

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, November 22, 2017 at 6:00 p.m.  
Board Office, Elementary Campus**

**Present:**

Amy Burns  
Linda Finlay  
Peter Khu  
Jordan Lewis  
Kathleen Rockwell  
Diane Shirra  
Audrey Smith  
Tun Myo

**Not Present:**

**Administration:**

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

**Guests:**

**1. Call to Order**

The meeting was called to order at 1813h.

**2. Agenda Approval**

*MOTION: 2017/11/22/1:*

That the Charter Board approves the agenda for the November 22, 2017 meeting, as presented.

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

Approved

**3. Minutes of the October 18, 2017 Meeting**

*MOTION: 2017/11/22/2:*

That the Charter Board approves the minutes of the October 18, 2017 meeting, as presented.

Moved by A. Burns; Seconded by D. Shirra.

Approved

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

H. Curties presented his written report.

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

The Charter Board reviewed Ja. Frank's written report.

H. Curties left the meeting at 1834h.

**6. Audited Financial Statements**

J. Liu presented the 2016/17 audited financial statements.

*MOTION: 2017/11/22/3:*

That the Charter Board approves the 2016/17 audited financial statements, as presented.

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

Approved

**7. 3 Year Education Plan & Annual Education Results Report**

Jo. Frank spoke to the draft 3 Year Education Plan & Annual Education Results Report.

*MOTION: 2017/11/22/4:*

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That the Charter Board approves the 3 Year Education Plan & Annual Education Results Report, as presented, and that the Superintendent be authorized to correct grammar, syntax, punctuation, numbering and other minor, non-substantive errors as may be necessary.

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

Approved

#### **8. Calendar 2018/19**

Jo. Frank presented 2018/19 calendar.

*MOTION: 2017/11/22/5:*

That the Charter Board approves the 2018/19 calendar, as presented.

Moved by J. Lewis; Seconded by T. Myo.

Approved

#### **9. School Council Liaison**

Jo. Frank provided an update on the last school council meeting.

#### **10. The Association of Alberta Public Charter Schools**

T. Myo provided an update on the Association of Alberta Public Charter Schools.

#### **11. Correspondence**

- Eggen – November 8, 2017
- Eggen – November 15, 2017

#### **12. Superintendent's Report**

Jo. Frank spoke to his written report.

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*MOTION: 2017/11/22/6:*

That the Charter Board moves its meeting *in camera* at 1909h.

Moved by L. Finlay; Seconded by P. Khu.

Approved

Regular meeting re-convened at 2020h.

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#### **13. Arising from In-Camera**

*MOTION: 2017/11/22/7:*

That the Charter Board approves staffing changes, as recommended.

Moved by T. Myo; Seconded by P. Khu.

Approved

*MOTION: 2017/11/22/8:*

That the Charter Board forms an ad-hoc committee for the search of a permanent Mid-High Principal.

Moved by T. Myo; Seconded by P. Khu.

Approved

#### **14. Adjournment**

The meeting adjourned at 2025h.