



March 10-11, 2015



SCSBC

Business *AND* Development CONFERENCE

for Christian Schools



WHO SHOULD ATTEND

Business Administrators • Development Directors • Principals
Vice Principals • Superintendents • Bookkeepers • Treasurers
Finance, Capital Campaign and Employee Relations Committees



Cedar Springs Conference Center, 4700 Minaker Road, Sumas, WA

This schedule provides an overview of the conference. Full workshop descriptions, presenter bios and resources can be found on the conference website at www.busdev2015.scsbc.net. For your convenience, the workshops are listed in tracks, but feel free to attend any workshop that interests you.

Tuesday, March 10		
8:45 a.m.	Registration and Coffee	
9:15 a.m.	Welcome and Introduction - Cathy Kits	Devotions - Ed Noot and Jenna Veenbaas
9:45 a.m. Plenary	<ul style="list-style-type: none"> • Christian Schools in Canada: Flourishing for the Long Term? Chalet by Michael Van Pelt Michael Van Pelt will focus on some of the strategic questions school leaders need to think about. He will independently reflect on school organizational models and education perspectives with the aim of our Christian schools flourishing for next generation and the common good. 	
10:30 a.m.	Break	
	Business and Finance Workshops	Development and Marketing Workshops
10:45 a.m. Workshop	<ul style="list-style-type: none"> • What's New This Year? Annual Accounting / Auditing / CRA Update Chalet by Michael Loewen Michael will provide an accounting, auditing and CRA update pertaining to charities and Not-For-Profit organizations. Michael will also talk about identifying various types of risk that Not-For-Profits face, and how to mitigate and manage these risks. Risk is a reality in the not-for-profit sector. Whereas some risk is necessary for growth in any organization, high or unwanted risk can lead to disaster. 	<ul style="list-style-type: none"> • Make Love Your Aim Forest by Chris Berghuis Pipelines, segmentation, synergy, stewardship, moves, prospects, rd's, acquisition, cultivation and more. The language of AFP's, emphasized by CFRE's, is one that is full of love. Yes, fundraising is a unique ministry opportunity so let's spend some time exploring the ins and outs of a development program - an overview of fundraising principals and challenges. Bring your stories and jargon as we explore this world of loving your neighbour.
12:00 p.m.	Lunch	
1:15 p.m. Workshop	<ul style="list-style-type: none"> • T3010 Do's and Don'ts Chalet by Audrey Roorda A line by line look at the T3010 (annual CRA report for charities) for both the opportunities and the pitfalls. We will cover what CRA is looking for with certain questions and then go into some detail on the compensation and the Detailed Financial Information sections of the return. • Canadian CSI Pension Plan Fireside by Howard Van Mersbergen 	<ul style="list-style-type: none"> • Ensuring Christian Education for Generations to Come Forest by Don Van Maanen We will look at the importance of establishing a strong foundation (endowment) for Christian schools. If your foundation is promoted well in your school community, parents, grandparents and supporters should realize your school is serious about providing Christian education for generations to come.
2:30 p.m.	Break	
2:45 p.m. Workshop	<ul style="list-style-type: none"> • Business Administrator and Head of School: A Key Relationship Chalet by Henry Contant Henry will share a four decade perspective on what causes some Christian school administrative teams, business managers and school boards to flourish while others flounder. Come prepared to learn from other schools' best practises and costly mistakes. • Charitable Tax Framework 101 Fireside by Tim Williams This workshop assists new business managers understand IC75-23 and using the SCSBC charitable tax framework. During the workshop, we will also discuss recent challenges for some Alberta schools and how the receipting framework can be modified. 	<ul style="list-style-type: none"> • A Will Visit: What Does It Mean for Your School? Forest by Maynard Wiersma and Dave Broughton Although your school supporters have free access to a Will Visit from Christian Stewardship Services (CSS), why would you promote it? We will look at how to recognize the potential of a will visit for your school. What questions will be uncovered and answered in the Will Visit which benefit your supporters? What potential opportunities come out of a Will Visit that may benefit your school now and in the future. Join Maynard Wiersma and Dave Broughton from CSS to find out why more and more schools are discovering that the Will Visit is a key ingredient to the long range financial health of their school.
4:00 p.m.	Free time for recreation: hiking trails, walking trails, ping-pong, networking	
5:30 p.m.	Dinner	
6:30 p.m.	Community Building and Networking	

