

Society for Christian Education
in Southern Alberta
Spring Membership Meeting



Meeting Date: Monday, May 29, 2023

7:30 pm

**Immanuel Christian Secondary School
802-6 Ave. N., Lethbridge**

Included:

Agenda

Minutes of previous meeting

2023-2024 Budget

Strategic Plan - Constitution and Bylaws, Survey Results

New Board Member Elections



Annual Spring Membership Meeting

Society for Christian Education in Southern Alberta

Monday, May 29, 2023

7:30 pm

Immanuel Christian Secondary School

Agenda

Welcome	Scott Van't Land <i>Board Chair</i>
<i>Song: In Christ Alone</i>	
Opening Devotions	Pastor Aaron Moore <i>University Drive Alliance</i>
Minutes of November 28, 2022 meeting and motion to approve same	Daniel Hummel <i>Board Secretary</i>
Service Awards and Recognition	Barbi Wall, <i>ICES</i> Matt Bekkering, <i>ICSS</i> Jason Ferrie, <i>SCESA</i> Scott Van't Land, <i>SCESA Board</i>
Strategic Plan Report	Scott Van't Land <i>Board Chair</i>
<ul style="list-style-type: none">○ Vote on the Proposed Constitution and Bylaws Update○ Update on Strategic Plan Update Progress	
Presentation of the 2023-2024 Budget and motion to approve the same	Brendan Scholten <i>Board Treasurer</i>
Election of New Board Members	Scott Holtrop <i>Nomination Committee</i>
Members Business	Scott Van't Land <i>Board Chair</i>
Closing	Mitchell Muizelaar <i>Board Vice Chair</i>

In Christ Alone

Verse 1

In Christ alone, my hope is found
He is my light, my strength, my song
This Cornerstone, this solid ground
Firm through the fiercest drought and storm
What heights of love, what depths of peace
When fears are stilled, when strivings cease
My Comforter, my All in All
Here in the love of Christ I stand.

Verse 2

In Christ alone, who took on flesh
Fullness of God in helpless babe
This gift of love and righteousness
Scorned by the ones He came to save
'Til on that cross as Jesus died
The wrath of God was satisfied
For every sin on Him was laid
Here in the death of Christ I live.

Verse 3

There in the ground His body lay
Light of the world by darkness slain
Then bursting forth in glorious day
Up from the grave He rose again
And as He stands in victory
Sin's curse has lost its grip on me
For I am His and He is mine
Bought with the precious blood of Christ.

Verse 4

No guilt in life, no fear in death
This is the power of Christ in me
From life's first cry to final breath
Jesus commands my destiny
No power of hell, no scheme of man
Can ever pluck me from His hand
'Til He returns or calls me home
Here in the power of Christ I'll stand.

Minutes of the Fall Society Meeting

November 28, 2022

1. Welcome- Scott Van't Land, Board Chair, at 7:30
2. Song- Be Thou My Vision
3. Opening Devotions- Pastor Prakash Timsina, Central Church of Christ
4. Minutes of May 30, 2022, Spring Society Meeting- Daniel Hummel, Board Secretary
 - **MSC** to approve the minutes of Spring Society Meeting- Motion made by Daniel Hummel, seconded by Josh deHaan. Carried.
5. Approval of meeting agenda- Scott Van't Land, Board Chair
 - **MSC** to approve Fall Society Agenda- Motion made by Scott Van't Land, seconded by Josh deHaan. Carried
6. Presentation of 2021/22 Audited Financial Statements- Nadine Granson, Avail CPA
7. Approval of 2021/22 Audited Financial Statements- Brendan Scholten, Board Treasurer
 - **MSC** to approve 2021/22 Audited Financial Statements- Motion made by Brendan Scholten, seconded by Josh deHaan. Carried
8. Strategic Plan Report- Scott Van't Land, Board Chair
 - Bylaw Updates- correction of wording for Alberta Registries
 - **MSC** to adopt corrections and new Bylaws- Motion made by Brendan Scholten, seconded by Josh deHaan. Carried
 - New Society Positions
 - Executive Director- Monica Loewen
 - Director of Discipleship- ongoing process
 - CRA Update- no tax receipts to be issued in return for school fees/tuition
 - 2 questions could not be answered favorably
 1. Is the payment voluntary? - No
 2. Did you receive anything in return? - Yes
 - Question from floor- Do independent schools issue tax receipts for tuition? Answer- Yes.
 - Big Project – expense all the work done because we can't continue to carry it forward
 - Question from floor- What is the Big Project?- Answer- Expansion of the elementary school due to enrollment needs pre Covid, and to improve parking.
 - Building committee- has done some building assessments of both campuses
 1. Parking assessments at the Elementary School- land from city is too expensive as well as gas line moving expense
9. Members Business-Scott Van't Land, Board Chair
 - What is enrollment? What is percentage since Covid? Answer-

