



Fall Society Meeting Agenda Package

October 19, 2020 · 7:30 pm
at BVCS and online

Members are expected to attend. Non-members are welcome to attend.

Society meetings are important to the function and governance of our school.

There are two ways to participate:

1. **In Person.** One person per member family. Safety protocols will be followed. If you're attending in person, please sign up by following the links on our website (www.bvcs.ca) or going here:

<https://www.cognitoforms.com/BVCS1/FallSocietyMeeting>

2. **Online.** We'll host this meeting on Zoom. No sign-up is necessary.

<https://us02web.zoom.us/j/89361700026?pwd=WkRwKzZwbFMrNFBYWDJheWkzZDZEUT09>

Meeting ID: 893 6170 0026 | Passcode: 664163

**BULKLEY VALLEY CHRISTIAN SCHOOL SOCIETY
FALL SOCIETY GENERAL MEETING
Monday, October 19, 2020
7.30 p.m.
GYM/ZOOM
(all members are invited and encouraged to attend)**

AGENDA

1. Opening and welcome by School Board Chairman Warren Vandenberg
 - Read our Vision Statement in Unison
 - Opening song.
2. Review of, 2019 Minutes of the Fall AGM
 - Business arising out of the Minutes.
3. Voting of New Board Members—Brendon Atkins
Trevor Morris
4. Principals' reports (BVCS and Distributed Learning) – Chris Steenhof.
5. Presentation
6. Financial Report by Mike Bandstra
 - Review of 2019-2020 BVCS Finances
7. Final approval of the budget for 2020 -- 2021

MOTION: to accept the 2020-2021 Budget for BVCS as presented

8. Recognition of departing staff
9. New Business and Question Period.
10. Closing song and prayer.

THANK YOU FOR COMING OUT TO SUPPORT CHRISTIAN EDUCATION!

Bulkley Valley Christian School Society
 BVCS Fall Society Meeting, October 21, 2019

Bulkley Valley Christian School Society
Fall General Meeting Minutes
Monday October 21 2019 7:30 PM
BVCS Multi-purpose Room

In Attendance: 48 voting members + 3 guests
Principal: Chris Steenhof
Vice Principal and DL Principal: Monique VanderWart
Development Director: Tom Grasmeyer
Recording Secretary: Jamie de Jong

1	Opening Prayer and Welcome
	Opening prayer, devotions and welcome by School Board vice-chairman Trever Morris. - Read our vision statement in unison. - Opening song
2	Review of May 13 2019 Spring General Society Meeting Minutes
2.1	Errors or omissions: None
	Motion: That the Society accept the May 2019 Spring Society Meeting minutes as presented. Motioned / Seconded / Carried
2.2	Business arising from the minutes: None
3	Voting for new Board member
3.1	Kelly Groot has volunteered to join the Board as a representative for the Education Committee.
	Motion: The BVCS Society voted by ballot to affirm Kelly Groot for the position of Education Committee Board Representative. Motioned / Seconded / Carried
4	Principal's Report: presented by Monique VanderWart

Bulkley Valley Christian School Society
 BVCS Fall Society Meeting, October 21, 2019

