

CAPE
Centre for Academic and Personal Excellence

MINUTES

Type of Meeting: Board **Date:** September 25, 2024 **Page:** 1/3 **Initials:** Board Chair ____ Recording Secretary ____
Approved: October 30, 2024 **Amended:** month/day/year **Recorded by:** J. Ouellet

Board Meeting

Wednesday, September 25, 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 6:30 p.m..

Present: Sarah Chaudhary, Board Chair
Barry Finkelman, Board Member
Ryan Papove, Board Member
Michele Mayer, Board Member

Syed Naqvi, Board Vice-Chair (virtual)
Amanda Sears, Board Member
Lea Drysdale, School Council Rep

Absent with Regrets: Sandeep Pareek, Natasha LeRuyet-Warriner

Administration:

Teresa Di Ninno, Superintendent

Janice Ouellet, Secretary-Treasurer

Guests:

Additions to the Agenda: NIL

1. Approval of Agenda

Motion 2024-09-25-01

Motion to approve the September 25, 2024 agenda.

Moved: Barry Finkelman / Seconded: Ryan Papove / Carried

2. Approval of Minutes

Motion 2024-09-25-02

Motion to approve the minutes of the August 28, 2024 CAPE Board of Directors meeting, as presented.

Moved: Aidé Hilsendeger / Seconded: Syed Naqvi / Carried

Motion 2024-09-25-03

Motion to approve the minutes of the CAPE Board of Directors September 11, 2024 Organizational Meeting, as presented.

Moved: Michele Mayer / Seconded: Barry Finkelman / Carried

Consent Agenda

3. Reports

3.1 Principal Report: Jeney Gordon

Updates on registrations numbers, the Meet the Staff Event, goal setting meetings, fire/lock down/tornado drills, and assessments were presented.

3.2 Director of Student Services: Linda Krochak

An update on service providers, the Student Support position, English as an Additional Language assessments was presented.

3.3 Facility Manager: Marissa Hamill

The report highlighted the Alberta Health Services playground inspection.

3.5 VP-Wellness Report: Pam Edey

No report

3.6 School Council Report: Lea Drysdale No Report

3.7 Superintendent Report: Teresa Di Ninno

Updates on Value Scoping proposal, the meeting with the Minister's Chief of Staff, data collection for the Annual Education Results Report (AERR) and the new requirements for Professional Development for the superintendent were provided.

3.8 Board Chair Report: Sarah Chaudhary

Information was shared about the new Charter School Accelerated Program. The goal of this program is the creation of 12,500 new spaces in charter schools over the next four years.

4. Correspondence

5. Discussion/Information Items

5.1 Technology Report: Cali Berard

The report's main item was the loss of six (6) iPads due to theft. More information was requested.

5.2 Letter from the Board Chair to Hon. Danielle Smith was shared. Similar letters were sent to MLA Justin Wright (dropped off at office) and our Education Minister (via email).

Motion 2024-09-25-04 Motion to accept the consent agenda, as presented.

Moved: Syed Naqvi, / Seconded: Ryan Papove / Carried

6. COMMITTEES REPORTS:

6.1 Report/Motions from Finance/Audit Committee of August 22, 2024

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

Motion 2024-09-25-05 Motion to accept the Financial/Audit Committee Report of September 20, 2024 and the revenues & expenses to August 31, 2024, as presented.

Moved: Barry Finkelman / Seconded: Syed Naqvi / Carried

6.1.2 Proposed bad debt allowance for 2023/24 was presented for information noting the total is over budget. Uncashed transportation cheques were the subject of a brief discussion.

6.1.3 The 2024-25 Insurance policy renewal was presented as an information item.

6.2 The Board Chair presented a brief overview of the work of the Succession Planning Committee.

7. Business arising from the Minutes of the August 28, 2024 Board Meeting

7.1 An update by the Board Chair re City of Medicine Hat Joint Use Agreement was presented; next in-person meeting is Oct 21 and the City seems to be trying to accommodate all parties' concerns.

7.2 Medicine Hat Scholarship was awarded, there will be media as well as social media exposure.

7.3 A brief update on the Value Scoping was provided. Capital Planning and the architectural firm were contacted.

7.4 The Accumulated/Banked Time document as an administrative Procedure was presented and reviewed.

Motion 2024-09-25-06 Motion to receive AP 6.0 as information.

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

7.5 Motion 2024-09-25-07 Motion to approve Policy 2.22 Personal Mobile Devices, as presented.

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

7.6 Policy 6.03 Suspension and Dismissal of a Teacher Designated to a Leadership Position - to be deferred.

8. New Items:

8.1 CAPE Confidentiality Agreement - deferred to October 2024 meeting.

8.2 School Council proposal: mural on the west exterior wall of the building.

Motion 2024-09-25-08 Motion to approve the School Council mural proposal

Moved: Lea Drysdale / Seconded: Syed Naqvi / Carried

9. Date of the Next Meetings:

9.1 CAPE Finance/Audit Committee meeting: Thursday, October 24, 2024 @ 10:00 a.m. (virtual meeting).

9.2 CAPE Board meeting: Wednesday, October 30, 2024 @ 6:30 p.m. (CAPE School, lab).

10. Adjournment

Motion 2024-09-25-09 Motion to adjourn the meeting at 8:05 p.m.

Moved: Lea Drysdale / Carried