

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

Thursday November 23, 2017

**Present: Boris Vidal, Treena Gish, Rene de Meulles, Frank Doruiter, Jason Gariepy,
Tara Beland, Jen Garrison, Nicole Palmer, Lynne Paradis and Heather Christison**

1. Call to order at 6 p.m. by Chair Vidal
2. Approval of agenda.

Motion 17:48 Moved by Jen Garrison that the agenda, be amended, to include "Discussion of proposed membership fees of The Association of Alberta Public Charter School" be added to #7.

APPROVED

3. Board Professional Development (Book Study). The Imperfect Board Member, Chapters 11 & 12. Director Palmer guided a ten-minute discussion. This concludes the book study.
4. Approval of the minutes from the September 14, 2017, Board meeting.

Motion 17:49 Treena Gish moved that the board approve the minutes from the September 14, 2017 meeting as circulated.

APPROVED



5. Approval of the minutes from the October 12, 2017 meeting.
Motion 17:50 Moved by Rene de Meulles that the board approve the minutes from the October 14, 2017 meeting as circulated.

APPROVED

6. Reports

- Board Chair – see attached
- Superintendent – see attached
- Secretary Treasurer – see attached
- Bursary Committee

The committee has meet twice in the last few weeks. The committee is reviewing the current processes used to award bursaries, working with other Suzuki organizations and sources of revenue to support the bursary. The committee anticipates they will be prepared to come to the board with some recommendations in the next few months.

- Finance Committee Report

The committee has meet and is prepared to present to the board the Fall Update Budget scheduled later in the agenda of this meeting. The committee has meet with the auditor to discuss the audited financial statements for the year ending August 31, 2017. The statements will be presented later in the agenda of this meeting.

7. The Association of Alberta Public Charter Schools (TAAPCS).
Superintendent Paradis provided the board with the highlights of meetings October 27, 2017. Chair Vidal provided highlights of the meetings held October 28, 2017. Membership fees were discussed and the board is prepared to support the proposed fee structure.

Motion 17:51 Moved by Nicole Palmer that the proposed fee structure for The Association of Alberta Public Charter Schools, of a base fee of \$1,500.00 and a \$5.00 per FTE student from the previous year be accepted by Suzuki Charter School Society.

APPROVED

8. Three-Year Annual Education and Results Report (AERR).
Attached is the final version of the AERR for the Boards approval.

Motion 17:52: Moved by Frank Doruiter that the board approve the AERR 2017-2020, with the addition on Page 6, Programming i) Individual Music Program Plan (IMPP) Pilot Program.

APPROVED

9. Audited Financial Statements (AFS).
Secretary Treasurer Christison presented the AFS for the year ending August 31, 2017.

Motion 17:53 Moved by Jen Garrison that the board accept the Audited Financial Statements for the year ending August 31, 2017 as presented.

APPROVED

10. In Camera

Motion 17:54 Moved by Nicole Palmer that the board moved in camera.

APPROVED – Time 7:42 p.m.

Motion 17:55 Moved by Jen Garrison that the board move in back into a public meeting.

APPROVED – Time 8:05 p.m.

Motion 17:56 Moved by Frank Doruiter that the board approve a two percent (2%) salary increase for employee #2600 and employee #2602, retro active to September 1, 2017.

APPROVED



Motion 17:57 Moved by Frank Doruiter that the board approve hiring an Education Assistant for the remainder of the 2017-2018 year.

APPROVED

Motion 17:58 Moved by Frank Doruiter that the board delegate the Superintendent to ensure that a suitable candidate is offered the position of Educational Assistant for the remainder of the 2017-2018 year.

APPROVED

Motion 17:59 Moved by Frank Doruiter that the board delegate the Superintendent to ensure that a suitable candidate is offered the vacant position of School Support Staff.

APPROVED

Motion 17:60 Moved by Frank Doruiter that the board pay employee #2602 retroactive pay for the days worked in the 2016 – 2017 that exceeded the number of days set out in the contract.

APPROVED

Motion 17:61 Moved by Frank Doruiter that the board approve, Suzuki Charter School Society banking business may be conducted with the authority of one of the following signing authorities;

Board Chair

Board Vice Chair

Chair of Finance Committee

Superintendent

Secretary Treasurer.

APPROVED

11. Superintendent and Board Evaluation.

The board discussed several options regarding a process for evaluating the Superintendent. After some discuss the board chose to establish a Superintendent and Board Evaluation Committee, which will report to the board at the December 21, 2017 board meeting.

Motion: 17:61 Moved by Jen Garrison that a Superintendent and Board Evaluation committee be struck, committee member are Nicole Palmer, Jason Gariepy and Jen Garrison.

APPROVED

12. Updated Fall Budget 2017-2018.

The Chair of the Finance Committee, Director Doruiter, presented the Updated Fall Budget 2017-2018.

Motion 17:62 Moved by Treena Gish that the board approve the Fall Updated Budget as presented.

APPROVED

OK
[Signature]

13. Expansion Committee

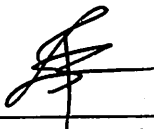
On October 27, 2017, a letter was sent to the Minister of Education and a copied sent to Honorable Marlin Schmidt requesting the Education Minister consider an expansion to grades seven to nine over the next three years, for Suzuki Charter School.

14. Board Tracking Report – attached

15. Correspondence – attached

16. Adjournment at 9:20 p.m.

Approved December 21, 2017

Board Chair Signature _____ 

Secretary Treasurer Signature _____ 