



Calgary Academy Society
Regular Meeting of the Board of Directors
May 17, 2016

In Attendance:

Directors: Todd Hirsch; Paul Knapp; Ken McNeill; Mary Anne Desmeules; Linda Fox-Mellway; Neil Tichkowsky; Katherine Taylor; Carolyn Ferraby; Al Wahlstrom

Administration: Josh Van Beers; Dale Erickson; Janice Nigh; Michelle Lucas Stonehouse, Jan Jordan

Regrets: Rob Roach

1. **Call to Order:** 6:00 pm

2. **Approval of Agenda**

Todd Hirsch approved the Consideration of Consent of Agenda as presented

3. **Approval of April 26, 2016 minutes of Regular Meetings of the Board of Directors** with recommended changes to item six wording – Todd

4. **Succession Planning** – Principal resignation – Josh has resigned his position to move to Singapore with his family. The admin team plans to appoint Michelle Lucas Stonehouse as interim principal. This process requires an evaluation after 6 months to confirm that all competencies and requirements are met. The team has been conducting an audit at both campuses with staff members to determine strengths, career goals, challenges and potential leadership candidates. The goal is to identify several candidates to fill the gaps of a second principal. Under the direction of Dale and Janice, candidates will be offered professional development and direction in their position. There will be challenges but admin is confident that creating layers from within would be much more effective than molding someone who has never been a part of the community. Blessings from the Board to Josh and his family and thanks for building a good foundation for successors.

5. **Budget Draft** – The finance committee presented a balanced draft budget to review.

Highlights:

- No new money from Alberta Education
- Will be exhausting the contingency fund from 2015/16
- Places students first

- Certificated staff will receive the grid increase
- Uncertificated staff will receive a 2% increase
- Increase to of .5 FTE artist at Glenmeadows
- Increase to remediation staff of 6 hours per day at Glenmeadows to assist with student support – supervised by .2 FTE teaching position and monitored closely
- Increase to councillor position from .2 FTE to .4 to be proactive with student issues
- Budget is at the limit without increase to funding. With status quo, the 2016/17 budget planning will be challenging.
- Continues to support superior programming
- The Finance Committee and Paul will meet one more time with budget changes and updates prior to final approval due June 30, 2016 to Alberta Education.

6. Bank line of credit update – Dale explained the reason for the need for a line of credit with the bank for Youth Campus construction. Alberta Infrastructure no longer pays the 80% for construction projects but requires actual expenditure invoices before releasing funding. In order to pay the contractor within 30 days, there could be a delay in timing of funding release. We have been working with the bank to determine a process in the event of such a delay. Al questioned whether \$2,000,000 would be sufficient. Carolyn will be sending out a cash flow curve chart. Only approved invoices will be paid and any questionable invoices would have to wait until next month. The contractor is allowed one draw per month.

7. Calgary Stampede – Liability. Once we have agreed on the process with the bank, a letter will be sent to Calgary Stampede advising of the process and Calgary Arts Academy’s responsibly. Cost over runs must be first approved by Alberta Infrastructure prior to proceeding with additional expenditures. It is the responsibility of the project manager to cost assess early enough to avoid unnecessary delays. The committee meets regularly and members who have concerns should attend if they have questions or concerns.

8. Youth Campus Update - Ground breaking ceremony– waiting on the government to decide on a date.

9. Committee Reports

- **Government/Stampede** – Linda – covered in above discussion
- **CAAS Foundation and Community**– Mary Anne – “Evening of Arts and Inspiration” was a huge success with lots of positive feedback. Thanks to everyone who participated. Todd will thank the Foundation for the event. The goal is to make this an annual event.

- **Legal** nothing to report
- **New Initiatives** – no report this month
- **Policy Development**– Paul, Carolyn, Rob and Josh – the revised policies will be shared once a final edit has been completed by the committee.
- **Finance** – see Budget Update
- **CAA Alumni Achievement Research committee** – nothing to report
- **TAAPCS** – Paul attended the TAAPCS meeting in Edmonton on May 5th & 6th, 2016 –Hill & Norton gave a glowing report of Charter status with the Minister. The recommendation from them was to maintain a positive relationship. The letter from our Board was shared at the Superintendents meeting and was supported by other Superintendents. TAAPCS has asked that all jurisdictions schedule meetings with their local MLA's. Several MLA's attended the TAAPCS lunch in Edmonton. TAAPCS governance bylaws need to be amended. EAC-Education Advisory Committee decisions are made outside the bylaws. Bill 504 was passed in its original form.

Meeting Adjourned at 7:30 pm

**** Important Dates:**

MONDAY June 20, 2016 - special wrap up meeting of the Board of Directors – TBA