



Almadina School Society
Board of Directors – Regular Board Meeting
Tuesday, January 19th, 2021
Mountain View Campus – 2031 Sable Drive SE, Calgary

Minutes

Members:

Haytham Ghouriri, **Chair**
Salman Mazhar, Director
Mohamed Salih, Director

Abd al Aziz Houmsi, Finance Chair
Samir Jalloul, Director

Osama Merhi, Vice Chair
Ammar Mahdi, Director

Staff Present:

Ahmad Jamal ElRafih, **Superintendent**, Edward Emmett, **Secretary Treasurer**

- **CALL TO ORDER**
 - Meeting was called to order at 7:02 pm
- **MOTION TO APPROVE AGENDA**
 - **Motion: 21.01.19-1 Moved – Mr. Mazhar**
- **MOTION TO APPROVE MINUTES**
 - **Motion: 21.01.19-2 Moved – Mr. Mahdi**

REPORTS

4.1 Finance

- To date, we have spent \$266K on COVID related expenses and have \$154K remaining from the AB ED Grant.
- Budget has remained unchanged although there has been some movement within categories to reflect spending related to COVID expenses. Examples are the need for additional text books, technology, etc.
- The Mental Health Grant with AB ED has been approved. We will continue to work on the Mental Health Grant conditions and updates as required within the agreement.

4.2 Facilities

- Tour conducted at Mountain View with roofing company to address concerns of damages caused to interior ceiling tiles. CBE was present on tour and will effect repairs to take place.
- Server room repairs at Mountain View have been completed and is 100% operational.
- Roofing work conducted at Ogden resulted in some water leaks and ceiling time damage. CBE will coordinate repairs to take place.
- A complete list or any repairs required and outstanding will be created and submitted to the CBE.
- Water damage at the Board Office causing damage to the carpet has uncovered that we may be underinsured. Still to be determined.

Electrical

- Recommend that the previously contracted electrical contractor be brought in to evaluate and ensure that all lights in the Gym at Mountain View are still fully tightened to supports due to roof work. Any charges incurred by said contractor will be forwarded back to the CBE.

Cleaning

- Additional COVID cleaners have returned to Campuses and continue to concentrate on all high traffic areas.

4.3 Transportation

- Met in January to discuss seating plans – siblings, cohorts, etc.

- Only 1 reported incident of a rider having tested positive for COVID – sanitizing of the bus was done immediately and completely.
- The issue of outstanding transportation fees was discussed. See Motion 21.01.19-3.

4.4 IL

- January 14th ZOOM meeting was attended by Principals and Instructors to provide an update on the program to date.
- Instructors are using the curriculum and other resources to enhance the program.
- Consider allowing instructors some variance and flexibility to utilize all resources available to them to enhance and encourage learning at all levels, but standardization will be maintained.
- Ask for any feedback from parents/ families on how the online program is working.
- Assess students to determine the level of understanding and retention.

4.5 IT

- We are in receipt of 70 new laptops, with docking stations, split evenly between campuses. It is recommended that we acquire 5 more for Ogden campus. A complete inventory list of all IT equipment needs to be compiled.
- Connection issues have been resolved by new sharing package
- 130 of the used laptops have been sold or rented. We still have 25 Chromebooks that need to be returned
- Update and upgrades are required on the website.
- Investigate using Shaw at Ogden campus for all ZOOM meetings to evaluate if it would take the pressure off of the Axia provider.

4.6 Policy

- The Mission Statement needs to be revised to be consistent in all materials.
- Request that some amendments to the Bylaws be presented at the AGM in April.
- The Director's Handbook requires some revisions, additions and amendments.
- All publications, bylaws and policies need to be consistent and relay the same, constant message.

4.7 Superintendent's Report

- The new 3 Year Plan and the AERR were presented, reviewed and approved – see Motion 21.01.19-4

5. Motion to Move In Camera

- Motion: 21.01.19-6 - Mr. Merhi

Motion to Extend Meeting

- Motion: 21.01.19-7 – Mr. Merhi

6. Motion to Move Out of Camera

- Motion: 21.01.19-8 Out of Camera – Mr. Mazhar

7. MOTIONS ARISING FROM THE MEETING

- **Motion: 21.01.19-1 – Motion to Approve Agenda - Moved – Mr. Mazhar**
- **Motion: 21.01.19-2 – Motion to Approve Minutes from November 24th, 2020 – Moved – Mr. Houmsi**
- **Motion: 21.01.19-3 – The Board will support the policy that all parents that want to register at Almadina must pay their transportation fees (within the ALCA bussing boundaries). – Moved by Mr. Jalloul**
- **Motion: 21.01.19-4 – Motion to approve ESC Automation to complete the automation/ventilation work required at both campuses is approved. A purchase order will be issued for said work – Moved by Mr. Houmsi**
- **Motion: 21.01.19-5 – The new AERR and 3 year plans, as presented by the Superintendent, are approved. – Moved by Mr. Salih**
- **Motion: 21.01.19-6 – Motion to Move In Camera – Moved by Mr. Merhi**
- **Motion: 21.01.19-7 – Motion to Extend Meeting – Moved by Mr. Merhi**
- **Motion: 21.01.19-8 - Motion to Move Out of Camera – Moved by Mr. Mazhar**

8. Comments from the Chair

Thank you to everyone for their continued hard work on everything from all of the hardworking Committees, Superintendent for the new 3 Year Plan and the AERR to the Mental Health Grant communications. Continued team work is what makes Almadina constantly improve.

9. ADJOURNMENT

The meeting was adjourned at 9:45 pm

Haytham Ghouriri, Board Chair

Edward Emmett, Secretary Treasurer



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Mountain View Campus: 2031 Sable Drive SE, Calgary, AB T2B 1R9

BOARD ATTENDANCE RECORD

Board Member	Signature	Time of Arrival
Haytham Ghouriri	On File	6:00
Mohamed Salih	On File	6:30
Samir Jalloul	On File	6:30
Abd Al Aziz Houmsi	On File	6:30
Ammar Mahdi	On File	6:30
Osama Merhi	On File	6:30
Muhammad Salman Mazhar	On File	6:30