



CAPE
Centre for Academic and Personal Excellence

MINUTES

Type of Meeting: Board **Date:** August 31, 2022 **Page:** 1/3 **Initials:** Board Chair _____ Recording Secretary _____
Approved: September 28, 2022 **Amended:** month/day/year **Recorded by:** J. Ouellet

Virtual Board Meeting

Wednesday, August 31, 2022

Present:

Trampas Brown Board Chair
Jayson O'Dell Board Member
Sarah Chaudhary Board Member
Lekh Khadka Board Member

Natasha LeRuyet-Warriner School Council Representative
Ryan Papove Board Member
Barry Finkelman Board Member

Absent with Regrets: **Ajay Mysore Narasimha** 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 6:36 p.m.

1. Additions to the Agenda

1.1 Motion 2022-08-31-01 Motion to elect Aidé Hilsendeger to the CAPE Board of Directors for the Academic Year 2022-2023.

Moved: Sarah Chaudhary / Seconded: Barry Finkelman / Carried

2. Approval of Agenda

2.1 Motion 2022-08-31-02 Motion to approve the August 31, 2022 agenda.

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

3. Adoption of the Minutes

3.1 Motion 2022-08-31-03 Motion to approve the Minutes of the June 28, 2022 meeting.

Moved: Jayson O'Dell / Seconded: Ryan Papove / Carried

4. Business arising from the Minutes of the June 28, 2022 Board Meeting

4.1 Election or appointment of a vice-chair. Deferred to the September 2022 organizational meeting.

5. Report/Motions from Finance/Audit Committee of August 24, 2022

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

Motion 2022-08-31-04 Motion to accept the Financial/Audit Committee Report of August 2022 and revenues & expenses to July 31, 2022, as presented.

Moved: Natasha LeRuyet-Warriner / Seconded: Jayson O'Dell / Carried

5.2 The Secretary-Treasurer presented the Elimination Plan for Accumulated Deficit from Operations for 2023-24. A discussion and Q & A followed.

Motion 2022-08-31-05 Motion to accept the Elimination plan for Accumulated Deficit from Operations for 2023-24.

Moved: Jayson O'Dell / Seconded: Sarah Chaudhary / Carried

6. Action Items

6.1 The Superintendent presented the new Policy 9.11 Safeguarding Work Life Balance and the rationale for it, answered questions.

Motion 2022-08-31-06 Motion to approve the First Reading of Policy 9.11 Safeguarding Work Life Balance, as presented.

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

6.2 The Superintendent presented the Policy 2.06.01 Role of the Treasurer. There were no questions.

Motion 2022-08-31-07 Motion to approve the Second Reading of Policy 2.06.01 Role of the Treasurer.

Moved: Sarah Chaudhary / Seconded: Ryan Papove / Carried

6.3 **Motion 2022-08-31-08** Motion to approve the Third Reading of Policy 2.06.01 Role of the Treasurer.

Moved: Sarah Chaudhary / Seconded: Barry Finkelman / Carried

7. Discussion/Information Items

7.1 The Superintendent updated the Board on the Facility Manager position, the need to hire a new person for that position. The Board supports the Superintendent in the selection and hiring of an individual for the part-time Facility Manager position.

7.2 The Superintendent spoke to the need to recruit additional board members and suggested avenues for recruitment using e-mails, social media and word of mouth, the Board approved the plan.

7.3 The Superintendent discussed the rationale for delaying the school opening until after the long weekend. Answered questions.

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
 - 8.4 Facility Manager Report: Iris Steinley
 - 8.5 School Council Report: Natasha LeRuyet-Warriner
 - 8.6 Superintendent Report: Teresa Di Ninno
 - 8.7 Chair of the Board Report: Trampas Brown oral report
- The Superintendent answered questions. The Board of Directors accepted all reports.

9. Correspondence

- 9.1 The thank you letter from Minister LaGrange of July 28, 2022 and the one re the welcome back to school letter were reviewed.

Motion 2022-08-31-09 Motion to accept the consent agenda, as presented.
Moved: Barry Finkelman / Seconded: Lekh Khadka / Carried

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

- 10.1 Finance meeting: Friday, September 23, 2022 @ 10:00 a.m.
- 10.2 Board meeting: Wednesday, September 28, 2022 @ 6:30 p.m.
- 10.3 Board Organizational Meeting: September 14 or 21, 2022 @ 6:30 p.m.

11. Adjournment

Motion 2022-06-28-10 Motion to adjourn the meeting at 7:47 p.m.
Moved: Lekh Khadka / Seconded: Ryan Papove / Carried