



CALL FOR BOARD CANDIDATES

Westmount Charter School is seeking candidates for its
Volunteer Board of Directors

Opportunities exist for individuals who wish to serve on the Board of Directors of Westmount Charter School Society ("Westmount"). Candidates for these positions must have experience and expertise related to one or more of the following areas:

- professional experience or training in the education of gifted students,
- experience and expertise in business-related matters, including but not limited to, backgrounds in finance, public or government affairs or human resources,
- expertise in legal matters, school administration, technology, facility operations, STEAM and,
- parenting of and/or advocating for gifted children.

Personal characteristics:

- broad thinker, problem solver, creative and innovative, who has a natural curiosity and a passion for participation.

Refer to the school website www.westmountcharter.com for more information.

The Westmount Charter Board is responsible for governing the School authority in accordance with the *Education Act*, *Charter Schools Regulation*, and the Charter agreed upon with Alberta Education and Westmount's Bylaws. The Board is responsible for establishing policy, ensuring the goals of the School are met, approving the annual budget and annual financial statements, and monitoring the School's adherence to the Charter.

Westmount's Charter Board is comprised of eight to ten (8-10) elected volunteer members, three to four (3-4) of whom must be parents of a student attending Westmount and five to seven (5-7) of whom must be community members who do not have any children attending Westmount. Board members serve overlapping three-year terms and participate in monthly regular Board meetings as well as periodic Board Committee meetings. Committees include; audit, facilities, human resources, nominating and policy.

The Charter Board's Nominating Committee is currently seeking applications from candidates interested in running for election. The election will take place in April/May 2025 with results announced by May 31, 2025. Successful candidates' terms will run from June 1, 2025, to May 31, 2028. Current board member profiles can be found on [Westmount Board Member Profiles](#).

Up to six (6) positions are available this year:

- **Up to four (4) positions must be filled by community members who currently do not have and/or will not have, any children attending Westmount in the 2025-2026 school year;**
- **Up to two (2) positions must be filled by a parent who has at least one child attending Westmount.**

All interested applicants must provide all of the following:

1. confirmation of residency in the City of Calgary, and the surrounding area (based on regular in-person meeting attendance for the first year of your term);
2. a resume or curriculum vitae;
3. a completed *Expression of Interest* form;
4. a statement describing one's background, commitment to board membership and the nature of their commitment to the education of the gifted; and
5. either [i] a clear, current and valid police information check including a vulnerable sector search from the Calgary Police Service or Royal Canadian Mounted Police dated after September 1, 2024, or [ii] evidence of a police information check from the Calgary Police Service or Royal Canadian Mounted Police ordered on or before February 3, 2025 (no alternatives or late documentation will be accepted).
6. acknowledgement that all board members are expected to attend meetings.

Incomplete applications, late applications and applicants whose residency is outside of the City of Calgary and the surrounding area will be disqualified. The Nominating Committee will review only fully complete applications. After its review, the Nominating Committee will present a list of qualified candidates to the Charter Board. An election will be held if the numbers of qualified candidates exceed the number of available positions.

Questions can be directed to secretary@westmountcharter.com.

Applications will be accepted until 11:00 am MST, January 31, 2025. Please see the following page for the expression of interest form.



Westmount Charter School
Board of Directors
Expression of Interest Form

Name: _____

Phone numbers: _____ (day), _____ (evening), _____ (cell)

Email: _____

Please select one:

- I am interested in putting my name in to be a **PARENT** board member of Westmount and I am willing to stand for election. I have attached all of the required documents and agree to submit to a background/reference check and acknowledge that an unfavourable position on any check may result in my disqualification. I understand that late applications and incomplete applications will result in my submission being disqualified. I also understand that if my residency is outside of the City of Calgary and the surrounding area, my submission will be disqualified.

Lastly, I confirm that my statement, but **NOT** my resume, will be distributed to the Westmount community *and the public* in the event of an election.

- I am interested in putting my name in to be a **NON-PARENT** board member of Westmount and I am willing to stand for election. I have attached all of the required documents and agree to submit to a background/reference check and acknowledge that an unfavourable position on any check may result in my disqualification. I understand that late applications and incomplete applications will result in my submission being disqualified. I also understand that if my residency is outside of the City of Calgary and the surrounding area, my submission will be disqualified.

Lastly, I confirm that my statement, but **NOT** my resume, will be distributed to the Westmount community *and the public* in the event of an election.

The deadline for receiving a complete application is **11:00 am MST, January 31, 2025.**

Hand delivered to: Westmount Charter School Society
Nominating Committee
c/o Secretary
728 – 32 Street NW
Calgary, Alberta
T2N 2V9

By email to: Nominating Committee c/o Secretary
secretary@westmountcharter.com