

**CAPE**  
**Centre for Academic and Personal Excellence**

**MINUTES**

**Type of Meeting:** Board   **Date:** June 26, 2024   **Page:** 1/3   **Initials:** Board Chair \_\_\_\_ Recording Secretary \_\_\_\_  
**Approved:** August 28, 2024   **Amended:** month/day/year   **Recorded by:** J. Ouellet

---

**Board Meeting**  
**Wednesday, June 26, 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  
Aidé Hilsendeger, Secretary  
Amanda Sears, Board Member

Syed Naqvi, Board Vice-Chair  
Barry Finkelman, Board Member  
Ryan Papove, Board Member

**Absent with Regrets:** Natasha LeRuyet-Warriner, Michele Mayer, Lea Drysdale, Sandeep Pareek

**Administration:**

Teresa Di Ninno, Superintendent

Janice Ouellet, Secretary-Treasurer

**Absent with Regrets:**

**Guests:**

**1. Additions to the Agenda:** NIL

**2. Approval of Agenda**

**Motion 2024-06-26-01**

Motion to approve the June 26, 2024 agenda.

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

**3. Approval of Minutes**

**Motion 2024-06-26-02**

Motion to approve the minutes of the May 29, 2024 CAPE Board of Directors meeting, as presented.

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

## **Consent Agenda**

### **4. Reports**

**4.1 Principal Report: Jeney Gordon**

Update on school nutrition program, final exams, Office summer hours, staffing, and other topics was presented.

**4.2 Director of Student Services: Linda Krochak**

Specialized supports, screening of incoming Kindergarten students and Individualized Program Plans (IPPs) were addressed in the report.

**4.3 Facility Manager: Marissa Hamill**

Summer repairs and school summer cleaning were addressed within the report.

**4.4 Technology Report: Cali Berard No Report**

**4.5 VP-Wellness Report: Pam Edey No Report**

**4.6 School Council Report: Lea Drysdale No Report**

**4.7 Superintendent Report: Teresa Di Ninno**

Update on Value Scoping proposal, professional development of staff as part of the Director of Student Services succession, superintendents meeting was provided.

**4.8 Board Chair Report: Sarah Chaudhary No Report**

### **5. Correspondence**

**5.1** An invitation from Suzuki charter school was reviewed re the planned Educational Governance Orientation.

**5.2.** The Ministerial letter approving the charter amendments was presented and reviewed.

### **6. Discussion/Information Items**

**6.1** The Ministerial order Personal Mobile Devices was discussed at length.

**Motion 2024-06-26-03**

Motion to accept the Consent Agenda, as presented.

**Moved: Amanda Sears / Seconded: Syed Naqvi / Carried**

### **7. COMMITTEES REPORTS:**

**7.1 Report/Motions from Finance/Audit Committee of June 20, 2024**

**7.1.1** The Secretary-Treasurer reviewed key components of the financial report. A discussion on sub teacher expense, banked time, and gym revenue vs banked time a part of the Board review.

**Motion 2024-06-26-04**

Motion to accept the Financial/Audit Committee Report of June 20, 2024 and the revenues & expenses to May 31, 2024, as presented.

**Moved: Syed Naqvi / Seconded: Barry Finkelman / Carried**

**7.1.2** Group benefits proposal was presented by the Secretary-Treasurer and discussed.

**Motion 2024-06-26-05**

Motion to approve TotalGuard with Western Financial Group as CAPE's new benefits provider effective Sept 1, 2024.

**Moved: Aidé Hilsendeger / Seconded: Amanda Sears / Carried**

**BOARD MINUTES: continued**

**Wednesday, June 26, 2024**

Page: 3/3

**7.1.3** IMR/CMR balances presented for information.

**7.2** Succession planning update was presented by the chair of the committee, Sarah Chaudhary.

**Motion 2024-06-26-06** Motion to accept the Succession Committee Chair's report.

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

## **8. Business arising from the Minutes of the May 29, 2024 Board Meeting**

**8.1** No update by the Board Chair re City of Medicine Hat Joint Use Agreement.

**8.2** Medicine Hat Scholarship; brief update provided, work in progress.

**8.3** Day Care Pilot Project and inconsistent/incomplete information received was discussed, deferred until at least the new school year.

**Motion 2024-06-26-07** Motion to accept the Daycare/OSC proposal as information only.

**Moved: Barry Finkelman / Seconded: Aidé Hilsendeger / Carried**

## **9. New Items:**

**9.1** An update to the Value Scoping Proposal was presented, a conversation followed.

## **10. Date of the Next Meetings:**

**10.1** CAPE Finance/Audit Committee meeting: Thursday, August 22, 2024 @ 10:00 a.m. (virtual meeting).

**10.2** CAPE Board meeting: Wednesday, August 28, 2024 @ 6:30 p.m. (CAPE School, lab).

## **11. Adjournment**

**Motion 2024-06-26-08** Motion to adjourn the meeting at 8:12 p.m.

**Moved: Amanda Sears / Carried**