

**WESTMOUNT CHARTER SCHOOL
CHARTER BOARD MEETING**

MINUTES

**Wednesday, June 15, 2016 at 5:00 p.m.
Board Office, Elementary Campus**

Present:

Amy Burns
Graeme Finlay
Linda Finlay
Karen Gallagher-Burt
Jordan Lewis
Tun Myo
Scott Rankin
Kathleen Rockwell
Diane Shirra

Not Present:

Administration:

Joe Frank, Superintendent
Johnathan Liu, Secretary-Treasurer
Janneke Frank, Principal Mid-High
Hal Curties, Principal Elementary

Guests:

1. Call to Order

The meeting was called to order at 1715h by Jo. Frank.

Jo. Frank called for nominations for a Chairperson.

S. Rankin nominated G. Finlay; seconded by J. Lewis.

There were no further nominations and G. Finlay was declared Chairperson.

G. Finlay assumed the role of Chairperson.

2. Agenda Approval

MOTION: 2016/6/15/1:

That the Charter Board approves the agenda for the June 15, 2016 meeting, as amended.

Moved by T. Myo; Seconded by K. Rockwell.

Approved

3. Minutes of the May 18, 2016 Meeting

MOTION: 2016/6/15/2:

That the Charter Board approves the minutes of the May 18, 2016 meeting.

Moved by A. Burns; Seconded by S. Rankin.

Approved

4. Nominations of a Vice-Chairperson, School Council Liaison and TAAPCS Representative

G. Finlay called for nominations for a Vice-Chairperson.

L. Finlay nominated S. Rankin; seconded by T. Myo.

There were no further nominations and S. Rankin was declared Vice-Chairperson.

G. Finlay called for nominations for a School Council Liaison.

S. Rankin nominated J. Lewis; seconded by L, Finlay.

There were no further nominations and J. Lewis was declared School Council Liaison.

G. Finlay called for nominations for a TAAPCS representative.

K. Gallagher-Burt nominated L. Finlay; seconded by K. Rockwell.

There were no further nominations and L. Finlay was declared TAAPCS representative.

Board members volunteered for the following standing Charter Board committees:

- A. Burns – Facilities, Nominating
- G. Finlay – Audit, Facilities, Human Resources, Nominating, Policy
- L. Finlay – Human Resources, Policy
- K. Gallagher-Burt – Human Resources, Nominating
- J. Lewis – Audit, Facilities
- T. Myo – Audit, Policy
- S. Rankin – Audit, Human Resources
- K. Rockwell – , Nominating, Policy
- D. Shirra – Facilities, Nominating

5. Principal's Report – Elementary Campus

H. Curties spoke briefly to his written report.

6. Principal's Report – Mid-High Campus

Ja. Frank spoke briefly to her written report.

H. Curties and Ja. Frank left at 1745h.

7. School Council Liaison

J. Lewis provided an update on the last school council meeting.

8. The Association of Alberta Public Charter Schools

Jo. Frank spoke to the May 5 & 6, 2016 TAAPCS meeting.

9. Correspondence

- Eggen May16, 2016
- Clarke May 18, 2016

10. Superintendent's Report

Jo. Frank spoke to his written report.

11. Secretary-Treasurer's Report

J. Liu spoke to Q3 Budget to Actual report. J. Liu also spoke to the enrolment verification desk audit and the transportation funding application audit.

MOTION: 2016/6/15/3:

That the Charter Board moves its meeting *in camera* at 1810h.

Moved by L. Finlay; Seconded by A. Burns.

Approved

Regular meeting re-convened at 1830h.

12. Arising from In-Camera

MOTION: 2016/6/15/4:

That the Charter Board approves the staffing changes, as recommended.

Moved by T. Myo; Seconded by K. Rockwell.

Approved

MOTION: 2016/6/15/5:

That the Charter Board approves the awarding of the janitorial contract, as recommended.

Moved by K. Gallagher-Burt; Seconded by T. Myo.

Approved

13. Director's Discussion

J. Liu spoke to the governance contract with Becky Kallal.

14. Adjournment

The meeting adjourned at 1635h.