

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, December 12, 2018 at 5:00 p.m.  
Board Office, Elementary Campus**

**Present:**

Heather Clitheroe  
Peter Khu  
Jordan Lewis  
Kathleen Rockwell  
Diane Shirra  
Audrey Smith  
Myrtle Sproule

**Not Present:**

Amy Burns

**Administration:**

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

**Guests:**

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

The meeting was called to order at 1709h. 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: 2018/12/12/1:*

That the Charter Board approves the agenda for the December 12, 2018 meeting.  
Moved by D. Shirra; Seconded by H. Clitheroe.  
Approved

**3. Minutes of the November 21, 2018 Meeting and the December 6, 2018 Meeting**

*MOTION: 2018/12/12/2:*

That the Charter Board approves the minutes of the November 21, 2018 meeting.  
Moved by M. Sproule; Seconded by A. Smith.  
Approved

*MOTION: 2018/12/12/3:*

That the Charter Board approves the minutes of the December 6, 2018 meeting, as amended.  
Moved by H. Clitheroe; Seconded by D. Shirra.  
Approved

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

H. Curties spoke briefly to his written report.

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

The board reviewed the Mid-High Principal's report.

H. Curties left the meeting at 1720h.

**6. Board Evaluation**

J. Liu spoke to the board evaluation process. H. Clitheroe volunteered to compile the results.

**7. Provincial Archives of Alberta**

J. Liu spoke to the proposal to donate governance records to the Provincial Archives of Alberta.

---

*MOTION: 2018/12/12/4:*

That the Charter Board approves the donation of records to the Provincial Archives of Alberta, subject to strict adherence to the three rules.

Moved by H. Clitheroe; Seconded by J. Lewis.

Approved

#### **8. School Council Liaison**

P. Khu provided an update on the last school council meeting.

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

D. Shirra provided an update on TAAPCS.

#### **10. Superintendent's Report**

J. Frank spoke to his written report.

#### **11. Q1 Financial report**

J. Liu spoke to the Q1 financial results.

---

*MOTION: 2018/12/12/5:*

That the Charter Board moves its meeting *in camera* at 1756h.

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

Approved

Regular meeting re-convened at 1815h.

---

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

*MOTION: 2018/12/12/6:*

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

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

Approved

#### **13. Meeting Termination**

The meeting was terminated at 1816h.