

CSCE Board of Directors Meeting
Monday, December 14, 2015
Meeting Highlights

The Chair opened the meeting. Devotional and prayer led by a second-year director.

The Chair presented the Agenda for the meeting. Added discussion point re: one, 2-year board term.

The meeting Minutes of October 19, 2015 were approved.

Principal Reports

- 38 CCS HS students attended WE leadership conference; served as facilitators at the event. Proved to be excellent and articulate ambassadors for our school.
- The Giving Tree, food drives and other activities focusing secondary campus community on opportunities to give back and to those in need.
- January 14 pizza event for Grade 9 students and their parents – answering most pressing questions about high school and what to expect at CCS. Survey to same group going out this week for feedback – what impacts your decision? What do you need to know?
- Cancelled student trip to Belize. Concerns regarding liabilities, and in line with other district decisions regarding international travel by students.
- One ECS Learning Assistant announced retirement.
- Grade 5 service project: Christmas cards distributed to CCS neighbors.
- ES principal position will be posted in February.
- Discussion on how decisions are made to admit students mid-year.

Chaplain's Report

- Planning small group follow up to Dwayne Peace presentations.
- Discussion on feedback to high school chapel topics and age-appropriate topics in middle school classrooms.

Executive Director Report

- (written report as submitted)
- CSCE successfully hosted 400 teachers at the October 22-23 PCCE Teachers Convention. Administrative leaders of CCS also involved in planning CSC Convention to be held in Banff September 2016.
- Involved in on-going discussions with alternative and independent Christian school leaders on big-picture topics: eg, Bill 10, CRA decisions regarding receipting of program fees, SOGI (sexual identity / gender identification) accommodations in schools, etc.
- Submitted draft revision language to the Statement of Excellence

Guest

- No guest at this meeting

Finance Committee

- Report on Financial Status – expenses currently in line with anticipated budget projections. Some revenue lagging. Significant increase in requests for program fee assistance. Challenge is to balance a firm expectation for families to fulfill financial obligations to CCS in a timely manner and yet understanding changes in financial ability of some due to the local economic downturn. There will

be formal steps taken to collect. New policies will be developed and approved by April 2016 to address this going forward into new school year.

- Mortgage debt has been reduced to \$1.5MM. Paying down at a rate of \$15,000 per month.
- Audit nearly complete. Will result in some changes in accounting practices that are in line with our not for profit status.
- Resolutions:
 - o APPROVED: to designate Golf Outing proceeds as unrestricted contributions.
 - o APPROVED: to increase total program fee assistance to families from \$60,000 to \$80,000
 - o APPROVED: to approve seed funding to develop large scale fund raising event for Fall 2015.
 - o TABLED: proposed revisions to board governance policy re: financial constraints

Policy Committee

- Looking into developing guidelines for the process of admissions for students with special learning needs. Requires review of definitions and awareness of AB Ed's goals of inclusion. Must ultimately stem from mission and vision of CCS.

Strategic Development Committee

- Discussion regarding Society vision for CCS long term. What needs clarification? How can we better develop this vision? Executive Director and three board members to build a framework in which to have this discussion with board and Society. Want to be able to present direction and priorities for at least the next 15 years.
- Resolutions: proposed, deliberated, revised and approved
 - o APPROVED: the recommendation of the advisory sub-committee to no longer pursue the purchase and development of 3325 – 49th Street SW, and further, to consider development options of CCS site for the secondary campus' facility needs.

Executive Team

- Correspondence: inquiry about annual police checks, especially for individuals who cannot do online check because they require fingerprinting. Requested a clarification of the volunteer clearance policy and a change in expectation for frequency. Exec Dir to follow up.
- Two Year Term. Because of early departure of one board member in 2014-2015, one member of the Board may have option to only serve two years to keep with the expectation of renewing 1/3 of the board every year. One board member identified as willing to step aside pending circumstances at the time of the decision next year.

Next Meeting – JANUARY 18, 2016, 7:00 PM.