



## Fall Society Meeting Agenda Package

Monday, May 10, 2021 · 7:30 pm  
Online only (Zoom)

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

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

Click the button below to register and receive the Zoom link in your inbox.

[Register Here](#)

# Bulkley Valley Christian School Society Spring Society General Meeting

Monday, May 10, 2021 · 7.30 p.m.

ZOOM [Click here to register and receive Zoom link](#)

(all members are invited and encouraged to attend)

## AGENDA

1. Opening and welcome by School Board Chairman Warren Vandenberg
  1. Read our Vision Statement
2. Review of 2020 Minutes of the Fall AGM
  1. Business arising out of the Minutes
3. Voting of new board members
  1. Dan Hamhuis
  2. Glenn Bandstra
  3. Brooke Bandstra
  4. Lorelee Boonstra
4. Principal's reports (BVCS and BVC Distributed Learning) – Chris Steenhof
5. Presentation
6. Financial Report by Mike Bandstra
  1. Brief status update of 2020 - 2021 BVCS Finances (current fiscal year June 30, 2021)
  2. Presentation of Preliminary Budget Proposal for 2021 – 2022 Fiscal Year
  3. MOTION: to accept the 2021 – 2022 BVCS Preliminary Budget for BVCS as presented
7. Recognition of departing staff
8. New business and question period
9. Closing song and prayer

Thank you for coming out to support Christian education!



# Bulkley Valley Christian School Society

## Fall General Meeting Minutes

Monday October 19, 2020 7:30 PM

BVCS MPR Lobby and via Zoom

**In Attendance:** 30 voting members in-person, and 30 via Zoom.

**Principal:** Chris Steenhof

**Vice Principal and DL Principal:** Monique VanderWart

**Development Director:** Tom Grasmeyer

**Recording Secretary:** Jamie de Jong

<b>1</b>	<b>Opening Prayer and Welcome</b>
	Opening prayer, devotions and welcome by Board chairman Warren Vandenberg. - Read our vision statement in unison. - Opening song
<b>2</b>	<b>Review of Oct 21, 2019 BVCS Society meeting minutes</b>
2.1	Errors or omissions: We did not have a Spring AGM due to Covid.
	<b>Motion: That the Society accept the Oct 21, 2019 BVCS Society meeting minutes as presented.</b> <b>Motioned / Seconded / Carried</b>
2.2	Business arising from the minutes: None
<b>3</b>	<b>Voting for new Board member(s)</b>
3.1	Trever Morris has volunteered to serve another three-year term on the Board/Employee Relations Committee. Brendan Atkins has volunteered to join the Board in the position of chairman of the Building and Grounds committee for a three-year term. Thank-you Trever and Brendan! Due to Zoom and Covid we voted by a show of hands/zoom.
	<b>Motion: That the BVCS Society approve Trever Morris and Brendan Atkins as directors on the Board of the Bulkley Valley Christian School Society.</b> <b>Motioned / Seconded / Carried</b>
<b>4</b>	<b>Principal's Reports (BVCS and Distributed Learning) – Chris Steenhof</b>



