STEM Collegiate Canada Society
Charter Board Meeting
September 16, 2024
Teams Electronic Meeting

MINUTES

Present:	**Not Present:**	**Administration:**
Randy Heaps		Ted Zarowny, Superintendent
Dean Lindquist		Lisa Davis, Founder & CSO
Lara McClelland		John Liu, Secretary-Treasurer
Aaron Thiem		
Cheryll Watson		**Guests:**

1. Consent Agenda

The meeting was called to order at 1200h. The following items were presented as part of the consent agenda:

- Meeting Agenda for September 16, 2024;
- Minutes of the June 6, 2024 meeting; and
- 2024/25 Workplan.

2. Administrative Matters

- J. Liu spoke to Intact Public Entities' abuse policy for sign-off. There was concern about an insurer dictating policy of a client and the Charter Board recognized this was a post-binding subjectivity for abuse coverage.

  MOTION:
  That the Charter Board approves the Intact Abuse policy for the sole purpose and intent of satisfying the post-binding subjectivity.
  Moved; Seconded; Carried.

- The next Charter Board meeting has been scheduled for October 21, 2024 at 1230h.

3. Superintendent Update

T. Zarowny spoke to the following:

- School staff are busy ensuring a smooth start-up to the 2024/25 school year;
- Work being done to ensure our social media administrative procedure is in line with the Ministerial directive; and
- There will be unbudgeted costs coming down the pipeline (e.g. compliance training/management software for staff).

4. The Association of Alberta Public Charter Schools

C. Watson spoke to the work undertaken by the Association of Alberta Public Charter Schools. A policy statement is being worked on regarding equitable funding for facilities, land acquisition, furniture and equipment, etc.

5. Financial Matters

J. Liu presented the FY24' Q4 financial report.

6. Bylaw Matters

The Charter Board reviewed Membership and Elections, AGM, Committee Appointments memo.

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MOTION:
That the Charter Board appoints C. Watson, D. Lindquist and L. McClelland to the Nominating Committee.
Moved; Seconded; Carried.

MOTION:
That the Charter Board appoints C. Watson, A. Thiem and R. Heaps to the Audit Committee.
Moved; Seconded; Carried.

C. Watson left the meeting at 1320h. R. Heaps assumed the role of Chair.

MOTION:
That the Charter Board approves the AGM agenda, as presented.
Moved; Seconded; Carried.

7. In-Camera Session

MOTION:
That the Charter Board moves its meeting *in camera*.
Moved; Seconded; Carried.

Regular meeting re-convened at 1345h.

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8. Meeting Termination

MOTION:
That the Charter Board terminates the meeting.
Moved; Seconded; Carried.