

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, November 22, 2023, 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  
Uthpala Tennakoon

**Not Present:**

Hoda Kilani  
Myrtle Sproule

**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 1813h 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: 2023/11/22/1:*

That the Charter Board approves the agenda for the November 22, 2023, meeting, as presented.

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

Approved

**3. Consent Agenda**

*MOTION: 2023/11/22/2:*

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

- Minutes of the October 18, 2023, Charter Board;
- Correspondence
  - NAGC and SENG – October 27, 2023
  - TAAPCS – November 15, 2023
  - TAAPCS – November 17, 2023
  - Minister Nicolaidis – November 21, 2023

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

Approved

**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.

A. Klassen and G. Finlay left the meeting at 1850h.

Regular meeting resumed at 1900h.

**7. Nominating Committee Report**

U. Tennakoon request to ratify the board email vote of November 6 – 8, 2023. Ask Simon what minutes need to be added.

**8. Audit Committee Report**

T Myo and K. Kowalczywska presented the 2022-2023 audited financial statements.

*MOTION: 2023/11/22/3:*

That the Charter Board accepts the recommendation of the audit committee to approve the 2022/23 audited financial statements.

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

Approved

**9. Annual Education Results Report.**

J. Frank presented the Annual Education Results Report.

*MOTION: 2023/11/22/4:*

That the Charter Board approves the annual education results report as presented with amendments.

Moved by D. Holland; Seconded by S. Corrin

Approved

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

P. Khu provided a brief update on TAAPCS.

**11. School Council Liaison Report**

S. Corrin provided a brief school council update.

**12. Directors' Discussion – Blue Sky**

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*MOTION: 2023/11/22/5:*

That the Charter Board moves the meeting in camera.

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

Approved

**13. Superintendent Report and Staffing Report**

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

**14. HR Committee**

P. Khu presented an update on the HR Committee.

**Arising from in camera:**

**15. Meeting Effectiveness**

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

## **16. Meeting Termination**

The meeting was terminated at 2034h.