

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, September 19, 2018 at 6:30 p.m.  
Learning Commons, Mid-High Campus**

**Present:**

Amy Burns  
Heather Clitheroe  
Michelle Imer  
Peter Khu  
Jordan Lewis  
Kathleen Rockwell  
Myrtle Sproule

**Not Present:**

Diane Shirra  
Audrey Smith

**Administration:**

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

**Guests:**

Dennis Sumara  
Sal Mendaglio  
Cecilia de la Rocha  
Janneke Frank

**1. Call to Order and Territorial Acknowledgment**

The meeting was called to order at 1831h. K. Rockwell opened the meeting with remarks recognizing the traditional territories of the Blackfoot and the people of the Treaty 7 region.

**2. Agenda Approval**

*MOTION: 2018/9/19/1:*

That the Charter Board approves the agenda for the September 19, 2018 meeting.

Moved by J. Lewis; Seconded by M. Sproule.

Approved

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*MOTION: 2018/9/19/2:*

That the Charter Board moves its meeting *in camera* at 1834h.

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

Approved

D. Sumara, S. Mendaglio and C. de la Rocha left the meeting at 1956h.

Regular meeting re-convened at 2018h.

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Ja. Frank left the meeting at 2019h.

**3. Minutes of the June 20, 2018 Meeting**

*MOTION: 2018/9/19/3:*

That the Charter Board approves the minutes of the June 20, 2018 meeting, as presented.

Moved by H. Clitheroe; Seconded by A. Burns.

Approved

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*MOTION: 2018/9/19/4:*

That the Charter Board approves the amendment to the meeting schedule for the 2018/19 school year.

Moved by M. Sproule; Seconded by M. Imer.

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 2045h.

#### **6. Audit Committee**

M. Sproule provided an update on the last audit committee meeting.

*MOTION: 2018/9/19/5:*

That the Charter Board accepts the recommendation of the audit committee to appoint MNP LLP as the independent external auditor for the 2018 fiscal year.

Moved by P. Khu; Seconded by J. Lewis.

Approved

#### **7. Principal Selection Committee**

P. Khu provided an update on the last principal selection committee meeting.

*MOTION: 2018/9/19/6:*

That the Charter Board redesignates the Principal Selection Committee to the Principal Selection and Integration Committee.

Moved by P. Khu; Seconded by J. Lewis.

Approved

#### **8. 2019 International Field Trip – Italy and Switzerland**

*MOTION: 2018/9/19/7:*

That the Charter Board approves the 2019 international field trip to Italy and Switzerland, as presented.

Moved by M. Sproule; Seconded by M. Imer.

Approved

#### **9. Society Annual General Meeting**

*MOTION: 2018/9/19/8:*

That the Charter Board approves the agenda for the November 28, 2018 annual general meeting for Westmount Charter School Society.

Moved by H. Clitheroe; Seconded by M. Sproule.

Approved

#### **10. School Council Liaison**

M. Imer provided an update on the last school council meeting.

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

Jo. Frank provided an update on TAAPCS.

## **12. Correspondence**

- Eggen – June 29, 2018
- Eggen – June 29, 2018
- Eggen – September 4, 2018
- Eggen – September 12, 2018

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

Jo. Frank spoke to his written report.

## **14. Q4 2018 Financial Report**

J. Liu presented the Q4 2018 financial report.

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*MOTION: 2018/9/19/9:*

That the Charter Board moves its meeting *in camera* at 2119h.

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

Approved

Regular meeting re-convened at 2125h.

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

*MOTION: 2018/9/19/10:*

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

Moved by M. Sproule; Seconded by H. Clitheroe.

Approved

## **16. Meeting Termination**

The meeting was terminated at 2126h.