4.1	<p>The BVCS school year has had quite a beginning! We have a number of new staff who have already added a lot to the school. We welcome a new teacher: Tara Corneau (BVCS Alum) Humanities and Drama. We also welcome new SEAs: Bethany Weme, Joshua Boone, Jenna Van Wyk, Glenda Patterson, Heidi Horner, Liz Hoffman, Carly Eggenof.</p> <p>We have new students from all levels, K-12, and we are enjoying having them in our school. It has been a busy beginning for the year with the government inspection. Two ministry officials came to look at our policies and curriculum. They found no issues, and a had a number of commendations, they were really thrilled with our school. Huge thanks to the Admin team for all their hard work preparing for this inspection.</p> <p>Many special activities have already happened at BVCS, the Bard on the Beach trip, an all candidate debate, a trip to the prison in PG, walks to riverside park – among many other activities. Last week every grade 8-12 student met with a mentor to discuss personal and faith development.</p> <p>BVCS needs prayer – board, admin, staff and students need to be upheld by prayer. Please pray for wisdom and for students and families who are struggling. Some have obvious needs, some don't, but all need prayer.</p>
5	Trades Program: Tom Grasmeyer
5.1	<p>Tom shared two recent experiences that were both informative, and spoke about how we need to prepare students for life after high school, especially those who don't go to university. There are many opportunities for trades in the northwest.</p> <p>There are a few options for students to both earn high school credits and learn a trade. We want to ensure that our new career courses in grades 10-12 meet this goal.</p> <p>There are four programs students can take advantage of right now.</p> <ol style="list-style-type: none"> 1. Youth Trades Program – sponsored by ITA. Allows students to study a trade for a semester earning 16 credits - 1st year trades. 2. ITA Youth Work Program – allows students to work under a sponsor (480 hours, 16 credits, outside of school hours). We currently have Josh Onderwater taking this route working in the automotive program. 3. Dual Credit Courses – this isn't trades focus necessarily, students who are headed to university can also do this. They take courses outside of school hours – kids can be working on these as low as grade 10. 4. Work Experience – 4-8 high school credits, work experience. <p>For more information about these programs – talk to Chris!</p>
6	Financial Report: Mike Bandstra

Bulkley Valley Christian School Society
 BVCS Fall Society Meeting, October 21, 2019

6.1	<p>Mike Bandstra presented the budget in a new format, which we hope use moving forward. This model provides a better snapshot of the financial health of the society. This is as of June 30 2019 – end of the fiscal year. Compared to our budget it was a very good year, no huge surprises. The 2018 column refers to the previous year for comparison purposes.</p> <p>A few highlights: The new boiler has already shown us roughly a 20% reduction in heating costs. This year we will be looking into what to do with our bussing situation. The business capitol expense last year was the purchase of the new property. There were investments cashed in to pay for the new land. We ended the year positively.</p>
7	Final Approval of the budget for 2019-2020
	<p>Motion: To accept the proposed 2019-2020 working budget for BVCS as presented. Motioned / Seconded / Carried</p>
8	New Business and Question Period
8.1	We are resurrecting the building and grounds committee and would like to give a big thank you to the people who have volunteered to serve!
8.2	Thank-you to Pat Vandermeer for all of her hard work on the grocery card program – since 2002 it has made a difference at BVCS and raised a lot of money for our school. The gift cards range from \$25-\$300. You can buy them with a cheque, cash, or e-transfer and then pick them up at the office.
8.3	<p>Motion: That we destroy the ballots Motioned/Seconded/Carried</p>
9	Closing Song and Prayer
10	Meeting Adjourned at 9:00 pm

BULKLEY VALLEY CHRISTIAN SCHOOL SOCIETY					
STATEMENT OF REVENUE AND EXPENSES					
(Unaudited)					
For the year ended June 30, 2020					
			Distributed		
	Operating Fund	Capital	Learning	2020	2019
REVENUE					
Government grants	1,537,618		247,527	1,785,145	1,593,651
Tuition fees	573,152			573,152	552,558
Donations and collections	40,265	126,435		166,700	132,994
Fundraising		16,554		16,554	46,976
Interest, investment and other	36,383	23,747	64	60,194	31,036
Rental income		1,032		1,032	540
	2,187,418	167,768	247,591	2,602,777	2,357,755
ADMINISTRATION					
Accounting, audit & Legal	7,061		3,000	10,061	8,554
Advertising & Promotion	4,887			4,887	5,711
Board & Misc	5,631			5,631	4,017
Bursary & Graduation	964			964	2,565
Dues	24,020		1,486	25,506	25,017
Interest & Bank Charges	2,274			2,274	2,423
Office	4,608		5,312	9,920	11,886
Preschool	21,848			21,848	28,971
Telephone	5,986		720	6,706	9,547
Travel & Workshops	3,000			3,000	3,000
Wages & Salaries	129,426		38,985	168,411	158,807
	209,705	-	49,503	259,208	260,498
INSTRUCTION-TEACHERS					
Benefits	196,767			196,767	165,800
Library	14,665			14,665	21,286
Professional developments	5,085		727	5,812	5,702
Salaries	1,021,877		65,682	1,087,559	1,065,857
Supplies	39,090		17,514	56,604	62,704
	1,277,484	-	83,923	1,361,407	1,321,349
SPECIAL NEEDS					
Administration	58,231			58,231	59,733
Benefits	50,921			50,921	43,185
Dues	-			-	3,396
Professional developments	1,944			1,944	5,275
Special and Classroom aides	246,031		73,553	319,584	216,668
Special testing	14,830			14,830	12,896
Teaching supplies	10,338		40,624	50,962	27,446
Teaching time	40,005			40,005	33,960
Technology	1,825			1,825	8,218
	424,125	-	114,177	538,302	410,777
OPERATIONS AND MAINTENANCE					
Grounds	5,073			5,073	8,422
Insurance	38,064			38,064	30,000
Janitorial	48,339			48,339	44,559
Light, heat & Power	60,550			60,550	63,141
Repair & Maintenance	34,550			34,550	38,986
	186,576	-	-	186,576	185,108
TRANSPORTATION					
Bussing fees	14,057			14,057	11,782
Fuel	1,149			1,149	802
Insurance	1,984			1,984	2,364
Repairs	6,440			6,440	16,077

