

CAPE
Centre for Academic and Personal Excellence

MINUTES

Type of Meeting: Board **Date:** January 29, 2025 **Page:** 1/3 **Initials:** Board Chair ____ Recording Secretary ____
Approved: February 26, 2025 **Amended:** month/day/year **Recorded by:** J. Ouellet

Board Meeting
Wednesday, January 29, 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 6:32 p.m..

Present:

Sarah Chaudhary , Board Chair	Syed Naqvi , Board Vice-Chair
Natasha LeRuyet Warriner , Treasurer	Amanda Sears , Secretary
Michele Mayer , Board Member	Sandeep Pareek , Board Member
Lea Drysdale , School Council Representative	Barry Finkelman , Community Representative

Absent with Regrets: Ryan Papove

Administration:

Teresa Di Ninno, Superintendent **Brian Celli**, Deputy Superintendent **Janice Ouellet**, Secretary-Treasurer

Guests:

Additions to the Agenda: NIL

1. Approval of Agenda

Motion 2025-01-29-01

Motion to approve the January 29, 2025 agenda.

Moved: Amanda Sears / Seconded: Michele Mayer / Carried

2. Approval of Minutes

Motion 2025-01-29-02

Motion to approve the minutes of the November 27, 2024 CAPE Board of Directors meeting, as presented.

Moved: Barry Finkelman / Seconded: Syed Naqvi / Carried

Consent Agenda

3. Reports

3.1 Principal Report: Jeney Gordon

Updates on the school-wide events leading to Christmas and the subsequent school closure, Science Day and Science Fair, and financial literacy as the Focus Friday topic, among other updates.

3.2 Director of Student Services: Linda Krochak

A new practicum student as well as the screening for the Integrated Setting for Enrichment Education (I.S.E.E.) were mentioned in the report.

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3.3 Facility Manager: Marissa Hamill

The report touched on the icy conditions, snow removal, winter preventative maintenance, and gym rentals.

3.4 Technology Report: Cali Berard

No Report

3.5 VP-Wellness Report: Pam Edey

No report

3.6 School Council Report: Lea Drysdale

No Report

3.7 Deputy Superintendent Report: Brian Celli

The onboarding, Capital Planning updates, and Bill 27 were part of the report.

3.8 Superintendent Report: Teresa Di Ninno

The new curricula and the timeline, the AERR meeting with the education manager and a brief update on the by laws revision were addressed.

3.9 Board Chair Report: Sarah Chaudhary

Included in another section.

4. Correspondence

4.1 The letter from Erin Owens, Executive Director, Capital Planning re Value scoping was reviewed.

5. Discussion/Information Items:

5.1 Invitation to participate in a TV interview was not addressed.

Motion 2025-01-29-03

Motion to accept consent agenda.

Moved: Lea Drysdale / Seconded: Amanda Sears / Carried

6. Committees Reports:

6.1 Report/Motions from Finance/Audit Committee of January 24, 2025

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

Motion 2025-01-29-04

Motion to accept the Financial/Audit Committee Report of January 41, 2025 and the revenues & expenses to December 31, 2024, as presented.

Moved: Seconded: Natasha LeRuyet Warriner / Seconded: Michele Mayer / Carried

6.1.2 The Secretary-Treasurer presented 2025-26 Fee Schedule. Discussion on smaller, consistent increases in fees annually being somewhat reflective of inflation.

Motion 2025-01-29-05

Motion to approve the 2025-26 Fee Schedule, as presented.

Moved: Seconded: Natasha LeRuyet Warriner / Seconded: Syed Naqvi / Carried

6.1.3 The Secretary-Treasurer presented the Accumulated Deficit from Operations (from Aug 31, 2024) Elimination Plan, for for the year ending Aug 31, 2025.

Motion 2025-01-29-06

Motion to approve the Accumulated Deficit from Operations (from Aug 31, 2024) Elimination Plan, for for the year ending Aug 31, 2025, as presented.

Moved: Seconded: Natasha LeRuyet Warriner / Seconded: Sandeep Pareek / Carried

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6.1.4 The Secretary-Treasurer presented the Charter School insurance RFP update, stated that collaboration with other charter schools in seeking a new broker was a positive approach.

7. Business arising from the Minutes of the November 29, 2024 Board Meeting

7.1 An update by the Board Chair re City of Medicine Hat Joint Use Agreement was presented; meetings continue.

7.2 A working group/committee was struck to address the Value Scoping, Capital Plans, and Facility issues; Board Chair, Secretary, Superintendent, Deputy Superintendent, Principal, and any other interested board member or administrator. A first meeting is to follow.

7.3 Update on Bylaws: no update.

8. New Items:

Motion 2025-01-29-07

Motion to grant the Long Term Special Leave of Absence without Pay.

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

9. Date of the Next Meetings:

9.1 CAPE Finance/Audit Committee meeting: Thursday, February 20, 2025 @ 10:00 a.m. (virtual meeting).

9.2 CAPE Board meeting: Wednesday, February 26, 2025 @ 6:30 p.m. (CAPE School, lab).

10. Adjournment

Motion 2025-01-29-08

Motion to adjourn the meeting at 8:00 p.m.

Moved: Natasha LeRuyet Warriner / Carried