

**WESTMOUNT CHARTER SCHOOL
CHARTER BOARD MEETING**

MINUTES

**Wednesday, January 15, 2025, at 6:00 p.m.
Central Office Boardroom 728 – 32 Street NW**

Present:

Peter Khu
Simon Corrin
Kimberley Bufton
David Holland
Tun Myo
Myrtle Sproule
Uthpala Tennakoon
Justin Wang

Not Present:

Hoda Kilani

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 1807h by Peter Khu. Peter Khu opened the meeting with the land acknowledgement. There were no declarations of conflicts of interest.

2. Agenda Approval

MOTION: 2025/01/15/1:

That the Charter Board approves the agenda for the January 15, 2025, as amended.

Moved by D. Holland; Seconded by S. Corrin.

Approved

3. Consent Agenda

MOTION: 2025/01/15/2:

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

- Minutes of the December 18, 2024, regular meeting of the Charter Board, as presented;
- Correspondence
 - Minister Nicolaides – December 20, 2024
 - A. Klassen – January 10, 2025
 - G. Finlay – January 10, 2025
 - Minister Nicolaides – January 9, 2025

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

Approved

4. Superintendent Report

C. Davies and M. Rabacal presented the superintendent report including the Accumulated Deficit from Operations Elimination Plan which included a recommendation for the Charter Board to write to the Minister of Education and request \$200,000 be transferred from the Capital Reserve to the Unrestricted Operating Reserve for the 2024-2025 year. The superintendent also addressed the recent PowerSchool data breach. Indicating that no Westmount student data was connected to the breach. Our financial system is outside of the PowerSchool financial system.

The superintendent presented a revision to the Charter Board Handbook, Policy 8, section 2.4 for the consideration of the Charter Board.

The superintendent shared the dates for the international student field trip to Europe from March 21 - April 2, 2025, and suggested the Charter Board review policy regarding approval in principle for international student field trips.

MOTION: 2025/01/15/3

That the Charter Board approves the Accumulated Deficit from Operations Elimination Plan as presented.

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

Approved

MOTION: 2025/01/15/4

That the Charter Board approves for \$200,000 to be transferred from the Capital Reserve to the Unrestricted Operating Reserve for the 2024-2025 year. This transfer will reduce Westmount's Accumulated Operating Deficit ending August 31, 2024, in the amount of \$28,162 and the current year budget deficit of \$267,672.

Moved by M. Sproule; Seconded by S. Corrin.

Approved

M. Rabacal left the meeting at 1845h

MOTION: 2025/01/15/5

That the Charter Board approves the revisions to Policy 8, section 2.4 of the Charter Board Policy Handbook as presented.

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

Approved

MOTION: 2025/01/15/6

That the Charter Board approves the international field trip to Europe including London, Paris, Barcelona and Rome from March 21 – April 2, 2025.

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

Approved

5. Superintendent Staffing Report

There were no staffing updates to report.

6. Community Liaison Report.

S. Corrin presented the community liaison report. Coyotes are returning to the community surrounding the mid-high campus. The University Heights Community Association is holding their AGM at the mid-high campus in mid-March.

7. Council Liaison Report.

S. Corrin presented the council liaison report. There has been a lot of conversation around fundraising.

MOTION: 2025/01/15/7:

That the Charter Board moves its meeting out of camera.

Moved by M. Sproule; Seconded by S. Corrin.

Approved

Break and the regular meeting resumed at 2008h.

8. Directors' Discussion – Blue Sky

9. HR Committee Report.

K. Bufton presented an HR Committee update.

The regular meeting re-convened at 2128h.

10. Meeting Effectiveness

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

11. Meeting Termination

The meeting was terminated at 2129h.