

St. Stephen's Elementary School

School Advisory Council (SAC)

SAC Meeting – Minutes

January 15, 2019

5:15PM, School Library

Meeting called by: Jennifer McKeane, Chair

Attendees: Cheryl Aubie, Julia Grady, Jennifer Dell, Suzanne Tucker, Kelly Dodge, Kate Macleod, Ryan Tully, Kathy Summers, Donna Denney, Roslyn Young, Frances Waterman-O'Connell

Regrets Sent: John Hiles

1. Welcome, Introductions,	Jennifer McKeane
2. Approval of minutes from November 13, 2018 meeting (Please read in advance)	Jennifer McKeane Motion: Motion to Approve Minutes made by Donna Denney on January 15, 2019. Seconded by Kathy Summers. Motion Carried
3. Administration Update	<p>Frances Waterman-O'Connell / Roslyn Young</p> <p>Peace assembly for the month of January. Presentation to follow after a month of study. Student from each class will also be recognized by their peers as an advocate for peace. Teachers also participate in challenges at the assembly, as well as the regular student recognition.</p> <p>Junior leaders and PALS have both begun and working well.</p> <p>Positive posters have been posted around the building with photos of students with their quotations.</p> <p>Basketball team has begun.</p> <p>Judo, dance, basketball extra programming ended prior to the break. Physical activity enrichment activities for P-2 students are being explored.</p> <p>Morning gym for P-3 is still available with Mr. Tully.</p> <p>Dates: High School Musical presentation January 17 Swim to Survive (grade 3 and combined classes) began January 15 Waste Resources presentation January 17 Hope for Wildlife (grades 1-3) January 18 The Youth Project January 24/25 Juvenile Arthritis presentation (grade 5) January 25</p>

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	<p>Enrollment 207 in October, 226 in January.</p> <p>School lunch program is running well, but does require a lot of additional work. Recognition given to the volunteers who organize the hot lunch orders, prepare the food, etc.</p>
4. Student Success Plan Update	<p>Frances Waterman-O'Connell / Roslyn Young</p> <p>Student Success Plan is in year one. Reading data has been collected, and a decision is being made about whether to proceed with a reading goal, or continuing on with current focus on writing.</p> <p>The mathematics goal is that learners being able to communicate their thinking about math.</p>
5. Consultation on new Provincial Assessment Policy <i>(Please read documents provided)</i>	<p>Frances Waterman-O'Connell</p> <p>See relevant documents for further information. Discussion and brainstorming session to gather feedback for the assessment policy. Feedback will be submitted by Frances.</p>
6. SAC Budget Discussion <i>(Come with ideas for budget use)</i>	<p>Jennifer McKeane / Cheryl Aubie</p> <p>Frances asked the teachers to provide suggestions for SAC budget use. Suggestions were:</p> <ul style="list-style-type: none"> -Woodcock literacy assessment kit and Keymath math assessment kit to allow resource and learning center teachers to assess students who are currently on the waitlist for a psychoeducational assessment, to inform programming. -funds to hire substitutes to provide coverage for classroom teachers who will work to purge; inventory; and organize the Math and Science resource room and distribute existing resources classrooms (as appropriate). <p>Motion: Motion by Jennifer McKeane that the SAC approve the funding to provide three days of substitute coverage to allow teachers to inventory and reorganize Math and Science resource room, in consultation with HRCE personnel. Seconded by Jennifer Dell. Motion carried.</p> <p>Motion: Motion by Kelly Dodge that the SAC approve the funding to provide refreshments for SAC meetings, up to a maximum of \$50 per meeting. Seconded by Jennifer Dell. Motion carried.</p>
7. SAC Membership & Roles	<p>Jennifer McKeane</p> <p>The four parent representatives on the SAC have been chosen by acclamation. On parent-teacher interview day the four potential representatives were presented to the school community on a board at the entrance to the school. As there are four parent positions on the SAC, an election was not necessary, and Jennifer McKeane, Cheryl Aubie, Jennifer</p>

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	<p>Dell, and Julia Grady were made members by acclamation. The positions of Chair, Secretary, and Treasurer, were approved at the November 13th meeting, pending on confirmation of the parent representatives, and are as follows: Jennifer McKeane, Chair; Cheryl Aubie, Treasurer; Julia Grady, Secretary.</p> <p>Action: Frances to communicate with Tish Levering as a potential support staff representative.</p>
8. SAC Governance Update	<p>Jennifer McKeane</p> <p>This will be tabled until the February meeting, at which point the draft by-laws will be presented for final review and approval.</p>
9. February Meeting	<p>Jennifer McKeane</p> <p>Tentative meeting February 5, to be confirmed by email.</p>
<p>10. Other</p> <p>Remaining Meetings: February 5TH? January 15th, April 9th, June 11th 5:15pm, School Library</p>	<p>Tentative February meeting to be confirmed via email.</p>