

**WESTMOUNT CHARTER SCHOOL
CHARTER BOARD MEETING**

MINUTES

**Wednesday, April 24, 2024, at 6:00 p.m.
Learning Commons, Mid-High Campus
2215 Uxbridge Dr. NW, Calgary, AB**

Present:

Peter Khu
Simon Corrin
Kimberley Bufton
David Holland
Hoda Kilani
Tun Myo
Diane Shirra
Myrtle Sproule
Uthpala Tennakoon

Not Present:

Administration:

Joe Frank, Superintendent
Maria Bernardin, Secretary
Adriana Klassen, Principal Elementary
Graeme Finlay, Principal Mid-High
Kasia Kowalczywska

Guests:

Laurie Alisat
Emilie Marceau-Briggs
Pranav Pathak
Sam Moosa

1. Call to Order, Territorial Acknowledgment and Declarations of Conflict of Interest

The meeting was called to order at 1815h by P. Khu. P. Khu opened the meeting with remarks made recognizing the traditional territories of the Blackfoot and the people of the Treaty 7 Region III of Southern Alberta. Conflicts of interest were declared by Peter Khu and Simon Corrin for the Nominating Committee Report.

2. Agenda Approval

MOTION: 2024/04/24/1:

That the Charter Board approves the agenda, as presented for the April 24, 2024, meeting, as presented.

Moved by T. Myo; Seconded by D. Holland.

Approved.

3. Consent Agenda

MOTION: 2024/04/24/2:

That the Charter Board approves the consent agenda, which includes receipt and/or approval of the following:

- Minutes of the March 20, 2024, Charter Board meeting;
- Correspondence
 - Minister Nicolaides – March 22, 2024
 - Minister Nicolaides – April 16, 2024
 - Minister Nicolaides – April 16, 2024

Moved by U. Tennakoon; Seconded by T. Myo.

Approved.

4. Student International Field Trip Presentation

P. Pathak, S. Moosa, L. Alisat and E. Marceau-Briggs presented highlights of the student international field trip to France and Spain from March 22 – 31, 2024.

5. Principal's Report – Elementary Campus

A. Klassen spoke briefly to her written report.

6. Principal's Report – Mid-High Campus

G. Finlay spoke briefly to his written report.

MOTION: 2024/04/24/3:

That the Charter Board approves in principle the international field trip to Europe including London, Paris, Barcelona and Rome in Spring 2025.

Moved by M. Sproule; Seconded by T. Myo.

Approved.

MOTION: 2024/04/24/4:

That the Charter Board approves in principle the international field trip to Hawaii for the senior boys' volleyball team for a tournament.

Moved by D. Shirra; Seconded by D. Holland.

Approved.

7. Community Liaison Report

S. Corrin provided a brief community liaison update.

A. Klassen and G. Finlay left the meeting at 1938h.

Break at 1938h – the regular meeting resumed at 1941h.

8. Directors' Discussion – Blue Sky

MOTION: 2024/04/24/5:

That the Charter Board moves the meeting in camera.

Moved by T. Myo; Seconded by D. Holland.

Approved.

9. Westmount Logo Update

J. Frank provided a logo update.

Resume regular meeting at 1950h.

10. Council Liaison Report

S. Corrin provided a brief council liaison update.

MOTION: 2024/04/24/6:

That the Charter Board moves the meeting in camera.

Moved by T. Myo; Seconded by K. Bufton.

Approved.

H. Kilani left the meeting at 2000h.

11. Audit Committee

M. Sproule provided an audit committee update.

12. Nominating Committee

U. Tennakoon provided the results of the 2024 elections.

13. HR Committee Report

D. Holland provided an HR Committee update.

14. Superintendent Report

J. Frank presented the superintendent report.

15. Superintendent Report – Administrator Evaluation

J. Frank presented the principal evaluation.

16. Superintendent Staffing Report

J. Frank presented the superintendent staffing summary.

The regular meeting resumed at 2115h.

Arising from *In Camera*

MOTION: 2024/04/24/7:

That the Charter Board approves the recommendation of the audit committee to appoint MNP LLP as the independent external auditor for the 2024 school year.

Moved by T. Myo; Seconded by D. Holland.

Approved.

MOTION: 2024/04/24/8:

That the Charter Board accepts the recommendation of the nominating committee to appoint Simon Corrin and Justin Wang as parent board members from June 1, 2024, to May 31, 2027.

Moved by K. Bufton; Seconded by D. Shirra.

Abstained: S. Corrin

Approved.

MOTION: 2024/04/24/9:

That the Charter Board accepts the recommendation of the nominating committee to appoint Peter Khu as a non-parent board member from June 1, 2024, to May 31, 2027.

Moved by K. Bufton; Seconded by D. Shirra.

Abstained: P. Khu

Approved.

MOTION: 2024/04/24/10:

That the Charter Board approves the recommendation of the nominating committee to appoint Hoda Kilani and Myrtle Sproule as non-parent board members from June 1, 2024, to May 31, 2025.

Moved by K. Bufton; Seconded by T. Myo.

Abstained: M. Sproule

Approved.

MOTION: 2024/04/24/11:

That the Charter Board approves the recommendation of the superintendent to provide a continuing contract designation as the Principal to Adriana Klassen.

Moved by T. Myo; Seconded by D. Holland.

Approved.

17. Meeting Effectiveness

The Charter Board debriefed the effectiveness of today's meeting.

18. Meeting Termination

The meeting was terminated at 2125h.