

CCS Society Membership Meeting Minutes

Calvin Christian School - Hamilton, Ontario

Wednesday, November 27, 2019 at 7:45pm

1. Opening: Sarah Bouma, Board Chair, welcomed attendees to the meeting and opened with reading from Jeremiah 29 and prayer. There were 81 members present.
2. Approval of Wednesday, May 29, 2019 Spring Membership Meeting Minutes:
MOTION: *That the minutes of the Spring Membership Meeting held on Wednesday, May 29, 2019 be approved. JD Alkema/Rob Ouwehand. Carried.*
3. Matters arising from the minutes: None
4. 2018-2019 Audited Financial Statements report by Melanie Froese of Grant Thornton: This report is longer than usual due to industry updated drafting standards; there is no content change. Highlights of budget lines were given. There are no material errors found. The balance sheet shows a healthy financial position.
Motion: *That the Membership receive and accept the reviewed audited financial statements of Calvin Christian School Society for the year ending August 31, 2019. Mark Nyman/Ken Mercer. Carried.*
5. Auditor Appointment for 2019/2020:
Motion: *That the Membership appoint Grant Thornton as the financial auditor for Calvin Christian School Society of Hamilton for the financial year ending August 31, 2020. Gord Hornsveld/Harry Van Dyke. Carried.*
6. Budget to Actual Comparison by Gord Hornsveld, BOD Treasurer
Actuals are close to budget. A few large donations were made. LHIN funding is received for students requiring extra support.
7. Principal's Report by Arn Boonstra:
Thanks is given for the success of the bazaar based on all the volunteers and participants. CCS is also very grateful to the Resource Thrift Store for its incredible support. A "Volunteer thank-you dinner" is being held this Saturday for the Resource volunteers here at CCS.

Arn prays that CCS plans align with God's plans. Students are incredible examples of living proof of God through volunteer and giving activities. Staff recognize that parents entrust their children to them to 'equip them to shine'. Each daily school activity is rooted in the Bible framework to shine for God, not for ourselves.

Responsive classroom is a wonderful opportunity for teachers to support and help students grow in social and emotional ways. Students find out more about each other and grow in their relationships and learn about cooperation, assertiveness, responsibility, empathy and self-control. Teachers then incorporate these concepts/skills into their daily teaching. This leads students into being living proof of God's children. Arn is grateful for staff's dedication and commitment to God and teaching for His praise.

Arn introduced new staff: Miss DeVries in Grade 2, Mr. Jaster in Grade 6, Ms. Champahom in Band, Mr. Stevenson, bus driver, Paraeducators Mrs. Cook, Mrs. Dekker, Ms. Peters and Ms. Friederich,

Mrs. Nagtegaal in the Front Office, Mrs. Schinkel, School Counsellor (as an intentional way to support students with emotional burdens).

Significant changes that began this September 2019 include an accessible playground area and staggered recesses with JK-Grade 4 at one time and Grades 5-8 at a different time. Thanks is given to all the volunteers who assisted with making the new playground. Students are really enjoying the staggered recesses as they have more space to play.

8. By-law #8 and By-law #9: Sarah spoke to this agenda item. At the Spring Membership meeting on Wednesday, May 29, 2019, the membership approved changes to the Society's By-law #9 dissolving its two-tiered membership. The Society's By-laws now require ratification by the membership.

Motion: *That the Membership ratify the revised By-law #8 and By-law #9 (based on Point 8 from the Spring May 29, 2019 Membership Meeting Minutes). Herman Proper/Gord Hornsveld. Carried.*

9. Demographic Market Study report by Dave Stewart, Hathway Stewart Enterprises Ltd. Dave has been involved in Christian education as he attended a Christian school, as did his children. His career is in data research and resulting insights.

Dave went through his PowerPoint presentation of the conducted survey, highlighting data which indicate a need for more Christian elementary education in the greater Hamilton area. Based on CRC and Christian school data, Hamilton could have a potential of 3 Christian elementary schools. As well, according to Hamilton census data, it has a disproportionately increased population growth compared to other areas. Several churches were also included in the survey. All the studied factors lead to a conclusion of a demand for another Christian elementary school. Questions were asked around the data results. It is likely at this time that the school would begin as JK-Grade 4 and grow as needed with the ending result of a full JK to Grade 8 school.

