



# Almadina Language Charter Academy

## Board of Directors

### Regular Meeting

Friday June 24, 2016 at 5:30 pm

Central Office

#118, 3132 - 26 Street NE, Calgary, AB T1Y 6Z1

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## Minutes

### Members Present:

Haytham Ghouriri, Chair

Issa Mosa, Director

Sohail Sherwani, Vice Chair

Samir Jalloul, Director

Mohamed Salih, Treasurer

Abdal Aziz Houmsi, Director

**Members Excused:** Mohamed El Jabali

### Staff Present:

Yvonne DePeel Superintendent, Suzanne Bedard Secretary Treasurer

### Guests Present:

Jamal ElRafih – Principal, Ogden Campus

Shakila Raja – Principal, Mountain View Campus

#### 1. CALL TO ORDER

Meeting was called to order at 5:31 pm

#### 2. APPROVAL OF AGENDA –

**Motion: 16-06-24-1** Moved by Issa Mosa

The Board approves the agenda as amended (addition of school supplies under point 5).

**Carried**

#### 3. APPROVAL OF MINUTES

**Motion: 16-06-24-2** Moved by Abdal Aziz Houmsi

The Board approves the minutes from the Regular Board Meeting – May 26, 2016 as presented.

**Carried**

#### 4. DELEGATION #1 – Student trip to Europe

The item was tabled until the regular September board meeting.

#### 5. In camera –

**Motion: 16-06-24-3** Moved by Sohail Sherwani

The board approves moving “In Camera”

### Staffing

The MV principal presented her recommendations for the hiring of teachers for the 2016-17 school year.

**PATs** – Discussion on processes

### Student supplies

Discussion regarding student supplies

**Motion: 16-06-24-4** Moved by Issa Mosa

The board approves moving “Out of Camera”

#### 6. Review of Budget

The finance committee and the secretary treasurer presented the year-to-date financial reports as of May 31, 2016 and the forecast for the 2015-16 year for an expected surplus of \$327,166 before additional expenses: A portion

of the surplus will be used to pay for the security camera project, summer maintenance projects at both campuses and purchase of international language material.

The finance committee and the secretary treasurer presented the 2016-2017 Budget with an expected deficit of \$149,154.

The Board members discusses the over-crowding at Ogden and the possibility of purchasing additional modulars or a school facility using the accumulated surplus.

## **7. REPORTS/DISCUSSION ITEMS**

### **Committee Reports/Discussion items**

#### **7.1 Superintendents Report**

- TAAPCS board training scheduled for October 5, 2016, January 24, 2017 and March 3, 2017.
- PATs – last exam held today
- Security system installation is completed. Superintendent will schedule a walkthrough of MV and Ogden with the Facility Committee. The supplier will be paid at the end of June.
- Superintendent still trying to get other charter schools on board with the One-button lock down.
- Registration: All testing completed this week. We will be calling parents by the end of the month.
- Superintendent completed her yearly interview of all Almadina staff asking the following 3 questions:  
What is working?  
What is not working?  
What would you change?

**7.2 Transportation** – The transportation committee reviewed the quotes for transportation services for the 2016-17 school year and recommended that the contract be awarded to cardinal Coach/First student.

**7.3 Facilities** – There will be a walkthrough at MV and Ogden following the completion of the security camera system. Summer projects were recommended for both campuses.

**7.4 International Languages** – Mr. Mosa summarized the discussion of the last few IL meetings regarding the school needs for proper support of the various languages curriculum. The committee recommends that IL Curriculum material be purchased.

## **8. ACTION**

**5.1 Motion: 16-06-24-5** Moved by Issa Mosa, Seconded by Sohail Sherwani

The board approves the Staffing as presented to fill open positions.

**Carried**

**5.2 Motion 16-06-24-6** Moved by Abdal Aziz Houmsi, seconded by Sohail Sherwani

The board approves the inclusion of student supplies in the school budget.

**Carried – 4 to 1**

**6.2 Motion: 16-06-24-7** Moved by Mohamed Salih, seconded by Abdal Aziz Houmsi

The Board approves the 2016-2017 Budget as presented at the June 24, 2016 Regular Board Meeting.

**Carried**

**6.3 Motion: 16-06-24-8** Moved by Mohamed Salih, seconded by Sohail Sherwani

The Board approves the Superintendent and the facilities committee began the search in September for the possibility of purchasing a school facility.

**Carried**

**7.2 Motion: 16-06-24-9** Moved by Samir Jalloul, seconded by Issa Mosa

The board approves the awarding of the transportation contract to Cardinal Coachline for the 2016-17 school year.

**Carried**

**7.3 Motion: 16-06-24-10** Moved by Abdal Aziz Houmsi, seconded by Samir Jalloul

The Board approved up to \$20,000 for Summer Maintenance Projects. Each project will be done by the lowest bids. Projects include the following:

Mountain View- Painting basement floors, repair of shed roof and basement steps (treads)

Ogden – Painting interior and Electrical lights

**Carried**

**7.4 Motion: 16-06-24-11** Moved by Issa Mosa, seconded by Mohamed Salih

The Board approved up to \$30,000 for Curriculum Material for International Languages.

**Carried**

**9. COMMENTS FROM THE CHAIR**

The chair thanks all board members for their dedication throughout the whole year and the admin team for their hard work. The Chair offers his best wishes for a complete recovery of the Executive Assistant who is currently on sick leave.

Each board member thanks everyone for their commitment and hard work.

**10. ADJOURNMENT**

*Signature on File*

Haytham Ghouriri, Board Chair

*Signature on file*

Suzanne Bedard, Secretary Treasurer

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**BOARD ATTENDANCE RECORD**

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<b>Board Member</b>	<b>Signature</b>	<b>Time of Arrival</b>
<b>Haytham Ghouriri</b>	<b>Signature on File</b>	<b>5:25PM</b>
<b>Sohail Sherwani</b>	<b>Signature on File</b>	<b>5:15PM</b>
<b>Mohamed Salih</b>	<b>Signature on File</b>	<b>5:45PM</b>
<b>Issa Mosa</b>	<b>Signature on File</b>	<b>N/A</b>
<b>Mohamad El Jabali</b>	<b>absent</b>	<b>5:30PM</b>
<b>Samir Jalloul</b>	<b>Signature on File</b>	<b>5:45PM</b>
<b>Abdal Aziz Houmsi</b>	<b>Signature on File</b>	<b>5:00PM</b>