Wednesday, March 11

7:45 a.m.	Devotions - Ed Noot	
8:15 a.m.	Breakfast and Room Checkout	
	Business and Finance	Development and Marketing
9:15 a.m. Workshop	<ul style="list-style-type: none"> • Benchmarking Reports for Schools Chalet <i>by Tim Williams</i> How does your school compare to similar sized schools? SCSBC has been providing benchmarks for many years. This workshop explains the benchmarking tool and how you can use it as part of your school's budget process. • Canadian CSI Insurance Plan Fireside <i>by Howard Van Mersbergen</i> 	<ul style="list-style-type: none"> • The Development Director: What Should Schools Look for When Hiring? Forest <i>by Michael Van Pelt</i> Few Christian school development directors initially chose a career in fundraising, but often come to their current development position with requisite transferable skills from another profession. What makes the development director? Is it character, qualifications, passion, systems, experience, curiosity or love? This workshop will explore the road of development through the eyes of an accidental institution builder.
10:30 a.m.	Break	
10:45 a.m. Workshop	<ul style="list-style-type: none"> • The New BC Societies Act - Strengths and Weaknesses Chalet <i>by Ken Volkenant</i> This workshop will summarize the proposed new BC Societies Act (due in 2016), which will require significant changes to how BC societies operate. We will review the improvements over the current Society Act, discuss problematic changes, and highlight points for societies to consider as they reassess their corporate structure and governance. The purpose of the workshop is to help attendees understand the new proposed Act, and prepare to transition their organization's constitution and bylaws. 	<ul style="list-style-type: none"> • Help! I Need to Put Together a Marketing Plan! Forest <i>by Sam Kirk</i> Every Christian school or non-profit organization has the challenge of achieving marketing goals and fundraising targets. But, what if you have very little to spend on marketing or fundraising? Where do you start? What are the essentials you should do and how do you do it. This session will provide you with some basic building blocks that you can use to put together and start using a marketing plan for your school.
12:00 p.m.	Lunch	
1:00 p.m. Workshop	<ul style="list-style-type: none"> • The Feasibility Study: Determining Your School's Readiness for a Capital Campaign Chalet <i>by Cathy Kits and Henry Contant</i> Come prepared to learn the value and strategic importance of conducting an external feasibility study for any school community contemplating a major capital campaign. This workshop will outline the how, when and why of a feasibility study and examine how the wealth of information uncovered in such a study will guide school board and development office staff decision-making as they plan for and conduct a major capital campaign. Also discussed will be presentation material for lenders and major donors, including the ten year financial forecast, proving the feasibility of the new building project, and ensuring the viability of the school at the end of the building project. 	
2:00 p.m.	Break	
2:15 p.m. Workshop	<ul style="list-style-type: none"> • Business and Finance Roundtable Chalet <i>by Tim Williams</i> Join your colleagues around the table for questions and answers, peer input, and brainstorming solutions to your business and finance office conundrums. 	<ul style="list-style-type: none"> • Development Roundtable Forest <i>by Cathy Kits</i> Join your colleagues around the table for questions and answers, peer input, and brainstorming solutions to your development office conundrums.
3:15 p.m.	Name tag door prize presentation, wrap-up and closing	
3:30 p.m.	Dismissal	



SCSBC

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REGISTRATION INFORMATION

CONFERENCE FEES: \$295/person - **Member School**
\$395/person - **Non-Member School**

Your registration fee includes 4 meals plus snacks, overnight accommodation (based on double occupancy), plenary plus 7 workshops, roundtable discussions, internet availability and access to the beautiful private gardens and trails of Cedar Springs.

Register early. This conference is well attended and space is limited. Later registrants may need to arrange for their own accommodation off site.

Single Room: Add \$35/registrant (limited availability)

During online registration, you have the option of paying with PayPal, with a credit card via PayPal (no account required), by cheque, or by phone (VISA only).

Make cheques payable to **SCSBC**. Mail to:
SCSBC, 7600 Glover Road, Langley, BC V2Y 1Y1

Register Online

www.busdev2015.scsbc.net

Visit the conference website for **online registration**, workshop descriptions, presenter biographies and workshop resources.

