



# Almadina Language Charter Academy

## Board of Directors

### Regular Meeting

Thursday, October 16, 2014 7:30pm

#118, 3132 26<sup>th</sup> ST NE, Calgary AB T1Y 6Z1

---

## Minutes

---

### Members Present:

Haytham Ghouriri Chair  
Mohamad Elrafih Director

Mohamed Salih Vice Chair  
Issa Mosa Director

Mohamad El Jabali Director  
Sohail Sherwani Director

### Members Absent:

Sajjad Hussein Director

### Staff Present:

Yvonne DePeel Superintendent, Wanda Hayes Executive Assistant, Suzanne Bedard Secretary Treasurer

#### 1. CALL TO ORDER

Meeting was called to order at 7:36 pm

#### 2. APPROVAL OF AGENDA – October 16, 2014

**Motion: 14-10-16-1** Moved by: Mohamad Elrafih, Seconded by Mohamed Salih  
The Board approves the agenda as amended.

**Carried**

#### 3. APPROVAL OF MINUTES

**Motion: 14-10-16-2** Moved by Mohamed Salih, Seconded by Mohamad El Jabali  
The Board approves the minutes from the Regular Board Meeting –September 15, 2014, as presented.

**Carried**

#### 4. ACTION

##### 6.2 Motion: 14-10-16-3 In Camera

The board approves going In Camera to discuss a number of issues.

**Carried**

##### 6.3 Motion: 14-10-16-4 Out of Camera

The board approves moving out of camera

**Carried**

##### 6.4 Motion: 14-10-16-5 Moved by Issa Mosa, Seconded by Mohamed Salih

The board approves an extension of up to but not to exceed an extra 10 days for the Secretary Treasurer to prepare for the Audit and budget update.

**Carried**

##### 6.5 Motion: 14-10-16-6 Moved by Mohamed Salih, Seconded by Issa Mosa

The board approves the consulting fee for Western Research Group for up to but not to exceed \$5,000.00. All changes to policy and procedure manuals are subject to board approval.

**Carried**

**6.6 Motion: 14-10-16-7** Moved by Mohamad Elrafih, Seconded by Mohamed Salih

The board approves the Chair to sign a new contract for the Superintendent following discussion on job descriptors.

**Carried**

**5. INFORMATION FOR DISCUSSION**

- 5.1 Year to date Financials – presented by the Secretary Treasurer
- 5.2 Policy review – (Whistleblower) (as mandated by the Government of Canada, must be in compliance) – this is not policy and is to be moved into the procedures manual
- 5.3 Election Planning – Election guide – information and time lines were discussed
- 5.4 Review of high school request – on hold till after Government elections
- 5.5 Review of 15 year lease progress – not discussed
- 5.6 Review of new school facility progress – included in Superintendents report
- 5.7 Professional membership renewal of our staff member – discussed in camera and motion carried
- 5.8 Consulting fee – Final review of our policy / procedural manuals - discussed in camera and motion carried

**6. SUPERINTENDENT REPORT**

The Superintendent submitted her report and gave a brief update on progress for ongoing projects.

**7. INFORMATION NON DISCUSSION**

The Principals reports were submitted as part of the board package for information purposes.

**8. OTHER**

**9. COMMENTS FROM THE CHAIR**

The Chair thanked everyone.

**10. ADJOURNMENT**

The meeting was adjourned at 10:33 pm.

*Signature on file*

Haytham Ghouriri Board Chair

*Signature on file*

Wanda Hayes, Executive Secretary

---

**BOARD ATTENDANCE RECORD**

---

| <b>Board Member</b>     | <b>Signature</b>         | <b>Time of Arrival</b> |
|-------------------------|--------------------------|------------------------|
| <b>Haytham Ghouriri</b> | <b>Signature on File</b> | <b>6:00 pm</b>         |
| <b>Mohamed Salih</b>    | <b>Signature on File</b> | <b>7:00 pm</b>         |
| <b>Sajjad Hussain</b>   | <b>Signature on File</b> | <b>excused</b>         |
| <b>Issa Mosa</b>        | <b>Signature on File</b> | <b>7:20 pm</b>         |
| <b>Mohamad ElJabali</b> | <b>Signature on File</b> | <b>7:30 pm</b>         |
| <b>Sohail Sherwani</b>  | <b>Signature on File</b> | <b>7:45 pm</b>         |
| <b>Mohamad Elrafih</b>  | <b>Signature on File</b> | <b>7:00 pm</b>         |