

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, March 20, 2019 at 6:00 p.m.  
Learning Commons, Mid-High Campus**

**Present:**

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

**Not Present:**

Jordan Lewis

**Administration:**

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

**Guests:**

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

The meeting was called to order at 1810h by K. Rockwell. K. Rockwell sent it over to H. Clitheroe to open 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: 2019/03/20/1:*

That the Charter Board approves the agenda for the March 20, 2019 meeting, as amended.  
Moved by M. Sproule; Seconded by P. Khu.  
Approved

**3. Minutes of the February 20, 2019 Meeting**

*MOTION: 2019/03/20/2:*

That the Charter Board approves the minutes of the February 20, 2019 meeting.  
Moved by A. Burns; Seconded by A. Smith.  
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 1836h.

**6. Budget Principles and Q3 Financial Report**

J. Liu presented the budget principles for the 2019/20 school year and the Q3 financial report.

*MOTION: 2019/03/20/3:*

That the Charter Board approves the budget principles for the 2019/20 school year.  
Moved by M. Sproule; Seconded by D. Shirra.  
Approved

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## **7. Capital Plan**

J. Frank presented the capital plan.

*MOTION: 2019/03/20/4:*

That the Charter Board approves the capital plan.

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

Approved

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

*MOTION: 2019/03/20/5:*

That the Charter Board gives its final approval for the international field trip to Switzerland and Italy.

Moved by H. Clitheroe; Seconded by D. Shirra.

Approved

## **9. International Field Trip – New York, USA**

*MOTION: 2019/03/20/6:*

That the Charter Board approves the international field trip to New York, USA, in principle.

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

Approved

## **10. Policy Committee**

A. Burns reported that the Policy Committee met yesterday and are working on reviewing the Charter Board Policy Handbook.

## **11. School Council Liaison**

P. Khu reported on the last school council meeting.

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

J. Frank provided an update on TAAPCS.

## **13. Correspondence**

- Eggen – March 12, 2019
- Eggen – March 14, 2019

## **14. Superintendent's Report**

J. Frank spoke to his written report.

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*MOTION: 2019/03/20/7:*

That the Charter Board moves its meeting *in camera* at 1932h.

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

Approved

K. Rockwell and D. Shirra left the room at 2000h.

K. Rockwell and D. Shirra re-entered the room at 2013h.

J. Frank left the room at 2015h.

Regular meeting re-convened at 2034h.

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J. Frank re-entered the room at 2038h.

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

*MOTION: 2019/03/20/8:*

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

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

Approved

*MOTION: 2019/03/20/9:*

That the Charter Board accepts the recommendation of the Nominating Committee that the non-parent applicant be acclaimed.

Moved by H. Clitheroe; Seconded by A. Smith. D. Shirra and K. Rockwell abstained.

Approved

*MOTION: 2019/03/20/10:*

That the Charter Board accepts the recommendation of the Nominating Committee that an election proceed with the five parent applicants who submitted complete applications.

Moved by M. Sproule; Seconded by A. Smith. D. Shirra and K. Rockwell abstained.

Approved

*MOTION: 2019/03/20/11:*

That the Charter Board accepts the recommendation of the Human Resources Committee to approve the reappointment of Joe Frank as Superintendent of Schools from September 1, 2019 to August 31, 2022.

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

Approved

*MOTION: 2019/03/20/12:*

That the Charter Board approves the Chemistry laboratory and storage facility renovations, as presented.

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

Approved

### **16. Meeting Termination**

The meeting was terminated at 2040h.