Wages & Salaries	-			-	-
	23,630	-	-	23,630	31,025
CAPITAL EXPENDITURES					
Land		10,778		10,778	327,359
Building		141,812		141,812	-
Furniture and equipment		42,667		42,667	37,166
Intangible assets		4,500		4,500	-
General maintenance		31,754		31,754	2,697
Administration		819		819	803
	-	232,330	-	232,330	368,025
	2,121,520	232,330	247,603	2,601,453	2,576,782
SIERRA LEONE PROJECT	-			-	6,734
EXCESS OF REVENUE OVER EXPENSES					
(EXPENSES OVER REVENUES)	65,898	(64,562)	(12)	1,324	(225,761)

BULKLEY VALLEY CHRISTIAN SCHOOL SOCIETY				
INCOME STATEMENT & BUDGET COMPARISON				
CAPITAL/BUILDING				
Actual to June 30, 2020	Budget to June 30, 2020		Working Budget 2020-2021	
		<u>REVENUE</u>		
1500	0	DONATIONS	0	1
35000	0	REVENUE FROM OPERATING	0	
1,032	2,000	RENTAL INCOME	2000	2
23,747	22,000	INTEREST ON INVESTMENT INCOME	22000	3
0	40,000	GOLF TOURNAMENT	40000	4
16,048	18,000	SPRING FUNDRAISER	14000	5
60,000	15,000	VOUCHER PROGRAM	15000	6
64,935	50,000	YEAREND DRIVE	50000	7
4,186	0	MISCELLANEOUS INCOME	0	8
206,448	147,000		143,000	
		<u>CAPITAL PROJECTS EXPENDITURES</u>		
3,645	4,000	LCD PROJECTOR		9
37,520	53,000	BOILERS		10
4,500	3,000	WEBSITE (NEW)		11
10,778	0	LAND ADDITION	10000	12
31,754	30,000	PHASE 3 CARPET MIDDLE SCHOOL WING		13
104,292	100,000	ROOFING SECTION 3 & 6 summer of 2020	75000	15
39,021	38,000	TECHNOLOGY	25000	16
231,510	228,000		110,000	
		<u>OTHER EXPENSES</u>		
3679	6000	FUNDRAISING EXPENSE	6000	19
819	3000	ADMIN FEES ON INVESTMENT	3000	20
4,498	9,000		9,000	
236,008	237,000	TOTAL EXPENDITURES	119,000	
10,000	10,000	TRANSFER TO GENERAL	10,000	21
-39,560	-100,000	EXCESS REVENUE OVER (UNDER) EXPENSES	14,000	22

