

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, October 18, 2023, at 6:00 p.m.  
Mid-High Learning Commons  
2215 Uxbridge Dr. NW**

**Present:**

Peter Khu  
Simon Corrin  
Kimberley Bufton  
Janneke Frank  
Diane Shirra  
Myrtle Sproule  
Uthpala Tennakoon

**Not Present:**

David Holland  
Tun Myo  
Kasia Kowalczyewska

**Administration:**

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

**Guests:**

Dr. Matthew Makel

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

The meeting was called to order at 1737h by Peter Khu. Simon Corrin 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.

A conversation with Dr. Matthew Makel, board members and the campus principals took place until 6:12 p.m. Dinner took place from 6:12 p.m. to 6:32 p.m. The meeting resumed at 6:32 p.m.

**2. Agenda Approval**

*MOTION: 2023/10/18/1:*

That the Charter Board approves the agenda for the October 18, 2023 meeting, as presented.  
Moved by D. Shirra; Seconded by S. Corrin.  
Approved

**3. Consent Agenda**

*MOTION: 2023/10/18/2:*

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

- Minutes of the September 20, 2023, Charter Board;
- Correspondence
  - Minister Nicolaides – September 22, 2023
  - Minister Nicolaides – October 5, 2023
  - TAAPCS – October 6, 2023
  - TAAPCS – October 12, 2023
  - Minister Nicolaides – October 16, 2023

Moved by Ja. Frank; Seconded by M. Sproule.  
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, G. Finlay and Dr. M. Makel left the meeting at 1905h.

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

P. Khu provided a brief update on TAAPCS.

## **8. School Council Liaison Report**

S. Corrin provided a brief school council and school council AGM update.

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

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*MOTION: 2023/10/18/3:*

That the Charter Board moves the meeting in camera.

Moved by M. Sproule; Seconded by Ja. Frank.

Approved

## **10. Superintendent Report and Staffing Report**

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

## **11. HR Committee**

P. Khu presented an update on the next steps for the 2023 Superintendent search.

## **Arising from in camera:**

*MOTION: 2023/10/18/4:*

That the Charter Board accepts the action plan of the HR Committee and delegates the decision-making for the reappointment of the current Superintendent and the hire and appointment of the Director of Professional Learning and Leadership in Gifted Education.

Moved by D. Shirra; Seconded by U. Tennakoon. Ja. Frank abstained.

Approved

Regular meeting re-convened at 2017h.

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## **12. Meeting Effectiveness**

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

## **13. Meeting Termination**

The meeting was terminated at 2019h.