

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, December 18, 2024, at 6:00 p.m.  
Central Office Boardroom 728 – 32 Street NW**

**Present:**

Peter Khu  
Simon Corrin  
Kimberley Bufton  
David Holland  
Hoda Kilani  
Myrtle Sproule  
Uthpala Tennakoon  
Justin Wang

**Not Present:**

Tun Myo

**Administration:**

Calvin Davies, Superintendent  
Maria Bernardin, Secretary  
Mariette Rabacal, Treasurer

**Guests:**

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

The meeting was called to order at 1814h by Simon Corrin. Simon Corrin chaired the meeting and opened the meeting with the land acknowledgement. There were no declarations of conflicts of interest.

**2. Agenda Approval**

*MOTION: 2024/12/18/1:*

That the Charter Board approves the agenda for the December 18, 2024 meeting, as amended. The consent agenda memo will be removed from the board binder and added to the orientation binder for new board members.

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

Approved

**3. Consent Agenda**

*MOTION: 2024/12/18/2:*

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

- Minutes of the November 20, 2024, regular meeting of the Charter Board, as amended;
- Correspondence
  - A. Klassen – December 10 ,2024
  - G. Finlay – December 11, 2024
  - Minister Nicolaides – December 16, 2024
  - Joe Frank – December 16, 2024
  - Janneke Frank – December 17, 2024

Moved by D. Holland; Seconded by U. Tennakoon.

Approved

**4. Q1 Financial Report**

M. Rabacal presented the Q1 financial report.

M. Rabacal left the meeting at 1840h. Break and the regular meeting resumed at 1848h.

**5. Charter Board Professional Development.**

D. Holland presented a review of chapter three of The Imperfect Board Member. Hoda Kilani volunteered to provide the chapter four summary at the January board meeting.

#### **6. Community Liaison Report.**

No update was provided.

#### **7. Nominating Committee Report**

K. Bufton presented the Nominating Committee Report.

*MOTION: 2024/12/18/3:*

That the Charter Board limits the number of Charter Board positions available to be filled in the 2024 election to six positions (two parent and four non-parent positions).

Moved by H. Kilani; Seconded by M. Sproule

Approved

*MOTION: 2024/12/18/4*

That the Charter Board approves the board nominations/election action plan and call for board candidate document, as amended.

Moved by M. Sproule; Seconded by H. Kilani

Approved

*MOTION: 2024/12/18/5:*

That the Charter Board moves its meeting in camera.

Moved by D. Holland; Seconded by J. Wang.

Approved

#### **8. Superintendent Staffing Report**

C. Davies presented the superintendent staffing report.

#### **9. Superintendent Report**

C. Davies presented the superintendent report.

#### **10. Directors' Discussion – Blue Sky**

---

*MOTION: 2024/12/18/6:*

That the Charter Board moves its meeting out of camera.

Moved by H. Kilani; Seconded by J. Wang.

Approved

The regular meeting re-convened at 2040h.

#### **Arising from in camera:**

The Charter Board made the decision to eliminate meals at charter board meetings and cancel the January 2025 Charter Board dinner.

#### **11. Meeting Effectiveness**

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

#### **12. Meeting Termination**

The meeting was terminated at 2042h.