**SAC Meeting Minutes**

**June 14, 2023 (6:00pm)**

**Members Present:**

* Sara Walker (Principal)
* Mike Murray (Teacher)
* Richard Michaud (Teacher)
* Kate Casey (Parent)
* Bruce Holland (Community member)
* Liz Sequeira (Parent)
* Michelle Cormier (Parent)

**Regrets**

* Jen Coombs (Parent)
* Bonnie McNeill (Parent)
* Craig Nelson (Vice Principal)

**Approval of Agenda & Minutes**

* A motion to approve previous minutes was made by Richard Michaud and seconded by Michelle Cormier.
* A motion to approve the agenda was made by Bruce Holland and seconded by Mike Murray.

**Principal’s Report**

***Modular Classroom:***

* Pieces of the modular building are set to be delivered this weekend if all goes according to plan.
* New furniture has been ordered for the modular building as well as various resources which includes chrome books.
* As of now, grade 5 and 6 FI and English classes will be in the modular. Of course, this may change because the washrooms in the modular are not accessible. Classes with students who need access to these washrooms will be in the main building
* There will be buzzers and cameras for security and staff can use their ID badges to access the main building.
* Sara is looking into getting phones for classrooms in the modular as well as key areas of the main building (learning center etc)

***Staffing for 2023/2024:***

* Permanent rounds are completed.
  + Caroline Halliday has accepted a position at PRES. Taylor Rogers has accepted a position at Le Merchant St Thomas.
  + Emily Beck has secured a permanent position at ESS
* Teacher Placement Process happened on the weekend
  + Jenny Goodyear and Belle Demont are returning, and Ms. Shanelle secured the 5/6 English position
* Term positions were posted on June 14. The following jobs are available for term teachers:
  + - 3/4 English (mat leave)
    - JH: Exploring Music (30%)
    - Grade 7/8 Core French, Social Studies and Healthy Living
    - 4-6 Core French and grade 7 Exploring Music
    - 4 English (mat leave)
    - Music (mat leave)
    - FI 7/8 Math and Healthy Living
* Pre- Primary will be moving classrooms next year and a junior high class will move into the pre- primary room
* Enrollment next year is at 590 and that is expected to increase over the summer
* Very few out of area requests were granted due to lack of space

***SSP:***

* Report is due June 15, 2023
* Attendance has been a challenge for staff and has a huge impact on student achievement
  + Next year, administrators would like to focus on this issue
* Teachers have incorporated new and innovated practices.
  + 4-6 math: A 30-minute fact fluency block has been incorporated into the daily learning schedule. Teachers teach new fact fluency strategies as well as reinforce these practices with games and classroom discussions.
  + P-3 reading: teachers embraced phonological instruction.
    - They incorporated small group instruction and word and sound walls.
    - They teach these phonetic skills first term and then second and third terms use these skills in their writing.
* Staff would like to spend some of September focusing on executive functioning skills of students

***School Advisory Report:***

* Report includes:
  + A list of members and their roles
  + Work that the SAC has done
    - Reviewing SSP
    - PD sessions
    - Where SAC funds should be allocated
    - Student members sharing their aspects of school with clubs, sports, hot lunch etc
    - Review policies
    - Population growth
    - Expenditures

***SAC Expenditures:***

* We have $5539.00. We need to spend it by end of June.
  + Everyone agreed to spend the funds on the following:
    - Wipe books for building thinking classrooms (erasable chart paper)
    - $165.65 for two (20 sheets)
    - 11 Chromebooks
  + It was discussed that next year we could use some funds for substitutes so staff can have days to collaborate with each other

***First SAC Meeting 2023/2024***

* October 10, 2023

**Adjournment:**

7:08PM