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|  | | | | | MEETING MINUTES | | | | |
| **SAC**  **Meeting Title: SAC Meeting Minutes** | | | | | **Date : September 18, 2024**  **Time : 6-7pm**  **Location : Smokey Drive Elementary School** | | | | |
| **NAME (S)** | | | | **REPRESENTATIVE** |  |  | **EMAIL** | | | |
| **Attendees : Katrina Longard**  **Christina Garrett**  **Tera Belfield**  **Katie MacPherson**  **\*There were more attendees but did not have the sign in sheet.\*** | | | | Principal Smokey Drive  Vice Principal Smokey Drive  Teacher Smokey Drive  Parent Representative |  |  | [klongard@hrce.ca](mailto:klongard@hrce.ca)  [cgarrett@hrce.ca](mailto:cgarrett@hrce.ca)  [tbelfield@hrce.ca](mailto:tbelfield@hrce.ca)  [kmacpherson10@gmail.com](mailto:kmacpherson10@gmail.com) | | | |
| **C.C. :** | | | |  |  |  |  | | | |
| **General Notes :**   1. Items to be referenced as follows: xx = meeting nb., yy = meeting item, r = item revised during the last meeting. 2. In red = Priority item to be regulated during the next meeting | | | | | | | | | |
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| **ITEM** | | | **DESCRIPTION** | | | | | **RESPONSIBILITY** | |
| xx | yy | r |  | | | | |  | |
| **01**  **02**  **03**  **04** | 00  01  02  03  00  01  00  01  02  03  00 |  | **PRINCIPAL’S REPORT**  **Enrollment/Configuration Update**   * There are roughly 10,000 students enrolled in the HRCE. * 266 students currently enrolled at Smokey (this includes PP) * 13 classes in total (including PP) and none close to hitting hard cap. See below for classes and number of students. Grades P-2 have a soft cap at 20 and hard cap at 22. Grades 3-5 total 118 students. Soft cap for these grades are 25 with a hard cap at 27.   + PP = 12 students   + PP = 13 students   + P = 20   + P/1 = 21   + P/1 = 20   + 1/2 = 20   + 1/2 = 21   + 2 = 21   + 3 = 24   + 3 = 23   + 4/5 = 24   + 4/5 = 24   + 5 = 23   **Curriculum Information from Teachers**   * There will be no curriculum night in person this year and all class curriculums will go out via email or hard copy by the teachers on Sept 25.   **Emergency Drill Information**   * First fire drill last week and exit time went very well and as good as last year. * Lockdown drill was on September 18th and all the kids did great and was well prepared. Within a lockdown drill all kids and teachers are kept in there classrooms in place with the doors closed and locked. This would happen if there is a danger to the school. * Hold and Secure drill is happening the week of September 23, 2024. Within a Hold and Secure kids and teacher are in their classrooms with the door closed but not locked. * The next Fire Drills are scheduled once a month in October, November, April, May, and June. * The next Hold and Secure & Lockdown drills will be in Jan/Feb and HRCE tells the school within what weeks in those months in can be done.   **INFORMATION SHARING**  **Future Meeting Dates**   * Looking at once a month on Thursday for upcoming meetings. We will reevaluate once the fall schedules (aka hockey) comes out.   **ANY NEW BUSINESS**  **Committee Configuration**   * Staff Representation: Appropriate staff representation (insert names here) * Parent Representation: Appropriate parent representation (Katie MacPherson Vice Chair and then insert names for the two co chairs) * We currently need two seats for our community members to be filled. They must live in district, not be a parent to a child attending Smokey; however, it can be a grandparent. We will need to search for community representatives. Some options presented were Facebook Armcrest group and reach out to the two churches on Stokil to see if there is any interest.   **Request for Funds**   * The PTA will be donating $150 dollars (just like last year) per classroom for the teachers to get supplies needed for their classrooms. 19 teachers (listed below) which will total $2850. Teachers will buy supplies for classroom, keep receipts, and be able to submit the receipts to Leslie altogether no later than May 1st, 2024 to get their $150 dollars back for these supplies.   + 11 classrooms excluding PP   + Physical Education   + Music   + Core French   + Guidance Counsellor   + Resource   + Early Literacy   + Learning Centre (x2) * Decided to use leftover grant money (roughly $7400) for Chromebooks/IPads for classrooms. We all decided it is important for grades 3-5 to try to have enough Chromebooks to be as close to 1 per 1 as possible. With the extra grade 3 classroom we will need as many as possible to reach this goal. Grades p-2 can share so only need a few per classroom for these grades. These will be roughly $300 a Chromebook. If we were to use all the money leftover in the grant it would be 24 Chromebooks at $300 bucks each. Looking to see if there is a bulk option to make it cheaper. * It was requested to use some of the SAC money towards F&P Assessment kits. These would be a few hundred each. Everyone thought this was fair.   **SAC Conference**   * Will be held at the Halifax Convention Center on Friday, September 27, 2024. Katrina will be attending and was looking for a parent representative. Unfortunately no one could make it work last minute with their work schedules.   **NEXT MEETING DATE:**   * Thursday, October 17, 2024 @ 6pm | | | | | KL  INFO  INFO  INFO  INFO  INFO  INFO  INFO  INFO | |
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Principal

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Vice Principal

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Parent Representative

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Community Representative