



**Calgary Arts Academy Society
Meeting of the Board of Directors
January 17, 2023 Meeting Minutes**

In Attendance: Ken McNeill, Mallory Graham, Doug Frenette, Lorraine Becker, John McWilliams, Neil Tichkowsky

Administration: Cole Jordan, Michelle Stonehouse, Cheralyn Doell

With Regrets: John McWilliams, Neil Tichkowsky, Court Ellingson, Jim McLeod, Josh Dalledonne, Susan Wright

Regular Meeting of the Board of Directors

1. This Day in History – Jim
2. Call to order – 6:10
3. Approval of the Agenda – Considered approved
4. Approval of December 13, 2022 minutes of Regular Meetings of the Board of Directors – Infrastructure spelled incorrectly.
5. Audit Committee – Neil – There are a couple items for approval, the first one is the school fees policy. The school has decided to keep fees the same this year as last year had a bigger jump. Brett suggested that we start talking about a potential increase for the following year, to prepare our families. Student Care, who manages our lunchroom at Rosscarrock and Knob Hill, have increased their fees. The refund policy is moving the full refund date to August 1st. from August 16th.

Jubilee had an overall cost of \$36,000, with the revenue from ticket sales being \$20,000. The Audit committee is going to look at the pros cons of offering alcoholic beverages to families at the event, to see if it would help reduce the overall cost of Jubilee.

Motion 1 – Neil - To approve the 2023-2024 School Fees Policy as presented – Doug Seconded
- Motion Passed

Motion 2 – Neil - To approve the updated Fee Refund Policy as presented – Doug Seconded - Motion Passed

6. Superintendent Report – Michelle – Our meeting with Alberta Education about our AERR went well. Randy Billey had really positive feedback for us. Given the circumstances with covid, we have been able to maintain our culture which is commendable.

We are making a change to the calendar, due to the charter school conference in October. Almadina is hosting the conference next year which is really exciting.

Motion 3 – Doug - to approve the updated calendar for the 2023-2024 school year – John Seconded - Motion Passed

Lastly, we had received approval for a mental health grant in partnership with Connect Charter School. Connect is taking the lead on the program and our students, staff and families will greatly benefit from it. It is a 2yr program and also partners with MRU. We will be following a well-developed program called open parachute. The second portion of the grant allows for play space therapy. Students will get 5 full days with mental health experts and psychologists at the Connect Camp facility. We will send out a copy of the program when it is finalized, Connect just hired a coordinator to get the program together.

7. Advocacy

- Government Relations Committee – Ken - It would be interesting to look at the city of Calgary development plan at the rosscarrock area. They have had a significant population decrease and they see this area as one that could grow. CAA is delighted that Lorraine is taking over representing us with TAAPCS. There is a meeting Thursday. Looking forward to seeing how that goes.
- Capital Plan/Infrastructure Committee – Jim – No update at this time.

8. Governance Committee – John – We need to meet again to discuss governance and the policies updates. Cole to look into getting video set up as an ongoing option for the board.
9. Growth Committee - Mallory – We met a couple times to develop a matrix to determine goals for growth and how to achieve them. This allowed us to prioritize different strategies and assign different people to push those initiatives forward. We know we want to improve enrolment to 700. Some of our tactics include increasing our social media posts both organic posts and targeted ones. For high school we will work to get the information from the school to the parents. WE want to build excitement with our current students to help with retention. The Knob Hill mailout is is the works, and we will look at the cost of bright signs. They are very effective at reaching out to specific communities. We will look at the potential for banners in future years, and targeted adds in program publications.

As admin we discussed all the ideas, and we know from hindsight that if we get people in for a tours we have a lot more buy in to the culture and the vision of the school. There is magic here.

Motion 4 – John - to approve the list of priorities and tactics within the growth plan as presented
– Neil - Seconded

10. Arts Coordinator – Cheralyn – Board members and families will have received a link to the professional video of jubilee performance. We had tours today, 14 HS and KH had 12 families, and both had a wonderful buzz about them. Our arts panels are shifting to include a hands-on element to them, which has been successful. The kids are enjoying the hands-on portion of it. Grad is on the horizon, so those plans are forming. We are deciding how to delineate grade 9s and 12s and how we can make each unique and special. The 12s are interested in putting their ideas forward, so we will pursue a student committee.

11. School Council – Michelle –Parents seem happy for the most part they are just curious what the configuration will be for next year. They had a full turnout for the casino just before the Christmas break which is amazing.
12. Michelle’s Stories – Michelle
13. Meeting Adjournment – 7:46

INFORMATION ITEMS - ** Upcoming School Events:

- February 14, 2023 – Meeting of the Board of Directors