

**WESTMOUNT CHARTER SCHOOL
CHARTER BOARD MEETING**

MINUTES

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

Present:

Amy Burns
Peter Khu
Kathleen Rockwell
Myrtle Sproule
Diane Shirra
Audrey Smith

Not Present:

Heather Clitheroe
Jordan Lewis

Administration:

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

Guests:

Shaun Pilling

1. Call to Order and Territorial Acknowledgment

The meeting was called to order at 1815h. K. Rockwell opened the meeting with remarks recognizing the traditional territories of the Blackfoot and the people of the Treaty 7 region Métis Nation, Region III.

2. Agenda Approval

MOTION: 2018/11/21/1:

That the Charter Board approves the agenda for the November 21, 2018 meeting.
Moved by M. Sproule; Seconded by D. Shirra.
Approved

3. Minutes of the October 17, 2018 Meeting

MOTION: 2018/11/21/2:

That the Charter Board approves the minutes of the October 17, 2018 meeting.
Moved by A. Smith; Seconded by A. Burns.
Approved

4. Principal's Report – Elementary Campus

H. Curties spoke briefly to his written report.

5. Principal's Report – Mid-High Campus

G. Finlay spoke briefly to his written report.

H. Curties and G. Finlay left the meeting at 1840h.

6. Audited Financial Statements

J. Liu presented the 2017/18 audited financial statements. S. Pilling spoke to the audit findings.

MOTION: 2018/11/21/3:

That the Charter Board approves the 2017/18 audited financial statements.
Moved by A. Burns; Seconded by P. Khu.
Approved

S. Pilling left the meeting at 1855h.

7. Annual Education Results Report and 3 Year Education Plan

J. Frank spoke to the draft Annual Education Results Report and 3 Year Education Plan.

MOTION: 2018/11/21/4:

That the Charter Board approves the Annual Education Results Report and 3 Year Education Plan.

Moved by M. Sproule; Seconded by A. Smith.

Approved

8. Locally Developed Course

J. Frank presented the locally developed course for approval.

MOTION: 2018/11/21/5:

That the Charter Board of Westmount Charter School authorizes the following locally developed course and the resources required to teach it, as presented:

Human Condition and Shakespeare 15 for 3 credits, developed by Westmount Charter School Society for 4 years from September 1, 2018 to August 31, 2022 and approved by Alberta Education.

Moved by D. Shirra; Seconded by P. Khu.

Approved

9. 2019/20 Calendar

J. Frank presented the 2019/20 calendar.

MOTION: 2018/11/21/6:

That the Charter Board approves the 2019/20 calendar, as presented.

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

Approved

10. International Field Trips

J. Frank presented on the international field trip to Japan.

MOTION: 2018/11/21/7:

That the Charter Board approves the 2020/21 international field trip to Japan, in principle.

Moved by M. Sproule; Seconded by D. Shirra.

Approved

MOTION: 2018/11/21/8:

That the Charter Board approves the February 2019 international field trip to Seattle, USA, in principle.

Moved by M. Sproule; Seconded by A. Smith.

Approved

11. School Council Liaison

K. Rockwell called for nominations for a school council representative.

A. Smith nominated P. Khu; seconded by M. Sproule.

There were no further nominations and P. Khu was declared the school council representative.

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

12. The Association of Alberta Public Charter Schools

D. Shirra provided an update on TAAPCS.

13. Superintendent's Report

J. Frank spoke to his written report.

MOTION: 2018/11/21/9:

That the Charter Board moves its meeting *in camera* at 1940h.

Moved by A. Burns; Seconded by M. Sproule.

Approved

J. Frank left the meeting at 2110h.

Regular meeting re-convened at 2115h.

14. Arising from In-Camera

MOTION: 2018/11/21/10:

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

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

Approved

MOTION: 2018/11/21/11:

That the Charter Board authorizes administration to execute a communication strategy with TAAPCS, in principle.

Moved by M. Sproule; Seconded by D. Shirra.

Approved

MOTION: 2018/11/21/12:

That the Charter Board approves the additional year of the Superintendent contract, ending August 31, 2019.

Moved by A. Smith; Seconded by P. Khu.

Approved

MOTION: 2018/11/21/13:

That the Charter Board approves the recommendations of the HR Committee detailed in the in-camera memo.

Moved by M. Sproule; Seconded by A. Burns.

Approved

15. Meeting Termination

The meeting was terminated at 2116h.