

**WESTMOUNT CHARTER SCHOOL
CHARTER BOARD MEETING**

MINUTES

**Wednesday, June 12, 2024, at 5:00 p.m.
Central Office Boardroom 728 – 32 Street NW**

Present:

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

Not Present:

Administration:

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

Guests:

Mary-Beth Walsh

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

The meeting was called to order at 1701h by Joe Frank. Joe Frank 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.

Joe Frank called for nominations for a Chairperson. D. Holland nominated P. Khu as Board Chairperson, seconded by K. Bufton. P. Khu accepted the nomination of Board Chairperson. No other nominations were made for the role of Board Chairperson and P. Khu was declared Board Chairperson. P. Khu assumed the role of Board Chairperson.

2. Agenda Approval

MOTION: 2024/6/12/1:

That the Charter Board approves the agenda for the June 12, 2024 meeting, as presented.

Moved by M. Sproule; Seconded by U. Tennakoon.

Approved

3. Consent Agenda

MOTION: 2024/06/12/2:

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

- Minutes of the May 15, 2024 Charter Board meeting;
- Correspondence
 - T. Churchill – June 3, 2024
 - L. Sherwin – June 5, 2024

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

Approved

4. Land Acknowledgement

M. Walsh presented the new Westmount land acknowledgement.

MOTION: 2024/06/12/3:

That the Charter Board approves the land acknowledgement as presented.

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

Approved

Mary-Beth Walsh left the meeting at 1720h.

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.

7. Community Liaison Report

S. Corrin provided a community liaison update.

A. Klassen and G. Finlay left the meeting at 1736h.

8. Directors' Discussion – Blue Sky

MOTION: 2024/06/12/4:

That the Charter Board moves the meeting in camera.

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

Approved.

9. Treasurer's Report

K. Kowalczywska presented the Q3 financial report.

Kasia Kowalczywska left the meeting at 1730h.

P. Khu called for nominations for a Board Vice Chairperson, School Council Liaison and Committee Memberships.

D. Shirra nominated S. Corrin as Board Vice Chairperson, seconded by K. Bufton. Simon Corrin accepted the nomination.

No other nominations were made for the role of Board Vice Chairperson and S. Corrin was declared Board Vice Chairperson.

S. Corrin and H. Kilani volunteered as School Council Liaison members.

The board chair addressed the Code of Conduct, the 2024-2025 meeting dates, the Annual Board Work Plan and the Key Management Personnel Document.

10. Locally Developed Courses

J. Frank presented the locally developed courses requiring board approval.

11. School Council Liaison

Simon Corrin presented a brief school council update.

12. Policy Committee Update

S. Corrin presented minor revisions to the Charter Board Policy Handbook current with changes made to the Superintendent Leadership Quality Standard.

13. Superintendent Report and Staffing Report

J. Frank presented the superintendent report and the staffing report.

Arising from *In Camera*

MOTION: 2024/06/12/5:

That the Charter Board approves the meeting schedule for the 2024-2025 school year.

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

Approved

MOTION: 2024/06/12/6:

That the Charter Board approves the board work plan for the 2024-2025 school year.

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

Approved

MOTION: 2024/06/12/7:

That the Charter Board of Westmount Charter School authorizes the following locally developed course and the resources required to teach them:

Biology (Advanced) 35, 3 Credits (2024-2028), LDC3202, 2024-2025, 2027-2028

Moved by M. Sproule; Seconded by U. Tennakoon.

Approved

MOTION: 2024/06/12/8:

That the Charter Board approves the changes to the Board Policy Handbook, as presented.

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

Approved

14. Meeting Effectiveness

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

15. Meeting Termination

The meeting was terminated at 1836h.