



Almadina Language Charter Academy
Almadina School Society Board of Directors - Regular Meeting
Thursday, November 16, 2017 at 6:00pm
Central Office: #118, 3132 - 26 Street NE, Calgary, AB T1Y 6Z1

Minutes

Members Present:

Haytham Ghouriri, Chair
Sohail Sherwani, Vice Chair
Mohamad El Jabali, Director

Abdal Aziz Houmsi, Treasurer
Samir Jalloul, Director

Issa Mosa, Director
Mohamed Salih, Director

Member Excused: N/A

Staff Present:

Glenn McClure Superintendent, Michel Guindon Secretary Treasurer, Wanda Hayes Executive Secretary

Guest: Meyers, Norris, Penny LLP - Auditor

1. CALL TO ORDER

Meeting was called to order at 6:00 pm

2. APPROVAL OF AGENDA

Motion: 17.11.16.1 Moved by Issa Mosa, Seconded by Mohamed Salih
Board approves the agenda as presented.

Carried

3. DELEGATION

A representative from Meyers, Norris, Penny, our auditors, presented our Audited Financial Statements to the Board for approval.

4. IN CAMERA

Motion: 17.11.16.2 Moved by Mohamed Salih, Seconded by Issa Mosa
Board approves moving "In Camera".

Carried

4.1 Audited Financial Statements

4.2 Staffing

5. OUT OF CAMERA

Motion: 17.11.16.3 Moved by Mohamad El Jabali
Board approves moving "Out of Camera".

Carried

6. APPROVAL OF MINUTES

Motion: 17.11.16.4 Moved by Samir Jalloul

Board approves the minutes from the Regular Board Meeting – October 19, 2017 as amended.

Carried

Motion: 17.11.16.5 Moved by Issa Mosa

Board approves the minutes from the Special Board Meeting – November 15, 2017 as presented.

Carried

7. REPORTS

Committee Reports/Discussion Items

7.1 Superintendent Report – Highlights Only

The Superintendent reported on the meetings he attended in the past month and provided updates on all ongoing tasks.

Committee Reports

7.2 Finance Committee:

The Secretary Treasurer presented the year to date financial statements showing that we are on track with expenses.

7.3 IL Committee:

The IL Committee has met and presented to the board the Arabic and Urdu testing charts for Mountain View, Ogden charts will be available at the next board meeting. A recommendation was made to the board to contribute to the Iqra Conference in Red Deer. Recommendations were made for budget amounts for the IL Celebrations at each campus. The Superintendent will contact Alberta Education for a draft of the New Arabic Curriculum and share Almadina practices.

7.4 IT Committee:

The IT Committee shared the transition plan for movement to our new IT services provider.

7.5 Transportation Committee:

The Transportation Committee has met and discussed cold weather, bus driver training, families moving procedure, misconduct procedure, seating plans and safety. One person will be in charge at the Board office to handle bussing issues.

7.6 Facilities: The Facilities committee has met and reported on the following:

The Facilities committee presented their report which included information updates on our request for portables for Ogden campus and the engineers report on the parking lot drainage at Mountain View. They also made their recommendation to the board regarding the snow removal contract for 2017/2018 winter season.

7.7 Policy Committee:

The Policy committee met with the Superintendent and discussed the changes and additions to the Policy Manual prior to the Policy Retreat.

8. DISCUSSION

No discussion items that were not included in reports and in camera.

9. Motions Arising from the meeting:

Motion: 17.11.16.6 Moved by Abd Al Aziz Houmsi, Seconded by Issa Mosa

The Board approves the recommendation from the Secretary Treasurer for Canada Yard Pro for snow removal for the 2017/2018 winter season, pending confirmation of conditions.

Carried

Motion: 17.11.16.7 Moved by Samir Jalloul, Seconded by Issa Mosa

The board approves, the revised budget as presented by the Secretary Treasurer

Carried

Motion: 17.11.16.8 Moved by Abd Al Aziz Houmsi, Seconded by Samir Jalloul

The board approves the 2016-2017 Audited Financial Statements as presented by the Auditor.

Carried

Motion: 17.11.16.9 Moved by Issa Mosa, Seconded by Mohamed Salih

The board approves the 2017 Policy Manual as amended, including the addition of Policies 17 & 18 as discussed at the Special Meeting of November 15, 2017.

Carried

Motion: 17.11.16.10 Moved by Issa Mosa,

The board approves the 2017 Support Staff Handbook as amended at the Special Meeting, November 15, 2017

Carried

Motion: 17.11.16.11 Moved by Issa Mosa, Seconded by Mohamad El Jabali

The board approves the Combined 2016-2017 AERR and 2017-2020 Three Year Education Plan as presented.

Carried

Motion: 17.11.16.12 Moved by Sohail Sherwani

The board approves the additional fees for TAAPCS membership.

Carried

Motion: 17.11.16.13 Moved by Issa Mosa, Seconded by Abd Al Aziz Houmsi

The board approves offering employee # 4017 a Temporary Acting Secretary Treasurer contract until such a time that a suitable candidate is found on recommendation by the Superintendent.

Carried

10. COMMENTS FROM THE CHAIR

Everyone paid their respects and offered parting comments to the 2 board members who are retiring from their positions after many years of unflinching service to the Board of Directors of Almadina.

11. ADJOURNMENT

The meeting was adjourned at 8:00 pm

Signature On File
Haytham Ghouriri, Board Chair

Signature on File
Wanda Hayes Executive Secretary

BOARD ATTENDANCE RECORD

| Board Member | Signature | Time of Arrival |
|---------------------|-------------------|------------------------|
| Haytham Ghouriri | Signature on File | 5:00 pm |
| Sohail Sherwani | Signature on File | 5:45 pm |
| Mohamed Salih | Signature on File | 5:33 pm |
| Issa Mosa | Signature on File | 6:05 pm |
| Mohamad El Jabali | Signature on File | 5:50 pm |
| Samir Jalloul | Signature on File | 5:30 pm |
| Abdal Aziz Houmsi | Signature on File | 4:45 pm |