



**CAPE**  
**Centre for Academic and Personal Excellence**

**MINUTES**

**Type of Meeting:** Board    **Date:** October 26, 2022    **Page:** 1/3    **Initials:** Board Chair \_\_\_\_ Recording Secretary \_\_\_\_  
**Approved:** November 23, 2022                      **Amended:** month/day/year                      **Recorded by:** J. Ouellet

---

**Virtual/In Person Board Meeting**

**Wednesday, October 26, 2022**

**Determination of Quorum & Call to Order:** a quorum is present; the chair, Edlin Friesen, called the meeting to order at 6:35 p.m..

**Present:**

Edlin Friesen, Board Chair

Barry Finkelman, Board Member

Aidé Hilsendeger, Board Member

Sarah Chaudhary, Board Member

Ryan Papove, Board Member

**Absent with Regrets:** Natasha LeRuyet-Warriner, School Council Representative, Lekh Khadka, 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. Motion 2022-10-26-01**

Motion to move #9 to top of agenda.

**Moved: Barry Finkelman / Seconded: Aidé Hilsendeger / Carried**

**3. Approval of Agenda**

**3.1 Motion 2022-10-26-02**

Motion to approve the October 26, 2022 agenda, with changes.

**Moved: Barry Finkelman / Seconded: Aidé Hilsendeger / Carried**

**4. Motion 2022-10-26-03**

Motion: to elect Syed Naqvi to the CAPE Board of Directors for the school year 2022-2023.

**Moved: Barry Finkelman / Seconded: Aidé Hilsendeger / Carried**

## **5. Adoption of the Minutes**

- 5.1 Motion 2022-10-26-04** Motion to approve the Minutes of the September 28, 2022 Board Organizational meeting.  
**Moved: Barry Finkelman / Seconded: Aidé Hilsendeger / Carried**
- 5.2 Motion 2022-10-26-05** Motion to approve the Minutes of the September 28, 2022 Board meeting.  
**Moved: Aidé Hilsendeger / Seconded: Barry Finkelman / Carried**

## **Consent Agenda**

### **6. Reports**

- 6.1 Principal Report: Jeney Gordon (attached)
- 6.2 Director of Student Services Report: Linda Krochak (attached)
- 6.3 Facility Manager: Marissa Hamill (attached)
- 6.4 Technology Report: Cali Berard (attached)
- 6.5 VP-Wellness Report: Pam Edey (attached)
- 6.5 School Council Report: Natasha LeRuyet-Warriner (no report)
- 6.6 Superintendent Report: Teresa Di Ninno (attached)
- 6.7 Chair of the Board Report: Edlin Friesen (no report)

### **7. Correspondence**

- 7.1 NIL

### **8. Discussion/Information Items**

- 8.1** Discussion re board priorities focused on setting up a process for addressing board priorities for the 2022-2023 school year; TAAPCS, value scoping & capital plan, succession planning. Chair & administration is to create a schedule of needs.
- 8.2** Extensive discussion on issues with TAAPCS, Minister attended the Superintendent's meeting. Disorganized AGM with no financials. A true AGM may happen within the next couple of months. Letter to be drafted to Chair of TAAPCS to echo concerns noted in our letter from Oct 31, 2022 and concerns about poorly executed AGM and lack of financials.

**Motion 2022-10-26-06:** Motion: to withhold payment of TAAPCS fees until financial reports are provided at a proper TAAPCS AGM.  
**Moved: Barry Finkelman / Seconded: Sarah Chaudhary / Carried**

- 8.3** Discussion on facility issues including parent parking issues, AED, mask locations and training, and gym sound baffling. No update available at this time on the Value Scoping. Capital Plans to follow once the Value Scoping takes place.

**Motion 2022-10-26-07** Motion to accept the consent agenda, as presented.  
**Moved: Sarah Chaudhary / Seconded: Ryan Papove / Carried**

## **9. COMMITTEES REPORTS:**

### **9.1 Report/Motions from Finance/Audit Committee of October 16, 2022**

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

**Motion 2022-10-26-08** Motion to accept the Financial/Audit Committee Report of October 2022 and revenues & expenses to September 30, 2022, as presented.

**Moved: Lekh Khadka / Seconded: Barry Finkelman / Carried**

**9.1.2** Enrolment for the 2022-2023 school year was projected at 310, the actual is 287 (Board requested that the minutes note this). Discussion flowed as to funding repercussions of the lower enrolment numbers on next year's budget.

**9.1.3** The Secretary-Treasurer reported that the virtual audit has begun. There should be few changes to the numbers, unlike last year. Most issues noted on last year's management letter have been addressed. MNP will provide less detail on this letter that goes to AB Ed, but the Board would still like to see detail. Discussion on expecting a donation from MNP in lieu of the high fees they charge for audit. Draft summary financial statements also included in financial report package.

The Secretary-Treasurer reminded all Board members to completed Police info Check, if not already done.

## **10. Business arising from the Minutes of the August 31, 2022 Board Meeting**

**10.1** The Superintendent presented a short update and will follow up on structuring a traffic committee meeting before signs are put in place.

## **11. Action Items: NIL**

## **12. Date of the Next Finance/Audit Committee Meeting and Board Meeting**

12.1 Finance meeting: Wednesday, November 23, 2022 @ 6:30 p.m.

12.2 Board meeting: Wednesday, November 23, 2022 @ 6:30 p.m. in person at CAPE School (combined meetings)

## **13. Adjournment**

**Motion 2022-10-26-09** Motion to adjourn the meeting at 8:41 p.m.

**Moved: Aidé Hilsendeger / Carried**