

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, November 16, 2016 at 6:00 p.m.  
Board Office, Elementary Campus**

**Present:**

Amy Burns  
Graeme Finlay  
Linda Finlay  
Jordan Lewis  
Tun Myo  
Scott Rankin  
Kathleen Rockwell  
Diane Shirra

**Not Present:**

Karen Gallagher-Burt

**Administration:**

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

**Guests:**

Shaun Pilling  
Shauna Cumming

**1. Call to Order**

The meeting was called to order at 1832h.

**2. Agenda Approval**

*MOTION: 2016/11/16/1:*

That the Charter Board approves the agenda for the November 16, 2016 meeting, as amended.

Moved by L. Finlay; Seconded by T. Myo.

Approved

**3. Minutes of the October 19, 2016 Meeting**

*MOTION: 2016/11/16/2:*

That the Charter Board approves the minutes of the October 19, 2016 meeting, as presented.

Moved by K. Rockwell; Seconded by S. Rankin.

Approved

**4. Principal's Report – Elementary Campus**

The Board reviewed the Elementary Principal's written report.

**5. Principal's Report – Mid-High Campus**

Ja. Frank spoke briefly to her written report.

Ja. Frank left at 1854h.

**6. 2015/16 Audited Financial Statements**

J. Liu and S. Pilling spoke to the 2015/16 Audited Financial Statements.

*MOTION: 2016/11/16/3:*

That the Charter Board approves the 2015/16 Audited Financial Statements, as presented.

Moved by T. Myo; Seconded by D. Shirra.

Approved

S. Pilling and S. Cumming left at 1928h.

---

**7. Three Year Education Plan & Annual Education Results Report**

Jo. Frank spoke to the Three Year Education Plan & Annual Education Results Report.

*MOTION: 2016/11/16/4:*

That the Charter Board approves the Three Year Education Plan & Annual Education Results Report, with noted amendments.

Moved by L. Finlay; Seconded by T. Myo.

Approved

**8. School Council Liaison**

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

**9. Superintendent's Report**

Jo. Frank spoke to his written report.

*MOTION: 2016/11/16/5:*

That the Charter Board approves 2017/18 calendar, as presented.

Moved by T. Myo; Seconded by D. Shirra.

Approved

---

*MOTION: 2016/11/16/6:*

That the Charter Board moves its meeting *in camera* at 2005h.

Moved by L. Finlay; Seconded by T. Myo.

Approved

Regular meeting re-convened at 2031h.

---

**10. Arising from In-Camera**

*MOTION: 2016/11/16/7:*

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

Moved by T. Myo; Seconded by A. Burns.

Approved

**11. Adjournment**

The meeting adjourned at 2032h.