4.1	<p>Chris Steenhof presented a review of the 2019-2020 school year in picture form, specifically March-June 2020. The storm of Covid approaching, rebuilding BVCS online, the return to school, the final staff meeting, the rainy summer in Smithers, and then the return to school in September, as normal as possible.</p> <p>New at BVCS this year are our Covid protocols. Globally, many kids are not back at school, so we are lucky to be back here. In larger centers the protocols are much stricter, so we are very grateful that our Covid protocols are relatively normal. The Covid protocols will likely continue throughout the year.</p> <p>We have new staff and students who have been a real joy. All the way from Kindergarten to high school, the new students and staff add a lot! Also, we welcome back Monique VanderWart.</p> <p>As a staff, we want to keep things as normal for students. Some things are lost (school trips, sports etc.) We have added an Outdoor Ed component, and field trips are happening. Special days like orange shirt day and the Terry fox run are still happening.</p> <p>Our vision and mission remain the same: helping kids understand the world and understand it through the eyes of faith. We aim to help our students have a sense of awe about God's world. Staff remain committed to helping students. We commend the staff for the work they did at the end of last year through Covid – countless hours of work. Our staff care deeply for the students. The parent community also did tremendous work through Covid and showed great support. We have an awesome community.</p> <p>Our job as a school is not just to enforce Covid protocol. We are moving forward through things like Distributed Learning (has exploded in growth, but lost a lot of funding, so a lot of thought is going into this), music at BVCS (we have no band this year, partly due to Covid, but we have a committee who will be rethinking the music program here), School Culture (Positive behavior intervention, always looking for ways to improve this), Inclusion and Embrace (Just had a two day conference about this with professional development, including voices and groups who need to be heard while still keeping our Christian vision alive), Worldview (Staff are part of a book club on these topics, Outdoor Ed (fall and spring, new but still special experiences). Technology in Education (We want to keep the good things we learned through the online experience), and also Mental health and Personal Development (Covid has affected mental health, spiritual and social health and development).</p> <p>Although the world seems bleak sometimes God has promised that he will be with us, and we need to hold onto this truth and help the students to do this as well.</p>
4.2	Chris shared a photo presentation put together by himself and staff sharing what life and learning look like now.
4.3	Monique has gone through a tremendous ordeal this past year. We thank her for taking on the policy project!
<b>5 Financial Report: Mike Bandstra</b>	
5.1	<p>Mike Bandstra reviewed the 2019-2020 finances and presented the 2020-2021 working budget.</p> <p>A few highlights from the end of last year:</p> <ul style="list-style-type: none"> <li>• We ended up higher than the previous year due to more students, government grants and wage supplements.</li> <li>• The expense categories of admin and instruction, as well as operations and maintenance remained stable with little changes. The three-year roof renovation is still continuing.</li> <li>• At the end of the fiscal year, we ended up pretty much even.</li> </ul>
5.2	<p>A few highlights from the working (operating) budget:</p> <ul style="list-style-type: none"> <li>• Tuition has not increased, student numbers around 199.</li> <li>• The operating expenses are very similar to last year. There has been some shuffling of funds from classroom assistants to SEAs. We are forecasting about a \$50,000 deficit this year, budgeting conservatively. We usually do receive some grants that will help with this, but we never know for sure.</li> </ul>
5.3	<p>Capital Report:</p> <p>We have wrapped up the large flooring projects, we are carrying on with year three of the roofing project. We are taking this year as a time to hold back and do some planning for the neighboring property which we purchased. We want to be purposeful as we develop that.</p>

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5.3	<p>Capital Report:</p> <p>We have wrapped up the large flooring projects, we are carrying on with year three of the roofing project. We are taking this year as a time to hold back and do some planning for the neighboring property which we purchased. We want to be purposeful as we develop that.</p>
5.4	<p>DL Finances:</p> <p>The first year we ran this program we had a surplus (we didn't know we were not supposed to do this). We've kept this amount as a float and will need to use that this year to keep the program steady while we reimagine how to run the DL program differently now with the reduced funds from the government. Our Bricks &amp; Mortar school gets 50% of what the public schools get per student. For a DL student we got 63%, but now they have cut this back to 50%. Part of the reason for this is that the ministry is afraid of a mass exodus from the public system. Only the independent schools' DL funding was cut. The ministry said that our Bricks &amp; Mortar schools operate with 50%, so our DL should as well. This is a significant cut.</p>
5.5	<p>Cash position of the society (funds in reserve).</p> <p>Years ago when the elementary campus was sold, we put some of those funds in reserve. We withdrew part of that for the purchase of the adjoining land. In total, we have \$956,000.00 still in that account. Some of it is invested in the Christian Reformed Church extension fund, some with Christian Stewardship and the rest with RBC.</p>
<b>6</b>	<b>Approval of the working budget for 2020-2021</b>
	<p><b>Motion: That we approve the 2020-2021 working budget as presented.</b></p> <p><b>Motioned / Seconded / Carried</b></p>
<b>8</b>	<b>Recognition of Departing Staff</b>
8.1	<p>Ron VanDriel has retired. Warren Vandenberg was able to attend his retirement evening which was special. It was an honor to see all the people who came out.</p>
<b>9</b>	<b>New Business and Question Period</b>
9.1	<p>Trades Program:</p> <p>This is still continuing, if people are open to having students in their workplaces. We have one student currently involved in this.</p>
9.2	<p>PBIS Clarification:</p> <p>Julie Monn and Helengrey Dobrenski are also very involved in PBIS.</p>
<b>10</b>	<b>Closing Song and Prayer</b>
<b>11</b>	<b>Meeting Adjourned at 9 pm</b>

# Board Nominations



## Brooke Bandstra

I am Brooke Bandstra. I am a mom of three, living for Christ, wife to Nicholas and a BVCS parent. I have served on the Board since Fall 2017 in the role of Admissions + Promotions. I would be honoured and excited to continue to serve on the board for another term.



## Glenn Bandstra (incoming Board Chair)

I was born and raised in the Bulkley Valley and have had the privilege of being able to go through BVCS myself, as well as my 4 children and now am beginning to watch my grandchildren attend. For both my wife Barb and myself Christian Education has been foundational in how we have raised our family and is very important to us. I have served on the BVCS board through the years in various capacities as well as the Society of Christian School of BC which I consider a privilege. I am thankful for the support and community that together make BVCS and look forward, along with others to serve on the board.



