



CAPE
Centre for Academic and Personal Excellence

MINUTES

Type of Meeting: Board **Date:** May 30, 2022 **Page:** 1/3 **Initials:** Board Chair ____ Recording Secretary ____
Approved: June 28, 2022 **Amended:** month/day/year **Recorded by:** J. Ouellet

Virtual Board Meeting

Wednesday, May 25, 2022

Present:

Trampas Brown Board Chair
Jayson O'Dell Board Member
Ryan Papove Board Member

Natasha LeRuyet-Warriner School Council Representative
Barry Finkelman Board Member
Lekh Khadka Board Member

Absent with Regrets: **Ajay Mysore Narasimba** Board Member **Sarah Chaudhary** Board Member

Administration/Representatives:

Teresa Di Ninno Superintendent

Janice Ouellet Secretary-Treasurer

Absent with Regrets:

Guests: NIL

Call to Order: **Trampas Brown**, chair of the board, called the meeting to order at approximately 6:38 p.m.

1. Additions to the Agenda

1.1 NIL

2. Approval of Agenda

2.1 **Motion 2022-05-25-01**

Motion to approve the May 25, 2022 agenda.

Moved: Barry Finkelman / Seconded: Jayson O'Dell / Carried

3. Adoption of the Minutes

3.1 **Motion 2022-05-25-02**

Motion to approve the Minutes of the April 27, 2022 meeting.

Moved: Barry Finkelman / Seconded: Ryan Papove / Carried

4. Business arising from the Minutes of the April 27, 2022 Board Meeting

4.1 Election or appointment of a vice-chair. Deferred to the June 2022 board meeting.

5. Report/Motions from Finance/Audit Committee of May 18, 2022

5.1 The Secretary-Treasurer reviewed the April 2022 revenue & expense statement, highlighting & explaining variances to budget for year-to-date numbers.

Motion 2022-05-25-03 Motion to accept the Financial/Audit Report for April 2022, as presented.
Moved: Jayson O'Dell / Seconded: Ryan Papove / Carried

5.2 The Secretary-Treasurer reviewed the CAPE Budget 2022-2023 as well as the budget notes presented to the Board of Directors as an attachment to the Budget.

Motion 2022-05-25-04 Motion to accept the 2022-2023 Budget, as presented.
Moved: Jayson O'Dell / Seconded: Ryan Papove / Carried

5.3 The proposed Out-of-School Care Billing Proposal was reviewed.

Motion 2022-05-25-05 Motion to approve the Out-of-School Care Billing Proposal, effective September 1, 2022.
Moved: Lekh Khadka / Seconded: Natasha LeRuyet-Warriner / Carried

5.4 The Secretary-Treasurer reviewed several proposed certificated staff 10-year grids which no longer recognize 7 years of education or partial years of education or experience. Discussions followed re hiring process, the Board's desire to maximize the top amount of the grid to keep long-term teachers versus what is affordable, the Board's efforts to ensure no one takes a pay cut, pointing out the option of giving bonuses.

Motion 2022-05-25-06 Motion to approve the Certificated Staff Salary Grid as presented (starting at \$40,000 for 4 yrs education and no experience and topping out at \$75,000 for 6 yrs education and 10 yrs experience).
Moved: Jayson O'Dell / Seconded: Natasha LeRuyet-Warriner / Carried

5.5 The Secretary-Treasurer reviewed the proposed 10-year Non-Certificated Staff Salary Grid, noting the total projected expense for next year will be \$503k.

Motion 2022-05-25-07 Motion to approve the Non-Certificated Staff Salary Grid, as presented.
Moved: Lekh Khadka / Seconded: Natasha LeRuyet-Warriner / Carried

6. Action Items

The Superintendent reviewed the Education Plan noting its adherence to the requirements laid out by Alberta Education, the CAPE charter, the Alberta Business Plan. The Superintendent reviewed the collaborative process for the development of the plan, the information received from various focus groups and administration.

6.1 Motion 2022-05-25-08 Motion: To accept the CAPE Education Plan 2022/2023-2024/2025.
Moved: Ryan Papove / Seconded: Jayson O'Dell / Carried

7. Discussion/Information Items

7.1 The Superintendent presented the Value Scoping Proposal prepared by FWBS Architects and the Board of Directors accepted the proposal and approved its submission to Capital Planning.

7.2 The Bylaws Review Committee Chair, Barry Finkelman, reviewed the draft of the revised Bylaws and highlighted the proposed changes.

Motion 2022-05-25-09 Motion to receive the revised Bylaws as information and recommend for approval at the AGM.

Moved: Barry Finkelman / Seconded: Jayson O'Dell / Carried

7.3 The Superintendent reviewed the process for the upcoming Secretary-Treasurer, Superintendent evaluations and the CAPE Board Self-Evaluation; these evaluations are to be presented to the Board of Directors at the June 2022 meeting.

Consent Agenda

8. Reports

8.1 Principal Report: Jeney Gordon

8.2 Director of Student Services Report: Linda Krochak.

8.3 Technology Report: Cali Berard no report

8.4 Facility Manager Report: introduction to the Board

8.5 School Council Report (oral): Natasha LeRuyet-Warriner

8.6 Superintendent Report: Teresa Di Ninno

8.7 Chair of the Board Report: Trampas Brown no report

The Board of Directors accepted all reports, questions were asked and answered.

9. Correspondence

9.1 The letter from Minister LaGrange indicating approval for the requested shift to the SLS model, including the request that it be applied retroactively to September 2021 was reviewed. The Board expressed appreciation for the support cAPE has received from Minister LaGrange.

Motion 2022-05-25-10 Motion to accept the consent agenda, as presented.

Moved: Natasha LeRuyet-Warriner / Seconded: Ryan Papove / Carried

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

10.1 Finance/Audit Committee Meeting: Wednesday, June 22, 2022 @ 6:30 p.m. (virtual)

10.2 Board Meeting: Wednesday, June 29, 2022 @ 6:30 p.m. (virtual)

11. Adjournment

Motion 2022-05-25-11 Motion to adjourn the meeting at 9:30 p.m.

Moved: Natasha LeRuyet-Warriner / Seconded: Ryan Papove / Carried