



Board Meeting Minutes

April 17, 2025

OUR MISSION

"SCS exists to assist families by providing a Christ-centered education that disciples students to strengthen the family, serve the Church and influence the world."

TRUSTEES PRESENT

	Present	Regrets		Present	Regrets
Regan Espeseth (Chair)	*		Tamara Hominuke	*	
Sara Buckingham (Vice Chair)	*		Amanda Munshaw	*	
Ken Berg		*	Trevor Reid	*	
Sandra Dick		*	Haven Roy		*
Joshua Frost	*				

OTHER GUESTS

Mr. Murray Long (Principal)	Leona Kent (Board Administrative Assistant)
Mr. David Harris (Executive Director)	

Meeting location: SCS Fine Arts Room

Meeting start time: 7:00 p.m.

Meeting called to order: 7:08 p.m.

1. Welcome/Prayer/Biblical Reflection—Regan Espeseth

"May God, who gives this patience and encouragement, help you live in complete harmony with each other, as is fitting for followers of Christ Jesus. Then all of you can join together with one voice, giving praise and glory to God, the Father of our Lord Jesus Christ." Romans 15:5-6

2. **MOTION:** *As per policy EL-5, Financial Condition & Activities, the Director shall not make a single purchase or commitment of greater than \$10,000. As such, I am requesting approval from the Board to disburse \$16,512.00 of the Student Mission Training Program's fundraising proceeds to pay the "in country" invoice for the 2025 mission training trip to Bolivia, including accommodations, meals, road transportation, cultural activities and translation services.*

Moved by Sara. Seconded by Regan. Carried by email communication.

MOTION: #2025-16

3. Approval of Agenda & Adoption of Minutes/Notes from the March 20, 2025, Meeting

MOTION: *To approve the agenda and consent agenda.*

Moved by Trevor. Seconded by Joshua. Carried.

MOTION: #2025-17

MOTION: *To adopt minutes from the March 20, 2025, Board Meeting as circulated on March 21, 2025.*

Moved by Sara. Seconded by Tamara. Carried.

MOTION: #2025-18

4. Consent Agenda: Reports to Receive and Review

a. Director's Report

Financials presented and discussion on tuition rates for 2025-26. Discussion on facility evaluation. Encouraged to have the Ministry present the school's funding for 2025-26.

b. Principal's Report

E-2, Intellectual Development

MOTION: *that the Board has read the monitoring report E-2, Intellectual Development—Principal and assessed it as demonstrating evidence of compliance with a reasonable interpretation of the policy.*

Moved by Joshua. Seconded by Tamara. Carried.

MOTION: #2025-19

5. Membership Engagement Team (Ken, Sandra, Joshua, Stephen Penner, Gwendolen Coziahr)

Survey to parents & staff sent Monday, April 14. Next survey to be sent next week.

Plan for a staff survey to assess compliance of EL-2 and EL-3.

6. Board Development Team (Amanda, Tamara, Haven, Karen Kotanko, Ogbaide Osimewun Biodun)

Spring Update meeting & Nominations open until April 22.

Request for any names to bring forward for nominations.

7. Policy Review Team (Sara)

GP's are now available on the SCS website/removed from the Board File.

Review and update on EL-1 through 8.

EL-4 through EL-6 will be tabled for next meeting, along with EL-9 through 17

MOTION: *To approve the EL, General Executive Constraint, as written and no revision at this time.*

Moved by Amanda. Seconded by Tamara. Carried.

MOTION: #2025-20

MOTION: *To approve the EL-1, Treatment of Students & Parents, as written and no revision at this time.*

Moved by Amanda. Seconded by Tamara. Carried.

MOTION: #2025-21

MOTION: *To make the changes to EL-2, Treatment of Director's Staff & Volunteers, to read:*

The Director shall not cause or allow working conditions for staff or volunteers who report directly to him/her that are unfair, disrespectful, unsafe, disorganized, or unclear.

Further, without limiting the scope of the above statement by the following list, the Director shall not:

1. Operate without written human resource policies and procedures that clarify expectations and working conditions, provide for effective handling of grievances, and protect against wrongful conditions.

- 1.1 Permit Division Staff to be uninformed regarding the performance standards by which they will be assessed.

2. Discriminate against any staff member for non-disruptive expression of dissent.

3. Allow staff to be unprepared to deal with emergency situations.

Moved by Amanda. Seconded by Tamara. Carried.

MOTION: #2025-22

MOTION: *To make the changes to EL-3, Treatment of Principal's Staff & Volunteers, to read:*

The Principal shall not cause or allow working conditions for staff or volunteers who directly report to him/her that are unfair, disrespectful, unsafe, disorganized, or unclear.

Further, without limiting the scope of the above statement by the following list, the Principal shall not:

1. Operate without written human resource policies and procedures that clarify expectations and working conditions, provide for effective handling of grievances, and protect against wrongful conditions.

1.1. Permit staff who directly report to him/her to be uninformed regarding the performance standards by which they will be assessed.

2. Discriminate against any staff for non-disruptive expression of dissent.

3. Allow staff to be unprepared to deal with emergency situations.

Moved by Amanda. Seconded by Tamara. Carried.

MOTION: #2025-23

MOTION: *To approve the EL-7, Compensation & Benefits, as written and no revision at this time.*

Moved by Amanda. Seconded by Tamara. Carried.

MOTION: #2025-24

MOTION: *To approve the EL-8, Communication & Support to the Board, as written and no revision at this time.*

Moved by Amanda. Seconded by Tamara. Carried.

MOTION: #2025-25

8. Audit/Financial Review Team (Regan, Trevor)

SSCE/SCS budget will be presented in the next week.

9. Other Business/Action Items

Proposed SSCE Meeting Schedule 2025-2026

MOTION: *To approve the 2025-2026 meeting schedule as presented.*

Moved by Joshua. Seconded by Tamara. Carried.

MOTION: #2025-26

SSCE May Board Meeting to be moved from May 15 to May 14 to accommodate the School Talent Night.

Criminal Record Checks required from Haven

Meeting adjourned: 9:30 p.m.

Printed Name: _____ Signature: _____

UPCOMING EVENTS	
April 18-25, 2025	Easter/Spring Break
April 22, 2025	SSCE Board Nominations Close
May 14, 2025	SSCE Board Meeting
May 15, 2025	SCS Got Talent
May 22, 2025	SSCE Spring Update Meeting