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Knob Hill Middle School Campus
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Calgary Arts Academy Society Board Meeting Minutes November 20, 2012

In Attendance:

Heather Campbell
Josh Van Beers

Pat Cavill
Patti Wardlaw

Todd Hirsch
Jan Jordan

Dale Erickson
Rob Roach

Guests:

Janice Nigh
Steve Moore, MNP

Kevin Loftus

Michelle Stonehouse

Cheryl Gullason

Regrets:

John Gulak

Frankie Thomas

Ken McNeil

Al Wahlstrom

1. Call to order– 6:20pm - Todd Hirsch - No quorum established. Motions to be ratified.

2. Consideration of Consent of Agenda

Todd Hirsch approved the Consideration of Consent of Agenda with no changes.

3. Action Items

3.1 Motion: To approve the minutes of the October 16, 2012 Regular Meeting of the Board of Directors as stated.

Moved: Rob Roach

Passed upon Ratification

3.2 Approval of the Renewal of the 15 Year Charter

Dale reported that at the most recent meeting of Superintendents, it was announced that there are new requirements for applying for a 15-Year Charter Renewal. A draft of Calgary Arts Academy's 15-year renewal application has been posted to the board website for comments and review. There were no recommendations for changes from the outcome of the charter review. The Board was asked to review and submit feedback this week, in order that it be submitted to Alberta Education by November 28, 2012. It will take approximately 6 weeks to receive a response. Westmount Charter and The Calgary Science School have both been approved for a 15 Year Charter Renewal.

Motion: For approval that Calgary Arts Academy's Board of Directors apply for a 15-Year Charter Renewal.

Moved: Pat Cavill

Passed upon Ratification

4. Discussion Items

4.1 – 2011/12 Audited Financial Statements and 2011/12 Unaudited Financial Statements - Steve Moore – MNP – Steve reviewed the results of the audit with the group. He reported that MNP's team had worked closely with Jan and that the audit had gone well. There were no material errors to report and that Calgary Arts Academy is in good shape financially. The note regarding the qualified opinion from last year's audit report has been revised for the 2011/12. This qualified opinion speaks mainly to fundraising initiatives, which represent a very small percentage of school finances. The surplus of over \$50,000 represents a product of careful management and is important for the future of CAAS. It is recommended by Alberta Education that jurisdictions have a surplus that could support 3 months of operations in the case of an emergency. CAAS currently maintains a surplus of roughly \$280,000.

4.1(a) Long Bus Rides – Heather asked if any progress had been made regarding long bus rides for students, the prospect of bus sharing with other schools and costs versus budget. CAAS still maintains one of the lowest rates of the Calgary charter schools. A study of Parent Provided Transportation and alternate bussing solutions will be discussed at the January meeting.

4.2 Fall Budget Report – Jan shared the Fall Budget Report and explained the rationale for the differences from the spring budget. Numbers in the spring were based on estimated number of enrollments, bus riders, staffing, funding etc. Two significant differences were the Knob Hill lease, which appears smaller (\$244,364) but are negated in revenue versus expense and the certificated salaries that are now required to include Alberta Education support to the Teacher Pension Plan (\$180,000). The recommended Fall Budget Report presented to the Board results in a deficit of \$37,154 for a difference of \$12,031. The Board acknowledged that the Fall Budget had been shared with them.

5. Meeting adjourned at 7:20pm.

****The next Regular Meeting of the Board of Directors will be held on January 22, 2013 at the Knob Hill Campus. Please advise Jan if you will NOT be attending.**

Future 2012/2013 Board Meeting Dates

Date	Dinner	Call to Order	Meeting Type
January 22, 2013	5:30 pm	6:00 pm	Regular Meeting of the Board
February 12, 2013	5:30 pm	6:00 pm	Regular Meeting of the Board
March 19, 2013	5:30 pm	6:00 pm	Regular Meeting of the Board
April 16, 2013	5:30 pm	6:00 pm	Regular Meeting of the Board
May 14, 2013	5:30 pm	6:00 pm	Regular Meeting of the Board
June 18, 2013	5:30 pm	6:00 pm	Regular Meeting of the Board

*Meetings will be held at the Knob Hill Middle School Campus library unless otherwise notified.

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