## Loralee Boonstra

I am saved by the amazing grace of our Lord and Saviour Jesus Christ. I count myself privileged to be called a child of God and serve as a part of Christ's body of believers. I married my high-school sweetheart Glen, and we are both BVCS alumni. We have been blessed to raise 4 vibrant children and are very thankful our kids get to be part of this wonderful Christian community. I personally enjoy any type of athletics, photography, being creative and going on outdoor adventures with my family.



### **Dan Hamhuis**

I was born and raised in Smithers and attended bvcs from 1987-1999. My wife sarah and I have been married nearly 17 years and we have three daughters at the school in grades 3,5,and 7. We have recently moved back to the Smithers area after retiring my hockey career after 18 seasons. Over these 18 years we have lived in Milwaukee, Nashville, Dallas and Vancouver. Our family enjoys a lot of the outdoor recreation opportunities the bulkley valley offers.



### **Tanya Morkel**

Hi my name is Tanya Morkel. I went to BVCS for grades 10-12 and am extremely grateful for my experience there. We have 2 children, Nika and Jack, who also attend the school. I feel so blessed that my children can attend a Christian school, and hope to be able to serve where I can in the school community throughout their years of education at BVCS.

**BULKLEY VALLEY CHRISTIAN SCHOOL SOCIETY  
INCOME STATEMENT & BUDGET COMPARISON**

		<b>GENERAL</b>			
Actual to March 31, 2021	Budget to Mar 31 ,2021			Current Budget 202-2021	Proposed Working Budget 2021-2022
<b>GENERAL REVENUE</b>					
461,786	452,181	TUITION		602,908	637,116 1
15,702	15,000	TUITION RELIEF		20,000	20,000 2
16,976	22,500	DONATIONS		30,000	30,000 3
35,337	18,750	PRESCHOOL		25,000	25,000 5
847,015	847,014	GOVERNMENT GRANT		1,129,352	1,238,595 6
238,875	238,875	SPECIAL NEEDS GRANT		318,500	289,680 7
66,529	5,250	BUS FEES & MISC		7,000	10,000 8
8,333	18,750	DISTRIBUTED LEARNING		25,000	25,000 9
0	7,500	% OF INTEREST FROM CAPITAL FUND		10,000	10,000 10
<b>1,690,553</b>	<b>1,625,820</b>			<b>2,167,760</b>	<b>2,285,391</b>
<b>OPERATING EXPENSE- ADMIN</b>					
6,328	6,750	LEGAL & AUDIT/ACCOUNTING		9,000	10,000 11
1,523	2,025	INTEREST & SERV CHARGES		2,700	2,700 12
3,489	3,750	INTERNET/TELEPHONE		5,000	5,000 14
18,055	18,055	DUES		24,074	26,300 15
2,250	3,750	PRINCIPAL/TEACHER CONVENTION		5,000	5,000 16
1,317	3,750	PROMOTION/ LITTLE SUNSHINE PROGRAM		5,000	5,000 18
2,473	3,000	BOARD & MISC		4,000	4,000 19
0	1,500	SIERRA LEONE PROJECT		2,000	2,000 20
21,885	18,750	PRESCHOOL		25,000	25,000 21
-125	1,875	GRADUATION & BURSARY		2,500	2,500 22
26,444	28,125	BUSINESS ADMINISTRATOR		37,500	45,000 23
52,419	52,534	DEVELOPMENT DIRECTOR		70,045	71,446 24
29,624	34,295	SECRETARY WAGES		45,726	46,641 25
4,869	5,625	OFFICE EXPENSE		7,500	7,500 26
1,265	2,625	COPY MACHINE		3,500	3,500 27
171,816	186,409			248,545	261,587
<b>INSTRUCTION</b>					
663,883	703,581	TEACHERS' SALARIES		938,109	1,018,460 28
16,677	13,875	CLASSROOM ASSISTANTS		18,500	35,690 29
5,178	7,500	SUBSTITUTES		10,000	10,000 30
610	3,375	COUNSELOR		4,500	4,500 31
657	750	INTERNATIONAL		1,000	1,000 32
110,884	144,000	EMPLOYEE BENEFITS		192,000	200,000 33
30,406	26,650	TEACHING SUPPLIES		35,533	35,533 34
2,655	3,956	LIBRARY		5,274	5,274 35
10,778	11,963	LIBRARIAN		15,950	16,269 36
2,776	4,875	PROFESSIONAL DEVELOPMENT		6,500	6,500 37
844,504	920,525			1,227,366	1,333,225
<b>SPECIAL NEEDS</b>					
36,476	36,474	ADMIN/COORDINATORS		48,632	52,471 38
45,547	48,750	EDUCATIONAL ASSISTANTS -CAT B		65,000	58,213 39
186,188	213,750	EDUCATIONAL ASSISTANTS -CAT A		285,000	260,144 40
44,848	44,850	BENEFITS		59,800	55,624 41
0	2,389	DUES		3,185	2,648 42
170	2,250	SPECIAL TESTING		3,000	3,000 43
8,569	6,000	TEACHING SUPPLIES		8,000	8,000 44
5,957	3,750	PROFESSIONAL DEVELOPMENT		5,000	5,000 45
4,784	3,750	SPECIALIST SERVICES		5,000	5,000 46
1,134	3,750	TECHNOLOGY		5,000	5,000 47
264	3,750	MAINTENANCE/JANITORIAL		5,000	5,000 48



