

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Wednesday, November 19, 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 1822h 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: 2025/11/19/1:*

That the Charter Board approves the agenda for the November 19, 2025, meeting, as presented.

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

Carried

**3. Consent Agenda**

*MOTION: 2025/11/19/2:*

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

- Minutes of the October 15, 2025, Charter Board meeting;
- Correspondence
  - T. Brudler – October 17, 2025
  - T. Brudler – October 17, 2025
  - T. Brudler – October 17, 2025
  - Minister Nicolaides – October 27, 2025
  - School Council Reports – October 29, 2025
  - Minister Nicolaides – October 31, 2025
  - Minister Nicolaides – October 31, 2025
  - Superintendent Report November 2025 – November 4, 2025
  - Mid-High Principal Report – November 5, 2025
  - Elementary Principal Report – November 7, 2025
  - Minister Nicolaides – November 7, 2025

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

Carried

#### **4. Chair Remarks**

S. Corrin shared the chair remarks including the recent government communications about the use of the notwithstanding clause, three additional charter school applications and the request to stay on topic due to the volume of agenda items in this meeting.

A break in the meeting commenced at 1829h.

The regular meeting resumed at 1841h.

#### **5. Council Liaison Report**

D. Holland presented the council liaison update. D. Holland attended the executive meeting on November 5, 2025. Council is a very impressive and welcoming group. They shared a few concerns: the council timelines and Westmount timelines for fundraising effectiveness and efficiency, the website links/platforms to use for donations and timeliness of claims submitted to council by the school for processing and their budget impact. They thanked the superintendent for setting up PD. They shared council will continue working with the 30<sup>th</sup> anniversary committee around event planning.

#### **6. Directors' Discussion – Blue Sky (passed over)**

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*MOTION: 2025/11/19/3:*

That the Charter Board moves agenda item #8 before agenda item #7.

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

Carried

#### **8. Annual Education Results Report (AERR) Policy Committee Report.**

A. Klassen presented the 2024-2025 Annual Education Results Report.

#### **7. Financial/Audit Committee Report**

M. Sproule and K. Gregovic presented the draft 2024-2025 audited financial statements.

*MOTION: 2025/11/19/4:*

That the Charter Board approves the transfer of \$194,765 from unrestricted to operating.

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

Carried

*MOTION: 2025/11/19/5:*

That the Charter Board approves the transfer of \$136,621 from unrestricted to capital.

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

Carried

*MOTION: 2025/11/19/6:*

That the Charter Board approves the transfer of \$85,212 from unrestricted to capital.

Moved by U. Tennakoon; Seconded by K. Bufton.

Carried

*MOTION: 2025/11/19/7:*

That the Charter Board approves the transfer of \$171,831 from unrestricted to operating.

Moved by D. Holland; Seconded by C. Feehan.

Carried

*MOTION: 2025/11/19/8:*

That the Charter Board accepts the recommendation of the financial/audit committee to approve the 2024-2025 audited financial statements as amended.

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

Carried

### **9. 2026-2027 School Calendar**

M. Klassen presented the proposed draft 2026-2027 school calendar for approval.

*MOTION: 2025/11/19/9:*

That the Charter Board approves the 2026-2027 school calendar as presented.

Moved by M. Sproule; Seconded by J. Wang.

Carried

*MOTION: 2025/11/19/10:*

That the Charter Board moves the meeting in camera at 2005h.

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

Carried

### **10. Facilities Committee Report**

J. Wang presented a Facilities Committee update regarding the value scoping report.

*MOTION: 2025/11/19/11:*

That the Charter Board moves the meeting out of in camera at 2017h.

Moved by M. Sproule; Seconded by J. Wang.

Carried

Arising from in camera

*MOTION: 2025/11/19/12:*

That the Charter Board approves the GGA-Architecture Value Scoping Report as amended.

Moved by M. Sproule; Seconded by C. Feehan.

Carried

### **11. Superintendent Report**

A. Klassen presented the superintendent's report.

### **12. Superintendent Staffing Report**

A. Klassen presented the staffing report.

### **13. International Field Trip**

A. Klassen presented the Spring 2027 International Field Trip proposal.

*MOTION: 2025/11/19/13:*

That the Charter Board approves in principle the international field trip to Portugal and Spain in Spring 2027.

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

Carried

*MOTION: 2025/11/19/14:*

That the Charter Board moves the meeting in camera at 2033h.

Moved by M. Sproule; Seconded by G. Dziech.

Carried

#### **14. HR Committee Report**

D. Holland provided an HR Committee update.

*MOTION: 2025/11/19/15:*

That the Charter Board moves the meeting out of in camera at 2035h.

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

Carried

Arising from in camera

*MOTION: 2025/11/19/16:*

That the Charter Board accepts the recommendation of the HR Committee for the elementary campus principal hire.

Moved by U. Tennakoon; Seconded by G. Dziech.

Carried

Deferred Motion from Item #7

*MOTION: 2025/11/19/17:*

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

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

Carried

#### **15. Meeting Effectiveness**

The Charter Board debriefed on the effectiveness of today's meeting. Great timing and staying on topic with large packed agenda.

#### **16. Meeting Termination**

The meeting was terminated at 2038h.