, second April Popik - motion is carried

- d) Class capacities for 2024/2025

Motion (009-24/25) to approve the superintendent to have autonomy to make adjustments to 2024/2025 class capacity with the consultation of the board - Kelsey Huber, Megan Olynyk - Motion is passed

- e) Locally Developed courses: Courses not already a part of the Alberta Education course. Making sure courses are connected back to our charter.

Motion (010-24/25) to approve the Food Basics and Field Sports locally developed courses options for the 2024/2025 school year - Bill Orlick, Second Kelsey Huber - motion is carried

Ratification of Electronic Motions Passed

- a) Motion (118-23/24) to approve Revive Construction Inc. with the \$214,000 bid for the AI Modular Classroom addition - Megan Olynyk, Second April Popik - Motion is carried
- b) Motion (117-23/24) to approve the \$275,000 unrestricted surplus budget to support the modular classroom construction project - Megan Olynyk, Second Kelsey Huber - Motion is carried

Questions / Open Floor

- Olds college: Thank you for giving our students this opportunity.
- Thank you for a great start to the school year!

Closing remarks

- No closing remarks

Adjournment - 8:06 pm

Next Meeting will be October 23, 2024

Approved: October 23, 2024

A handwritten signature in black ink, appearing to read 'Megan Olynyk', with a stylized flourish at the end.

Signature: