



Christian Heritage School

"Together building a caring, Christian, learning community that is dedicated to training minds, inspiring hearts, and shaping character, to equip our students for a life of passionate faith, pursuit of excellence, and joyful service to the Lord Jesus Christ."

Fall Society Meeting – October 18, 2021, 7pm by Zoom

Agenda

- 1) Welcome and opening prayer- **Michel Latreille**
- 2) Worship –
- 3) Devotional – **Michel Latreille**
- 4) Approval of the agenda –
- 5) Approval of minutes from Spring Society Meeting (2021) –
- 6) Reports –

a. Presidents Report – Michel Latreille

For those who do not know me, I will provide a little introduction here. I grew up in a small town called Shawville, Quebec. I have lived in Brandon for the last 13 years. I am 37 years old and have been married to my beautiful wife, Kristin, for 14 years. I have 3 kids, Jordan (9 years old), Emma-Jean (8 years old), Ava (6 years old). I'm in my 12 th year as a police officer with the Brandon Police Service and love my career.

What an interesting time to be alive! 3 years ago I don't think we could have imagined that this current state of the world would be where we would be now. Psalms 118:24 states that "This is the day which the Lord has made; Let us rejoice and be glad in it. This is an uplifting but sometimes challenging part of the Word to walk out in our lives.

I assumed the role of Board President in June and am looking forward to continuing work with the wonderful team of directors that we have here at Christian Heritage. I feel that one of the most important qualities of a strong team is unity. Even when we have opposing views I know that we are a team that is striving for unity and seeking after the Lord's will for CHS. We currently have 156 students and we hope to see that number grow year over year.

As we all know, we experienced COVID-19 exposures in our Grade 3 classroom in September. This put a major strain on those students and their families, our teaching and support staff. Mr. Schroeder did a very good job communicating with Public Health throughout this crisis and implemented action as soon as it was required. This action ensured that no further exposures happened at Christian Heritage. The Lord is our strength is he heals! Amen.

I really want to highlight the incredible effort and hard work that was required by our teachers and staff in the first few months of school. At one point we had grade three students doing remote learning, there were several students who were kept home and were being supported with remote learning material and plus there were students still attending school. All the while, we were poised to possibly switch the whole school to remote learning if that would have been required. All of this added a lot of work for our teachers and it was not easy. Thank you so much.

Finally, the gym project is still slowly moving forward. The board recently approved a final draft of drawings only to learn a few months later that the drawings need to be revised with updated a revised firewall design to be up to code. With a completed set of drawings we expect that a clear vision for the build can be brought to the CHS community and anyone else who would like to contribute to our project. Stay tuned for more updates in the near future.

I look forward to what the Lord has planned for us this year. I welcome feedback and suggestions at any time so feel free to contact me at mglatreille@gmail.com.

Respectfully Submitted by Michel Latreille – President

b. Treasurers Report – Tony Keown

1. Cash Analysis

As of October 12th, CHS has \$(83,605) in the operating fund (LOC), \$77,170 in the capital building fund, loan balance of \$58,587, and a mortgage balance of \$337,302. As per the attached 12 months cash flow history CHS has had to use the extra LOC limit that was approved by the board. Cashflow is controlled by the number of kids enrolled at CHS, and cost control. A continued focus on promoting the school is needed to keep increasing student numbers, which in turn will increase the cashflow.

2. Educational Aid Fund

This year's educational aid fund is on target to help families with approximately \$120 thousand in tuition funding. This amount is consistent with our year-to-date budget, consistent with the prior year, and in line with our 10% of our revenue that CHS gives back to our community.

3. Year-end audit

Has started and nearing completion. This needs to be finalized for the October deadline. BDO is the auditing company chosen to complete the June 30, 2021 year end audit.

4. Year-end statements (June 2021)

Attached are the June financial statements that were submitted to the external auditors for review. One report shows the year-to-date income in the 2021 year-end and compares it to the yearend of 2020. Key items in this report to note are the following:

- Total income increased \$56,290 mainly driven by the Safe Schools funding received of \$57,395 which was used to cover extra costs related to the pandemic.
- Total expenses increased by \$6,284. Main factors in this includes:

- o Decrease in payroll of \$17,896 due to lower pension expense incurred in 2021 versus 2020.

- o Increase in technology of \$23,647 due to new computer software/hardware purchased in the year.

- o Increase in building/yard expenses of \$27,612 due to timing of the building insurance costs. 2020 year did not have the entire building insurance expensed in that year due to timing and change over with bookkeepers. Building insurance is an annual expense of \$25-30k.

- o Decrease in special projects expense of \$11,386 due to the pandemic and no ability to complete these items in 2021.

- Net income for the 2021 year increased \$50,006 from the prior year, driven by the above-mentioned variances.

The other report shows the year-to-date income and expenses and compares it to our approved budget for the year. The key items to note on this report include the following:

- Total income was above budget by \$34,890. This is driven by the following:

- o Safe schools funding received being \$33,416 higher than originally budgeted for.

- o Tuition was \$23,150 lower than budget driven by the new family discount that was provided in the year.

- o Donations was \$27,707 higher than budgeted for due to the additional funds received.

- Total expenses were above budget by \$80,156 driven by the following:

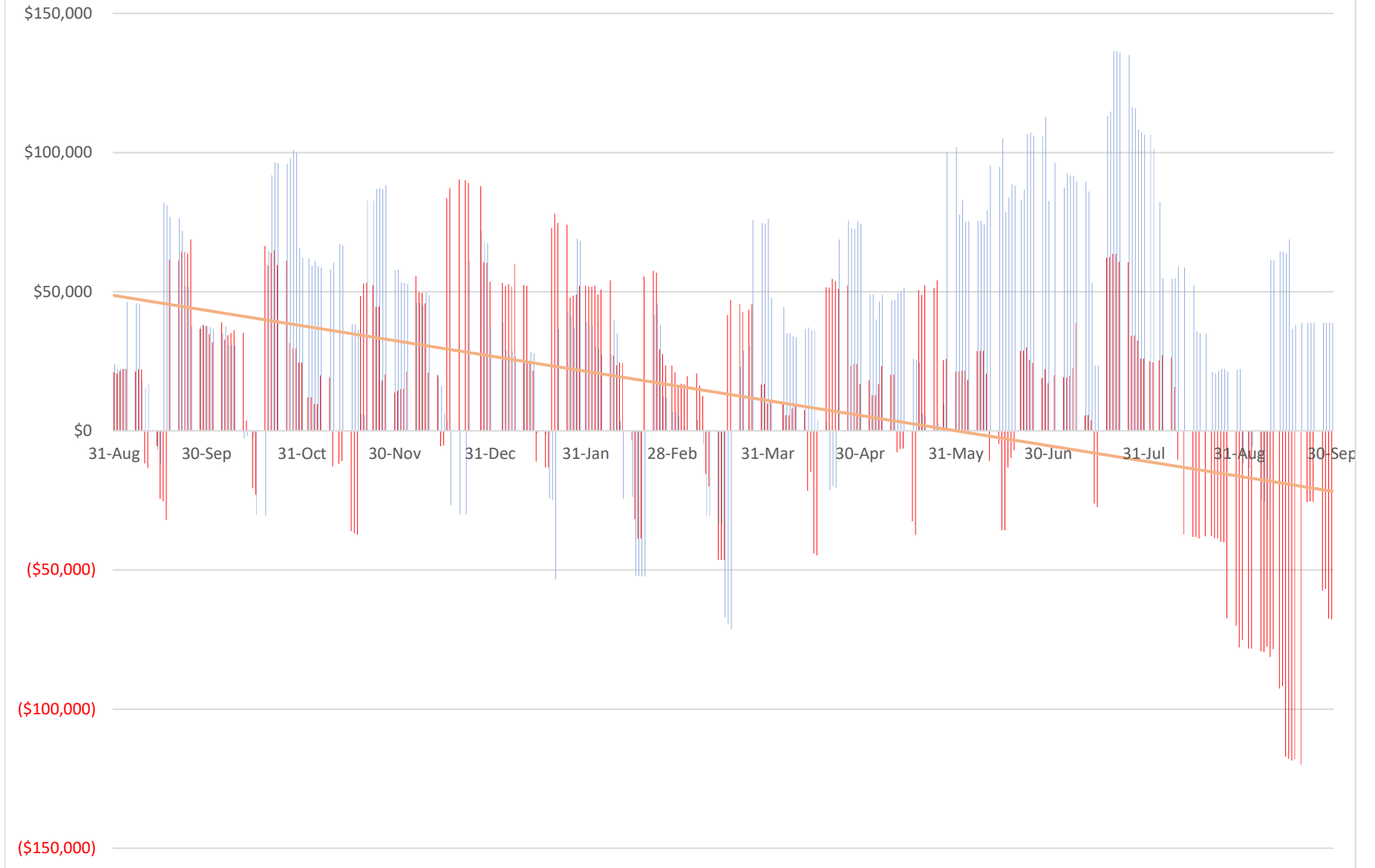
- o Payroll expense was \$61,881 higher than originally budgeted for; large factor is the wage subsidy no longer received in the 2021-year vs 2020 year.

- o Technology expense was \$27,215 higher than budgeted for driven by the new computer software/hardware purchased in the year.