BULKLEY VALLEY CHRISTIAN SCHOOL SOCIETY INCOME STATEMENT & BUDGET COMPARISON				
GENERAL				
Actual to June 30, 2020	Budget to June 30, 2020		Proposed Working Budget 2020-2021	
GENERAL REVENUE				
547,740	574,090	TUITION	602,908	1
16,263	20,000	TUITION RELIEF	20,000	2
24,002	30,000	DONATIONS	30,000	3
25,412	25,000	PRESCHOOL	25,000	5
1,138,168	1,125,264	GOVERNMENT GRANT	1,129,352	6
399,450	400,050	SPECIAL NEEDS GRANT	318,500	7
25,000	7,000	BUS FEES & MISC	7,000	8
20,000	20,000	DISTRIBUTED LEARNING	25,000	9
10,000	10,000	% OF INTEREST FROM CAPITAL FUND	10,000	10
2,206,035	2,211,404		2,167,760	
OPERATING EXPENSE- ADMIN				
10,061	9,000	LEGAL & AUDIT/ACCOUNTING	9,000	11
2,274	2,700	INTEREST & SERV CHARGES	2,700	12
1,948	4,000	TELEPHONE	0	13
4,038	5,000	INTERNET/TELEPHONE	5,000	14
24,020	24,557	DUES	24,074	15
3,000	5,000	PRINCIPAL/TEACHER CONVENTION	5,000	16
4,887	6,100	PROMOTION/ LITTLE SUNSHINE PROGRAM	5,000	18
5,631	4,000	BOARD & MISC	4,000	19
0	2,000	SIERRA LEONE PROJECT	2,000	20
21,848	25,000	PRESCHOOL	25,000	21
964	2,500	GRADUATION & BURSARY	2,500	22
36,868	35,525	BUSINESS ADMINISTRATOR	37,500	23
68,587	68,672	DEVELOPMENT DIRECTOR	70,045	24
38,971	44,830	SECRETARY WAGES	45,726	25
4,426	7,500	OFFICE EXPENSE	7,500	26
2,182	3,500	COPY MACHINE	3,500	27
229,705	249,884		248,545	
INSTRUCTION				
927,684	956,707	TEACHERS' SALARIES	938,109	28
83,496	116,072	CLASSROOM ASSISTANTS	18,500	29
6,722	10,000	SUBSTITUTES	10,000	30
2,800	4,500	COUNSELOR	4,500	31
1,175	1,000	INTERNATIONAL	1,000	32
196,767	185,800	EMPLOYEE BENEFITS	192,000	33
39,090	36,304	TEACHING SUPPLIES	35,533	34
5,386	5,433	LIBRARY	5,274	35
9,279	15,650	LIBRARIAN	15,950	36
5,085	6,500	PROFESSIONAL DEVELOPMENT	6,500	37
1,277,484	1,337,966		1,227,366	
SPECIAL NEEDS				
58,231	49,733	ADMIN/COORDINATORS	48,632	38
74,044	85,700	EDUCATIONAL ASSISTANTS -CAT 3	65,000	39
171,987	194,042	EDUCATIONAL ASSISTANTS-CAT 2	285,000	40
50,920	49,421	BENEFITS	59,800	41
0	4,405	DUES	3,185	42
5,984	3,000	SPECIAL TESTING	3,000	43
10,338	8,000	TEACHING SUPPLIES	8,000	44
1,944	5,000	PROFESSIONAL DEVELOPMENT	5,000	45
8,162	5,000	SPECIALIST SERVICES	5,000	46
1,825	5,000	TECHNOLOGY	5,000	47

