

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

MINUTES

Type of Meeting: Board **Date:** February 25, 2026 **Page:** 1/2 **Initials:** Board Chair SC Recording Secretary JO
Approved: March 25, 2026 **Amended:** month/day/year **Recorded by:** J. Ouellet

**Board Meeting
Wednesday, February 25, 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 6:35 p.m.

Present:	Sarah Chaudhary , Chair Michele Mayer , Secretary Natasha LeRuyet Warriner , Treasurer	Sara Brar , Parent Representative Lea Drysdale , Parent Representative Ryan Papove , Community Representative Amber Severin , School Council Representative
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Absent with Regrets: Barry Finkelman, Syed Naqvi

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

Guests: Cali Berard, CAPE School Vice-Principal

1. Presentations:

1.1 Cali Berard presented information on CAPE's math program including navigating issues in students' transition from grade 9 to grade 10 and onward math courses.

2. Approval of Agenda

Motion 2026-02-25-01 Motion to approve the February 25, 2026 meeting agenda, with additions.
Moved: Michele Mayer / Seconded: Sara Brar / Carried

3. Approval of Minutes
Motion 2026-02-25-02

Motion to approve the minutes of the January 28, 2026 CAPE Board meeting, as presented.
Moved: Amber Severin / Seconded: Sara Brar / Carried

Consent Agenda

4. Reports

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

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

The Superintendent highlighted updates on Capital Planning and School Safety Review.

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

The report highlighted recent school events, updates on 2026/27 registration, enhancement of nutrition program, and updates on staff professional development.

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

Motion 2026-02-25-03 Motion to receive the consent agenda, as presented.
Moved: Lea Drysdale / Seconded: Michele Mayer / Carried

5. Committees Reports:

5.1 Report/Motions from Finance/Audit Committee of February 18, 2026

The Secretary-Treasurer reviewed key components of the financial report including receipt of expected and additional nutrition funding, the deadline to spend notable amounts, and the impact on year-to-date surplus.

Motion 2026-02-25-04 Motion to receive the Finance/Audit Committee Report of February 18, 2026 and the revenues & expenses to January 31, 2026, as presented.
Moved: Amber Severin / Seconded: Natasha LeRuyet Warriner / Carried

5.2 Reports/Motions from other committees

1. Strategic Planning Committee – held first meeting and discussed how best to prep CAPE students for high school and onward, the impact of AI, and integration projects.
2. Bylaws and Policies Committee – no report
3. Capital Planning Committee – held first meeting and discussed their purpose as a committee.

6. Business arising from previous Board Meetings

- 6.1 Superintendent Evaluation – Chair to send previously used template to board members.
- 6.2 Board Training – the Board is asked to think about timing for in-person training, and what they would like to learn.
- 6.3 Facility Rental Insurance – the Secretary-Treasurer noted key points for discussion on whether or not to make every rental group obtain insurance, or continue to assess case by case considering the duration of a rental & risk-level of activity.

7. Discussion/Information Items:

- 7.1 The Superintendent provided a demonstration on two different AI platforms including one that was developed in Alberta and is targeted towards Education.

8. New Items:

8.1 AERR addendum

Motion 2026-02-25-05 Motion to approve the Addendum to the 2024-2025 AERR, as presented.
Moved: Sara Brar / Seconded: Lea Drysdale / Carried

8.2 MHC joint scholarship (CAPE School and CAPE School Council)

Motion 2026-02-25-06 Motion that the CAPE Board match the CAPE School Council \$600 scholarship for a total of \$1,200 for the 2026/27 academic year at the Medicine Hat College for past CAPE students to be administered by the College and awarded on the basis of academic merit or financial need.
Moved: Lea Drysdale / Seconded: Amber Severin / Carried

8.3 Personnel matter

Motion 2026-02-25-07 Motion to move into an in-camera session, 8:23pm.
Moved: Natasha LeRuyet Warriner / Seconded: Amber Severin / Carried
The Superintendent and Secretary-Treasurer left the room.

Motion 2026-02-25-08 Motion to move out of in-camera session, 8:51pm
Moved: Lea Drysdale / Seconded: Michele Mayer / Carried
The Superintendent and Secretary-Treasurer returned to the room.

8.4 Board/staff contact list – a contact list has been requested consisting of Board members, Superintendent and Secretary-Treasurer.

9. Date of the next meetings:

- 9.1 Finance/Audit Committee meeting: Wednesday, March 18, 2025 @ 10:00 a.m. (virtual meeting)
- 9.2 CAPE Board meeting: Wednesday, March 25, 2026 @ 6:30 p.m. (CAPE School, staff/board room)

10. Adjournment

Motion 2026-02-09 Motion to adjourn the meeting at 8:52 p.m.
Moved: Amber Severin / Carried