- 529 students
- Numbers are constantly changing due to continual new family interviews and exiting students
- Future enrollment is based on kindergarten numbers, families moving to the province, and new society members- the statement of faith is a drawing card for many new families

10. Closing Song- Come Thou Long Expected Jesus

11. Closing Prayer- Mitchell Muizelaar, Board Vice-Chair

12. Adjournment- Scott Van't Land, Board Chair

CHARTER & PRINCIPLES

Society for Christian Education in Southern Alberta
802 – 6th Avenue North
Lethbridge, Alberta T1H 0S1

Incorporated under the Societies Act
The 31st day of July A.D., 1961

A. CHARTER

- 1) The name of the Society is “THE SOCIETY FOR CHRISTIAN EDUCATION IN SOUTHERN ALBERTA” (SCESA).
- 2) The operations of the Society are chiefly carried on in the City of Lethbridge, Alberta, and elsewhere in the Province of Alberta.
- 3) The operations of the society will be carried on without purpose of gain for its members, and any profits or other gains to the Society shall be used in promoting its purposes.
- 4) The objects of the Society are to establish and maintain one or more schools to provide education based on the Bible as the infallible Word of God.
- 5) The Society is committed to the following fundamental principles:
 - a. That the instruction and education of the child, in the school as well as in the home, must be in accordance with the Bible as the infallible Word of God.
 - b. That the child’s instruction and education must be of a high standard, properly relating the works of God and the Bible, as interpreted in the Apostles’ Creed, Nicene Creed, Athanasian Creed, Heidelberg Catechism, and the Westminster Larger & Shorter Catechisms.
 - c. That, although the Church and State have their own distinct interest in the school, the school is an institution that depends on and must be supported by the home.

B. STATEMENT OF PRINCIPLES

The Society is committed to the following theological principles:

- 1) **CREATION:** that man, the world, and its purpose, is to be understood only in relation to God the Creator and Jesus Christ the Redeemer.
- 2) **SIN:** that man’s disobedience to his Creator has broken the relationship of man with his Maker and has caused God’s curse on life.
- 3) **REDEMPTION:** that Christ, the Word Incarnate, is the only Redeemer and Renewer of life, in that He restores the relationship between God and creation.
- 4) **HUMAN LIFE:** that human life in its entirety, which includes the fields of learning and teaching, unfolds itself as service either to God as He reveals Himself in the Scriptures, or to an idol.
- 5) **KNOWLEDGE:** that true knowledge is made possible only by means of true faith in Jesus Christ, and finds its source in the Word of God, through the working of the Holy Spirit.
- 6) **THE CHILD AND THE SCHOOL:** by virtue of the covenant of grace, the school provides an environment in which God calls His children to develop and use their gifts for joyful service in His kingdom.

- 7) **LEARNING AND TEACHING:** that all learning and teaching pursued in faithful obedience to God's command to subdue the earth can proceed only in the light of God's redeeming Word.

