

THRIVE CHARTER SCHOOL SOCIETY  
MINUTES

<b>Type of Meeting:</b>	Board	<b>Date:</b>	03.18.2025	<b>Initials:</b>	<b>Chair</b>	MH
<b>Approved:</b>	YES	<b>Recorded By:</b>	M. Hladun	MH	<b>Secretary</b>	JM

**March 18, 10:00 a.m.**

Board Members Present at Call to Order:

M. Hladun  
VICE-CHAIR

J. Smith  
EXECUTIVE DIRECTOR

C. Burrows  
BOARD SECRETARY AND  
TREASURER

J. Priestner  
CHAIR

B. Cochrane  
DIRECTOR

Board Members Joining During the Meeting:

J. Priestner and B. Cochrane attended by video conference

Administration Present at Call to Order:

D. Lindquist  
SUPERINTENDENT

Donna Rankin-Anderson  
PRINCIPAL

J. Milliken  
SECRETARY TREASURER

Members Not in Attendance:

**1. Welcome**

This Board Meeting's primary focus is to report on school operations, table documents and decisions requiring board approval, student registration updates, and year-to-date financial status reporting for Thrive Elementary.

**2. Call to Order**

Vice-Chair M. Hladun called the meeting to order at 10:00 a.m.

**Statement of Territorial Acknowledgment**

*The Board of Directors of the Thrive 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.*

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### 3. Approval of Agenda

<i>Motion 2025-03-18-01</i>	<p><i>Carried that the agenda for the Board Meeting of May 27, 2025 be adopted as presented.</i></p> <p><i>Moved: J. Smith</i>  <i>Seconded: C. Burrows</i>  <i>Carried</i></p>
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### 4. Approval of March 18, 2025, Board Meeting Minutes

<i>Motion 2025-03-18-02</i>	<p><i>Carried that the Board Meeting Minutes for March 18, 2025, be adopted as presented.</i></p> <p><i>Moved: C. Burrows</i>  <i>Seconded: J. Smith</i>  <i>Carried</i></p>
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### 5. Vice Chair report on School Operations

<i>Report 2025-03-18-01</i>	<p><i>Vice Chair provided the following Operations Update Report:</i></p> <ol style="list-style-type: none"> <li><b>1. 2025-2026 Registration Update:</b> <ol style="list-style-type: none"> <li>a. Registration – currently at 177 registrations, with 11 awaiting final documentation for approval. There are still some returning students at risk of moving out of the Thrive zone, and admin is working now to confirm returning student status.</li> </ol> </li> <li><b>2. Staffing Update:</b> <ol style="list-style-type: none"> <li>a. Will Chan – Teacher and Athletics Program Manager has accepted the position and is completing the employment offer signing now.</li> <li>b. Dary Puzzy, Grade 6 teacher has resigned to take a position in Leduc (closer to home in Calmar, only 15 min vs. 1.5 hours drive some</li> </ol> </li> </ol>
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	<p>days). We have placed Carter Savard on a “temporary full-time” contract to cover to end of the school year and plan to hire her on a “probationary” contract for next year.</p> <p>c. Margarita Herrera has accepted an “Interim” custodian contract to cover for Sam who is on long-term unsupported medical leave.</p> <p><b>3. Update on Ministry Activity and Meetings:</b></p> <p>a. Our Capital Project Plan submission to the Charter School Accelerator Program was accepted on January 27, with feedback that it was comprehensive, complete and took a reasonable position for timing and flexibility. We are in a favourable position with our application.</p> <p>b. Justin and Michael have had two calls with our AB Ed. Capital Planning Manager (Feb. 20 and Mar. 4). While we are in a priority position for a surplus school, there has been a change of minister at Alberta Infrastructure and the Edmonton Public School Board is challenging the new Real Property Governance Act for declaration of surplus sites. Given this will likely delay the government coming back to us with options on a surplus site, they’re suggesting we investigate options for a commercial property site conversion or even a green field build out. I have met with Dave Doerksen, and we are now moving on identifying potential options.</p> <p>c. James Johnson – AB Ed Chief of Staff – Michael emailed a note of thanks regarding the Education Minister’s (Demetrios) nomination for Jared Priestner to receive a King Charles III Coronation Medal taking place at Government House next Thursday and also to keep him informed on our work with the department on the capital plan project. His response was “Glad to hear that things are going well and we’re here</p>
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<p><i>Motion 2025-03-18-03</i></p>	<p>to continue supporting you throughout the process”.</p> <p><b>4. Thrive Together Initiative:</b> We have reached out to the following entities who have foundations that support funding community initiatives (that we would qualify under):</p> <ul style="list-style-type: none"> <li>a. BMO Gives</li> <li>b. Edmonton Community Foundation</li> <li>c. Edmonton Oilers Community Foundation</li> <li>d. Epcor Community Investment Program</li> <li>e. Alberta Treasury Branch</li> <li>f. KPMG</li> <li>g. Dentons LLB</li> <li>h. Melton</li> <li>i. Allard Foundations</li> <li>j. Regrets – RBC and ATCO applications.</li> <li>k. Additional Financial Institution Foundations in process are TD, National Bank, and CIBC</li> </ul> <p><b>5. Carried that the proposed 2025-2026 school calendar be adopted as presented. 191 school operational days and 181 school instructional days.</b></p> <p><i>Moved: M. Hladun</i> <i>Seconded: C. Burrows</i> <i>Carried</i></p>
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**7. Secretary Treasurer Report on Finance:**

<p><i>Report 2024-03-18-02</i></p>	<p><i>Secretary Treasurer provided the following report:</i></p> <p><b>1) 2024-2025 Budget Year-To-Date Financial Update</b></p> <ul style="list-style-type: none"> <li>a. Since last report for September (post Student count) we have increased education grant funding of \$178k from programs we were waiting still to come in. There were some</li> </ul>
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	<p>increases relating to staffing adjustments, marketing, AED and repairs/maintenance. Another impact is the additional \$22K of retained earnings to keep us at 1% of operating budget (was at 0.54%). The net result for the Foundation donation amount is a reduction of \$77k, bringing the current forecast to \$1,504,922. As suggested last meeting, we expect to bring this amount to \$1.5M or below by end of fiscal year with close fiscal management and cost reduction in a few areas such as nutrition (menu improvements and reduction food waste). Of note is the \$1.5M is Foundation donation is a total. The Go Auto portion is \$1.475, plus ~\$25K of external donations.</p> <p>b. We should be receiving our 2025-2026 Funding Profile sometime in early April, which will be followed by the updated School Funding Manual. Our 2025-2026 enrollment forecast was submitted for 180 students.</p>
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**9. Upcoming Key Milestones and Deliverables**

<i>Report 2024-03-18-03</i>	<p><i>Vice Chair provided the following report:</i></p> <p><b>1) Upcoming Key Milestones and Deliverables:</b></p> <ul style="list-style-type: none"> <li>a) March 19 – Demonstration of Learning</li> <li>b) March 20 – Monthly School Assembly</li> <li>c) March 24-28 Spring Break, school closed</li> <li>d) April 2-3 – NorQuest Free Tax Prep Clinic at Thrive</li> </ul>
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**9. In Camera**

**10. New Business**

<i>Agenda 2023-03-18-07</i>	<i>No New Business was tabled.</i>
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**11. Meeting Called to Close**

*Moved: M. Hladun*

*Seconded: B. Cochrane*

*Carried*

**12. Adjournment** *M. Hladun adjourned the meeting at 11:00 a.m. Next meeting to be scheduled*