

**SUZUKI CHARTER SCHOOL BOARD MEETING
MINUTES
May 14, 2025**

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

Administration: Dr. Lynne Paradis, Barb MacIntyre, Mehnaj Amin

Regrets: Jim Rickett

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 5:31

2. Approval of agenda.

Motion 25:30 - Moved by Kimberly Poong that the Board approve the agenda as circulated.
Approved.

3. Approval of the minutes from the May 14, 2025 Board meeting.

Motion 25:31 - Moved by Jenelle Clark that the Board approves the minutes from the May 14, 2025 board meeting as circulated.
Approved.

4. Reports

- Board Chair - none
- Superintendent report
- Secretary Treasurer

Motion 25:32 - Moved by Susanna So that the Board accept the reports as presented.
Approved.

5. International Field Trip update

Quinn Carter, SCSS teacher and lead for the Tuscany Festival trip provided a final reporting on the successful trip June 10-16.

Motion 25:33 - Moved by Cristina Zier that the Board accept the report as presented.
Approved.

6. Committee Updates

Staff Appreciation Event - Committee Chair, Cristina Zier provided a final report on the successful event held June 6, 2025.

**Motion 25:34 - Moved by Jenelle Clark that the Board accept the report as presented.
Approved**

Human Resources - Committee chair, Melissa Rothwell, reviewed the Superintendent evaluation in camera on agenda #13.

Finance Committee - Committee Chair, Susanna So, reviewed the September 1, 2025-August 31, 2026 balanced budget that was presented for a digital vote on May 27, 2025.

**Motion 25:35 - Moved by Christine Garcia that the Board approve the digital vote on balanced budget September 1, 2025 - August 31, 2026 as presented on May 27, 2025.
Approved.**

7. School calendar process

Superintendent Pardis presented the administrative process for determining school calendars for future board considerations.

**Motion 25:35 - Moved by Kimberly Poong that the Board approve the School Calendar administrative process as presented.
Approved.**

9. Work Plan

The 2024-2025 Board work plan was reviewed.

10. Dates for upcoming Board Meetings -NA

11. Correspondence - reviewed

12 . Comments from parents, staff and public. - none

13. In camera (Land, Labor, Legal/Law) -

Motion 25:36 - Moved by Susanna So to move in camera at 6:36pm.
Carried.

Motion 25:37 - Moved by Christine Garcia to accept the Superintendent Evaluation with comments added as discussed.
Carried.

Motion 25:38 - Moved by Cristina Zier to move out of camera at 7:00pm

14. Adjournment at 7:02pm.

Approved by Board Motion

Chair, Dr. Melissa Rothwell:



Secretary Treasurer, Barb MacIntyre:

