



**Calgary Arts Academy Society  
Meeting of the Board of Directors  
November 19, 2024 Meeting Agenda**

**In Attendance:** Ken McNeill, Neil Tichkowsky, Joshua Dalledonne, Jim McLeod, Arsheel Hirji, Anna Murphy, Jon Yee, John McWilliams, Doug Frenette, Lara Rivera (KPMG)

**Administration:** Cole Jordan, Michelle Stonehouse, Cheralyn Doell, Alyson Moore, Kim Hoey, Sarah Birch, Amanda Bonnell

**With Regrets:** Mallory Graham,

Regular Meeting of the Board of Directors

1. This Day in History – Jim
2. Call to order – 6:08
3. Approval of the Agenda – Considered approved
4. Approval of the October 22, 2024, Regular Meetings of the Board of Directors Minutes – Considered Approved
5. Audit Committee – Ken – Met with KPMG with the audit committee. We received a clean audit –

Laura (KPMG) - We have completed the Audit, there are just a couple remaining procedures to complete including final sign off and approval from tonight's meeting. We went over the audit in detail with the Audit committee. We also received the AERR and there are no concerns with that. No indication of override of controls. No misstatements noted. Non-financial information was also tested with no issues noted.

Ken - Some items of note. We have moved \$30,000 into our Restricted Capital Reserves bringing the total to \$230,000. Transportation ran a \$26,000 surplus for the first time ever due to the tail end of our 5yr contract with southland. Those funds are restricted and will be used in the 2024 2025 School year. We have a clean bill of health. Thanks to Cole and his team for all their work.

- Approval of 2024 AFS -

**Motion 1** – Ken - to recommend for approval the 2023/2024 Audited Financial Statements at the 2024 AGM. – Doug Seconded – Approved

- Appointment of Auditors

**Motion 2** – Ken – to recommend for approval KPMG as auditors for the 2024/2025 school year at the AGM. – Doug Seconded – Approved

We are in need of a new website. We want to streamline it to and make it more user friendly, make it more professional, and to help drive enrolment. The plan would be to contract out the project. Once we are done storyboarding is completed, we will bring it to the board to review.

**Motion 3** – Ken - To approve up to \$10,000 to hire a company to develop a new website. – John Seconded - Approved

6. Superintendent Report – Michelle – Documents regarding the charter school evaluation were sent out last week with the timeline and schedule. They will be here on the 28<sup>th</sup> with a 10am-11am meeting with the board chair and as many board members as possible.

Cole and I went to the Capital Planning meeting in Edmonton last Friday. That meeting was about the accelerated construction process. They are highly motivated and have provided a template for a proposal. They repeated a couple times that if you don't have a site then don't apply. All charter schools were at this meeting as they are looking to add 12,500 seats across all charters.

School council had their AGM, there will a community arts auction at Jubilee.

- AERR Report – Kim, Alyson, Sarah and Amanda presented the AERR - Our total enrolment increased from 599 up to 622. We hosted 25 tours and have added 180 new students for this school year. The last 3 years we have had steady

growth. Some highlights from the AERR include high Parental Satisfaction. Our science marks were really high at the grade 6 level. We know we have a larger population of students that would be considered coded in other jurisdictions. There was really great feedback from all teachers across all three campuses. We provide learning environment that all students are accepted and welcomed in. Parents are satisfied with their involvement in their kids learning. Our K-12 numeracy scores are still an area for improvement. We are increasing instructional time for numeracy and have dedicated PD with a Math Consultant. We want to focus on confidence building with students. We have Early Math Interventionists (EMI's) and will prioritize adding tools. We are continuing with the Thrive programs which focuses on human wellness. The funding has been extended till June of this year.

**Motion 4** - Arsheel – to recommend approve the 2024 AERR report as presented – John Seconded  
- Approved

7. Advocacy – Joshua – Transgender day of remembrance is tomorrow and Jubilee is December 6<sup>th</sup>. Josh will send out talking points for the events.
8. Capital Planning Committee – Jim – Arsh, we want to take dive deeper into contact list to identify key people to help us find land.
9. Governance Committee – John – Michelle has revamped the bylaws to be inline with the Education act. It is very a strong document. We have 3 additional policies that need approval as well. The first policy is for the special projects courses and how those are approved. The second one is the independent student policy. What are the procedures for students who turn 18. We have to have a procedure in place to protect the students privacy. Lastly we need a policy for locally developed courses and how those are implemented.

**Motion 5** – John - to approve the 3 new policies as presented. – Jim Seconded - Approved

**Motion 6** – John - to approve the updates to the current policy as presented – Jon Seconded - Approved

**Motion 7** – John – that upon approval of the slate of nominees at the AGM, the officers will be reappointed as Neil Tichkowsky - Board Chair, Joshua Dalledonne - Vice Chair, Cole Jordan – Secretary Treasurer - Josh Seconded - Approved

10. Growth Committee - Mallory - No further update at this time. – Committee has grown by one
11. Arts Engagement – Joshua – No further update – Arts Commons needs support as they are meeting with council requesting an increase to there operating budget. A message of support from the board will be sent out.
12. Arts Coordinator – Cheralyn – We did an advertisement for a high school tour coming up. We had our biggest response yet. 300+ link clicks and 18000 views. Our social campaigns are still our most effective means of advertising. For this tour we have 51 families 19 existing 31 new.
13. Meeting Adjournment – 8:01

**INFORMATION ITEMS - \*\* Upcoming School Events:**

- Regular Meeting of the Board of Directors – December 17, 2024
- Jubilee Winter Performance - December 6, 2024