Respectfully submitted
Tony Keown, MBA, CPA, CA
CHS treasurer

Cashflow History

2021 vs 2020



Christian Heritage School
Profit & Loss Prev Year Comparison
 July 2020 through June 2021

	Jul '20 - Jun 21	Jul '19 - Jun 20	\$ Change
Ordinary Income/Expense			
Income			
4000 · GRANTS			
4010 · Operating Grant	906,249.00	875,679.00	30,570.00
4020 · Special Needs Grant	0.00	30,630.00	-30,630.00
4030 · French Grant	606.00	530.60	75.40
4040 · MB Health Grant	0.00	458.72	-458.72
4070 · Text Book Grants	297.20	8,820.00	-8,522.80
4090 · COVID Exp Recoup-Safe Schools	57,395.23	0.00	57,395.23
Total 4000 · GRANTS	964,547.43	916,118.32	48,429.11
4100 · TUITION			
4110 · Regular Tuition	527,826.15	510,091.00	17,735.15
4120 · Tuition Assistance	-127,493.00	-119,364.00	-8,129.00
4121 · New Family Discount	-22,484.00	0.00	-22,484.00
4125 · Teachers Discount	-19,970.00	-20,368.75	398.75
4126 · Early Payment Discount	-11,877.00	-4,956.25	-6,920.75
4127 · Tuition Donation	1,641.13	0.00	1,641.13
4128 · Referral Discount	-1,500.00	-4,000.00	2,500.00
4129 · Pastor Discount	-5,700.00	-6,480.00	780.00
4135 · Before After School Income	12,092.00	12,901.66	-809.66
4140 · Kindergarten Tuition	27,200.00	28,788.00	-1,588.00
4145 · Afternoon Kindergarten Discount	-11,515.00	-11,760.00	245.00
Total 4100 · TUITION	368,220.28	384,851.66	-16,631.38
4200 · DONATIONS			
4210 · General	27,337.65	11,762.73	15,574.92
4220 · Library	0.00	268.40	-268.40
4225 · Donations - Building Project	17,050.00	0.00	17,050.00
4240 · Phys Ed Equipment	119.48	0.00	119.48
Total 4200 · DONATIONS	44,507.13	12,031.13	32,476.00
4300 · FUNDRAISING			
4320 · Vista	41,965.00	36,092.25	5,872.75
4340 · Other Fundraising	138.03	946.25	-808.22
Total 4300 · FUNDRAISING	42,103.03	37,038.50	5,064.53
4400 · OTHER REVENUE			
4410 · New Student Registration	400.00	225.00	175.00
4420 · Memberships	0.00	0.00	0.00
4430 · Interest Income	470.25	840.26	-370.01
4450 · Credit Union Patronage/Misc Div	85.43	259.16	-173.73
Total 4400 · OTHER REVENUE	955.68	1,324.42	-368.74
4500 · SPECIAL PROJECTS			
4515 · 7/8 Retreat	0.00	1,089.15	-1,089.15
4520 · Sports Fees	525.00	940.06	-415.06
4530 · Hot Lunch	5,670.00	9,134.33	-3,464.33
4540 · Field Trips	620.90	1,596.00	-975.10
4560 · Special events	0.00	3,930.50	-3,930.50
4570 · Grade 8 fundraising	410.00	3,020.01	-2,610.01
4500 · SPECIAL PROJECTS - Other	150.00	345.00	-195.00
Total 4500 · SPECIAL PROJECTS	7,375.90	20,055.05	-12,679.15
Total Income	1,427,709.45	1,371,419.08	56,290.37
Expense			
5000 · PAYROLL			
5005 · Teaching Staff Salary	628,515.96	631,084.15	-2,568.19
5010 · Support Staff Salary	152,301.06	136,357.00	15,944.06
5015 · Teachers Assistant Salary	198,420.22	187,748.91	10,671.31
5017 · Before/After School Salary	13,742.78	8,148.34	5,594.44
5020 · Substitute Payroll	4,293.59	7,187.50	-2,893.91
5030 · Payroll Expenses (EI, CPP)	65,412.22	63,676.38	1,735.84
5040 · Workers Compensation Expense	3,271.02	1,280.77	1,990.25
5060 · Pension Expense	42,107.64	103,744.65	-61,637.01
5070 · Group Insurance Expense	27,179.90	29,503.10	-2,323.20
5080 · Staff Professional Development	3,948.45	5,363.03	-1,414.58
5090 · Board Professional Development	50.00	0.00	50.00
5095 · Wage Subsidy	-3,379.83	-20,335.22	16,955.39
Total 5000 · PAYROLL	1,135,863.01	1,153,758.61	-17,895.60

Christian Heritage School
Profit & Loss Prev Year Comparison
 July 2020 through June 2021

