

**WESTMOUNT CHARTER SCHOOL
CHARTER BOARD MEETING**

MINUTES

**Wednesday, October 15, 2025, at 6:00 p.m.
Central Office Boardroom 728 – 32 Street NW**

Present:

Simon Corrin
Myrtle Sproule
Kimberley Bufton
Gregory Dziech
Cathy Feehan
David Holland
Peter Khu
Uthpala Tennakoon
Justin Wang

Not Present:

Administration:

Adriana Klassen, Superintendent
Maria Bernardin, Secretary
Konstantin Gregovic, Treasurer

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

The meeting was called to order at 1813h by S. Corrin. S. Corrin opened the meeting with the land acknowledgement. There were no declarations of a conflict of interest. No old business and no new business items were added.

2. Agenda Approval

MOTION: 2025/10/15/1:

That the Charter Board approves the agenda for the October 15, 2025, meeting, as amended to add HR Committee update after the Policy Committee update.

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

Approved

3. Consent Agenda

MOTION: 2025/10/15/2:

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

- Minutes of the September 17, 2025, Charter Board meeting;
- Correspondence
 - Minister Nicolaides – October 1, 2025
 - T. Brudler – October 3, 2025
 - Elementary Principal Report – October 6, 2025
 - Mid-High Principal Report – October 7, 2025
 - Superintendent Board Report – October 9, 2025

Moved by D. Holland; Seconded by G. Dziech.

Approved

4. Chair Remarks

S. Corrin shared the chair remarks including Robert's Rules best practices for board meetings.

A break in the meeting commenced at 1824h.

The regular meeting resumed at 1834h.

5. Council Liaison Report

S. Corrin presented the council liaison update. S. Corrin attended the October 8, 20205, public meeting. The meeting featured a Superintendent question period with a Slido deck of questions submitted by attendees. The meeting was well attended and all questions were answered.

6. Directors' Discussion – Blue Sky

MOTION: 2025/10/15/3:

That the Charter Board moves the meeting in camera at 1839h.

Moved by J. Wang; Seconded by G. Dziech.

Approved.

MOTION: 2025/10/15/4:

That the Charter Board moves the meeting out of in camera at 1911h.

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

Approved.

7. Annual General Meeting (AGM)

M. Bernardin presented the Society's Annual General Meeting Agenda for approval.

MOTION: 2025/10/15/5:

That the Charter Board approves the agenda for the November 26, 2025, Annual General Meeting for Westmount Charter School Society.

Moved by M. Sproule; Seconded by K. Bufton.

Approved

8. Policy Committee Report.

M. sproule shared the Policy Committee update. Revisions to three policies were discussed and presented to the board for approval.

MOTION: 2025/10/15/6:

That the Charter Board approves the policy committee recommended change to Policy 2, section 3.12, from approve international field trips to review and approve in principle the Superintendent's proposal for international field trips. Provide final approval for international field trips.

Moved by D. Holland; Seconded by G. Dziech.

Approved

MOTION: 2025/10/15/7:

That the Charter Board approves the policy committee recommended change to Policy 14, COVID-19 Risk Mitigation renamed to Pandemic Response and revised accordingly.

Moved by J. Wang; Seconded by G. Dziech.

Approved

MOTION: 2025/10/15/8:

That the Charter Board approves the policy committee recommended change to Policy 8, section 2.2.2, removing the second bullet.

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

Approved

MOTION: 2025/10/15/9:

That the Charter Board moves the meeting in camera at 1935h.

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

Approved

MOTION: 2025/10/15/10:

That the Charter Board moves the meeting out of in camera at 2003h.

Moved by D. Holland; Seconded by G. Dziech.

Approved

9. HR Committee Report

D. Holland provided an HR Committee update.

10. Superintendent Report

A. Klassen presented the superintendent's report.

11. Superintendent Staffing Report

A. Klassen presented the confidential staffing report.

12. Meeting Effectiveness

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

13. Meeting Termination

The meeting was terminated at 2025h.