

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, October 16, 2024, at 6:00 p.m.  
Central Office Boardroom 728 – 32 Street NW**

**Present:**

Peter Khu  
Simon Corrin  
Kimberley Bufton  
David Holland  
Uthpala Tennakoon  
Justin Wang

**Not Present:**

Hoda Kilani  
Tun Myo  
Myrtle Sproule

**Administration:**

Calvin Davies, Superintendent  
Maria Bernardin, Secretary

**Guests:** Jordon Gardiner

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

The meeting was called to order at 1804h by Peter Khu. Peter Khu opened the meeting with the land acknowledgement. There were no declarations of conflicts of interest.

**2. Agenda Approval**

*MOTION: 2024/10/16/1:*

That the Charter Board approves the agenda for the October 16, 2024 meeting, as presented.  
Moved by D. Holland; Seconded by K. Bufton.  
Approved

**3. Consent Agenda**

*MOTION: 2024/10/16/2:*

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

- Minutes of the September 18, 2024, regular meeting of the Charter Board;
- Correspondence
  - Minister Nicolaides – September 12, 2024
  - Minister Nicolaides – September 17, 2024
  - A. Klassen – September 20, 2024
  - G. Finlay – September 20, 2024

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

**4. Hawaii International Trip**

J. Gardiner presented details of the international trip to Hawaii.

*MOTION: 2024/10/16/3:*

That the Charter Board provides final approval for the Hawaii international field trip from November 9 – 17, 2024.

Moved by J. Wang; Seconded by K. Bufton.  
Approved

J. Gardiner left the meeting at 1825h.

Break and the regular meeting resumed at 1829h.

## **5. Charter Board Professional Development.**

S. Corrin presented a review of chapter one of The Imperfect Board Member. S. Corrin assigned chapter two to J. Wang for the November board meeting.

## **6. Community Liaison Report.**

S. Corrin provided a brief community update.

Traffic continues to be an issue, in particular, the barricades at the end of the alley are no longer in place creating a speeding concern.

## **7. School Council Liaison**

S. Corrin provided a brief school council update. The School Council is working to integrate the lunch program at the mid-high to be inclusive and ensure it does not compete with the Healthy Hunger program.

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

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*MOTION: 2024/10/16/4:*

That the Charter Board moves its meeting in camera.

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

Approved

## **9. Nominating Committee Report**

K. Bufton provided a nominating committee update.

## **10. Charter Board Strategic Plan Report**

D. Holland provided an update on the strategic plan.

## **11. Facilities Committee Report**

J. Wang provided a facilities committee update.

## **12. Superintendent Report**

C. Davies presented the superintendent report.

## **13. Superintendent Staffing Report**

C. Davies presented the superintendent staffing report.

Regular meeting re-convened at 2022h.

## **Arising from in camera:**

*MOTION: 2024/10/16/5:*

That the Charter Board delegates the work on the logo to the superintendent.

Moved by S. Corrin; Seconded by K. Bufton.

Approved

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## **14. Meeting Effectiveness**

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

## **15. Meeting Termination**

The meeting was terminated at 2023h.