

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

**MINUTES**

**Type of Meeting:** Board      **Date:** May 27, 2026      **Page:** 1/2      **Initials:** Board Chair *SC* Recording Secretary *JO*  
**Approved:** June 24, 2026      **Amended:** month/day/year      **Recorded by:** J.Ouellet

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**Board Meeting  
Wednesday, May 27, 2026  
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.

|                 |                                                                                           |                                                                                                                                                               |
|-----------------|-------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Present:</b> | Sarah Chaudhary, Chair<br>Natasha LeRuyet Warriner, Treasurer<br>Michele Mayer, Secretary | Sara Brar, Parent Representative<br>Lea Drysdale, Parent Representative<br>Barry Finkelman, Community Representative<br>Ryan Papove, Community Representative |
|-----------------|-------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Absent with Regrets:** Syed Naqvi, Amber Severin

**Administration:**  
Brian Celli, Superintendent      Janice Ouellet, Secretary-Treasurer

**Guests:** n/a

**1. Presentations:**

1.1 Governance Minute tabled until all board members are available

**2. Approval of Agenda**

**Motion 2026-05-27-01**      Motion to approve the May 27, 2026 meeting agenda  
**Moved: Barry Finkelman / Seconded: Sara Brar / Carried**

**3. Approval of Minutes**

**Motion 2026-05-27-02**      Motion to approve the minutes of the April 29, 2026 CAPE Board meeting, as presented.  
**Moved: Michele Mayer / Seconded: Barry Finkelman / Carried**

**Motion 2026-05-27-03**      Motion to approve the minutes of the May 22, 2026 Special Board meeting, with date correction.  
**Moved: Ryan Papove / Seconded: Michele Mayer / Carried**

**Consent Agenda**

**4. Reports**

**4.1 Chair of the Board:** Sarah Chaudhary (no report)

**4.2 Superintendent's Report:** Brian Celli

The Superintendent noted time spent in planning for the upcoming school year including finalizing the Education Plan, budgeting and registrations.

**4.3 Principal's Report:** Jeney Gordon

The report included referencing of highlights from Satisfaction surveys, updates on current & potential extra-curricular activities, results from the Regional Heritage Fair and other events.

**4.4 School Council Report:** Amber Severin (no report)

**Motion 2026-05-27-04**      Motion to receive the consent agenda, as presented.  
**Moved: Lea Drysdale / Seconded: Sara Brar / Carried**

**5. Committees Reports:**

**5.1 Report/Motions from Finance/Audit Committee of May 20, 2026**

The Secretary-Treasurer reviewed key components of the financial report including safety & IMR funding received, and continued spending on Repairs & Maintenance.

**Motion 2026-05-27-05** Motion to receive the Finance/Audit Committee Report of May 20, 2026 and the revenues & expenses to April 30, 2026, as presented.  
**Moved: Natasha LeRuyet Warriner / Seconded: Lea Drysdale / Carried**

**Motion 2026-05-27-06** Motion to approve changes to CAPE's salary grids as recommended by the Finance Committee (and as presented).  
**Moved: Natasha LeRuyet Warriner / Seconded: Barry Finkelman / Carried**

**5.2 Reports/Motions from other committees**

1. Strategic Planning Committee: The final 3-yr plan was presented after significant changes from prior years' format.

**Motion 2026-05-27-07** Motion to accept the Three Year Plan, 2026-27 – 2028-29, as presented.  
**Moved: Michele Mayer / Seconded: Natasha LeRuyet Warriner / Carried**

2. Bylaws and Policies Committee – no report

3. Capital Planning Committee – no report

**6. Business arising from previous Board Meetings**

**6.1 Budget 2026-2027**

**Motion 2026-05-27-08** Motion to approve Budget 2026-27, as presented.  
**Moved: Natasha LeRuyet Warriner / Seconded: Lea Drysdale / Carried**

**6.2 Draft Calendar 2026-2027**

**Motion 2026-05-27-09** Motion to approve Calendar 2026-27, as presented, and pending clarification on tentative cultural days.  
**Moved: Natasha LeRuyet Warriner / Seconded: Lea Drysdale / Carried**

**7. Discussion/Information Items:**

7.1 Preliminary APORI Results – overall summary provided.

**8. New Items:**

8.1 Access to Information and Protection of Privacy Policy – The Superintendent presented this policy highlighting it's intention for accountability, transparency, and accommodating requests. Further training and guidance will be sought as this policy is implemented.

**Motion 2026-05-27-10** Motion to accept the Access to Information & Protection of Privacy Policy, with amendments.  
**Moved: Barry Finkelman / Seconded: Michele Mayer / Carried**

**9. Date of the next meetings:**

9.1 CAPE AGM: Wednesday, June 3, 2026 @ 6:30 p.m. (CAPE School, staff/board room)

9.2 Finance/Audit Committee meeting: Wednesday, June 17, 2026 @ 10:00 a.m. (virtual meeting)

9.3 CAPE Board meeting: Wednesday, June 24, 2026 @ 6:30 p.m. (CAPE School, staff/board room)

**10. Adjournment**

**Motion 2026-05-27-11** Motion to adjourn the meeting at 8:07 p.m.  
**Moved: Lea Drysdale / Carried**