

**SUZUKI CHARTER SCHOOL SOCIETY  
SCHOOL BOARD MEETING MINUTES**

**Via Zoom**

**Thursday October 15, 2020**

**6:00 P.M. Present: Treena Gish, Frank Doruiter, Jen Garrison, Nicole Palmer, James Garrison, Tara Beland, Ehsanul Haque and Eric Taub.**

**Administration: Lynne Paradis, Heather Christison and Karen Spencer**

**Public Members: Tim Penton, Alana Prins-Finley and Danielle Garden**

1. Call to order at 6:04 p.m. by Chair Palmer.
2. Approval of agenda.

**Motion 20:52: Moved by Ehsanul Haque that the Board approve the agenda as circulated.  
APPROVED**

3. Approval of the minutes from the September 17th, 2020 Board meeting.

**Motion: 20:53 Moved Treena Gish that the Board approve the minutes from the September 17th, 2020 Board meeting as circulated.  
APPROVED**

4. Reports
  - Board Chair – no report.
  - Superintendent- see attached.
  - Secretary Treasurer – see attached.

**Motion: 20:54 Moved by James Garrison that the Board accepts the Superintendent and Secretary Treasurer reports as presented.  
APPROVED**

5. The Association of Alberta Public Charter Schools. (TAAPCS).  
As the board representative for TAAPCS, Director Haque provided the board of TAAPCS with the following updates:
  - A new charter school application has been approved for a charter school in Calmar with its focus on agriculture. The school is scheduled to open in September 2021.
  - TAAPCS is supportive of the new school and offering support where possible.
  - Annual General Meeting for TAPCS will be held on October 23, 2020.

Dr. Paradis informed the board of a conversation she had with SCSS' Alberta Education Field Services Education Manager, Maurice Trottier. Mr. Trottier informed Dr. Paradis that Alberta Education is implementing an evaluations of charter school that hold a 15-year



charter. This is a change from the charter school regulations which only require an evaluation in the 12<sup>th</sup> year of a 15-year charter. Alberta Education is implementing charter schools to have an evaluation in the 4<sup>th</sup>, 8<sup>th</sup> and 12<sup>th</sup> year of a 15-year charter. Suzuki is in its 12<sup>th</sup> year of its 15-year charter and Mr. Trottier informed Dr. Paradis that the evaluation must be done before June 2021.

Dr. Paradis reported that Mr. Trottier was unable to provide details on why the evaluation process has been changed or what the process would be.

After some discussion the board has requested Chair Palmer to contact Ron Koper Chair of TAAPCs to find out more about the change in evaluations for charter schools and for Dr. Paradis to contact Mr. Trottier to request clarification on what are the expectations and under what authority/regulations is the evaluation being requested. Additionally, who indicated that this evaluation must be completed by the end of this school term given the short notice on a process that has not yet been developed.

**Motion: 20:55 Moved by Jen Garrison that the Board accepts Director Haque report on the TAAPCS' activities.**

**APPROVED**

6. Education Plan – attached

The Annual Education Plan and Results Report (AERR) must be submitted to Alberta Education by November 30, 2020. A draft of the plan was provided to the board for review and suggestions. A few suggestions were provided and will be made to the plan. The document will be brought to the November 26, 2020 board meeting for the board's approval prior to submission.

7. SCSS Board Professional Development Plan (PDP) for the 2020-2021 year.

The Human Resources Committee provided the board with a recommendation for a book study as part of the board's professional development plan for the 2020-2021. The book "Dare to Lead" written by Brene Brown is being recommended by the committee. The committee will provide the board with a schedule and topics for discussions at board meetings beginning in January 2021. The schedule will be provided to the board at the November 26, 2020 board meetings for consideration.

**Motion: 20:56 Moved by James Garrison that the board accept the Human Resources Committee's Board professional development plan for the 2020-2021 year as presented.**

**APPROVED**



8. Annual General Meeting for Suzuki Charter School Society. (AGM)

The AGM for the 2019-2020 year was postponed due to the Chief Medical Officers (CMO) public health orders as a result of the COVID pandemic. As of October 9, 2020, the CMO public health orders restrict gatherings of more than 50 people. While it is not the norm for the SCSS AGM to have more than 50 people, there are over 50 SCSS members therefore holding an in-person meeting could potentially exceed the CMO health order.

The Governance Committee has a meet and developed a plan for the board's consideration regarding the logistics of holding a virtual AGM.

- The AGM will be held via Zoom on November 26, 2020.
- Notice will be provided to parents in early November 2020 by email
- All voting will be done via google docs.
- The meeting **will be recorded** to ensure the integrity of the meeting is maintained.
- In the event an election is required, we have planned for two members of the Society, as per the SCSS bylaws, to join the Secretary Treasurer counting ballots.
- Principal Spencer has graciously agreed to provide technical support at the AGM.

Principal Spencer joined the meeting via Zoom and the board and admin "practiced" voting by google docs.

**Motion: 20:57 Moved by Jen Garrison that the board accept the Governance Committee's plan for holding the SCSS AGM virtually as presented.**

**APPROVED**

9. Staffing Updates for the 2020-2021 year.

Dr. Paradis provided the board with the following staffing changes she has made for the 2020-2021 school year.

- Hiring of .95 FTE for at home learners, Lauryn Theissen. Increasing of FTE's for two certificated teachers, that were under contract (not new hires). (Asiah Jorgensen and Shannon van Velzen).
- The federal funding safe re-entry of schools, SCSS received for the 2020-2021 year will be earmarked for these FTE increase and increases in custodian time and cleaning supplies.
- Samantha Allen, currently on a mat leave scheduled to return to work after spring break, has requested a change in her contract from a full-time continuous contract to a part time continuous contract. Samantha's request has been approved.
- Hiring of Jamie van ter Meji , as the Preschool Instructor (Lauryn Theissen was the preschool teacher prior to taking on the at home learning position). Jamie holds a teaching certificate.

10. Board Work Plan – attached

11. Correspondence – attached

12. Comments from parents, staff and public.

Parent Tim Penton commented on how well he feels the at home learning program is going. He has two children at home learning, and he is very pleased with the program.

13. Adjournment at 7:42 p.m.

Approve by Board Motion on November 26, 2020

Signature of Nicole Palmer, SCSS Board Chair:



Signature of Heather Christison, Secretary Treasurer:

*Heather Christison*