



CAPE
Centre for Academic and Personal Excellence

MINUTES

Type of Meeting: Board **Date:** September 28, 2022 **Page:** 1/3 **Initials:** Board Chair ____ Recording Secretary ____
Approved: October 26, 2022 **Amended:** month/day/year **Recorded by:** J. Ouellet

Virtual/In Person Board Meeting

Wednesday, September 28, 2022

Determination of Quorum & Call to Order: a quorum is present; the chair, Edlin Friesen, called the meeting to order at 7:46 p.m..

Present:

Edlin Friesen, Board Chair
Lekh Khadka, Board Member

Barry Finkelman, Board Member
Aidé Hilsendeger, Board Member

Absent with Regrets: Natasha LeRuyet-Warriner, School Council Representative, Ryan Papove, Board Member, Sarah Chaudhary, Board Member

Administration:

Teresa Di Ninno Superintendent

Janice Ouellet Secretary-Treasurer

Absent with Regrets:

Guests: Syed Naqvi, parent

1. Additions to the Agenda: NIL

2. Approval of Agenda

2.1 Motion 2022-09-30-01 Motion to approve the September 28, 2022 agenda.
Moved: Aidé Hilsendeger / **Seconded:** Barry Finkelman / **Carried**

3. Adoption of the Minutes

3.1 Motion 2022-09-30-02 Motion to approve the Minutes of the August 31, 2022 meeting.
Moved: Barry Finkelman / **Seconded:** Lekh Khadka / **Carried**

Consent Agenda

4. Reports

- 4.1 Principal Report: Jeney Gordon (attached)
- 4.2 Director of Student Services Report: Linda Krochak (attached)
- 4.3 Facility Manager: Marissa Hamill (attached)
- 4.4 Technology Report: Cali Berard (attached)
- 4.5 VP-Wellness Report: Pam Edey (attached)
- 4.5 School Council Report: Natasha LeRuyet-Warriner (no report)
- 4.6 Superintendent Report: Teresa Di Ninno (attached)
- 4.7 Chair of the Board Report: Edlin Friesen (no report)

The Superintendent answered questions about student services/assessments and the Traffic Committee.

The board discussed at length the Traffic Committee and its work to date.

Action item: to ensure Board and Barry Finkelman, board member on the committee, in particular see the school's traffic communication that was sent to parents, and Lekh Khadka is to provide the board with a contact at CoMH Road & Transportation to connect to the Traffic committee.

5. Correspondence

- 5.1 Superintendent Appointment for Valhalla Community School presented.

6. Discussion/Information Items

- 6.1 Alberta School Councils' Association (ASCA) request to The Association of Alberta Public Charter Schools (TAAPCS) for financial support was discussed and TAAPCS' subsequent discussion were discussed. The Alberta School Councils' Association (ASCA) request to the CAPE School council was discussed and a recommendation made.

Motion 2022-09-30-03

Motion to accept the consent agenda, as presented.

Moved: Barry Finkelman / Seconded: Aidé Hilsendeger / Carried

- 6.2 **Long-Term Planning & Goals:** Board chair requested all members present 1-3 goals they would like to see addressed this fiscal year.

7. COMMITTEES REPORTS:

7.1 Report/Motions from Finance/Audit Committee of September 23, 2022

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

Motion 2022-09-30-04

Motion to accept the Financial/Audit Committee Report of August 2022 and revenues & expenses to July 31, 2022, as presented.

Moved: Lekh Khadka / Seconded: Barry Finkelman / Carried

- 7.1.2** The Board requested that a basic balance sheet be included in the report, and for the Chair to sign-off on monthly bank records.

8. Business arising from the Minutes of the August 31, 2022 Board Meeting

- 8.1** The CAPE Board of Directors discussed revising the policy approval process from three readings to one reading.
- 8.2** The Chair established a Policy Committee consisting of Barry Finkelman & the Superintendent. Board requested the Policy Committee present pending policies that need review and consideration to the Board.

9. Action Items

- 9.1** The Superintendent presented the revised draft of Policy 9.11 Safeguarding Work Life Balance, the rationale for it, and answered questions.

Motion 2022-09-30-05 Motion to approve Policy 9.11 Safeguarding Work Life Balance, with changes.
Moved: Barry Finkelman / Seconded: Aidé Hilsendeger / Carried

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

- 10.1 Finance meeting: Tuesday, October 18, 2022 @ 6:30 p.m. via Zoom
10.2 Board meeting: Wednesday, October 26, 2022 @ 7:00 p.m. in person at CAPE School

11. Adjournment

Motion 2022-09-30-06 Motion to adjourn the meeting at 9:19 p.m.
Moved: Aidé Hilsendeger / Carried