

**CSCE Board of Directors**  
**Meeting Highlights**  
**Monday, December 19, 2016**

1. Meeting called to order by chair, Darren Milne
2. Devotions and Prayer provided by Fraser deWalle
3. Minutes of October 17, 2016 meeting APPROVED
  
4. REPORTS
  - a. Guest — Susan Ohman, director of CSCE’s Learning Adventures Preschool
    - i. Susan shared the history of LAP: founded 12 years ago with intent of helping grow numbers at CCES. Today, preschool serves 4 classes, from which 70% of its 4 yr. olds move to CCS elementary. The Preschool is financially self-sufficient.
    - ii. Shared developments to enhance the faith-based curriculum.
    - iii. Biggest challenge – physical space. Hope to be addressed in long term plans for CCS.
  
  - b. Principals – shared highlights of their written reports to Board
    - i. ES Principal, Mike Thiesen,
      1. Shared literacy intervention initiative for Div 1.
      2. School-wide composting program implemented.
    - ii. Secondary Principal, Lloyd Boody,
      1. Request for continued prayers for staff on medical leave.
      2. Moving forward with School Redesign. Information meeting for parents set for February
  
  - c. Chaplain, Layne Kilbreath
    - i. Celebration of Learning December 2 – teacher’s shared examples of success with *Teaching for Transformation* with their peers.
  
  - d. Executive Director, Ken DeWyn
    - i. “Discover CCS” Open House: interactive format with MS/HS faculty proved effective
    - ii. Strategic Plan Development
      1. SWOT analysis conducted with staff
      2. (see other notes under “Strategic Planning” below)
  
  - e. Finance Committee, treasurer Peter Buwalda
    - i. Reviewed Income Statement.
    - ii. FY2016 Audit Update and expectations.

- f. Policy Committee, Bill Lindemulder
  - i. Status report on tasks of committee, including revisions to Policy Manual, a review of admissions procedures including process for special needs assessment and inclusion.
  - ii. Committee recommended not to pursue a volunteer bond.
  
- g. Strategic Planning Committee, Fraser deWalle
  - i. Capital Projects for 2016-17: business case summaries for each item reviewed by committee and recommended for approval. Total expenditure approved: \$350,000. Includes completion of air conditioning project at ES, changes to security (alarms, cameras, speakers, etc), and a 25-year structural and mechanical engineering assessment and forecast for CCS campuses. Motion to adopt APPROVED.
  - ii. Strategic Plan – Exec Dir shared status of draft document reviewed by the Board in October. Revisions due in February. Overarching priority within framework of plan requires review of mission and vision of Society and School. Suggested third party assistance in navigating the identify review process.
  - iii. Initial meeting with Sahuri Architects held in late October. Directed to draft a rough, “baseline” design for secondary facility based on named priorities for expansion or improvement. This initial draft expected to serve as a starting point for stakeholder input and feedback in 2017.
  
- h. Nominating Committee
  - i. Invitation to society to nominate candidates to circulate in January. Deadline for submissions March.
  - ii. Strong encouragement to build greater diversity on board. Also, key skills and professional needs – including finance/accounting, marketing/pr, policy and administration.
  
- i. Executive Committee
  
- j. In-Camera Session

5. Next Meeting Date

Date: January 23, 2017 7:00 PM

6. Close