

**WESTMOUNT CHARTER SCHOOL
CHARTER BOARD MEETING**

MINUTES

**Wednesday, April 22, 2026, 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 1805h by S. Corrin. S. Corrin opened the meeting with the land acknowledgement. Conflicts of interest were declared for the Nominating Committee portion of the meeting by K. Bufton, G. Dziech, M. Sproule, A. Klassen and K. Gregovic.

2. Agenda Approval

MOTION: 2026/04/22/1:

That the Charter Board approves the agenda for the April 22, 2026, meeting, as presented.
Moved by S. Corrin; Seconded by D. Holland.
Carried

3. Consent Agenda

MOTION: 2026/04/22/2:

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

- Minutes of the March 18, 2026, Charter Board meeting, as amended;
- Correspondence
 - Minister Nicolaidides – March 30, 2026
 - Minister Nicolaidides – March 31, 2026
 - Minister Nicolaidides – April 8, 2026
 - Minister Nicolaidides – April 9, 2026
 - Superintendent Report – April 15, 2026
 - Elementary Principal Report – April 15, 2026
 - Mid-High Principal Report – April 16, 2026
 - Elementary Campus and Mid-High Campus Fees – April 16, 2026

Moved by S. Corrin; Seconded by C. Feehan.
Carried

4. Chair Remarks

There were no chair remarks due to the two week break.

Break at 1809h.

The regular meeting resumed at 1819h.

5. Community Liaison Report

G. Dziech provided the community liaison report. The University Heights community is grateful to have access to the mid-high field for their soccer program.

6. Council Liaison Report

J. Wang provided a School Council meeting report. J. Wang attended both the executive and regular school council meetings. J. Wang shared about the Charter Board Elections at both meetings. There were twenty people in attendance at the regular meeting including executive members. Many discussions took place including the School Council Elections coming in May, where half of the executive will change. The executive encouraged parents in attendance to apply. Another discussion was focused on expenses reported to the School Council by the Central Office. They appreciate efforts by the Treasurer but the work is not completely done. There continue to be ongoing discussions as to which expenses should be paid by which funds, in particular regarding large donations. It appears some donations are not spent in the current year and have carried forward for three years.

7. Directors' Discussion – Blue Sky

MOTION: 2026/04/22/3:

That the Charter Board moves the meeting in camera at 1836h.

Moved by G. Dziech; Seconded by K. Bufton.

Carried

MOTION: 2026/04/22/4:

That the Charter Board moves the meeting out of in camera at 1847h.

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

Carried

8. Superintendent Report

A. Klassen presented the Superintendent report.

9. Superintendent 2026-2027 School Fees

A. Klassen presented the 2026-2027 the school and transportation fees.

MOTION: 2026/04/22/5:

That the Charter Board approves the 2026-2027 elementary campus lunchroom supervision fees, as presented.

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

Carried

MOTION: 2026/04/22/6:

That the Charter Board approves the 2026-2027 transportation fees, as presented.

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

Carried

MOTION: 2026/04/22/7:

That the Charter Board approves the 2026-2027 elementary and mid-high campus instructional resource and course/activity fees, as presented.

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

Carried

10. Superintendent – International Field Trip

The Superintendent presented the Spring 2028 International Field Trip proposal.

MOTION: 2026/04/22/8:

That the Charter Board approves in principle the international field trip to Thailand in Spring 2028.

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

Carried

11. Superintendent Staffing Report

A. Klassen presented the staffing report.

12. Charter Board Evaluation Framework Report.

G. Dziech presented the Charter Board Evaluation Framework Report. Continuing to formalize the Superintendent Evaluation process and documents with a target completion by June.

Restore priority to include professional learning activities for Charter Board members, including identifying who attends which professional learning. Maintain meeting efficiency gains, procedures and protocols. Continue with Gifted Education development based on board interest and topics.

G. Konstantin and A. Klassen left the meeting at 1933h.

K. Bufton, G. Dziech and M. Sproule left the meeting at 1933h.

13. Nominating Committee Report.

U. Tennakoon provided the results of Elections 2026.

MOTION: 2026/04/22/9:

That the Charter Board accepts the recommendation of the Nominating Committee to confirm the election of K. Bufton as a Parent Member for a three-year term from June 1, 2026, to May 31, 2029.

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

Carried

MOTION: 2026/04/22/10

That the Charter Board accepts the recommendation of the Nominating Committee to confirm the election by acclamation G. Dziech, M. Sproule and W. Chan as Non-Parent Members for a three-year term from June 1, 2026, to May 31, 2029.

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

Carried

MOTION: 2026/04/22/11

That the Charter Board accepts the recommendation of the Nominating Committee and appoints M. Makel as a Non-Parent Member for a one-year term from June 1, 2026, to May 31, 2027.

Moved by U. Tennakoon; Seconded by J. Wang.

Carried

K. Bufton, G. Dziech, and M. Sproule returned to the meeting at 1948h.

Arising from in camera

MOTION: 2026/04/22/12:

That the Charter Board establishes an Ad Hoc Bylaws Review Committee to recommend revisions to the Westmount Charter School Society Bylaws for presentation at the November 2026 Annual General Meeting (AGM).

Moved by K Bufton; Seconded by D. Holland.

Carried

MOTION: 2026/04/22/13:

That the Charter Board appoints K. Bufton, M. Sproule and U. Tennakoon as members of the Westmount Charter School Society Ad Hoc Bylaws Review Committee.

Moved by C. Feehan; Seconded by G. Dziech.

Abstained: K. Bufton, M. Sproule and U. Tennakoon.

Carried

14. Meeting Effectiveness

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

15. Meeting Termination

The meeting was terminated at 1959h.