

CAPE
Centre for Academic and Personal Excellence

MINUTES

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

Board Meeting
Wednesday, February 26, 2025
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..

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|-----------------|---|--|
| Present: | Sarah Chaudhary , Board Chair Natasha LeRuyet Warriner , Treasurer Michele Mayer , Board Member Barry Finkelman , Community Representative | Syed Naqvi , Board Vice-Chair Amanda Sears , Secretary Ryan Papove , Board Member |
|-----------------|---|--|

Absent with Regrets: Sandeep Pareek, Lea Drysdale

Administration:

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

Guests:

Additions to the Agenda: NIL

1. Approval of Agenda

Motion 2025-02-26-01

Motion to approve the February 26, 2025 agenda.

Moved: Barry Finkelman / Seconded: Michele Mayer / Carried

2. Approval of Minutes

Motion 2025-02-26-02

Motion to approve the minutes of the January 29, 2025 CAPE Board of Directors meeting, as presented.

Moved: Michele Mayer / Seconded: Syed Naqvi / Carried

Consent Agenda

3. Reports

3.2 Director of Student Services: Linda Krochak

The screening process for next year's ISEE students was the focus of the report.

3.3 Facility Manager: Marissa Hamill

No report

3.4 Technology Report: Cali Berard

No Report

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3.5 VP-Wellness Report: Pam Edey

No report

3.6 School Council Report: Lea Drysdale

No Report

3.8 Superintendent Report: Teresa Di Ninno

Checking on possible year 4 charter evaluation, work on the bylaws, engagement with Education on potential changes to charter schools as well as the Kiwanis Regional Science Fair 2025 were addressed.

3.9 Board Chair Report: Sarah Chaudhary

An overview of the Strategic Plan developed on March 25, 2023 was presented.

4. Correspondence

- 4.1** An invitation to the Second Annual Charter Schools Board Networking Event at Suzuki Charter School was presented.

5. Discussion/Information Items:

- 5.1** Principal Report: discussion on registrations 25-26.

- 5.2** Deputy Superintendent Report: Methanex Grant/Partnership was discussed as well possible ties with the Inner Development Goals (IDG) and the current Social Emotional Learning Program, Capital Plans and the possibility of a Pre-K were discussed. The Board of Directors requested a report on the Pre-K Program.

- 5.3** The new AP 4.06 Hiring and Employment Protocols was reviewed, discussion one adherence with the labour standards, alignment of contract with policies and administrative procedures.

- 5.4** The revised AP 6.06 Staff Leaves and Absences was reviewed.

- 5.5** The revised AP 6.07 Professional Development was reviewed.

Motion 2025-02-26-03 Motion to accept consent agenda.

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

6. Committees Reports:

6.1 Report/Motions from Finance/Audit Committee of February 20, 2025

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

Motion 2025-02-26-04 Motion to accept the Financial/Audit Committee Report of February 20, 2025 and the revenues & expenses to January 31, 2025, as presented.

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

7. Business arising from the Minutes of the January 29, 2025 Board Meeting

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

- 7.2** An update was provided by the Deputy Superintendent on the work to date.

- 7.3** Update on Bylaws was provided by the Superintendent, there is progress.

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7.4 There is interest within the Board of Directors to participate in a TV interview was not addressed.

7.5 There is no interest within the Board of Directors to provide feedback on continuous charters.

8. New Items:

8.1 Motion 2025-02-26-05 Motion to approve the revised Policy 2.21 Board Delegation of Authority, as presented.
Moved: Seconded: Barry Finkelman / Seconded: Amanda Sears / Carried

8.2 Motion 2025-02-26-06 **Motion to approve the** revised Contract of Employment template, as presented.
Moved: Seconded: Barry Finkelman / Seconded: Amanda Sears / Carried

9. Date of the Next Meetings:

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

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

10. Adjournment

Motion 2025-02-26-07 Motion to adjourn the meeting at 9:07 p.m.
Moved: Natasha LeRuyet Warriner / Carried