

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, March 21, 2018 at 6:00 p.m.  
Board Office, Elementary Campus**

**Present:**

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

**Not Present:**

Jordan Lewis

**Administration:**

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

**Guests:**

**1. Call to Order**

The meeting was called to order at 1815h.

**2. Agenda Approval**

*MOTION: 2018/3/21/1:*

That the Charter Board approves the agenda for the March 21, 2018 meeting, as presented.

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

Approved

**3. Minutes of the March 14, 2018 Special Meeting**

*MOTION: 2018/3/21/2:*

That the Charter Board approves the minutes of the March 14, 2018 special meeting, as presented.

Moved by A. Smith; Seconded by T. Myo. L. Finlay abstained from the vote.

Approved

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*MOTION: 2018/3/21/3:*

That the Charter Board moves its meeting *in camera* at 1816h.

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

Approved

Regular meeting re-convened at 1821h.

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*MOTION: 2018/3/21/4:*

That the Charter Board accepts the resignation of Linda Finlay, effective May 31, 2018.

Moved by T. Myo; Seconded by D. Shirra. L. Finlay abstained from the vote.

Approved

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

H. Curties presented his written report.

H. Curties left the meeting at 1832h.

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

The mid-high principal's report was reviewed.

## **6. International Field Trips**

J. Frank spoke to this year's international field trip and requested permission to begin planning for next year's international field trip.

*MOTION: 2018/3/21/5:*

That the Charter Board gives final approval for the March 2018 international field trip to Scotland and Ireland.

Moved by L. Finlay; Seconded by D. Shirra.

Approved

*MOTION: 2018/3/21/6:*

That the Charter Board approves the 2018/19 international field trip to Switzerland and Italy, in principle.

Moved by A. Burns; Seconded by A. Smith.

Approved

## **7. Five Year Financial Reporting Profile and Q2 Financial Reporting**

J. Liu spoke to the five year financial reporting profile and Q2 financial report.

## **8. Budget Principles**

J. Liu spoke to budget principles for the 2018/19 school year.

*MOTION: 2018/3/21/7:*

That the Charter Board approves the budget principles for the 2018/19 school year, as amended.

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

Approved

## **9. Capital Plan**

J. Frank spoke to the 3-year capital plan submission.

*MOTION: 2018/3/21/8:*

That the Charter Board approves the 3-year capital plan, as presented.

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

Approved

## **10. School Council Liaison**

J. Frank provided an update on School Council.

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

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

## **12. Correspondence**

- Eggen – February 23, 2018
- Huhn – March 12, 2018

## **13. Superintendent's Report**

J. Frank spoke to his written report.

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*MOTION: 2018/3/21/9:*

That the Charter Board moves its meeting *in camera* at 1937h.

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

Approved

L. Finlay stepped out of the room at 1938h.

Regular meeting re-convened at 1954h.

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L. Finlay re-entered the room at 1955h.

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

*MOTION: 2018/3/21/10:*

That the Charter Board approves staffing changes, as recommended.

Moved by A. Burns; Seconded by P. Khu. L. Finlay abstained from the vote.

Approved

#### **15. Adjournment**

The meeting adjourned at 1956h.