23,887	23,887	TEACHING TIME			31,850	28,968	49
357,824	393,350	TOTAL SPECIAL NEEDS			524,467	489,068	
<b>OPERATIONS</b>							
29,044	34,425	JANITORIAL CONTRACT			45,900	46,818	50
1,911	4,500	JANITORIAL SUPPLIES			6,000	6,000	51
24,525	18,750	R & M BUILDING & CONTRACT			25,000	25,000	52
15,085	10,500	R & M COMPUTER			14,000	14,000	53
28,311	28,500	INSURANCE			38,000	39,000	54
17,812	6,000	GROUNDS			8,000	8,000	55
4,042	0	COVID 19					
46,243	45,000	LIGHT,HEAT,POWER			60,000	61,550	56
166,973	147,675				196,900	200,368	
<b>TRANSPORTATION</b>							
10,602	3,750	BUSSING			5,000	10,000	57
500	1,500	FUEL			2,000	2,000	58
4,775	7,500	REPAIR & MAINT VEHICLES			10,000	10,000	59
1,504	1,875	INSUR. & LICENSE -VEHICLES			2,500	2,500	60
17,381	14,625				19,500	24,500	
<b>CAPITAL</b>							
0	0	BUILDING FUND/CAPITAL			0	0	61
1,558,498	1,662,584	<b>TOTALS</b>				2,308,748	
\$ 132,055	\$ (36,764)	EXCESS REVENUE OVER (UNDER)			\$ (49,018)	\$ (23,357)	62
<b>EXPENSES</b>							
<b>TUITION 2021-2022 BUDGET</b>							
\$673,856.00							
-\$60,000.00	tuition support		114	130		(K- 7 students)	
\$23,260.00	(4) int/band students	grant portion	39	38		(8 - 9 students)	
<b>\$637,116.00</b>			46	49		(10 - 12 students)	
			199	217		<b>Total enrollment</b>	
<b>GOVT GRANT 2021-2022 BUDGET</b>							
213 students @\$5815.		\$1,238,595.00					
Special Needs Grant		\$289,680.00					
<b>TOTAL GOVERNMENT GRANT</b>		<b>\$1,528,275.00</b>					
Tuition based on 12 monthly payments:							
Grade K-3:	\$520 x 12						
Grade 4-7:	\$566 x 12						
Grade 8-12:	\$612 x 12						

BULKLEY VALLEY CHRISTIAN SCHOOL SOCIETY				
INCOME STATEMENT & BUDGET COMPARISON				
CAPITAL/BUILDING				
Actual to March 31, 2021	Budget to March 31, 2021		Working Budget 2021-2022	
		<u>REVENUE</u>		
3150	0	DONATIONS	0	1
0	0	REVENUE FROM OPERATING	0	2
1,350	1,500	RENTAL INCOME	2000	3
9,150	16,500	INTEREST ON INVESTMENT INCOME	22000	4
6,200	30,000	GOLF TOURNAMENT	40000	5
14,859	10,500	SPRING FUNDRAISER	15000	6
15,000	11,250	VOUCHER PROGRAM	15000	7
82,551	37,500	YEAREND DRIVE	65000	8
13,783	0	MISCELLANEOUS INCOME	0	9
146,043	107,250		159,000	
		<u>CAPITAL PROJECTS EXPENDITURES</u>		
10,352		WOOD WORKING TOOLS		
197		WOOD WORKING SHOP EXPANSION		
	7,500	LAND ADDITION	10000	10
84,377	56,250	ROOFING SECTION 3 & 6		11
		ROOFING SECTION 4 & 4a summer of 2021	143000	12
13,574	18,750	TECHNOLOGY	30000	13
		MUSIC PROGRAM YEAR 1 OF 3	5000	14
		BUS	90000	15
108,500	82,500		278,000	
		<u>OTHER EXPENSES</u>		
2485	4500	FUNDRAISING EXPENSE	6000	16
420	2250	ADMIN FEES ON INVESTMENT	3000	17
2,905	6,750		9,000	
111,405	89,250	TOTAL EXPENDITURES	287,000	
	7,500	TRANSFER TO GENERAL	10,000	18
34,638	10,500	EXCESS REVENUE OVER (UNDER) EXPENSES	-138,000	19