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**Calgary Arts Academy Society
Regular Meeting of the Board
January 21, 2014**

In Attendance:

Todd Hirsch	Heather Campbell	Cheryl Gullason	Becky Wetherell
Rob Roach	Janice Nigh	Dale Erickson	Laurie Huber
Jan Jordan			

Invited Guests:

Jon Jackson (parent), Linda Fox –Mellway (Stampede)

Regrets:

John Gulak	Al Wahlstrom	Josh Van Beers
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1. Call to order– 6:07 pm - Todd Hirsch

2. Consideration of Consent of Agenda

Todd Hirsch approved the Consideration of Consent of Agenda as presented.

3. Approval of the Minutes of the November 19, 2013 Meeting

Todd Hirsch approved the minutes of the November 19, 2013 regular meeting of the Board of Directors as presented.

4. Secretary Treasurer Report and Finance discussion: Heather and Jan – the finance report has been redesigned to provide the Board with a clearer understanding of the current state of the finances. School spending occurs in waves so a prior year comparison for the same period is provided. It is a recommendation that all jurisdictions carry a minimum of two week AOS(Accumulated Operating Surplus) for emergencies. A recommendation was made to place \$300,000 from the general operating budget into a cashable GIC. This money is dedicated to instruction expenses and will be invested in smaller increments for cashing when required.

Motion: 2012-01-21-01 – Moved to transfer \$300,000 from the general operating account to cashable GIC's in smaller increments as recommended.

Moved: Rob Roach

Seconded: Becky Wetherell

Passed

5. Superintendent Report – Youth Campus – Dale – Alberta Education made their first announcement regarding renovation projects that are being funded. They announced that Westmount Charter and FFCA will be receiving this funding. We anticipate an announcement in the near future regarding CAA renovation project. Dale is not sure how this announcement will play out but indicated that we need to be prepared for both scenarios. The Foundation

has begun their work and Janice Nigh will be the right hand person to work with Foundation and Stampede. In preparation, Dale asked that any questions that the group can anticipate from all stakeholders, be forwarded to Janice in writing. A document will be prepared to address these questions. Janice recorded many questions that the group anticipated. The group will need to be well versed to answer questions when the announcement is made. There will not be a Big Band dance this year due to the major undertaking of the capital campaign. This initiative has been in the Strategic Plan for many years and is now becoming a reality.

6. Discussion

- **Foundation Update** – Dale explained to the new members the functions of the Foundation versus the Board. The Board is a governing body of the school operations only. The Foundation provides annual fundraising opportunities for the Be a Star Capital Campaign and also the Capital funding for the Stampede partnership Initiative. Andy Wiswell is the Chair of the Foundation and has extensive background with all the stakeholders. The Foundation will be requesting a meeting with the Board when the “announcement” has been made. They will be responsible for informing the Board and a 100% commitment from the Board will be necessary to move forward.
- **Stampede Update** – Linda informed the group that the Stampede has relationships with many groups. All members on the Stampede Board have contributed to the initiative. They are in the process of setting up profiles for donors and sponsors. A marketing package is being explored. The corporate campaign - Be a Star, Buy a Star is posted on the website.
- **Policy Committee** – Dale, John Gulak, Laurie Huber and Jan will set some dates for the policy review committee.
- **Board Member Handbook** – Cheryl will head up this committee, with Dale and Laurie. Experienced directors are asked to forward their recommendations from the old handbook. Laurie will be a new set of eyes as our newest member. Recommendations for the handbook are: a table of contents, orientation for new members, role of directors, role of Board, Pillars of Care, Circle of Courage, School Culture, Policies, Story Engine, Financial Terms and Acronyms. The handbook should be digital.

7. Context for the Future – Included in discussion items

8. School Act - The School Act has been posted to the Board Documents website. An additional document indicates the changes to the School Act. The changes that affect charter schools are highlighted in yellow.

9. Alberta Education Update – Dale met with the new director of Alberta Education with respect to the submitted AERR (Annual Education Report). They have included a Board Communication Plan. Dale has requested that the Board review the “changes’ on page 12. This will be a discussion item at the February meeting and will require action.

10. Meeting Adjourned at 7:05 PM

***Upcoming Dates – February 25, 2014** – Regular Meeting of the Board of Directors
Please advise Jan if you will or will not be attending.