

## SUZUKI CHARTER SCHOOL BOARD MEETING MINUTES

Tuesday June 21st, 2022 @ 6:00p.m.

In person

Present: Nicole Palmer, Treena Gish, Jenelle Clark, Melissa Rothwell, Christine Garcia, Tara Beland, Eric Taub, Kimberly Poong, Susanna So.  
Administration: Lynne Paradis, Judith Mbeleke

1. Call to order at 6:02pm by Board Chair Palmer.
2. Approval of agenda.

**Motion: 22:93: Moved by Jenelle Clark that the Board approves the agenda as presented with an amendment to include an item for the Edmonton Charter Schools Hub concept for discussion.**

**APPROVED.**

3. Approval of the minutes from the May 24th, 2022, Board meeting. (E)

**Motion: 22:94: Moved by Eric Taub that the Board approves the minutes from the May 24th, 2022, Board meeting as circulated.**

**APPROVED.**

4. **Organizational of SCSS Board of Directors effective June 2022.**

As required under SCSS Board Policy #7, an organizational meeting of the Board shall be the first meeting following the annual general meeting of Suzuki Charter School Society. The organization meeting shall include, but not restricted to the election of a Vice Chair, establishment of a schedule for regular board meetings, approval of the annual work plan for the Board, create the ad hoc committee of the Board and appoint members and review the director conflict of interest stipulations and determine any disclosure of information requirements.

Attached is a proposed schedule of meetings dates for the board's consideration, as well as a proposed workplan, a copy of the board committee descriptors from the Board Policy Manual, the Board Code of Conduct and Code of Behavior.

Board members are asked to review the board committees and come to the board meeting prepared to volunteer to sit on at least one of the committees.

Board Chair Palmer will lead the board through the organizational of the Board of Directors for the 2022-2023 school year.

The recommendation was to have the current Board Chair Palmer stay on as Chair for part of the year to provide training and support to a potential Board member who could carry on as Board Chair subsequently.

**Motion: 22:95** Moved by Melissa\_Rothwell that the Board approve the election of Director Gish as Vice-Chair.

**APPROVED.**

**Motion: 22:96** Moved by Kimberly Poong that the Board approves the proposed Board meeting schedule for the 2022-2023 school year as presented.

**APPROVED.**

**Motion: 22:97** Moved by Susanna So that the Board approves of the 2022-2023 Board workplan with edits.

**APPROVED.**

**Motion: 22:98** Moved by Eric Taub that the Board approves of the Board committee chairs and members as read out.

**APPROVED.**

**Motion: 22:99** Moved by Melissa Rothwell that the Board approves the Board Director Code of Conduct as presented.

**APPROVED.**

## 5. Reports

- Board Chair
- Superintendent
- Staff appreciation committee report.
- Secretary Treasurer

**Motion: 22:100** Moved by Kimberly Poong that The Board accepts the Board Chair, Superintendent, staff appreciation committee and Secretary Treasurer reports as presented.

**APPROVED.**

### 5a. Edmonton Charter Schools Hub Concept

The Superintendent led a discussion on the concept of starting an Edmonton Charter Hub concept. The expectation will be to have a proposal ready by the end of summer 2022.

Directors Clark, Rothwell, and Gish indicated their interest in being part of the committee.

**Motion: 22:101** Moved by Melissa Rothwell that The Board approves pursuing further discussions with other Charter Boards on the possibility of a hub concept.

**APPROVED.**

## 6. The Association of Alberta Public Charter Schools (TAAPCS)

The Board Vice-Chair will update The Board on the outcome of TAAPCS spring General Meeting initially held on May 28th, 2022 and adjourned to June 18<sup>th</sup>, 2022.

A motion was passed by the members approving the additional fee to be levied on Charter Boards for the services of a government public relations firm.

7. The Association of Alberta Public Charter Schools (TAAPCS) – Priorities Committee Director Clark to give an update from the priorities committee which included the creation of an awards committee to oversee the Howard Johnson and board of Governors awards. The deadline for receiving nominations was set for September 15<sup>th</sup>, 2022.

8. Superintendent Evaluation.

**Motion: 22:102 Moved by Treena Gish that The Board accepts the Superintendents of Schools’ evaluation conducted by the Board Chair and Vice Chair with input from all the board during the evaluation session held prior to the June 21st, 2022, board meeting. APPROVED.**

9. Change of signing authority.

The SCSS bylaws state the signing authorities shall be the Board Chair, Vice Chair and Secretary Treasurer. The board may want to name an additional board member to have signing authority.

**Motion: 22:103: Moved by Eric Taub that The Board approves Susanna So as the new signing authority for Suzuki Charter School Society. APPROVED.**

10. Covid-19 Risk management Plan

Following the provincial government’s announcement on June 14<sup>th</sup>, 2022, to lift the remaining Covid-19 health restrictions in Alberta, we have made updates to our risk management plan to reflect these changes (find enclosed).

11. Administrative Procedure 106: Technology

The Superintendent led a discussion on this administrative procedure considering recent issues raised by academic staff relating to students’ use of technology during regular instructional hours. The digital citizenship contract was going to be edited to meet current circumstances.

12. Comments from parents, staff and public – None.

13. Adjournment – at 8:01pm by Board Chair Palmer

Approve by Board Motion on September 22nd, 2022

Signature of Nicole Palmer, SCSS Board Chair: \_\_\_\_\_



Signature of Judith Mbeleke Treasurer: \_\_\_\_\_



