



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

**MINUTES**

**Type of Meeting:** Board   **Date:** January 30, 2024   **Page:** 1/3   **Initials:** Board Chair \_\_\_\_\_ Recording Secretary \_\_\_\_\_  
**Approved:** February 28, 2024   **Amended:** month/day/year   **Recorded by:** J. Ouellet

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**Board Meeting**

**Tuesday, January 30, 2024**

**Zoom Meeting**

**Determination of Quorum & Call to Order:** a quorum is present; the Chair, Sarah Chaudhary, called the meeting to order at 6:34 p.m..

<b>Present:</b> Sarah Chaudhary, Chair Aidé Hilsendeger, Secretary Amanda Sears, Board Member Michele Mayer, Board Member Lea Drysdale, School Council Representative	<b>Natasha LeRuyet-Warriner</b> , Board Treasurer <b>Barry Finkelman</b> , Board Member <b>Sandeep Pareek</b> , Board Member <b>Ryan Papove</b> , Board Member
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**Absent with Regrets:** Syed Naqvi

**Administration:**

Teresa Di Ninno, Superintendent

Janice Ouellet, Secretary-Treasurer

**Absent with Regrets:**

**Guests:**

**1. Additions to the Agenda:**

1.1 Introduction of Lea Drysdale, School Council representative, all board members and staff members.

**2. Approval of Agenda**

**Motion 2024-01-30-01**

Motion to approve the January 30, 2024 agenda.

**Moved: Amanda Sears / Seconded: Barry Finkelman / Carried**

**3. Approval of Minutes**

**Motion 2024-01-30-02**

Motion to approve the minutes of the November 29, 2023 CAPE Board of Directors meeting.

**Moved: Aidé Hilsendeger / Seconded: Sandeep Pareek / Carried**

## **Consent Agenda**

### **4. Reports**

#### **4.1 Principal Report: Jeney Gordon**

Updates on end of term dates, Christmas break, extreme temperatures school closure, and school fairs were presented.

#### **4.2 Director of Student Services: Linda Krochak No Report**

#### **4.3 Facility Manager: Marissa Hamill No Report**

#### **4.4 Technology Report: Cali Berard Report No Report**

#### **4.5 VP-Wellness Report: Pam Edey No Report**

#### **4.6 School Council Report: No Report**

#### **4.7 Superintendent Report: Teresa Di Ninno**

Minor updates were presented.

#### **4.8 Board Chair Report: Sarah Chaudhary No Report**

### **5. Correspondence**

### **6. Discussion/Information Items**

The Board engaged in a brief discussion of succession planning. Ryan Papove to do some preliminary investigations.

#### **Motion 2024-01-30-03**

Motion to accept the Consent Agenda, as presented.

**Moved: Barry Finkelman / Seconded: Natasha LeRuyet-Warriner / Carried**

### **7. COMMITTEES REPORTS:**

#### **7.1 Report/Motions from Finance/Audit Committee of January 23, 2024**

##### **7.1.1 The Secretary-Treasurer reviewed key components of the financial report.**

#### **Motion 2024-01-30-04**

Motion to accept the Financial/Audit Committee Report of January 23, 2024 and the revenues & expenses to December 31, 2023, as presented.

**Moved: Michele Mayer / Seconded: Barry Finkelman / Carried**

##### **7.1.2 The Secretary-Treasurer presented the 2023-2024 Waived Fees Schedule.**

#### **Motion 2024-01-30-05**

Motion to approve the 2022-23 Waived Fees, as presented.

**Moved: Aidé Hilsendeger / Seconded: Sandeep Pareek / Carried**

##### **7.1.3 The Secretary-Treasurer presented the 2024-2025 Fee Schedule.**

#### **Motion 2024-01-30-06**

Motion to approve the 2024-25 Fee Schedule, as presented.

**Moved: Amanda Sears / Seconded: Aidé Hilsendeger / Carried**

## **8. Business arising from the Minutes of the November 29, 2023 Board Meeting**

### **8.1 Update on City of Medicine Hat Joint Use Agreement**

At latest meeting, Sarah Chaudhary, along with other smaller players, expressed concern about the obligation to be part of planning committees, the difficulty in exiting the agreement, and that the most wanted areas are not part of the agreement.

### **8.2 No update re limited use of the Medicine Hat High School field.**

### **8.3 Photocopier lease**

#### **Motion 2024-01-30-07**

Motion to approve the Digitex lease for 6527AC, as recommended by the Finance Committee.

**Moved: Natasha LeRuyet-Warriner / Seconded: Aidé Hilsendeger / Carried**

## **9. Action Items:**

## **10. New Items/Business:**

**10.1** TAAPCS update and discussion as to the value in being part of TAAPCS. Syed Naqvi is to attend most in-person meetings and Sarah Chaudhary is to attend most virtual meetings. Any proposed bylaw changes must be submitted by Feb. 14, 2024.

#### **Motion 2024-01-30-08**

Motion to appoint Syed Naqvi as CAPE's representative for TAAPCS EAC and Sarah Chaudhary as the alternate CAPE representative.

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

**10.2** Letter from the CAPE Board to TAAPCS.

#### **Motion 2024-01-30-09**

Motion to rescind Motion 2023-11-29-07.

**Moved: Barry Finkelman / Seconded: Sarah Chaudhary / Carried**

## **11. Date of the Next Meetings:**

**14.1** CAPE Finance meeting: Thursday, February 22, 2024 @ 12:00 p.m (virtual)

**14.2** CAPE Board meeting: Wednesday, February 28, 2024 @ 6:30 p.m. in person at CAPE School.

## **12. Adjournment**

#### **Motion 2024-01-30-10**

Motion to adjourn the meeting at 8:07 p.m.

**Moved: Ryan Papove / Carried**