



CAPE
Centre for Academic and Personal Excellence

MINUTES

Type of Meeting: Board **Date:** September 29, 2021 **Page:** 1/3 **Initials:** Board Chair ____ Recording Secretary ____
Approved: October 27, 2021 **Amended:** month/day/year **Recorded by:** J. Ouellet

Virtual Board Meeting
Wednesday, September 29, 2021

Present:

Trampas Brown Board Chair
Jayson O'Dell Board Member
Ryan Papove Board Member
Natasha LeRuyet-Warriner School Council Representative

Ajay Mysore Narasimba Board Member
Sarah Chaudhary Board Member
Lekh Khadka Board Member

Absent with Regrets:

Administration/Representatives:

Teresa Di Ninno Superintendent
Jeney Gordon Principal

Janice Ouellet Secretary-Treasurer
Joleine Hartman Facility Manager

Absent with Regrets:

Guests: Barry Finkelman community

Call to Order: Trampas Brown, board chair, called the meeting to order at approximately 6:35p.m.

1. Additions to the Agenda

1.1 NIL

2. Approval of Agenda

2.1 Motion 2021-09-29-01 Motion to approve the September 29, 2021 agenda, with change (addition of 'agenda' to the motion.
Moved: Jayson O'Dell / Seconded: Ryan Papove/Carried

3. Adoption of the Minutes

3.1 Motion 2021-09-29-02 Motion to approve the Minutes of the August 25, 2021 meeting.
Moved: Jayson O'Dell / Seconded: Ryan Papove / Carried

4. Business arising from the Minutes of the August 25, 2021 Board Meeting

4.1 Election or appointment of a vice-chair. **Deferred to the October 2021 board meeting.**

4.2 **Motion 2021-09-29-03** Motion to elect Barry Finkelman to the CAPE Board of Directors 2021-2022.
Moved: Jayson O'Dell / Seconded: Ryan Papove / Carried

5. Report/Motions from Finance/Audit Committee of September 15, 2021

Attached: Finance/Audit Report/Motions from the Finance/Audit Committee of September 15, 2021, the the Insurance Renewal Package 2021-2022, and the JAMF Casper renewal.

The Secretary-Treasurer reviewed the August finance highlights main items, the revenue and expense sheets and the Insurance Renewal Package 2021-2022. The Board also reviewed the quote for the JAMF Casper renewal. The Board discussed ways of streamlining the approval processes without diluting the overbite process. The Secretary-Treasurer also answered questions.

5.1 **Motion 2021-09-29-04** Motion to accept the Financial Report for August 2021, as presented.
Moved: Jayson O'Dell / Seconded: Natasha LeRuyet-Warriner / Carried

5.2 **Motion 2021-09-29-05** Motion to accept the Insurance Policy Renewal Package 2021-2022.
Moved: Jayson O'Dell / Seconded: Sarah Chaudhary / Carried

5.3 **Motion 2021-09-29-6** Motion to accept the quote for the renewal of the JAMF Casper, as presented.
Moved: Jayson O'Dell / Seconded: Ryan Papove / Carried

6. Action Items

The Superintendent presented the revised CAPE Certificated Staff Code of Professional Conduct, Non-Certificated Staff Code of Professional Conduct, Student Code of Conduct, and Secretary-Treasurer Code of Conduct. Further revisions are required.

Items 6.1, 6.2, 6.3, and 6.4: Deferred to the October 2021 board meeting.

7. Discussion/Information Items

7.1 TAAPCS Government Relations Services Proposal: The Superintendent provided the Board with background information.

7.2 AB ED Assurance Summary Spring 2021: The Superintendent reviewed the results of the Spring 2021 Assurance Survey results. The Board expressed satisfaction with the results.

7.3 The CAPE Alternate COVID-19 Safety Plan and the request for exemption were reviewed.

7.4 The Board reviewed concerns expressed about parking space shortage, identified some actions, and outlined a timeline for those actions.

Consent Agenda

8. Reports

8.1 Principal Report: Jeney Gordon

Jeney Gordon highlighted select items within the report.

8.2 Director of Student Services Report: Linda Krochak.

The Board had no questions.

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8.3 Teacher Rep Report: no report presented

8.4 Technology Report: Cali Berard

The Board had no questions.

8.5 Facility Manager Report: Joleine Hartman

An addition to the report was presented. The Board had no questions.

8.6 School Council Report: Natasha LeRuyet-Warriner

The Board had no questions.

8.7 Superintendent Report: Teresa Di Ninno

The report provided updates to on-going work, the Board had no questions.

8.8 Chair of the Board Report: Trampas Brown

The chair spoke about the TAAPCS committee meeting he attended as CAPE's representative.

9. Correspondence

9.1 TAAPCS letter to the Calgary Caucus was reviewed.

Motion 2021-09-29-07

Motion to accept the consent agenda, as presented.

Moved: Jayson O'Dell / Seconded: Ryan Papove / Carried

10. Date of the Next Finance/Audit Committee Meeting and Board Meeting

10.1 Finance/Audit Committee Meeting: Wednesday, October 20, 2021 @ 6:30 p.m. (virtual)

10.2 Board Meeting: Wednesday, October 27, 2021 @ 6:30 p.m. (virtual)

11. Adjournment

Motion 2021-09-29-08

Motion to adjourn the meeting at 9:01p.m.

Moved: Jayson O'Dell / Seconded: Ryan Papove / Carried