



CAPE
Centre for Academic and Personal Excellence

MINUTES

Type of Meeting: Board **Date:** March 27, 2024 **Page:** 1/4 **Initials:** Board Chair _____ Recording Secretary _____
Approved: April 24, 2024 **Amended:** month/day/year **Recorded by:** J. Ouellet

Board Meeting
Wednesday, March 27, 2024
In Person Meeting
CAPE School

Determination of Quorum & Call to Order: a quorum is present; the Chair, Sarah Chaudhary, called the meeting to order at 6:31 p.m..

Present: Sarah Chaudhary, Chair
Barry Finkelman, Board Member
Ryan Papove, Board Member
Natasha LeRuyet-Warriner, Treasurer
Amanda Sears, Board Member
Lea Drysdale, School Council Representative

Absent with Regrets: Aidé Hilsendeger, Sandeep Pareek, Michele Mayer, Syed Naqvi

Administration:

Teresa Di Ninno, Superintendent Janice Ouellet, Secretary-Treasurer

Absent with Regrets:

Guests:

1. Additions to the Agenda:

2. Approval of Agenda

Motion 2024-03-27-01 Motion to approve the March 27, 2024 agenda.
Moved: Barry Finkelman / Seconded: Amanda Sears / Carried

3. Approval of Minutes

Motion 2024-03-27-02 Motion to approve the minutes of the February 28, 2024 CAPE Board of Directors meeting.
Moved: Amanda Sears / Seconded: Lea Drysdale / Carried

Consent Agenda

4. Reports

4.1 Principal Report: Jeney Gordon

Update on registrations, referral incentive, and upcoming events was 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

Information re options for the upgrade of computers in the Learning Commons was provided, discussion followed.

4.5 VP-Wellness Report: Pam Edey No Report

4.6 School Council Report: No Report

4.7 Superintendent Report: Teresa Di Ninno

Changes to Capital Planning personnel, and Alberta Education transition to Digital Assessment Platforms for Provincial Achievement Tests and Diploma exams were the main items included in the report.

4.8 Board Chair Report: Sarah Chaudhary No Report

5. Correspondence

5.1

6. Discussion/Information Items

6.1

Motion 2024-03-27-03

Motion to accept the Consent Agenda, as presented.

Moved: Barry Finkelman / Seconded: Amanda Sears / Carried

7. COMMITTEES REPORTS:

7.1 Report/Motions from Finance/Audit Committee of March 21, 2024

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

Motion 2024-03-27-04

Motion to accept the Financial/Audit Committee Report of March 21, 2024 and the revenues & expenses to February 29, 2024, as presented.

Moved: Natasha LeRuyet-Warriner / Seconded: Ryan Papove / Carried

7.1.2 The Secretary-Treasurer presented an update on departure from TAAPCS and impact on insurance & group benefits; no changes are required.

7.1.3 The Secretary-Treasurer stated that Funding Profile 2024-2025 has not yet been released.

8. Business arising from the Minutes of the February 27, 2024 Board Meeting

8.1 Update on City of Medicine Hat Joint Use Agreement: NIL

8.2 Payment of TAAPCS fees for the 2023-2024 year.

Motion 2024-03-27-05 Motion to table decision on payment of 2023/24 TAAPCS fees until there is a need to discuss again.
Moved: Barry Finkelman / Seconded: Natasha LeRuyet-Warriner / Carried

8.3 Charter Amendment: discussion of impact of the amendments and facility issues; no impact.

Motion 2024-03-27-06 Motion to amend the 2020 CAPE charter Section 7.3 to read “Classes are capped at 18+/-1 for Kindergarten, 20 +/- 1 for grade 1 to grade 3, at 22+/-1 for grades 4 and 5, and at 24+/-1 for grades 6 to 9”and “Therefore, kindergarten through to grade 2 classes are provided with a full-time educational assistant while the 3-9 classes are provided with the services of an educational assistant if the student needs within the group are such that support is warranted.”.
Moved: Natasha LeRuyet-Warriner / Seconded: Amanda Sears / Carried

8.4 Superintendent Succession Planning

Motion 2024-03-27-07 Motion that the Board authorize the formation of a Succession Planning Committee that will oversee the recruitment and hiring of a new Superintendent.
Moved: Barry Finkelman / Seconded: Amanda Sears / Carried

Motion 2024-03-27-08 Motion that the Board appoint the following members to the Succession Planning Committee: Sarah Chaudhary, Syed Naqvi, Amanda Sears, Barry Finkelman, and Ryan Papove, and any other member who wants to join.
Moved: Natasha LeRuyet-Warriner / Seconded: Ryan Papove / Carried

9. Action Items:

9.1 Letter to the Minister re CAPE no longer being part of TAAPCS

Motion 2024-03-27-09 Motion to send a letter to the Education Minister stating that CAPE is no longer a part of TAAPCS, that TAAPCS does not speak for CAPE or represent CAPE in any way, and to also inform CAPE’s Education Manager.
Moved: Barry Finkelman / Seconded: Natasha LeRuyet-Warriner / Carried

9.2 Medicine Hat College Scholarship

Motion 2024-03-27-10 Motion that the CAPE Board match the CAPE School Council \$600.00 scholarship for the 2023/24 budget year for a total of \$1,200.00 at the Medicine Hat College for the 2024/25 college year, for past CAPE students to be administered by the College and awarded on the basis of academic merit or financial need.
Moved: Amanda Sears / Seconded: Natasha LeRuyet-Warriner / Carried

BOARD MINUTES: continued

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9.3 2024-2025 Calendar

Motion 2024-03-27-11

Motion to accept the 2024-2025 calendar, as presented.

Moved: Amanda Sears / Seconded: Natasha LeRuyet-Warriner / Carried

10. Date of the Next Meetings:

11.1 CAPE Finance/Audit Committee meeting: Friday, April 19, 2024 @ 10:00 a.m. (virtual meeting).

11.2 CAPE Board meeting: Wednesday, April 24, 2024 @ 6:30 p.m. (CAPE School, lab).

12. Adjournment

Motion 2024-03-27-12

Motion to adjourn the meeting at 8:18 p.m.

Moved: Ryan Papove / Carried