

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

MINUTES

Type of Meeting: Board **Date:** March 25, 2026 **Page:** 1/2 **Initials:** Board Chair *SC* Recording Secretary *JO*
Approved: April 29, 2026 **Amended:** month/day/year **Recorded by:** J. Ouellet

**Board Meeting
Wednesday, March 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 6:33 p.m.

Present: **Sarah Chaudhary**, Chair **Sara Brar**, Parent Representative
 Natasha LeRuyet Warriner, Treasurer **Lea Drysdale**, Parent Representative
 Barry Finkelman, Community Representative **Amber Severin**, School Council Representative
 Ryan Papove, Community Representative

Absent with Regrets: Michele Mayer, Syed Naqvi

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

Guests: SOC CAPE Students

1. Presentations:

1.1 Cape students presented information on the upcoming Special Olympics to be hosted in Medicine Hat, including the benefits to the community and how volunteers can become involved. Feedback on the presentation was provided.

2. Approval of Agenda

Motion 2026-03-25-01 Motion to approve the March 25, 2026 meeting agenda, with changes.
Moved: Barry Finkelman / Seconded: Lea Drysdale / Carried

3. Approval of Minutes
Motion 2026-03-25-02

Motion to approve the minutes of the February 25, 2026 CAPE Board meeting, as presented.
Moved: Lea Drysdale / Seconded: Amber Severin / Carried

Motion 2026-03-25-03

Motion to approve the minutes of the March 11, 2026 Special Board meeting, with amendments.
Moved: Amber Severin / Seconded: Ryan Papove / Carried

Consent Agenda

4. Reports

4.1 Chair of the Board: Sarah Chaudhary

The Chair noted various committee meetings attended including Special Olympics and Joint-Use.

4.2 Superintendent's Report: Brian Celli

The Superintendent highlighted updates on plans for a centralized filing system, CAPE's SOC, and ongoing capital planning and Project Proposal.

4.3 Principal's Report: Jeney Gordon

The report highlighted various school events and fundraisers, updates on 2026/27 registration and current year OSC attendance, purchases planned for the nutrition program, and staffing updates.

BOARD MINUTES: continued

Wednesday, March 25, 2026

Page: 2/2

Consent Agenda (continued)

4.4 School Council Report: Amber Severin & Lea Drysdale (oral report)

The report noted approximate bank account balances for both the regular and gaming accounts, and plans to support the mezzanine space build.

Motion 2026-03-25-04

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 March 18, 2026

The Secretary-Treasurer reviewed key components of the financial report including planned nutrition spending, and preliminary information on Budget 2026-27.

Motion 2026-03-25-05

Motion to receive the Finance/Audit Committee Report of March 18, 2026 and the revenues & expenses to February 28, 2026, as presented.

Moved: Natasha LeRuyet Warriner / Seconded: Amber Severin / Carried

5.2 Reports/Motions from other committees

1. Strategic Planning Committee – no meeting held in March, next meeting April 15
2. Bylaws and Policies Committee – no report
3. Capital Planning Committee – presented 3-year Capital Plan and Public Charter School Project Proposal (confidential) including possible timeline for approval or feedback.

Motion 2026-03-25-06

Motion to approve CAPE Capital Plan 2027/28-2029/30, as amended.

Moved: Amber Severin / Seconded: Barry Finkelman / Carried

6. Business arising from previous Board Meetings

- 6.1 School Photos – the Secretary-Treasurer explained the past choice in using a non-local photography company.
- 6.2 MHC-CAPE Scholarship – the Secretary-Treasurer provided the name of the 2025-26 recipient and plan for communication from the College going forward.
- 6.3 Board Training – discussion on possible topics, and for the Superintendent to offer short training sessions at start of meetings
- 6.4 Personnel Matter

Motion 2026-03-25-07

Motion to move into an in-camera session, 8:16pm.

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

Motion 2026-03-25-08

Motion to move out of in-camera session, 8:26pm.

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

7. Discussion/Information Items:

7.1 none

8. New Items:

8.1 AGM date – set for June 3, 2026

9. Date of the next meetings:

9.1 Finance/Audit Committee meeting: Wednesday, April 22, 2026 @ 10:00 a.m. (virtual meeting)

9.2 CAPE Board meeting: Wednesday, April 29, 2026 @ 6:30 p.m. (CAPE School, staff/board room)

10. Adjournment

Motion 2026-03-09

Motion to adjourn the meeting at 8:28 p.m.

Moved: Sara Brar / Carried