



CAPE
Centre for Academic and Personal Excellence

MINUTES

Type of Meeting: Board **Date:** November 23, 2022 **Page:** 1/3 **Initials:** Board Chair ____ Recording Secretary ____
Approved: January 25, 2023 **Amended:** month/day/year **Recorded by:** J. Ouellet

**JOINT FINANCE/AUDIT COMMITTEE & CAPE BOARD OF
DIRECTORS MEETING**

Wednesday, November 23, 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
Aidé Hilsendeger, Board Member
Natasha LeRuyet-Warriner, Treasurer
Mike Baker, Finance/Audit Committee

Barry Finkelman, Board Member
Sarah Chaudhary, Secretary
Lekh Khadka, Board Member
Peter Wallis, Finance/Audit Committee

Absent with Regrets:

Syed Naqvi, Board member

Ryan Papove, Vice-Chair

Administration:

Teresa Di Ninno, Superintendent

Janice Ouellet, Secretary-Treasurer

Absent with Regrets:

Guests: MNP Auditors, Delayne Sackman & Jerica Filanti-Morgan

1. Additions to the Agenda: NIL

2. Approval of Agenda

2.1 Motion 2022-11-23-01 Motion to approve the revised November 26, 2022 agenda.

Moved: Barry Finkelman / Seconded: Sarah Chaudhary / Carried

3. Adoption of the Minutes

3.1 Motion 2022-11-23-02 Motion to approve the Minutes of the October 26, 2022 Board meeting.

Moved: Sarah Chaudhary / Seconded: Natasha LeRuyet-Warriner / Carried

- 4. Motion 2022-11-23-03** Motion to move to an in camera session for presentation of Audit Financial Report.
Moved: Barry Finkelman / Seconded: Sarah Chaudhary / Carried
- Motion 2022-11-23-04** Motion to exit in camera session.
Moved: Barry Finkelman / Seconded: Sarah Chaudhary / Carried
- Motion 2022-11-23-05** Motion to accept the Audited Financial Statements 2022, as presented.
Moved: Natasha LeRuyet-Warriner / Seconded: Sarah Chaudhary / Carried

5. Consent Agenda

5.1 Reports

- 5.1.1** Principal Report: Jeney Gordon (attached)
- 5.1.2** Director of Student Services Report: Linda Krochak (attached)
- 5.1.3** Facility Manager: Marissa Hamill (attached)
- 5.1.4** Technology Report: Cali Berard (attached)
- 5.1.5** VP-Wellness Report: Pam Edey (no report)
- 5.1.6** School Council Report: Natasha LeRuyet-Warriner (attached)
- 5.1.7** Superintendent Report: Teresa Di Ninno (attached)
- 5.1.8** Chair of the Board Report: Edlin Friesen (oral report)

5.2 Correspondence

- 5.2.1** Information from TAAPCS and about the new executive was shared.

5.3 Information Items

- 5.3.1** Article penned by the principal, J. Gordon was noted.
- 5.3.2** The Education Services Agreement Standards
- 5.3.3** Discussion on School Council initiatives & the need for volunteers followed the School Council report.

- Motion 2022-11-23-06** Motion to accept the Consent Agenda, as presented.
Moved: Barry Finkelman / Seconded: Lekh Khadka / Carried

6. COMMITTEE(S) REPORTS:

6.1 Report/Motions from Finance/Audit Committee of November 23, 2022

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

- Motion 2022-11-23-07** Motion to accept the Financial/Audit Committee Report of November 2022 and revenues & expenses to October 31, 2022, as presented.
Moved: Natasha LeRuyet-Warriner / Seconded: Barry Finkelman / Carried

- 6.1.2** The Secretary-Treasurer presented the projected bad debt amounts for 2021-2022 as an information item.

- Motion 2022-11-23-08** Motion to receive Bad Debt 2021/22 as information only at this time.
Moved: Natasha LeRuyet-Warriner / Seconded: Sarah Chaudhary / Carried

6.1.3 The Secretary-Treasurer shared highlights of The Association of Alberta Public Charter Schools Insurance Documents 2022-2023 Policy Term as it pertains to CAPE and answered questions.

7. Action Items:

7.1 The Superintendent presented highlights of the Annual Education Results Report 2021-2022 and answered question.

Motion 2022-11-23-09 Motion to approve the Annual Education Results Report 2021-2022.
Moved: Barry Finkelman / Seconded: Lekh Khadka / Carried

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

8.1 Finance meeting: Wednesday, January 17, 2022 @ 6:30 p.m. virtually.

8.2 Board meeting: Wednesday, January 25, 2022 @ 6:30 p.m. in person at CAPE School.

9. Adjournment:

Motion 2022-11-23-10 Motion to adjourn the meeting at 8:31 p.m.
Moved: Barry Finkelman / Carried