FORMULATION AND ADOPTED REVISIONS

- 1) **DATED** this 20th day of April, A.D 1961
- 2) **AMENDED** this 21st day of June, 1968
- 3) **AMENDED** this 3rd day of November, 1978
- 4) **AMENDED** this 16th day of January, 2006
- 5) **AMENDED** this 30th day of May, 2022
- 6) **REGISTERED** March 7, 1979

BYLAWS

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Lethbridge, Alberta T1H 0S1

Incorporated under the Societies Act
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BYLAWS

1) MEMBERSHIP

- a. Membership is open at the discretion of the Board of Directors to all those 18 years and over who agree, by signing, to the Charter, Statement of Principles, and pay the membership fee as set by the Board of Directors.
- b. Membership requires a satisfactory faith-based reference and interview process.
- c. Membership is a prerequisite:
 - i. To enroll child(ren) in a Society school
 - ii. To sit on the Society Board of Directors
 - iii. To vote on Society matters
- d. Membership may be withdrawn by notifying the Board of Directors.
- e. Membership may be terminated by a three-quarter majority vote of the Board of Directors for any cause which the Board of Directors may deem reasonable.
- f. All appeals must follow the dispute resolution process as set out by the Board of Directors.

2) THE BOARD OF DIRECTORS

- a. The Society will be governed by a Board of Directors.
- b. The members of the Board of Directors will be nominated from within the Society membership and will be elected by the Society at a meeting of the Society membership.
- c. Removal of a member of the Board of Directors
 - i. A member of the Board of Directors can be suspended for just cause by a majority vote of 80% of the Board of Directors.
 - ii. A member of the Board of Directors can be removed for just cause by a majority vote of 80% of the Board of Directors.
 - iii. A member of the Board of Directors who has been suspended or removed has the right to use the dispute resolution process.
- d. Term of office shall not exceed four years. A member of the Board of Directors may be re-elected to one consecutive term not exceeding two years.
- e. A member of the Board of Directors may serve a new term of office following a two-year absence.
- f. Has the power and duty to:
 1. Determine education policies and standards in alignment with the Society Charter and Statement of Principles.
 2. Investigate, recommend, and approve qualified candidate(s) for administration, educational and support staff, and remove those deemed unqualified.
 3. Engage, assign, and supervise all Society personnel.
 4. Administer the finances of the Society to:
 - i. Provide the necessary educational equipment and supplies.

- ii. Maintain building and transportation facilities and other properties of the Society.
- 5. Propose construction and/or acquisition of needed property, buildings and facilities to the Society membership for approval.
- 6. Propose a financial budget to the Society membership for approval at an annual meeting.
- 7. Keep proper and complete financial records and render a financial report to the Society membership at least once each year.
- 8. Render a general report of operations to the Society membership, at least once a year.
- 9. Promote the cause of Christian education.
- 10. Do such other things as may be necessary for the efficient administration of the Christian schools maintained by this Society.
- g. The Board of Directors shall meet at least four times per year. The meetings shall be called by the Chair together with the Secretary.
- h. Special meetings by the Board of Directors may be called by the Chair. The Chair shall be required to call a special meeting upon the written request of three members of the Board of Directors.
- i. A majority of the Directors shall constitute a quorum.
- j. The Board may appoint from among the members of the Society a group of persons who, by reason of education, experience or otherwise, to serve on committees deemed necessary by the Board of Directors.

3) OFFICERS

- a. The Society shall have as executive officers a Chair, a Vice-Chair, a Secretary, and a Treasurer; these officers shall be chosen by the Directors at the first meeting of the new Board of Directors.
- b. Executive officers can be removed from their office by an 80% majority vote of the Board of Directors.
- c. The Chair shall preside at all meetings of the Society and of the Board. In the absence or inability of the Chair, the Vice-Chair may exercise all the powers of the Chair. The Chair shall be an ex-officio member of all Committees.
- d. The Secretary shall:
 - 1. Keep the minutes and act as Secretary of all meetings of the Board of Directors and Society membership meetings.
 - 2. Be the custodian of the records and of the seal of the Society.
 - 3. Ensure that the seal is affixed to all documents and agreements with respect to the Society as necessary.
 - 4. Keep a record of all the members of the Society, and their contact information, and shall send, or cause to be sent, all notices of various meetings as required.