	Jul '20 - Jun 21	Jul '19 - Jun 20	\$ Change
5100 · INSTRUCTIONAL EXPENSE			
5110 · Classroom Supplies	10,419.58	14,001.99	-3,582.41
5115 · Student Supplies	-4,388.93	-5,477.55	1,088.62
5120 · Teacher Accounts			
5121 · Caroline Campbell	667.22	263.66	403.56
5122 · Lori Neil	0.00	460.31	-460.31
5124 · Raquel Peters	181.93	287.40	-105.47
5127 · Janna Bright	199.44	0.00	199.44
5130 · Lori Soder	0.00	265.51	-265.51
5131 · Sarah Morgan	0.00	145.33	-145.33
5132 · Tori Wirch	0.00	449.35	-449.35
5133 · Alyia Buhr	0.00	110.59	-110.59
5134 · Karen Otto	57.49	267.74	-210.25
5135 · Trista Godfrey	1,198.59	256.46	942.13
5136 · Cheri Hamm	23.41	15.81	7.60
5137 · Resource	2,148.26	4,431.54	-2,283.28
5139 · Nick Martens	233.77	0.00	233.77
5141 · Pamela Goertzen	77.82	0.00	77.82
5142 · Jane Dyck	147.41	0.00	147.41
5143 · Tim Frykoda	72.33	0.00	72.33
5144 · Sheila Stone	20.52	0.00	20.52
Total 5120 · Teacher Accounts	5,028.19	6,953.70	-1,925.51
5138 · Text Books	9,654.38	5,056.64	4,597.74
5150 · Phys Ed Equipment	1,022.36	1,874.54	-852.18
5155 · Gym Rental	4,400.00	9,210.00	-4,810.00
5160 · Library	119.16	0.00	119.16
5170 · Speech Pathology	13,478.01	12,650.00	828.01
5180 · Clinician Resource	450.00	0.00	450.00
Total 5100 · INSTRUCTIONAL EXPENSE	40,182.75	44,269.32	-4,086.57
5200 · ADMINISTRATION EXPENSES			
5205 · Memberships			
5206 · Christian Stewardship Int Dues	1,004.85	974.34	30.51
5207 · MB Fed of Independant Schools	1,463.70	1,484.70	-21.00
5208 · Can Council Christian Charity	895.00	895.00	0.00
5205 · Memberships - Other	1,428.51	1,479.05	-50.54
Total 5205 · Memberships	4,792.06	4,833.09	-41.03
5220 · Gifts & Sympathy			
5221 · Gifts	255.00	535.39	-280.39
5222 · Staff Recognition	2,560.46	3,267.82	-707.36
5223 · Student Recognition	72.41	868.35	-795.94
Total 5220 · Gifts & Sympathy	2,887.87	4,671.56	-1,783.69
5230 · Advertising (Positions)	20.22	70.77	-50.55
5235 · Marketing	3,439.32	4,026.05	-586.73
5240 · Bookkeeping Contract	11,001.20	12,736.09	-1,734.89
5241 · Audit Expense	5,986.04	6,480.67	-494.63
5242 · Annual Return Fee	0.00	80.00	-80.00
5245 · COVID 19 Expenses	7,290.70	0.00	7,290.70
5250 · Service Charges	1,551.51	2,423.22	-871.71
5251 · Telpay Fees	820.00	730.00	90.00
5260 · Bad Debt Expense	7,730.05	18,289.60	-10,559.55
5265 · Office Supplies	10,595.04	12,543.25	-1,948.21
5275 · Telephone Expense	1,810.41	1,914.34	-103.93
5290 · Technology			
5291 · Photocopy Lease	2,809.09	2,064.36	744.73
5292 · Photocopy Service	5,918.86	9,418.76	-3,499.90
5293 · Computer Supplies	1,856.99	267.58	1,589.41
5294 · Computer Service	3,024.19	1,596.01	1,428.18
5295 · Computer Software	18,859.22	1,271.46	17,587.76
5296 · Computer Hardware	12,570.76	7,505.46	5,065.30
5297 · Internet	1,335.91	603.55	732.36
Total 5290 · Technology	46,375.02	22,727.18	23,647.84
5621 · Interest - Operating Fund	0.00	25,359.44	-25,359.44
Total 5200 · ADMINISTRATION EXPENSES	104,299.44	116,885.26	-12,585.82

Christian Heritage School
Profit & Loss Prev Year Comparison
 July 2020 through June 2021

