**SAC Meeting Minutes**

**January 9th 2024 (6:00pm)**

**Members Present**

* Sara Walker (Principal)
* Craig Nelson (Vice Principal)
* Liz Struif-Mandishora (SAC Chair)
* Richard Michaud (Teacher)
* Michelle Cormier (Parent)
* Mike Murray (Teacher)
* Liz Sequeira (Parent)
* Bruce Holland (Community member)

**Approval of Agenda & Minutes**

* Approval of agenda was motioned by Richard Michaud and seconded by Liz Sequeira
* Approval of minutes from our last meeting was motioned by Mike Murray and seconded by Richard Michaud

**Discussion Items**

· **Literacy Grant Proposal (Richard Michaud on behalf of ESS Staff)**

* Grant proposal based on **Science of Reading / Phonological Instruction;** request for 2055$ for materials for all teachers: one level-one manual for EAL instruction, magnetic-strip sound cards, laminating sheets, and other related materials. Estimated total cost is 2055$
* Designed for English Language Arts (ELA), but staff have also found useful for FLA instruction
* Approved by HRCE and supported by NSTU as well
* Need is based on: utility program (lots of success in Richard’s class and others) and increasing staff allotment and number of classes
* Richard has been translated himself (and doing background research) for use in FLA which is valuable but extremely time-intensive.
* **What is timeline needed for approval?** Many English program teachers already started and Sara has data to speak to success of program; for example, a Grade 2 class showed an incredible increase in number of students reading at benchmark, and parents have been commenting on how impressed they are with the program. Sara has also seen high student engagement with program.
* We note that our Grade Primary/One teacher has previously purchased related materials with an NSTU grant, but these materials a) belong to her, not the school; and b) are insufficient for use by all staff
* It was suggested that the anticipated budget be modified to respect work that Richard Michaud is putting in, and Sara noted the possibility for funds to provide coverage for Richard to work on this project during school time. **To be discussed at a future date**
* **Proposal was approved by SAC for the amount of 2055$.**

**Principal’s Report**

* Updates on points from previous meeting:
	+ Cameras and keypad entry system are operational for our modular, and coat racks are installed
	+ JH band teacher has been hired
	+ EPA position – approval for another 80% position to be posted
	+ 100% admin assistant started this week, so Michelle L. has moved into the 50% position
	+ Bus behaviour has been more positive lately;
	+ Second pre-primary class has been added as of January (enrolment is currently at 29 students!)
* Student Success Plan
	+ Staff met on PD Day (Nov 23)and worked in small groups on short cycle-planning; follow-up was cancelled due to weather (Dec 4);
	+ Point on wellbeing – students are very excited about upcoming ski-trips: Feb 14th (Grades 4-6) and Feb 21st (Grades 7-8)
* Update on JL Meeting
	+ Focus on inclusive education policy
	+ Also chatted about SAC, including a survey on membership (composition, types of participation, how money is spent)
		- How can we diversify? What communities are represented at our school but not on our SAC? If they are absent, we are missing perspectives about the needs of these communities that are relevant to our school.
		- **How can we communicate with the public with regards to recruitment?** Possibility of an open-meeting with invitation to parents to our library to see what SAC is like? Could look at this in our **April meeting.**
* 10 to 12 student SAC members with interest. SAC agreed on dividing this group such that two to three students can attend each remaining SAC meeting this year. This provides an opportunity for all to be involved.

**Meeting was adjourned at 6:58. Next meeting is February 13th at 6:00.**