

**SUZUKI CHARTER SCHOOL BOARD MEETING
MINUTES
September 18, 2024**

Present: Dr. Melissa Rothwell, Susanna So, Jenelle Clark, Cristina Zier, Kimberly Poong, Tammy Niina, Christine Garcia

Absent: Craig Corbett, Jim Rickett

Administration: Dr. Lynne Paradis, Barb MacIntyre

Guest: Ashley Kovacic

At Suzuki Charter School we acknowledge that we are on Treaty No. 6 territory, a traditional meeting grounds, gathering place, and traveling route to the Cree, Saulteaux, Blackfoot, Métis, Dene and Nakota Sioux. We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries. We also wish to honor the Elders, Knowledge Keepers and traditionalists who have gone before us and those who continue to walk with us today.

1. Call to order at 6:02

2. Approval of agenda.

**Motion 24:39 - Moved by Susanna So that the Board approve the agenda as circulated.
Approved.**

3. Approval of the minutes from the June 19, 2024 Board meeting.

**Motion 24:40 - Moved by Cristina Zier that the Board approve the minutes from the June 19, 2024 board meeting as circulated.
Approved.**

4. Approval of the minutes from the June 19, 2024 Organizational Board meeting.

**Motion 24:41 - Moved by Kimberly Poong that the Board approve the minutes from the June 19, 2024 Organizational board meeting as circulated.
Approved.**

5. Reports

- Board Chair - no report
- Superintendent report
- Secretary Treasurer

**Motion 24:42 - Moved by Jenelle Cark that the Board approve the reports as presented.
Approved.**

Motion 24:43 - Moved by Cristina Zier that the Board approve the following Board of Directors, effective June 19, 2024.

Approved.

Chair: Dr. Melissa Rothwell
Vice-Chair: Susanna So
Directors: Jenelle Clark
Kimberly Poong
Christine Garcia
Cristina Zier
Tanny Niina
Jim Rickett
Craig Corbett

Motion 24:44 - Moved by Christine Garcia that the Board remove Eric Tabu from the Board of Directors, effective June 19, 2024.

Approved.

Motion 24:45 - Moved by Cristina Zier the Board approves the continued use of 11.39% as the rate for in lieu of pension amounts for support staff salaries.

Approved.

Motion 24:46 - Moved by Susanna So the Board approves 100% of the net proceeds of choral Italy fundraisers be applied to the trip costs.

Approved

6. Meeting dates

Motion 24:47 - Moved by Kimberly Poong the Board approves the following meeting dates.

Approved

Dinner at 5:30pm with Meeting at 6:00pm

October 16, 2024

November 13, 2024

December 18, 2024 (if required)

January 22, 2025

February 19, 2025

March 19, 2025

April 23, 2025

May 21, 2025

June 18, 2025 AGM following Board Meeting

7. International Field Trip update

Cristina Zier, parent representative to the Board, provided a written update.

8. Committee Updates

Casino - Christine Garcia reported a successful 2 day event in July with 43 volunteers and an estimated \$76,000 in net proceeds

Formation of Committees 2024-2025:

Finance - Susanna So (Chair), Christine Garcia, Cristina Zier

Bursary - Jenelle Clark (Chair), Tammy Niina

Governance - Kimberly Poong (Chair), Tammy Niina, Melissa Rothwell

Staff Recognition- Cristina Zier (Chair), Kimberly Poong

Human Resources - Melissa Rothwell (Chair), Susanna So

Fundraising - Melissa Rothwell (Chair),

Motion 24:48 - Moved by Susanna So the Board approves the Board Committee chairs and members.

Approved

9. Administration Procedure on cell phone use

The Superintendent reviewed the procedure and implementation.

10. Charter Renewal

The Superintendent reviewed the Charter renewal process and referred to the four documents in the package. Alberta Education will be on site November 1 and 5 to collect data from staff, parents and available board members.

11. Establishment of a Fundraising Society

The Board Chair reported that a new Society for AGLC licensing and fundraising, to support the Suzuki music program, will be established. There has been a great deal of interest from parents willing to be part of the new board and participate in fundraising opportunities.

12. Code of Conduct

The Board Chair reviewed the Code of Conduct. No changes were deemed necessary.

13. Work Plan

The 2024-2025 Board work plan was reviewed.

14. Dates for upcoming Board Meetings

October 16, 2024

November 13, 2024

December 18, 2024 (if required)

January 22, 2025

February 19, 2025

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June 18, 2025 AGM following Board Meeting

15. Correspondence -

Alberta Education, June 26, 2024 - School Year Thank You;

Alberta Education, Sept 5, 2024 - Mandate Update;

Alberta Education, Sept 18 - School Construction Accelerator Program;

Alberta Education, Sept 16 - Superintendent of Schools Amendment Regulation Ministerial Order

16. Comments from parents, staff and public. - None

17. In camera (Land, Labor, Legal/Law) - None

18. Adjournment at 7:54pm.

Approved by Board Motion on: Oct 16/24

Vice- Chair, Susanna So: 

Secretary Treasurer, Barb MacIntyre: 