684	5,000	MAINTENANCE/JANITORIAL		5,000	48
40,005	40,050	TEACHING TIME		31,850	49
424,124	454,351	TOTAL SPECIAL NEEDS		524,467	
		OPERATIONS			
44,663	45,000	JANITORIAL CONTRACT		45,900	50
3,676	6,000	JANITORIAL SUPPLIES		6,000	51
24,302	25,000	R & M BUILDING & CONTRACT		25,000	52
10,248	14,000	R & M COMPUTER		14,000	53
38,064	32,500	INSURANCE		38,000	54
5,073	8,000	GROUNDNS		8,000	55
60,550	65,000	LIGHT,HEAT,POWER		60,000	56
186,576	195,500			196,900	
		TRANSPORTATION			
2,674	5,000	BUSSING		5,000	57
1,149	3,000	FUEL		2,000	58
6,440	10,000	REPAIR & MAINT VEHICLES		10,000	59
1,984	2,500	INSUR. & LICENSE -VEHICLES		2,500	60
12,247	20,500			19,500	
		CAPITAL			
35,000	0	BUILDING FUND/CAPITAL		0	61
2,165,136	2,258,201	TOTALS		2,216,778	
\$ 40,899	\$ (46,797)	EXCESS REVENUE OVER (UNDER) EXPENSES		\$ (49,018)	62
TUITION 2020/2021 BUDGET					
\$648,908.00					
-\$63,000.00	tuition support		114	(K- 7 students)	
\$17,000.00	int/band students (3) grant portion		39	(8 - 9 students)	
\$602,908.00			46	(10 - 12 students)	
			199	Total enrollment	
GOVT GRANT2020/2021 BUDGET					
196 students @\$5762.	\$1,129,352.00				
Special Needs Grant	\$318,500.00				
TOTAL GOVERNMENT GRANT	\$1,447,852.00				
Tuition based on 12 monthly payments:					
Grade K-3:	\$510 x 12				
Grade 4-7	\$555 x 12				
Grade 8-12:	\$600 x 12				

BULKLEY VALLEY CHRISTIAN DISTRIBUTED LEARNING
INCOME STATEMENT & BUDGET COMPARISON

Actual to June 30, 2020	Budget to June 30, 2020		Current budget 2020-2021
GENERAL REVENUE			
111,447	111,447	GOVERNMENT GRANT-ELEMENTARY	179,950 1
24,980	14,411	GOVERNMENT GRANT-HIGH SCHOOL	9,525 2
111,100	101,000	GOVERNMENT GRANT-SPECIAL NEEDS	121,200 3
64	150	INTEREST INCOME & MISC.	150 4
<u>247,591</u>	<u>227,008</u>		<u>310,825</u>
OPERATING EXPENSE- ADMIN			
12,000	12,000	LEGAL & AUDIT/ACCOUNTING	15,000 5
15,000	6,000	ADMINISTRATION	6,000 6
-101	250	INTEREST & SERV CHARGES	250 7
1,486	2,229	DUES	3,600 8
720	720	TELEPHONE	720 9
5,312	4,000	OFFICE EXPENSE	4,000 10
14,948	16,615	RESOURCE MANAGER	25,665 11
<u>49,365</u>	<u>41,814</u>		<u>55,235</u>
INSTRUCTION			
4,176	5,510	DL PRINCIPAL	28,300 12
3,106	3,439	HIGH SCHOOL COORDINATOR	2,600 13
44,595	39,150	ELEM TEACHERS CONTRACT	79,650 14
13,554	13,850	HIGH SCHOOL TEACHER CONTRACT	4,000 15
251	600	CONTRACT EXPENSES	500 16
16,197	21,000	ELEM CURRICULUM RESOURCES	32,250 17
1,286	2,500	HIGH SCHOOL CURRICULUM RESOURCES	2,500 18
169	1,000	PROJECT DEVELOPMENT	1,000 19
727	1,500	PROFESSIONAL DEVELOPMENT	2,000 20
84,061	88,549		<u>152,800</u>
SPECIAL NEEDS			
28,555	23,000	ADMINISTRATION	24,548 21
0	1,200	DUES	0 22
23,716	48,000	SPECIALIZED EDUCATIONAL ASSISTANT	40,000 23
5,700	5,400	TEACHER CONTRACT	8,100 24
40,624	20,000	TEACHING SUPPLIES/RESOURCES	40,000 25
6,390	1,500	TESTING	2,000 26
1,905	3,000	SPECIALISTS	3,000 27
7,287	4,000	TECHNOLOGY	5,000 28
<u>114,177</u>	<u>106,100</u>		<u>122,648</u>
<u>247,603</u>	<u>236,463</u>	TOTALS	<u>330,683</u>
-12	-9,455	EXCESS REVENUE OVER(UNDER)	<u>-19,858 29</u>

GOVERNMENT GRANT

59 students @ \$3050 per student
25 students @ \$381.00 per highschool student
6 special needs students @ \$20,200.00

FAMILIES

31 Distributed learning families

** funding is based on 50% of DL public school flat rate**= \$3050