



**Almadina Language Charter Academy**  
**Almadina School Society Board of Directors - Regular Meeting**  
Thursday, December 14, 2017 at 6:30 pm  
Central Office: #118, 3132 - 26 Street NE, Calgary, AB T1Y 6Z1

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## Minutes

**Members Present:**

Haytham Ghouriri, Chair	Mohamed Salih, Vice Chair	Samir Jalloul, Treasurer
Abd Al Aziz Houmsi, Director	Ammar Mahdi – Director	Osama Merhi, Director
Muhamad Salman Mazhar, Director		

**Member Excused:** N/A

**Staff Present:**

Glenn McClure Superintendent, JoAn Oria Acting Secretary Treasurer, Wanda Hayes Executive Secretary

**1. CALL TO ORDER**

Meeting was called to order at 6:37 pm

**2. APPROVAL OF AGENDA**

**Motion: 17.12.14.1 Moved** by Ammar Mahdi, Seconded by Mohamed Salih

Board approves the agenda as presented.

**Carried**

**3. APPROVAL OF MINUTES**

**Motion: 17.12.14.4 Moved** by Abd Al Aziz Houmsi, Seconded by Samir Jalloul

Board approves the minutes from the Regular Board Meeting – November 16, 2017 as presented.

**Carried**

**4. REPORTS**

**Committee Reports/Discussion Items**

**4.1 Superintendent Report – Highlights Only**

The Superintendent reported on the meetings he attended in the past month and provided updates on all ongoing tasks. He spoke to the board about the meaning of Governance. He wished everyone a relaxing winter break.

**Committee Reports**

**4.2 Finance Committee:**

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

**4.3 IL Committee:** No report

**4.4 IT Committee:** As follows

- PowerSchool Overview – report cards created successfully in November
- Transition from Civic Services to Ideal Global Solutions has gone well

**4.5 Transportation Committee:** As follows

- Wanda will be dealing with parent bus stop requests
- First Student Called about an irate parent – it is being looked into
- School Council asked Glenn to investigate cameras ( for next mtg,)

**4.6 Facilities:** The Facilities committee has met and reported on the following:

- MV Gym Lines ( Recommendation)( Christmas Break)
- MV Projects Priorities (To be ready to be done for March Break) (Waiting for quotes)
  1. Fountains
  2. Library Door
  3. Basement Floor and Sink

- 4. Staff Kitchen
  - Sea Cans
    - Renting vs. Buying – Recommendation to keep renting

4.7 Policy Committee: No report – New Policies in effect

**5. IN CAMERA**

**Motion: 17.12.14.2 Moved** by Abd Al Aziz Houmsi

5.1 Board approves moving “In Camera”.

**Carried**

**OUT OF CAMERA**

**Motion: 17.12.14.3 Moved** by Samir Jalloul

5.2 Board approves moving “Out of Camera”.

**Carried**

**6. Motions Arising from the meeting:**

**Motion: 17.12.14.5 Moved** by Mohamed Salih

The Board approves the recommendation by the Facilities Committee to have Vendor # 2 to complete the work on the MV Gym floor during winter break.

**Carried**

**Motion: 17.12.14.6 Moved** by Ammar Mahdi, Seconded by Samir Jalloul

The board approves the records retention schedule as presented by the Executive Secretary.

**Carried**

**Motion: 17.12.14.7 Moved** by Osama Merhi, Seconded by Samir Jalloul

The board approves that the Staff Appreciation event be moved to May 2018. Details to be discussed at a later date.

**Carried**

**Motion: 17.12.14.8 Moved** by Osama Merhi, Seconded by Ammar Mahdi

The board approves exploring a new venue, pending budget details, for the Grade 9 Graduation which will be held on June 27, 2018. Details to be discussed at a later date.

**Carried**

**Motion: 17.12.14.9 Moved** by Ammar Mahdi, Seconded by Muhamad Salman Mazhar

The board approves funding 33% of staff members to be provided with First Aid training yearly over the next 3 years.

**Carried**

**Motion: 17.12.14.10 Moved** by Abd Al Aziz Houmsi, Seconded by Muhamad Salman Mazhar

The board approves that the ballots from the November 19, 2017 board elections be destroyed.

**Carried**

**7. DISCUSSION**

The board discussed the meeting schedule for 2018 and agreed to begin meetings at 6:00 pm.

**8. COMMENTS FROM THE CHAIR**

The Board Chair thanked everyone for a good first meeting and wished everyone a safe and happy winter break.

**9. ADJOURNMENT**

The meeting was adjourned at 9:00 pm

*Signature on file*

Haytham Ghouriri, Board Chair

*Signature on file*

Wanda Hayes Executive Secretary

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**BOARD ATTENDANCE RECORD**

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<b>Board Member</b>	<b>Signature</b>	<b>Time of Arrival</b>
Haytham Ghouriri	Signature on File	5:00 pm
Mohamed Salih	Signature on File	5:50 pm
Samir Jalloul	Signature on File	5:55 pm
Abd Al Aziz Houmsi	Signature on File	5:15 pm
Ammar Mahdi	Signature on File	5:45 pm
Osama Merhi	Signature on File	5:20 pm
Muhamad Salman Mazhar	Signature on File	5:50 pm