

**WESTMOUNT CHARTER SCHOOL
CHARTER BOARD MEETING**

MINUTES

**Wednesday, January 24, 2024, at 6:00 p.m.
Central Office Boardroom
728-32 Street NW, Calgary, AB**

Present:

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

Not Present:

Tun Myo

Administration:

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

Guests:

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

The meeting was called to order at 1801h by Peter Khu. P.Khu opened the meeting with remarks were made recognizing the traditional territories of the Blackfoot and the people of the Treaty 7 Region III of Southern Alberta. There were no declarations of conflicts of interest.

2. Agenda Approval

MOTION: 2024/01/24/1:

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

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

Approved.

3. Consent Agenda

MOTION: 2024/01/24/2:

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

- Minutes of the December 20, 2023, Charter Board;
- Correspondence
 - Traffic Calming Project Overview University Heights – December 3, 2023
 - Traffic Post – December 8, 2023
 - Response to Traffic Post – December 9, 2023
 - Traffic Initiative in University Heights – December 19, 2023
 - Minister Nicolaides – December 22, 2023
 - TAAPCS – January 22, 2024

Moved by S. Corrin; Seconded by H. Kilani.

Approved

Break – the regular meeting resumed at 1816h

4. Principal's Report – Elementary Campus

A. Klassen briefly spoke to her written report.

5. Principal's Report – Mid-High Campus

G. Finlay spoke briefly to his written report.

6. Community/Liaison Report

S. Corrin provided a brief community liaison update. The University Heights AGM will take place at the mid-high campus on March 14, 2024. The AGM will take place in the mid-high gym and will include student tours of the school.

A. Klassen and G. Finlay left the meeting at 1843h.

Break at 1843h – the regular meeting resumed at 1850h.

7. Treasurer Comments

The Treasurer addressed the Q1 financial report briefly.

8. Directors' Discussion – Blue Sky

MOTION: 2024/01/24/3:

That the Charter Board moves the meeting in camera.

Moved by S. Corrin; Seconded by M Sproule.

Approved.

9. Westmount Logo

J. Frank briefly spoke to the Westmount logo.

The regular meeting resumed at 1925h.

10. School Council Liaison Report

S. Corrin provided a brief school council update.

MOTION: 2024/01/24/4:

That the Charter Board moves its meeting in camera.

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

Approved

11. Board Evaluation

D. Holland presented the board evaluation results. D. Holland will provide a board evaluation comment summary document at the February 2024 regular meeting.

12. The Alberta Association of Public Charter Schools (TAAPCS)

P. Khu provided a brief update on TAAPCS.

The regular meeting resumed at 1954h.

13. Superintendent Report

J. Frank presented the superintendent report.

MOTION: 2024/01/24/5:

That the Charter Board moves its meeting in camera.

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

Approved

14. Superintendent Staffing Report

J. Frank presented the superintendent staffing report.

15. Audit Committee

M. Sproule provided a brief update on the January 24, 2024, audit committee meeting.

The regular meeting resumed at 2034h.

Arising from in camera.

MOTION: 2024/01/24/6:

That the Charter Board accepts the recommendation of the audit committee to tender the external audit for the 2023-2024 school year as per the audit committee action plan.

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

Approved

16. Meeting Effectiveness

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

17. Meeting Termination

The meeting was terminated at 2041h.