	Jul '20 - Jun 21	Jul '19 - Jun 20	\$ Change
5300 · FUNDRAISING EXPENSE			
5320 · Vista Expense	41,718.99	35,629.98	6,089.01
5350 · Other Fundraising Exp	100.00	1,436.00	-1,336.00
Total 5300 · FUNDRAISING EXPENSE	41,818.99	37,065.98	4,753.01
5400 · BUILDING AND YARD			
5280 · Bus Expense	7,168.30	7,833.82	-665.52
5410 · Hydro	16,216.17	15,432.33	783.84
5415 · Water	2,109.73	2,338.39	-228.66
5420 · Property Taxes	348.27	353.54	-5.27
5425 · Yards and Roads	4,590.13	3,243.94	1,346.19
5430 · Garbage Removal	2,932.62	2,934.24	-1.62
5435 · Building Insurance	28,272.09	13,294.20	14,977.89
5445 · General Repairs	9,096.42	8,295.71	800.71
5450 · Janitorial Expense	12,811.43	11,032.80	1,778.63
5455 · Alarm System/Security	1,620.47	417.02	1,203.45
5460 · Cleaning	27,849.65	20,227.14	7,622.51
Total 5400 · BUILDING AND YARD	113,015.28	85,403.13	27,612.15
5500 · SPECIAL PROJECTS EXPENSE			
5515 · 7/8 Retreat	0.00	2,073.31	-2,073.31
5525 · Special Events	0.00	8,691.26	-8,691.26
5530 · Before/After School Expenses	79.83	1,328.81	-1,248.98
5500 · SPECIAL PROJECTS EXPENSE - Ot...	627.31	0.00	627.31
Total 5500 · SPECIAL PROJECTS EXPENSE	707.14	12,093.38	-11,386.24
5600 · Capital Expense			
5620 · Mortgage Interest	20,398.39	12,724.75	7,673.64
5650 · New Gym	15,399.45	3,200.00	12,199.45
Total 5600 · Capital Expense	35,797.84	15,924.75	19,873.09
Total Expense	1,471,684.45	1,465,400.43	6,284.02
Net Ordinary Income	-43,975.00	-93,981.35	50,006.35
Net Income	-43,975.00	-93,981.35	50,006.35