10. Unity Road Update – Sarah Bouma and Katrina Harsevoort

A copy of the presentation was distributed with the Membership meeting material. The timeline to reach this point of asking the membership to vote on the establishment of a second campus was reviewed. The Society is now at a point to discuss what it means to grow and expand through a second campus. The topics of governance, school design and tuition & finances were presented. At this time, governance would continue with one society and 2 campuses, to be reviewed in 3 to 5 years. Melissa VanderWeir, CCS Finance Manager, and Gord Hornsveld, CCS Board Treasurer, have run various number scenarios, with the basis that tuition would be the same at both sites and expecting about a 3-year deficit to accommodate start up costs of the new campus. A Capital Campaign is necessary to fund the purchase and start up of the second campus. Property and Site Planning as well as Promotion and Marketing ideas were also presented.

Q&A Panel Discussion with Arn Boonstra, Principal, Gord Hornsveld, Board Treasurer, Rob Ouwehand, Compass Committee Member & Site Planning Lead and Dan Postma, BOD Vice Chair & Lead Negotiator

Members were given the opportunity to ask questions about the Unity Road update.

Q1: What happens to students after grade 1?

A: Initially, the second campus would be limited to the number of rooms that were available. The classes would likely be JK-Grade 3. Some answers are based on Trinity Church plans as well as student numbers. Split classes are a possibility.

Q2: Please explain the MOU (Memorandum of Understanding)

A: The MOU is in place until the Agreement of Purchase & Sale (APS) is signed. If the establishment of a second campus is approved, the lawyers are ready to work on the APS. The MOU is Trinity Church's commitment to sell their property to CCS and addresses contingencies to protect both parties. If the motion is approved, renovations can begin soon and the building readied for a September 2020 opening with both parties co-existing.

Q3: What protects CCS renovation investments if the purchase doesn't work out?

A: The need for more Christian elementary education is now and therefore, the Society needs to take the minimal risk in moving ahead. The minimal risk is that the Society invests about \$500,000 and leases the building for 5 years at no rental cost. The church also needs to move as the building is too small for them. The MOU does due diligence in managing the risk and planning for a worst-case scenario.

Q4: When will the school be open for students?

A: September 2020 is the planned date to open the second campus for students.

Q5: If the second campus will only be JK-Grade 3, what about the Grade 4 students in September 2021?

A: The students will be fitted in the space. Solutions include split classes or portables

Q6: What about hiring teachers for the second campus? Will they all be new?

A: There will be a need for hiring some staff, but staff will be placed at either campus and where best suited. It would be wise to have current staff at both campuses.

Q7: What is the planned end result – all grades at both schools?

A: Yes

Q8: Why was the school vacated and was it inspected by engineers?

A: We don't have the specific reason, but likely due to consolidation of schools. The OPP used the building and then Trinity Church purchased it. It is an old building but in relatively good shape due to renovations by Trinity Church. Mechanical and structural engineers as well as an architect all inspected the building to ensure that an occupancy certificate can be obtained.

Q9: Will there be a Grade 4 class for 2020-2021?

A: That decision will be made at that time and will be student focused.

Q10: Will renovations be done for all the classrooms?

A: Yes

Q11: What about governance?

A: Initially it will be 1 Society with 2 campuses and a family tuition rate

Motion: *That the Membership approve the establishment of a second campus of the Calvin Christian School Society of Hamilton at 32 Unity Side Road, Caledonia. Gord Hornsveld/Dan Postma. Carried.*

It was noted that it is a very exciting time for the membership to be part of the developing of a new Christian elementary school in the greater Hamilton area.

Q: The membership feels a deep sense of gratitude to Trinity Church as they likely could have sold the property for a higher amount to someone else. Is it appropriate to make a motion that this gratitude of the Membership be conveyed to Trinity Church?

A: Yes, it is

Motion: *That the Board express the Society's gratitude to Trinity Church for its investment and support of our endeavour. Herman Proper/Rob Ouwehand. Carried.*

11. Miscellaneous: None

12. Closing: Dan Postma, Board Vice Chair, closed the meeting with prayer.