5. Have the power with the Chair to make and execute for, and in the name of, the Society all deeds, mortgages, bonds, and other obligations or instruments when authorized by the Board of Directors.
- e. The Treasurer shall:
1. Have general supervision over the care and custody of the funds and securities of the Society and shall deposit the same in such bank or trust company as the Board of Directors, or any Committee designated and vested with such power by the Board of Directors, may designate.
 2. Keep full and accurate accounts of all receipts and disbursements of the Society and, whenever required by the Board of Directors, render financial statements to the Society.
 3. Prepare, execute, and file in conjunction with the Chair, any annual reports or statements which may be required by these By-Laws, by the Board of Directors, or by the law.
- f. The Board of Directors may hire personnel to execute the secretarial and financial duties on behalf of the Board and its officers. The Board shall develop appropriate job descriptions and areas of responsibility for such personnel.

4) FINANCIAL REPORTS

The 31st day of August in each year shall be the end of the fiscal year of the Society. The accounts and financial records of the Society shall be audited by a qualified accountant, appointed by the Board of Directors and approved by the Society membership. The Auditor's report shall be available to the membership upon request. A summary of the audited financial statements will be provided at the Annual meeting of the membership.

5) MEETINGS

- a. The Society membership shall ordinarily meet twice a year and no less than once a year on dates to be set by the Board of Directors:
1. Receiving and approving financial statements as presented by the Board of Directors.
 2. Receiving and approving a proposed budget for the ensuing year.
 3. Receiving reports by the Board of Directors regarding its activities during the past year.
 4. Conducting any other business pertinent to the welfare of the Society, which has been placed on the agenda.
- b. A special meeting of the Society membership may be called by the Board of Directors to dispose of special matters which the Board deems to be of an urgent nature. The Board of Directors shall call a special meeting of the Society membership upon receipt of a petition signed by at least forty members in which is set forth the purpose of reason for such a meeting. The Board shall call such a meeting not later than thirty days from the date of the Board meeting at which the petition was received.

- c. Written notices and/or digital communication specifying the time, place and purpose of **annual general** and special meetings shall be made available to each member of the Society at least ten days prior to the date of the meeting.
- d. 5% of current members shall constitute a quorum.
- e. **Annual general** and special meetings may allow for in-person and/or online attendance at the discretion of the Board of Directors.

6) VOTING

- a. Any member in good standing shall have the right to vote at any meeting of the Society membership.
- b. Proxy votes shall be permitted at the discretion of Board of Directors. There shall be one vote counted per membership.

7) REMUNERATION

Officers/Directors of the Board shall not receive remuneration for duties performed in their capacity as Officers/Directors of the Board.

8) BORROWING POWERS

The Board of Directors, on behalf of the Society, may borrow, raise or secure payment of funds in such manner as it thinks fit. All land mortgages require ratification by the Society membership.

9) STAFF

- a. All administration, educational, and support staff shall be approved by the Board after careful consideration of their character, training, and other qualifications. They shall be approved for such terms and upon such salary and other conditions as are mutually agreed upon between Board and staff. They must lead a Christian life as defined by the Staff Covenant, be active participants in a Christian church, and declare their unconditional acceptance of the Statement of Principles of the Society as expressed herein. They must possess a valid certificate for the level of instruction for which they are engaged and must be scripturally sound in their teaching. Any administration, educational, and support staff whose instruction conflicts with the Charter and Statement of Principles of the Society, or whose life contradicts the Staff Covenant will no longer be eligible to be employed in a Society school.
- b. All Society staff shall be approved by the Board after careful consideration of their character, training, and other qualifications. They shall be approved for such terms and upon such salary and other conditions as are mutually agreed upon between Board and staff. A Society Staff member can be removed from their position for any and all reasons the Board deems reasonable.

