**Second Notice for the March 13-14, 2020, meeting of Classis Alberta North   
at Bethel CRC in Lacombe**

Date: January 2, 2020.

To: All Councils of Classis Alberta North congregations, and to all agencies, committees and persons that provide reports (written and oral) to Classis meetings.

From: Gary Duthler, Stated Clerk, on behalf of Classis Interim Committee.

**Selection of Delegates to Classis:**

Please ensure that you have selected **delegates** and submitted the **Credential forms by February 29**. Each church is expected to submit the names of 1 Minister, 1 Elder, 1 Deacon, and alternates for each of these. Emerging churches send 3 members of the leadership team. Use the credentials form that comes with this memo and make sure that it is signed by the Clerk and Chair of council.

Delegates should commit to attend all sessions (afternoon, evening and morning) of Classis.

The Credentials Form invites questions and comments. However, if your Council has a concern that needs to be discussed at Classis, that concern should ideally be submitted separately for the Agenda (by Feb. 3) and should provide the background information that will give the Classis delegates the information they need to engage in a meaningful discussion.

Consider setting a special Council meeting prior to Classis to **review the agenda** for and with the delegates. If important reports requiring discussion by Councils are available before the Agenda is sent, these will be sent to the churches as soon as they are available.

**Delegates to Synod**

Classis Alberta North must choose an **elder delegate and a deacon delegate** to represent Classis at Synod 2020 at Calvin College in Grand Rapids, June 11-18. Church Councils are encouraged to nominate persons to be selected at the Classis meeting in March. Please forward nominations to Anita Veldhuisen-Slomp, Classis Nominations Coordinator, as soon as possible, but before February 29,at **avmediation@gmail.com.** The nominee(s) must have agreed to serve, and a short bio of the nominee(s) should be sent with the nomination.

**Classis Agenda items:**

February 3 is the firm deadline for submitting overtures, committee reports, requests to speak, or other materials to be included in Classis Meeting Agenda.\*\* Send these electronically to classisstatedclerk@gmail.com. Earlier submissions will be very welcome, as the Agenda preparation starts as soon as materials are received.

**Remember:** No Agenda Supplement or amended Time Schedule will be published once the agenda is distributed. Committees and individuals who wish to submit reports for publication in the Agenda or wish to speak at Classis will need to plan the timing of their deliberations, report submissions and speaking requests accordingly.

**Important dates:**

* **February 3:** All overtures and reports have been received by the Stated Clerk
* **February 3:** Clerk prepares a draft Agenda and Time Schedule for March Classis
* **February 4:** CIC reviews and adopts the Agenda and Time Schedule
* **February 5-8:** Classis Agenda and Time Schedule are finalized and sent electronically to all the churches, committees, and agencies.
* **February 29:** All **Credentials** have been received by the Stated Clerk (firm deadline!).
* **March 13-14:**  **Classis meets** at **Bethel CRC in Lacombe.**

\*\* See next pages for information about submissions, presentations and displays.

About reports and submissions for the Classis Agenda

**Written Reports and Submissions:**

Since we want to keep the published Agenda to a reasonable length, please avoid “dressing up” your document with fancy fonts and formatting, extra spacing, pictures, logos and large titles. (All documents will be “dressed down” for publication, anyway.)

**PLEASE submit reports in MS Word format.** Reports will be reproduced with uniform MS Word formatting, using single line spacing. See previous agendas.

Remember that all documents must be received on or before the due date to be included in the Agenda for Classis.

Delegates to Classis will be given the opportunity to ask questions or make comments as the written reports are considered.

**Presentations and Displays:**

On a rotating basis, we will ask a select number of agency or ministry representatives to supplement their written reports with oral presentations. We do invite all ministries and agencies to set up a display or just to make themselves available to meet and inform delegates. Let the stated clerk know if you need display space.

A copy of the presentation rotation is printed on the next page.

**Schedule for invitations to give oral presentations at Classis Meetings.**

Classis Alberta North has a goal of more effectively managing time spent on oral reports at Classis Meetings while also recognizing the value of such oral reports in building awareness of, and interest in, the various ministries. To achieve this, we will invite Classical, Denominational and other ministries to provide oral reports according to the following schedule. Time will continue to be allocated to questions and responses based on the regularly submitted written reports received at Classis meetings. We will also allocate time in the agendas for ministry/agency proposals and other information as determined by CIC.

The proposed schedule is intended to be a very flexible document subject to emerging issues and to available time on any specific Classis Agenda.

(An asterix indicates that the presentation will include an evaluation of the C.A.N. ministry.)

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| **Year** | **Month** | **Classis Ministry** | **CRCNA and others** |
| 2020 | 03 | Native Healing Ctr.  Student Support Team \* | Council of Delegates  King’s University |
| 2020 | 10 | Youth Ministry  Safe Church  Healthy Church | Synodical Delegates  Resonate Global Mission |
| 2021 | 03 | NADC  Home Missions  Cuba Connection \* | Canadian Ministries  Ecumenical & Interfaith Relations Com.  Diaconal Ministries Canada |
| 2021 | 10 | Campus Ministry  Native Healing Ctr.  Student Support Team | Synodical Delegates  Youth Unlimited  World Renew |
| 2022 | 03 | Youth Ministry  Safe Church \*  Healthy Church | Canadian Ministries  Council of Delegates  Aboriginal Ministries |
| 2022 | 10 | NADC  Home Missions \*  Cuba Connection | Synodical Delegates  Resonate Global Mission  King’s University |
| 2023 | 03 | Campus Ministry \*  Native Healing Ctr.  Student Support Team | Canadian Ministries  Ecumenical & Interfaith Relations Com |
| 2023 | 10 | Youth Ministry \*  Safe Church  Healthy Church | Synodical Delegates  Comm. for Contact with Gov.  Diaconal Ministries Canada |