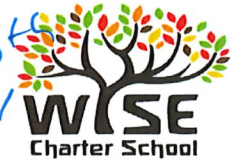


Feb 20, 2025

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Thursday, February 20, 2025

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WISE Charter Society Board

Meeting Agenda (draft until approved at the February Board meeting)

[Zoom link](#)

Thursday, January 16th, 7pm- 8:30pm

Book study

Action: Start subsequent meetings at 6.45pm for the book study.

Mary will do chapter 7 and Mark/Steve will do chapter 9 for the February board meeting.

1. Opening verse -

In this the shrouding gloom of winter
The soul feels ardently impelled
To manifest its innate strength,
To guide itself to realms of darkness,
Anticipating thus
Through warmth of heart the sense-world's revelation.

-Calendar of the Soul, forty-second week (January 19th – 25th)

2. Treaty acknowledgement
3. Two-word check-in
4. Approval of [December minutes](#).
5. Approval of January agenda
6. Conflict of interest declaration

Reports

7. Report: Superintendent

Apryl presented her report focusing on planning for the leadership job role/delineation process which will be worked on in January.

She is also going to begin the process of working on performance appraisals in January.

Apryl will be in attendance at the WISE/WESE meeting on January, 25th.

Steve asked about workload distribution and Apryl mentioned that the intention is to reduce workload on leadership and identify other areas within the school, whether operational or administrative, where pieces of work can go.

8. Report: [Principal](#)

Mary spoke about a number of upcoming events including the WISE/WESE meeting, PD day and the upcoming intention to return forms for staff.

She has been focused on the enrollment process and the application details in anticipation of the upcoming Open House.

School Council will meet again in February.

9. Report: [Secretary-Treasurer](#)

The WISE Charter Society charitable application is almost complete and will be submitted soon.

By-laws and Corporate Registrations were submitted and the WISE CS is on a January renewal schedule.

As part of the meeting with Apryl the focus will also be on workflows as well as responsibilities. The workflows need to be examined as the roles are new.

Keely provided an update on a meeting with the Chief of Staff with the Minister of Education which provided many positive assurances of the future of our school.

Keely is also reviewing the insurance policies. We will need to develop a cyber-security policy.

The Open House events are coming soon. Tours are also ongoing and will happen on February 5th and 26th 6.30-8.30pm.

The WISE/WESE meeting is on January 25th from 0930-1230.

A discussion took place about the development of policy. Over time the board may want to develop its own set of policies and the school may operationalise policy into procedures. We will go through a process of renewal over time in alignment with the board work plan..

A question arose about opportunities for growth and development under the charter funding model. The WISE CS has the option to expand some classes and to utilise the expansion as a feeder to the later grades of the school.

10. Report: Growth & Development Committee (7 minutes)

[Growth and Development Committee report](#)

[TIL Content Plan](#)

[TIL Template One Pager](#)

Mark presented the ideas for the Inspired Learner Campaign content. He welcomes

involvement from board members. Steve and Alisa will convene a Growth and Development Committee every month.

Mark explained how content generation will be promoted online and then linked into various local communities and events. An extensive discussion took place on tactical options to support promotion.

New Business

11. Review [Quarterly Financial Report](#) for Sep - Nov 2024

Keely outlined the positive financial situation at the end of quarter 1. She also mentioned the new format for reporting.

The salary grid has shifted in relation to the forecast due to recognising teacher experience for the first time.

There is currently a modest surplus. Any surplus can be used to build up a reserve fund (up to 6% of which is a non-restricted fund.) The WISE CS does need to build a reserve fund to ensure sustainable future operations.

12. Motion: To approve a budget for a value scoping exercise as part of the WISE CS capital planning process.

Steve proposed the motion. Mark seconded the motion.

Keely explained the application to Alberta Education for a fund allocation to support a value scoping exercise. Value scoping is a pre-planning part of the capital planning process. An architect will conduct data scoping and working with stakeholders.

The risk is that we spend the money but do not get approved. There is also a risk of not doing it.

Cash flow is not our primary concern at the moment.

The motion was passed by all present and voting.

13. Motion: to establish an ad hoc Nominations Review Committee (Steve) Proposed by Steve, seconded by Eoin.

During the nominations process for the 2024 Board AGM it was identified that we would develop a new process which would be enshrined in policy about how the board members will be selected.

The motion was passed by all present and voting.

Calvin volunteered to be a member of the Committee.

14. Approve draft Stakeholder Forum Agenda

This was tabled until the February meeting.

15. Motion: to approve [Policy CC1001 and associated CC1002](#)

Steve proposed the motion, Eoin seconded it.

One question was raised regarding the Safe and Caring Schools Policy and the Code of Conduct Policy as to the resourcing obligations. In the event that the school can not meet the resources required the Minister of Education will provide those resources.

A second question arose about the application of the Code of Conduct outside of school property. This can be addressed procedurally in items such as field trip forms.

All present and eligible voted in favour.

16. Motion: to approve [2025-26 WISE CS School calendar-Draft](#)

Steve made the motion, Eoin seconded the motion.

A question arose about the relationship with the public school calendar. The answer is that for Spring break it does align with public and separate school systems but not for the November, February, and June periods.

It also meets the requirements for instructional days for Alberta Education. It has also been approved by Faculty Council.

A question arose about alignment of the calendars with the other school systems. There was an extensive discussion about options. Administration took the matter under advisement for future planning.

All present and eligible voted in favour.

17. Review [WISE CS School fees for 2025-26](#)

School fees have been reviewed by the Finance Committee and are staying consistent with the current year.

18. Other Business

Keely provided an update from Association of Waldorf Schools of North America (AWSNA) that two Waldorf schools in California have been destroyed by the wildfires in LA.

Betty Stayley also passed away. She was our guest speaker at the Gateways Conference in 2021.

19. Two-word check out

20. In-Camera session

For reference: [2024/25 WISE CS Board Work Plan](#)

Name	Position	Present when meeting called to order	Notes (time of arrival/departure, online etc.)
Aleman, Raegan	Faculty Council	Y	Non-voting observer
Barnett, Steve	President	Y	
Bright, Margot	Treasurer	Y	Online
Friere-Gibb, Sarah	Director	N	
McKenna, Mark	Director	Y	
Murray, Eoin	Secretary	Y	
Toews, Alison	Director	Y	
Observers present			
Engen, Calvin	President, WESE		
Vaughan, Alisa	Director, WESE		
Staff			