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SUZUKI CHARTER SCHOOL SOCIETY (SCSS)
ANNUAL GENERAL MEETING June 19, 2024
Information for Members

Once a year, there is an Annual General Meeting (AGM) where all members of the SCS Society are invited to attend and participate. This year's AGM is set for **June 19 at 7:00 p.m.** At this meeting, members (parents) are given the opportunity to vote on a variety of items pertaining to the governance of the society.

Attending the AGM

Parents are encouraged to attend the AGM in person at the School Learning Commons. If you wish to join the public portion of the meeting by zoom, Please email Barb MacIntyre, Secretary Treasurer, at macintyre@ Suzukischool.ca to register your attendance at the AGM. Once you send an email request you will receive an email back with the link.

Nominations for Board of Director

A nomination form and support package are available to provide pertinent information to members of the society interested in director positions. Packages include a nomination form, support documents outlining the roles and responsibilities of directors of the Board and general information regarding the position. Please email Barb MacIntyre, Secretary Treasurer to obtain a package and answer any questions you may have.

The SCSS bylaws allow for nominations from the floor at the AGM; however, since some members may attend by Zoom we are **strongly encouraging** members interested in a directorship to complete the nomination package prior to the deadline of 12:00 pm on June 18, 2024. Having the candidate's names ahead of the meeting will allow us to prepopulate the ballot should that be necessary.

In the event there are more candidates than positions available, an election will be required. Having nominations prior to the AGM will allow for a ballot to be completed prior to the start of the meeting. In the event nominations arise from the floor, the candidate(s) will be added to the ballot. We ask for your patience should the need arise to make any additions.

Elections for Board Director

The SCSS bylaws allow for up to nine (9) directors. Currently the board has nine (8) directors. We anticipate there being two openings for a new director.

In the event an election is required, we have planned for two members of the Society, as per the SCSS bylaws, to join me in counting ballots. Results will be presented to the Board Chair and announced to the membership.

Should you have any questions, please do not hesitate to contact me at 780.916-5083 or by email, macintyre@suzuki.ca

Barb MacIntyre
Secretary Treasurer
Encl.

Suzuki Charter School Society
Proxy for the Annual General Meeting
Wednesday, June 19, 2024

The by-laws of the Suzuki Charter School Society provide for the use of proxies at the Annual General Meeting of the Society. This provision is intended to be used if a member of the Society (parents of Suzuki Charter School) are unable to attend in person, the proxy for the parent to participate by proxy vote.

The by-laws require that proxies be in writing, and that they be given to the Board Secretary Treasurer, (Barb MacIntyre), prior to a vote being taken, specifically on or before noon on the day of the AGM, which is June 19, 2024.

A member of the Society who has provided a form of proxy may rescind the proxy at any time by giving notice to the Secretary Treasurer of the Board, (Barb MacIntyre) prior to a vote being taken.

Suzuki Charter School Society
Annual General Meeting
Wednesday, June 19, 2024 at 7:00p.m.
Location: School Learning Commons

I _____ am not able to attend the
(Print your name)

Annual General Meeting of the Suzuki Charter School Society (SCSS) on

Wednesday, June 19, 2024. I have a child (ren) registered at Suzuki Charter School and therefore I am a member of Suzuki Charter School Society. I hereby appoint

(Print name of member of SCSS you are appointing)

As my proxy on my behalf at the Annual General Meeting of the SCSS to be held on Wednesday, June 19, 2024.

Date: _____

Signature of Member (Parent) _____

Please check the appropriate boxes for the following items:

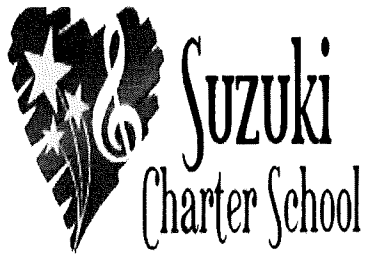
Any resolutions proposed at the meeting and not circulated with the notice of the AGM my proxy may do the following on my behalf. (Select one only)

Exercise my vote at their discretion _____

Abstain from voting _____

Limitation on Proxy, if any _____

MUST BE SUBMITTED TO BARB MACINTYRE BY NOON ON Wednesday, June 19, 2024



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**NOMINATION FORM
BOARD OF DIRECTOR POSITION
SUZUKI CHARTER SCHOOL SOCIETY (SCSS)**

Thank you for considering running for public office as a Director for the Board of the Society of Suzuki Charter School, (SCSS). Please complete the nomination form and submit to the Secretary Treasurer, Barb MacIntyre in the Board Office on the school site, no later than noon on **Friday, June 14**. This ensures that your information is included in the Annual General Meeting (AGM) information package and that your name is included on the election ballot, if required.

At the AGM all completed nomination forms will be read out to the membership. Please keep your comments in the Biography section of the form to no more than 500 words.

**Both nominator and nominee must be a member of Suzuki Charter School Society.
A member of the SCSS may nominate him or herself.**

NOMINATOR:

I nominate the following member of the society for the position of Board Director.

Full name of nominee

Nominated By: _____ Date: _____

Signature: _____

ACCEPTANCE BY NOMINEE:

I accept the nomination and I am willing to have my name stand as a candidate for the position of Director for the Suzuki School Society Board. I understand this is a three-year term.

_____ Date: _____

Signature of Nominee

Call for Board Members

Suzuki Charter School Society (SCSS) is seeking new volunteer board members who will be willing to work collaboratively and are interested in good governance. SCSS board **does not** conduct the day-to-day operations of the school. The SCSS board works closely with the Superintendent of Schools, sets policies, approves annual budgets, develops a strategic plan and serves as an advocate for the school.

Qualifications

As per Bylaw 9 (c) of the SCCS Bylaws - Qualifications

No person shall be qualified for election or continue to hold office as a Director if he/she:

- i. is less than 18 years of age;***
- ii. is an employee of Suzuki Charter School Society***
- iii. is not an individual;***
- iv. has the status of a bankrupt; or,***
- v. is not ordinarily resident in Alberta.***

Duties

The Board shall:

- i. approve and implement Board policy;
- ii. ensure that the Charter School complies with board policy, the terms of the Charter, and provincial legislation and regulations;
- iii. be guided by the philosophy, objectives and vision of the Charter School and the objects of the Society;
- iv. hire a Superintendent to supervise the operation of the Charter School and the provision of education programs subject to the School Act;
- v. be responsible for the governance of the Charter School and is accountable to the membership of the Society and to the Minister of Education for the performance of the school.

Time Commitment

- Board Meetings– monthly board meetings September to June. Meetings typically last 2.5 hours.
- Committees – Board directors are expected to sit on at least one standing committee. Committees include finance, governance and human resources. Time commitment for committee work varies, averaging 6-8 hours per school year.