10) RECORDS

Members shall only have access to the audited financial statements of the Society, unless directed by a resolution of the Board of Directors.

11) BY-LAWS

These Bylaws may be rescinded, altered, or added to by a special resolution of the Society, requiring seventy-five percent approval of votes cast.

12) DISSOLUTION

In the event of the dissolution of the Society; the assets of the Society after payment of all debts shall be paid or transferred to a Christian organization of the Society's choice and hold charitable status with the Canada Revenue Agency.

BYLAW FORMULATION AND ADOPTED REVISIONS

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- 5) **AMENDED** this 30th day of May, 2022
- 6) **AMENDED** this 28th day of November, 2022
- 7) **AMENDED** this 29th day of May, 2023
- 8) **REGISTERED** March 7, 1979

Strategic Planning Survey – Spring 2023

As part of the strategic planning process, a survey was developed and sent out to all current SCESA membership (324) on March 31st. This survey was based up on the 5 key topics in the current strategic plan, developed in 2018.

All current parent members (261) received the survey link via email; non-parent members (63) received the link via email, as well as a paper letter directing them to the link or to call the office. 70 submissions were received – 21 ICES families, 20 ICSS families, 16 families with students in both campuses, 12 non-parent memberships and 1 unidentified.

The survey was broken into 5 sections, based on the 5 key topics. Members were asked to indicate whether or not they were satisfied with the progress made on each goal and if dissatisfied, to provide further comments. There was opportunity for additional comments on each topic. The five topics included Christian Content in Education, Building & Transportation Infrastructure, Community Involvement/Promotion, Roles & Responsibilities of the SCESA Board, and Roles & Responsibilities of Society Members and Locals.

Submissions were reviewed by the members of the SCESA Board Executive and the Executive Director, looking for items of note and common themes. The following are the five main themes reflected in the survey submissions:

- Dissatisfaction and concern regarding updates/expansion at the Elementary campus, including parking.
- Dissatisfaction regarding the transition and apparent differences in the Bible programming and Christian content between the elementary and secondary campus.
- Questions regarding the potential Director of Discipleship position, as well as both strong affirmation and opposition for the position.
- Dissatisfaction regarding clear communication from the SCESA board to membership.
- Concern regarding the dissolution of the locals and how to encourage membership participation going forward.

In reviewing these five main themes, it is encouraging to see that all of these items have been and are currently being discussed at the Board level. None of the main themes are surprising. This enforces that the current Board is on the right track and that we need to continue working on the current goals, rather than creating brand new ones.

Immanuel Christian Schools

SCESA

Proposed 2023-2024 Budget

	Operations 2023-2024		% of Total Rev/Exp		Operations 2022-2023		% of Total Rev/Exp	Capital
Revenues								
District #51 - Plant O & M Revenue	\$310,000		19.7%		\$305,000		20.1%	
District #51 - Transportation	\$49,500		3.2%		\$49,500		3.3%	
Fees: Membership - Parents	\$58,750		3.7%		\$59,000		3.9%	
Fees: Membership Non-Parent (50 families)	\$12,500		0.8%		\$10,000		0.7%	
Fees: School Fees (235 families)	\$931,500		59.3%		\$884,000		58.4%	
Option Fees for ICSS Campus	\$32,000		2.0%		\$32,000		2.1%	
Fees: Transportation	\$252,000		16.0%		\$249,700		16.5%	
Less: Reduced School Fees	(75,000)		-4.8%		(75,000)		-5.0%	
Total Revenue		1,571,250	100%			1,514,200	100%	
Expenses								
Instructional								
Option Fees to be paid to the District	\$32,000				\$32,000			
Salaries-Instructional	\$105,000				\$125,000			
Teaching For Transformation	\$31,000				\$20,250			
Christian Professional Development	\$25,000				\$20,000			
Trades Programs Contracts	\$62,800				\$57,600			
Promotion/Development	\$22,500				\$20,000			
Subtotal		\$278,300	15.8%			\$274,850	15.0%	
Society Office								
Salaries	\$220,000				\$208,000			
Pension/Insurance/Gov't Deductions	\$45,500				\$43,000			
Office Supplies/Copier/Postage	\$4,000				\$4,000			
In-Service Training/ IT Equipment/Promotion	\$2,500				\$2,500			
Subtotal		\$272,000	15.4%			\$257,500	14.0%	
Miscellaneous								
Fees for Services	\$20,000				\$20,000			
Membership Fees (PCCE/CSI/Other)	\$45,000				\$48,000			
Bank charges & interest/Bad Debts	\$10,000				\$10,000			
GST (Net)	\$20,000				\$15,000			
Subtotal		\$95,000	5.4%			\$93,000	5.1%	

