Board Meeting Minutes

June 18, 2026

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)	*		Haven Roy		*
Sara Buckingham (Vice Chair)	*				
Ken Berg		*			
Joshua Frost	*				
Tamara Hominuke		*			

OTHER GUESTS	
Mr. Murray Long (Principal)	Leona Kent (Board Administrative Assistant)
Mr. David Harris (CEO/Director)	

Meeting location: Room 314
Meeting start time: 7:00 p.m. Meeting called to order: 7:15 p.m.

Quorum has not been met so the meeting will continue with discussion and motions presented to the Trustees by email for approval.

1. Welcome/Prayer/Encouragement—Sara Buckingham

"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

MOTION: *That the Board approve the June 18, 2026, agenda as presented.*
Moved by Trevor. Seconded by Sara. Carried by email June 25, 2026.
MOTION: #2026-30

MOTION: *To adopt minutes from the May 14, 2026, Board Meeting as circulated on May 15, 2026.*
Moved by Trevor. Seconded by Sara. Carried by email June 25, 2026.
MOTION: #2026-31

3. Key Leaders Reports

a. Director's Report

Financials & Cash Flow & Board Budget Balance

MOTION: *that the Board has read the EL-4, Financial Planning—Director and assessed it as demonstrating evidence of compliance with a reasonable interpretation of the policy.*
Moved by Trevor. Seconded by Sara. Carried by email June 25, 2026.
MOTION: #2026-32

MOTION: *that the Board has read the EL-5, Financial Condition & Activities—Director and assessed it as demonstrating evidence of compliance with a reasonable interpretation of the policy.*
Moved by Trevor. Seconded by Sara. Carried by email June 25, 2026.
MOTION: #2026-33

MOTION: *that the Board has read the EL-6, Asset Protection—Director and assessed it as demonstrating evidence of compliance with a reasonable interpretation of the policy.*
Moved by Trevor. Seconded by Sara. Carried by email June 25, 2026.
MOTION: #2026-34

MOTION: *that the Board has read the EL-16, Staff Conduct—Director and assessed it as demonstrating evidence of compliance with a reasonable interpretation of the policy.*
Moved by Trevor. Seconded by Sara. Carried by email June 25, 2026.
MOTION: #2026-35

MOTION: *that the Board has read the EL-17, Staff Hiring—Director and assessed it as demonstrating evidence of compliance with a reasonable interpretation of the policy.*
Moved by Trevor. Seconded by Sara. Carried by email June 25, 2026.
MOTION: #2026-36
Discussion on the progress of writing the AP's and the policies for the ERC Support Staff and ERC Teachers.
Discussion on the progress of staff hiring for the fall.

b. Principal's Report

MOTION: *that the Board has read the EL-16, Staff Conduct—Principal and assessed it as demonstrating evidence of compliance with a reasonable interpretation of the policy.*
Moved by Trevor. Seconded by Sara. Carried by email June 25, 2026.
MOTION: #2026-37

MOTION: *that the Board has read the EL-17, Staff Hiring—Principal and assessed it as demonstrating evidence of compliance with a reasonable interpretation of the policy.*
Moved by Trevor. Seconded by Sara. Carried by email June 25, 2026.
MOTION: #2026-38

4. Membership Engagement Team: (Ken, Joshua, Gwendolen Coziahr, Jason Moffat)

BBQ First Day of School, September 2, Wednesday. Jean Machnee will organize volunteers and purchase BBQ supplies. Joshua volunteered to supply the coffee, cups, TimBits, cream for the morning set-up and prayer time. BBQ's will come from Emmanuel Church—Murray and/or Trevor in charge.

5. Board Development Team: (Tamara, Haven, Karen Kotanko)

Minutes from BDT meeting.
Discussion on nominations for fall AGM. Nominations open on August 27, Thursday to September 24, Thursday.
Number of candidates for nomination. **5 Candidates will be posted (1 Trustee will let their name stand for second term)**

6. **Policy Review Team: Board Self Monitoring (Sara)**
   BMD-3, Delegation to the Key Employees
   BMD-4, Monitoring Key Employees' Performance
   Discussion on the annual formal evaluation of the policies.

7. **Succession Vision Committee (Trevor, Tamara, Joshua, Myron Johnson, Derek McWilliam)**
   Meeting in July and Director's position needs to be posted.

8. **Effectiveness Review ACSI (Sara)**
   Information from ACSI that they do not complete an effectiveness review on Boards.

9. **Other Business/Action Items**
   Trustees to represent at the Grad ceremonies June 26, 2026.

Meeting adjourned 8:30 p.m.

Printed Name: _____Signature: _____

UPCOMING EVENTS	
June 18-24, 2026	Final Exams for K-12
June 24, 2026	Last Day of School for K-8
June 26, 2026	SCS Graduation
June 26, 2026	Report Cards for K-12
August 20, 2026	**SSCE Board Meeting**
August 27-Sept 8	SSCE Nominations Open