

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, May 15, 2024, at 6:00 p.m.  
Central Office Boardroom  
728-32 Street NW, Calgary, AB**

**Present:**

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

**Not Present:**

Hoda Kilani

**Administration:**

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

**Guests:**

Dr. Janneke Frank

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

The meeting was called to order at 1800h 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: 2024/05/15/1:*

That the Charter Board approves the agenda, as presented for the May 15, 2024, meeting, as presented.

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

Approved.

**3. Consent Agenda**

*MOTION: 2024/05/15/2:*

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

- Minutes of the April 24, 2024, Charter Board meeting and the May 8, 2024, Special Meeting of the Charter Board;
- Correspondence
  - Minister Nicolaides – April 26, 2024

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

Approved.

**4. Principal's Report – Elementary Campus**

A. Klassen spoke briefly 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.

A. Klassen and G. Finlay left the meeting at 1848h.

Break at 1848h – the regular meeting resumed at 1856h.

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

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*MOTION: 2024/05/15/3:*

That the Charter Board moves the meeting in camera.

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

Approved.

## **8. Treasurer's Report**

K. Kowalczywska presented the 2024-2025 budget.

## **9. Westmount Logo Update**

J. Frank provided a logo update.

## **10. Council Liaison Report**

S. Corrin provided a brief council liaison update.

## **11. Superintendent Report**

J. Frank spoke to the Assurance Framework Three-Year Education Plan 2024-2027.

## **12. Superintendent's Staffing Report**

J. Frank provided a staffing report.

## **13. The Association of Alberta Public Charter Schools (TAAPCS)**

P. Khu and J. Frank provided a TAAPCS update.

The regular meeting resumed at 2133h

## **14. Locally Developed Courses**

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

## **Arising from *In Camera***

*MOTION: 2024/05/15/4:*

That the Charter Board approves the overexcitabilities training, as presented.

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

Approved.

*MOTION: 2024/05/15/5:*

That the Charter Board approves, in principle, the critical examination of the intake process.

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

Approved.

*MOTION: 2023/05/15/6:*

That the Charter Board approves the 2024-2025 school fees, as proposed.

Moved by S. Corrin; Seconded by T. Myo.

Approved

*MOTION: 2023/05/15/7:*

That the Charter Board approves the 2024-2025 budget, as proposed.

Moved by T. Myo; Seconded by S. Corrin.

Approved

*MOTION: 2023/05/15/8:*

That the Charter Board approves the Assurance Framework Three-Year Education Plan 2024-2027, in principle.

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

Approved

*MOTION: 2023/05/15/9:*

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

Ceramics 35, 5 Credits (2023-2027), LDC3867, 2024-2025, 2026-2027

English Literature 35, 3 Credits (2024-2028), LDC3169, 2024-2025, 2027-2028

English Literature 35, 5 Credits (2024-2028), LDC3169, 2024-2025, 2027-2028

Military Studies 15, 5 Credits (2024-2028), LDC1051, 2024-2025, 2027-2028

Military Studies 15, 3 Credits (2024-2028), LDC1051, 2024-2025, 2027-2028

Military Studies 25, 3 Credits (2024-2028), LDC2051, 2024-2025, 2027-2028

Statistics 35, 5 Credits (2024-2028), LDC3195, 2024-2025, 2027-2028

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

Approved

### **15. Meeting Effectiveness**

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

### **16. Meeting Termination**

The meeting was terminated at 2141h.