Christian Heritage School Profit & Loss Budget vs. Actual July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 - GRANTS				
4010 · Operating Grant	906,249.00	868,260.00	37,989.00	104.4%
4020 · Special Needs Grant	0.00	30,630.00	-30,630.00	0.0%
4030 · French Grant	606.00			
4070 · Text Book Grants	297.20			
4090 · COVID Exp Recoup-Safe Schools	57,395.23	23,979.00	33,416.23	239.4%
Total 4000 · GRANTS	964,547.43	922,869.00	41,678.43	104.5%
4100 - TUITION				
4110 · Regular Tuition	527,826.15	527,110.00	716.15	100.1%
4120 · Tuition Assistance	-127,493.00	-120,000.00	-7,493.00	106.2%
4121 · New Family Discount	-22,484.00			
4125 · Teachers Discount	-19,970.00	-20,000.00	30.00	99.9%
4126 · Early Payment Discount	-11,877.00	-11,500.00	-377.00	103.3%
4127 · Tuition Donation	1,641.13			
4128 · Referral Discount	-1,500.00	-1,500.00	0.00	100.0%
4129 · Pastor Discount	-5,700.00	-6,000.00	300.00	95.0%
4135 · Before After School Income	12,092.00	17,000.00	-4,908.00	71.1%
4140 · Kindergarten Tuition	27,200.00	26,260.00	940.00	103.6%
4145 · Afternoon Kindergarten Discount	-11,515.00	-20,000.00	8,485.00	57.6%
Total 4100 · TUITION	368,220.28	391,370.00	-23,149.72	94.1%
4200 - DONATIONS				
4210 · General	27,337.65	15,000.00	12,337.65	182.3%
4220 · Library	0.00	1,800.00	-1,800.00	0.0%
4225 · Donations - Building Project	17,050.00			
4240 · Phys Ed Equipment	119.48			
Total 4200 · DONATIONS	44,507.13	16,800.00	27,707.13	264.9%
4300 - FUNDRAISING				
4320 · Vista	41,965.00	50,000.00	-8,035.00	83.9%
4340 · Other Fundraising	138.03	2,500.00	-2,361.97	5.5%
Total 4300 · FUNDRAISING	42,103.03	52,500.00	-10,396.97	80.2%
4400 - OTHER REVENUE				
4410 · New Student Registration	400.00	200.00	200.00	200.0%
4430 · Interest Income	470.25	800.00	-329.75	58.8%
4450 · Credit Union Patronage/Misc Div	85.43			
4400 · OTHER REVENUE - Other	0.00	0.00	0.00	0.0%
Total 4400 · OTHER REVENUE	955.68	1,000.00	-44.32	95.6%
4500 - SPECIAL PROJECTS				
4515 · 7/8 Retreat	0.00	1,280.00	-1,280.00	0.0%
4520 · Sports Fees	525.00	900.00	-375.00	58.3%
4530 · Hot Lunch	5,670.00	500.00	5,170.00	1,134.0%
4540 · Field Trips	620.90	3,000.00	-2,379.10	20.7%
4560 · Special events	0.00	2,100.00	-2,100.00	0.0%
4570 · Grade 8 fundraising	410.00			
4500 · SPECIAL PROJECTS - Other	150.00	500.00	-350.00	30.0%
Total 4500 · SPECIAL PROJECTS	7,375.90	8,280.00	-904.10	89.1%
Total Income	1,427,709.45	1,392,819.00	34,890.45	102.5%
Expense				
5000 - PAYROLL				
5005 · Teaching Staff Salary	628,515.96	767,601.00	-139,085.04	81.9%
5010 · Support Staff Salary	152,301.06	167,625.00	-15,323.94	90.9%
5015 · Teachers Assistant Salary	198,420.22			
5017 · Before/After School Salary	13,742.78	16,156.00	-2,413.22	85.1%
5020 · Substitute Payroll	4,293.59	9,100.00	-4,806.41	47.2%
5030 · Payroll Expenses (EI, CPP)	65,412.22	55,000.00	10,412.22	118.9%
5040 · Workers Compensation Expense	3,271.02	1,500.00	1,771.02	218.1%
5060 · Pension Expense	42,107.64	50,000.00	-7,892.36	84.2%
5070 · Group Insurance Expense	27,179.90	27,000.00	179.90	100.7%
5080 · Staff Professional Development	3,948.45	5,000.00	-1,051.55	79.0%
5090 · Board Professional Development	50.00			
5095 · Wage Subsidy	-3,379.83	-25,000.00	21,620.17	13.5%
Total 5000 · PAYROLL	1,135,863.01	1,073,982.00	61,881.01	105.8%
5100 - INSTRUCTIONAL EXPENSE				
5110 · Classroom Supplies	10,419.58	17,100.00	-6,680.42	60.9%
5115 · Student Supplies	-4,388.93	-5,700.00	1,311.07	77.0%
5120 · Teacher Accounts				
5121 · Caroline Campbell	667.22	350.00	317.22	190.6%
5124 · Raquel Peters	181.93	350.00	-168.07	52.0%
5127 · Janna Bright	199.44			
5133 · Alyia Buhr	0.00	300.00	-300.00	0.0%
5134 · Karen Otto	57.49	350.00	-292.51	16.4%
5135 · Trista Godfrey	1,198.59	250.00	948.59	479.4%
5136 · Cheri Hamm	23.41	350.00	-326.59	6.7%
5137 · Resource	2,148.26	1,350.00	798.26	159.1%
5139 · Nick Martens	233.77	350.00	-116.23	66.8%
5141 · Pamela Goertzen	77.82	350.00	-272.18	22.2%
5142 · Jane Dyck	147.41	350.00	-202.59	42.1%
5143 · Tim Frykoda	72.33	250.00	-177.67	28.9%
5144 · Sheila Stone	20.52			
Total 5120 · Teacher Accounts	5,028.19	4,600.00	428.19	109.3%
5138 · Text Books	9,654.38	3,120.00	6,534.38	309.4%
5150 · Phys Ed Equipment	1,022.36	1,500.00	-477.64	68.2%
5155 · Gym Rental	4,400.00	9,500.00	-5,100.00	46.3%
5160 · Library	119.16			
5170 · Speech Pathology	13,478.01	12,000.00	1,478.01	112.3%
5180 · Clinician Resource	450.00			
Total 5100 · INSTRUCTIONAL EXPENSE	40,182.75	42,120.00	-1,937.25	95.4%

