



Welcoming Nominations for the CSCE Board, February 2023

Members of the Calgary Society for Christian Education (CSCE)

It is a privilege to serve as a member of the Board of Directors as we discern a path to the future for Calgary Christian School. As members we realize that we are but temporary custodians of the school's mission and vision; eventually there comes a time for others to take on the mantle of governance, and that means considering responsible and committed members of the Society who can serve our school community as directors.

Would you prayerfully consider serving as a Director? Or, do you know of someone in our CCS community who is well-suited to the task? We're looking forward to hearing your suggestions for these important roles.

We are actively seeking nominations to replace one vacancy on our Board, and will be presenting our members with a ballot of multiple candidates at the Annual General Meeting in May. It is not essential that a candidate have a specific professional skill or career experience, however, previous service on a governance board is helpful. Diversity, including cultural, gender, and grade level of children at CCS are also helpful considerations. Nominees must be current members in good standing within the CSCE.

The Process:

1. The Board will collect nominations of members willing to serve a three (3) year term of service.
2. **Nominations must be received before Monday, March 13, 2022.**
3. The Board Nominating Committee will review the nominations. This includes a verification of Society Membership, confirming a willingness to serve, and a personal interview with members of the Nominating Committee to assess each person's potential to serve. Interview time is also spent explaining the role of a governance board and the expectations of directors including time commitments.
4. Once initial nominees have been vetted, the Committee will recommend a slate of candidates to the Board. The Board in turn will present a ballot of multiple candidates to be voted on during the Annual General Meeting. As per CSCE Bylaws, nominations can be made "from the floor" prior to the vote being taken at the AGM.
5. The Board will make its best efforts to present the Society with more names than there are vacancies to be filled. The Society will be provided with candidate biographies well before the vote as part of the consideration process.
5. **The vote will take place during our Annual General Meeting in the Spring.** Only members in attendance may vote. In accordance with CSCE Bylaws, there is no advanced, mail in, or proxy voting. We encourage all members to attend.

In an effort to encourage more nominations, names of potential candidates can be submitted directly to the Nominating Committee without consulting the nominee. The committee will follow up directly with each name presented to determine their interest and abilities as a director.

Please submit your nominations to the committee via email (board@calgarychristianschool.com).

Thank you for your thoughtful consideration of this important role at CCS!

For the Board,
Sandy Vander Ziel
Nominating Committee Chair

FAQ's

What is the purpose of the CSCE Board of Directors?

As a legally incorporated, not for profit, charitable organization registered in Alberta, the [Calgary Society for Christian Education \(CSCE\)](#) has very specific duties. The Board provides and enforces policies that direct the Society to operate in accordance with its stated mission and values. Its policies also establish the terms by which its employees will conduct their activities. The Board's primary duties are to ensure the thoughtful oversight of the school's financial, administrative, and facility operating needs. At its heart, the Board is responsible for the long term strategic planning and well-being of the organization as it fulfills its mission in Christian education.

What are the responsibilities of the Board?

As part of a "governance board", Directors are not directly involved in daily operating decisions, but rather provide oversight of Calgary Christian School's mission through Strategic Planning, Financial Oversight, and Policy Development and Enforcement. The Board also ensures the continuity of governance through succession planning and the election of new directors.

The Board hires an Executive Director to conduct the business of the CSCE (the Society) and to be directly responsible for the day to day operations, programs, and activities of Calgary Christian School. All CSCE staff report directly to the Executive Director, who, in turn, reports to the Board. The Executive Director works with the Principals on each campus to ensure the effective development and delivery of CCS's faith-based programming.

What are the duties of a Director?

A Director should be an exemplary member of the Society, personally supporting the School through volunteer involvement, demonstrable interest in its programs and vision, and financially supporting the Society through private donations.

A Director is elected to serve one term of 3 years. Occasionally, a Director may be affirmed to serve one additional year based on the needs of the Board. Directors participate in at least one Committee each year, and in regularly scheduled, monthly meetings of the full Board. The Board formally adjourns for July and August.

On average, anywhere from 4 – 8 hours are required of a Director each month depending on their position or assignments. More hours may be necessary in the event the Director is an Officer of the Board, or serves on more than one Committee / Task Force. As part of their committee duties, Directors may be asked to conduct additional research, participate in events, conduct interviews, or present information to the Board or Society members. In many cases, Directors assume more responsibility over time, serving as Committee chairs or as an Officer (E.g., chair, vice chair, treasurer, and secretary).

Who may serve as a Director?

Any member of the Society who is in "good standing" may be nominated as a director. Directors should be familiar with the vision, mission, and values of the organization, as well as be willing to serve as a trustee of the Society's assets, policies, and programs.

The needs of the Board may vary from time to time, so the vetting process may take into consideration things like professional skills, experience, and diversity. In the end, elections serve to effectively equip the Board to govern the organization well and advance its mission.