



Board Meeting Minutes

September 18, 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
Trevor Reid (Chair)	*		Joshua Frost	*	
Sara Buckingham (Vice Chair)	*		Tamara Hominuke	*	
Ken Berg		*	Amanda Munshaw	*	
Sandra Dick	*		Haven Roy	*	
Regan Espeseth		*			

OTHER GUESTS

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

Meeting location: Jr Arts Room

Meeting start time: 7:00 p.m.

Meeting called to order: 7:15 p.m.

1. Welcome/Prayer/Biblical Reflection—Trevor Reid

"For we are God's handiwork, created in Christ Jesus to do good works which God prepared in advance for us to do." Ephesians 2:10

2. Approval of Agenda & Adoption of Minutes/Notes from the August 21, 2025, Meeting

MOTION: To approve the agenda and consent agenda.

Moved by Sara. Seconded by Josh. Carried

MOTION: #2025-61

MOTION: To adopt minutes from the August 21, 2025, Board Meeting as circulated on August 27, 2025.

Moved by Sara. Seconded by Josh. Carried.

MOTION: #2025-62

3. Consent Agenda: Reports to Receive and Review

Key Leaders will be present interpretation of the EL's to the Board for October 16, 2025 meeting and then November 20, 2025 meeting, the full report including evidence of compliance will be presented.

a. Director's Report

Financials/Budget/Cash Flow –*Financials will be presented after the audit has been completed.*

The Member Report that is distributed to all the membership 2 weeks prior to the AGM, this report will now be called the Annual Report and be an annual review for the membership.

EL-6, Asset Protection

MOTION: *that the Board has read the monitoring report EL-6, Asset Protection—Director and assessed it as demonstrating evidence of compliance with a reasonable interpretation of the policy.*

Moved by Amanda. Seconded by Sandra. Carried.

Request for specific explanation on EL-6 report, supplied by email after the August SSCE meeting.

MOTION: #2025-63

EL, EL-2, EL-7, EL-8, EL-9, EL-11, EL-14, October meeting present interpretation of these Executive Limitations and the evidence of these EL's.

b. Principal's Report

EL-3, Treatment of Principal's Staff & Volunteers—interpretation

Interpretation to be completed and submitted by email.

EL, EL-1, EL-3, EL-8, EL-9, EL-12, EL-13-- these interpretations are due for October meeting and the evidence for the November meeting.

Discussion on the summary of the staff surveys.

4. Effectiveness Review Schedule

Request that Director inquire about the cost of effectiveness review—3yr rotation option to have a subscription—principal, director, board. Discussion on the best time of the year to have reviews done.

Principal is scheduled for effectiveness review from ACSI (Phil) for this school year.

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

Survey reports and summaries for September//MET reported that the summary has not been completed. What are the expectations for the MET this year? Encourage the Parent Connect group and to complete surveys to the membership.

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

Sept 4 to Sept 30 Nominations Open for SSCE Trustee Candidates.

7. Policy Review Team (Sara)

GP – Global Governance Process

MOTION: *that the Trustees are found to be in compliance of this Governance Policy.*

Moved by Amanda. Seconded by Tamara. Carried

MOTION: #2025-64

GP-1, Guiding Principles

MOTION: *that the Trustees are found to be in compliance of this Governance Policy.*

Moved by Amanda. Seconded by Tamara. Carried

MOTION: #2025-65

GP-2, Governing Style

MOTION: *that the Trustees are found to be in compliance of this Governance Policy.*

Moved by Amanda. Seconded by Tamara. Carried

MOTION: #2025-66

8. Audit Review Team (Regan, Trevor, Bryce Groenwold)

The draft Audited Financials are expected to be delivered by Oct 1 and request 2 reviews and signatures from the Audit Review Team.

9. Other Business/Action Items

SSCE December 18 Meeting request to move to December 17 Wednesday at 7:00 p.m. because the 18th is Christmas Program. Room 314, yes this is approved for the schedule change.

AGM on October 23, 2025—there will be a meet & greet before meeting 6:30 p.m.

10. Succession 2030 Discussion

MOTION: *to start a new ad hoc committee called: "Succession Vision Committee" for planning succession for the Director position.*

Moved by Sandra. Seconded by Sara. Carried.

MOTION: #2025-67

Succession Vision Committee (Trevor, Tamara, Joshua & Member at Large)

Meeting adjourned: 10:10 p.m.

Printed Name: _____ Signature: _____

UPCOMING EVENTS	
Sept 4 – 30, 2025	Nominations open for SSCE Trustees
Sept 19-20, 2025	In His Service VB Tournament at SCS
October 13, 2025	Thanksgiving (no school)
October 16, 2025	SSCE Board Meeting
October 23, 2025	SSCE Annual General Meeting