Christian Heritage School Profit & Loss Budget vs. Actual

July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
5200 - ADMINISTRATION EXPENSES				
5205 - Memberships				
5206 - Christian Stewardship Int Dues	1,004.85	1,000.00	4.85	100.5%
5207 - MB Fed of Independant Schools	1,463.70	1,500.00	-36.30	97.6%
5208 - Can Council Christian Charity	895.00	900.00	-5.00	99.4%
5205 - Memberships - Other	1,428.51	1,500.00	-71.49	95.2%
Total 5205 - Memberships	4,792.06	4,900.00	-107.94	97.8%
5220 - Gifts & Sympathy				
5221 - Gifts	255.00	700.00	-445.00	36.4%
5222 - Staff Recognition	2,560.46	3,000.00	-439.54	85.3%
5223 - Student Recognition	72.41	150.00	-77.59	48.3%
Total 5220 - Gifts & Sympathy	2,887.87	3,850.00	-962.13	75.0%
5230 - Advertising (Positions)	20.22	100.00	-79.78	20.2%
5235 - Marketing	3,439.32	6,000.00	-2,560.68	57.3%
5240 - Bookkeeping Contract	11,001.20	13,500.00	-2,498.80	81.5%
5241 - Audit Expense	5,986.04	5,500.00	486.04	108.8%
5242 - Annual Return Fee	0.00	80.00	-80.00	0.0%
5245 - COVID 19 Expenses	7,290.70			
5250 - Service Charges	1,551.51	1,000.00	551.51	155.2%
5251 - Telpay Fees	820.00	840.00	-20.00	97.6%
5260 - Bad Debt Expense	7,730.05	10,000.00	-2,269.95	77.3%
5265 - Office Supplies	10,595.04	9,000.00	1,595.04	117.7%
5275 - Telephone Expense	1,810.41	2,500.00	-689.59	72.4%
5290 - Technology				
5291 - Photocopy Lease	2,809.09	3,000.00	-190.91	93.6%
5292 - Photocopy Service	5,918.86	5,000.00	918.86	118.4%
5293 - Computer Supplies	1,856.99	800.00	1,056.99	232.1%
5294 - Computer Service	3,024.19	2,300.00	724.19	131.5%
5295 - Computer Software	18,859.22	1,500.00	17,359.22	1,257.3%
5296 - Computer Hardware	12,570.76	6,000.00	6,570.76	209.5%
5297 - Internet	1,335.91	560.00	775.91	238.6%
Total 5290 - Technology	46,375.02	19,160.00	27,215.02	242.0%
Total 5200 - ADMINISTRATION EXPENSES	104,299.44	76,430.00	27,869.44	136.5%
5300 - FUNDRAISING EXPENSE				
5320 - Vista Expense	41,718.99	50,000.00	-8,281.01	83.4%
5350 - Other Fundraising Exp	100.00			
Total 5300 - FUNDRAISING EXPENSE	41,818.99	50,000.00	-8,181.01	83.6%
5400 - BUILDING AND YARD				
5280 - Bus Expense	7,168.30	7,000.00	168.30	102.4%
5410 - Hydro	16,216.17	16,000.00	216.17	104.4%
5415 - Water	2,109.73	2,250.00	-140.27	93.8%
5420 - Property Taxes	348.27	500.00	-151.73	69.7%
5425 - Yards and Roads	4,590.13	3,000.00	1,590.13	153.0%
5430 - Garbage Removal	2,932.62	3,000.00	-67.38	97.8%
5435 - Building Insurance	28,272.09	26,000.00	2,272.09	108.7%
5445 - General Repairs	9,096.42	10,000.00	-903.58	91.0%
5450 - Janitorial Expense	12,811.43	17,000.00	-4,188.57	75.4%
5455 - Alarm System/Security	1,620.47	850.00	770.47	190.6%
5460 - Cleaning	27,849.65	29,172.00	-1,322.35	95.5%
Total 5400 - BUILDING AND YARD	113,015.28	114,772.00	-1,756.72	98.5%
5500 - SPECIAL PROJECTS EXPENSE				
5515 - 7/8 Retreat	0.00	2,200.00	-2,200.00	0.0%
5525 - Special Events	0.00	6,500.00	-6,500.00	0.0%
5530 - Before/After School Expenses	79.83	2,500.00	-2,420.17	3.2%
5500 - SPECIAL PROJECTS EXPENSE - Other	627.31			
Total 5500 - SPECIAL PROJECTS EXPENSE	707.14	11,200.00	-10,492.86	6.3%
5600 - Capital Expense				
5620 - Mortgage Interest	20,398.39	18,024.00	2,374.39	113.2%
5650 - New Gym	15,399.45	5,000.00	10,399.45	308.0%
Total 5600 - Capital Expense	35,797.84	23,024.00	12,773.84	155.5%
Total Expense	1,471,684.45	1,391,528.00	80,156.45	105.8%
Net Ordinary Income	-43,975.00	1,291.00	-45,266.00	-3,406.3%
Net Income	-43,975.00	1,291.00	-45,266.00	-3,406.3%

c. Academic Resource Report – Bryan Schroeder

Students

- Enrolment: 156 (148 FTE)
- Participated in Orange Shirt Day to remember and honour the children and families affected by Indian Residential Schools. Truth and Reconciliation Week was Sept. 27 – Oct. 1 at CHS.
- Participated in a Terry Fox Walk/Run with their individual classes on CHS property last week to remember, honour, and fight for those affected by cancer (fundraising forms were sent home)