Candidates for Nomination Spring 2023

Joni Brandsma

My name is Joni Brandsma. Although I am an import through marriage to Immanuel Christian schools, my husband Peter graduated in 1998. Currently, we have 5 children enrolled at Immanuel. We own a small automotive repair shop just outside of town and our family attends Grace Reformed Church here in Lethbridge. We believe Christian education is an important piece in our calling as parents to bring our children up in the training and instruction of the Lord (Eph 6:4).

Laura Maljaars

My name is Laura Maljaars. My family has been part of Immanuel Christian School for the past 8 years. We currently have all 4 of our children attending between grades 4 and 12. Our experience at Immanuel has been very good for our family and I'm often encouraging new families to join! We are very thankful for God blessing our family with Christian education at Immanuel.

Gord and I own Matters of Design in Lethbridge and Work n Play Lethbridge & Blairmore. Our lives are busy, but I have often considered how I could get more involved in the school society. It would be an honour to serve as a board member.

Kim Rupps

My name is Kim Rupps. I grew up in Smithers, a small Northern BC town where I graduated from the Bulkley Valley Christian School in 2004. I moved to Alberta in 2006 where I met my husband Casey.

My husband owns the Board Game restaurant here in Lethbridge and I work for the Alberta Motor Association. We have three girls (grades 2, 5, 8 next year) attending Immanuel Christian School.

I am honoured to stand as a nominee for the Board of Directors for the Society, meeting more families and getting involved with the Christian School Community.

Gerrit Schooten

My name is Gerrit Schooten and I am honoured to have my name stand for election for a position on the Board. Christian Education has always been an important part of my life. I attended Immanuel Christian School from KG-12 and graduated in 2005. Upon graduation, I attended a year of Bible College at Capernwray Hall in England and then went to Trinity Western University in Langley, BC where I obtained my teaching degree. My experiences at Immanuel prompted me to teach in two different Christian schools in BC and Alberta for 8 years. During that time I enjoyed opportunities to work with school boards and subcommittees to help ensure the schools were carrying out their missions.

My wife, Amy, and I are thankful to have the opportunity to send our three children, Elanna (Gr. 4), Evan (Gr. 2) and Kallie (EEP) to ICES and see them have great learning opportunities in this environment. Our family lives near Nobleford where we help run a feedlot and small cow/calf operation.

Mark Van Hill

My name is Mark Van Hill, and I was born and raised in Lethbridge. My wife Karen and I have been married for 17 years and we have five children. Both Karen and I completed our entire education at Immanuel, graduating in 2000. I am a Journeyman Carpenter and operate my own contracting business. Our children are currently enrolled at Immanuel in High school, Middle school as well as the Elementary School. I feel strongly that Christ is in all aspects of life, and I value that this has been and continues to be a focus at Immanuel Christian Schools.

Todd Walcott

My name is Todd Walcott and I have been involved with Immanuel both as a student, graduating in 2001 and now as a parent of three children attending in grades 7, 5, and 3. My family and I live in Picture Butte. I work for a commercial hybrid seed production company near Coaldale and my wife works part-time in the parts department of a heavy-duty truck shop in Coaldale. I value the role that Christian education plays in the lives of my children and the other children that attend with them, and I am grateful for the opportunity to serve as a board member for Immanuel Christian Schools.