Staff

- Support Staff signed updated contracts that end on June 30, 2022 so that collecting EI is an option to them since they are considered seasonal workers. They can collect EI in the off-season
- Have been showing proof of vaccination or will begin routine COVID testing soon (we are waiting for 9 more kits to arrive at this time)
- Thank you to Mrs. Bright and Mrs. Hall for organizing Orange Shirt Day and engaging students with “Every Child Matters” activities at CHS
- Thank you to Mrs. Soder for organizing the Terry Fox walk/run and to classroom teachers and Mr. Johnson for engaging students in the activities

Programming

- We have purchased subscriptions for Mathletics and Keyboarding Without Tears
- Grade 7/8 girls’ volleyball and Grade 6-8 boys’ volleyball starts soon, run by Mr. Johnson
- We are all becoming more familiar with Power School and are using it more and more. Thank you to Mrs. J. Peters for all her hard work and persistence! Mrs. Bright has also received training to help train other CHS teachers – thank you Mrs. Bright!

Other

- A day of prayer and fasting was declared on October 1 and parents joined me in praying (3 separate zoom prayer meetings) and fasting throughout that day, calling out to God for Him to align our hearts and minds with His and to intervene with a fresh start at CHS and to release healing and deliverance among CHS students, staff, and parents.
- Thankfully students (and parents) have recovered from the affects of COVID cases at CHS. It was a stressful two-three weeks of trying to keep everyone safe and keep student learning continuing. Everyone went above and beyond to keep the “ship afloat.” I praise God for His faithfulness and for giving grace to us to persevere through it all.

Respectfully submitted by Bryan Schroeder – principal

c. Parent Council Report –

Respectfully submitted by Joanne Hall

d. Physical Resource Report – Amanda Kostomacha

Front office renovation occurred over the summer to improve the flow, function and site lines in the front office. Jenn at the office now has a more functional work area, a separate private space is available for staff to prep or talk privately with a student, or if a student is ill and waiting to go home. Jenn now also has direct site lines to anyone approaching the building which has helped to increase security.

The front walk-way has seen some improvements at the crosswalk and appears to be providing some better drainage which will help with ice in this area in the winter time and make entering the school safer!

Various other small projects have been completed since the spring that may have gotten lost in messages as we unfortunately had to transition to remote learning at the end of the year.

If you have any questions or would like clarification.

We saw some very generous donations come in to assist in covering expenses with some of these items and we are so grateful to the donors and the Lord for once again supplying the necessary means to do improvements.

If you have any feedback on necessary improvements or equipment that would be of value to our school please reach out to me at amandakostomacha@gmail.com

Respectfully submitted by Amanda Kostomacha – Physical Resource

e. Promotions Report – Michael Peters

Covid has made things challenging as we all struggle through this difficult time together. We, as a board, are running lots of different promotions to ensure that we can keep enrolment up during these challenging times. These are some of the things we have done so far this year to promote the school:

Free tuition for new families and returning homeschool families was offered this year for the first 3 months of the 2021/2022 school year.

A 5% discount was offered on tuition this year if tuition was paid in full for the 2021/2022 school year before the end of June.

Ivy Bridge Marketing is continuing to run our social media accounts (Facebook and Instagram) in an effort to increase our exposure to our community. It also gives the Westman community as well as our Christian Heritage School community a chance to see all of the great things happening at our school.

Our website continues to be updated and continues to become more user friendly and easier to access. It provides lots of information for parents or guardians of children at the school as well as for new families who are considering the school.

CHS t-shirts with our logo on the front and our theme verse were given to all students and staff thanks to generous donations. They are a great way to advertise our school in our community.

If you have ideas or feedback on how we could do a better job of promoting the school, please feel free to come talk to me or send me an email at mikepeters1984@gmail.com
God Bless,

*Respectfully submitted by **Michael Peters – Promotions Committee***

f. I.T. Committee Report – Michel Latreille

The most major change to CHS is our switch over to PowerSchools which is a school management software that brings many positive changes to how information is shared between teachers, the front office and parents. Part of this is a mobile app that gives parents quick and easy access to their child (ren)'s class schedules, assignments and so much more.

We have upgraded the firewall that has been filtering our internet content. We have moved away from the server computer which was slowing down the internet speed. We now have a Netgear Firewall appliance which comes loaded with PF Sense web filtering software. This appliance will have updated firewall capability and will allow for faster internet speeds.

There have been 3 new iPads purchased with a donation that was made for the purchase of IT equipment. 4 new teacher's laptops and 2 new Wireless Access Points were added to different areas of the school.

As always, if you are someone or know someone with some experience with computers,

electronics, networking, etc, please reach out to us as we could always use help in these areas.

Respectfully submitted by Michel Latreille

g. Building Expansion Report

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7) Other Business:

Close in prayer:

8) Motion to Adjourn :