

Smokey Drive SAC Meeting #2 Minutes

Meeting Date Oct 17, 2024 **Meeting Time** 6:00 PM - 7:00 PM Atlantic Time (Canada)

Meeting Location Smokey Drive Elementary School

Overview Halifax Regional Centre for Education:

"SACs are responsible for advising principals and Regional Centres (or the CSAP) on various matters, such as the development of policies that promote student achievement and safe and inclusive schools, communication with parents and the school community, and any other matters referred to the SAC by the principal, RCE, CSAP, or the Minister."

Notes

Attachments

Scheduled Attendees:

- Katrina Longard**, Director (klongard@hrce.ca) - Absent
- Christina Garrett**, Vice Principal Smokey Drive (cgarrett@hrce.ca) - Present
- Tera Belfield**, Teacher Smokey Drive (tbelfield@hrce.ca) - Absent
- Michelle Sparkes**, Teacher Smokey Drive (msparkes@hrce.ca) - Present
- Katie MacPherson**, Parent Representative (kmacpherson10@gmail.com) - Present
- Deanna Jones**, Parent Representative (iamdeannaj@hotmail.com) - Present
- Lindsay McKay**, Parent Representative (lindsaymckay@dal.ca) - Present
- Shanna Thompson**, Parent Representative (slthompson@live.ca) - Present
- Daniece Brade**, Parent Representative (dbrade30@gmail.com) - Present

PRINCIPAL'S REPORT

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Enrollment/Configuration Update				On Hold

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.2	1	Curriculum Information from Teachers				Open
<p>Official Documented Meeting Minutes The curriculum information from the teachers was well received. Some teachers did emails and some did a brochure style. Parents were happy with the amount of information and we all agreed that there is never too much information. The more information about the curriculum the better.</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.3	1	Emergency Drill Information				Open
<p>Official Documented Meeting Minutes N/A</p>						

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No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.4	2	Picture Day				Open
<p>Official Documented Meeting Minutes</p> <ul style="list-style-type: none"> Picture day was held on September 25, 2024. Retakes will take place on November 5th. There was talk on when we can look for another photography contract for school pictures. We are looking into it but we think it is a 3 year contract and this is our second year with Adam's Photography. Will look into other options once the contract is finished. 						

INFORMATION SHARING

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Future Meeting Dates				Open
<p>Official Documented Meeting Minutes</p> <p>Now that most schedules have come out Thursdays seem to work as the best night for our future meeting dates.</p>						

ANY NEW BUSINESS

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Committee Configuration				Open

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Request for Funds				Open
<p>Official Documented Meeting Minutes</p> <ul style="list-style-type: none"> Update on Chromebooks/IPads: 3 classrooms grades 4/5 have class sets. Toner/Walker/Ball have 20 Chromebooks to share. Sparkes, Garrett, Williams-Cooper have set to share and a cart for that, both LC have 3 Chromebooks and downstairs classrooms (Garland/Cody) have 10 to share. 1 or 2 class sets of IPads. After doing this inventory we have more than we thought originally. No need to purchase anymore at this time. Need to check on when grant money expires. Where is this money located? We are supposed to spend this grant money every year. We want to use some of the money for Assessment Kits. Grade 3 has 1 to 2 assessment kits. The SAC is approving to buy these assessment kits to help reach our literacy goals. Christina will ask grades 3-5 teachers what is needed and missing from any kits. Each kit costs roughly \$400-500. SAC approved buying 2 full kits A-Z. TBD if we need to purchase a 3rd full kit. After an inventory is done we will look into if we can buy missing parts to fill these kits and look at purchasing the missing parts. One set is missing L, M, N, P, R, S, T, U, V from Benchmark Assessment System 2 Grades 3-8 Fountas and Pinnell. 						

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3.3	1	SAC Conference	Open
<p>Official Documented Meeting Minutes</p> <ul style="list-style-type: none"> Katrina attended the SAC conference on September 27th which was held at the Halifax Convention Center. Said it was very informative. They mentioned about the lunch programs, code of conduct, had Dr. Sam Hickcox speak about Mental Health and Addictions, and Student Success Plan (SSP) goals. <p><u>Student Success Plan</u></p> <ul style="list-style-type: none"> The focus for the SSP is improvement for literacy from P-2 and Mental Math Facts for 3-5. <p><u>Lunch Program</u></p> <ul style="list-style-type: none"> New school lunch program opens on October 18th for ordering. School board said staff not expected to do anything. Vendors to take care of it. All vendors have records done and they will take it to them. <p><u>Code of Conduct</u></p> <ul style="list-style-type: none"> Draft will go to the staff mid October to read over and give concerns. Will be rolled out by January. This will be a standardization of how to handle violence in schools (1st offense, 2nd offense, etc.). The age of the students play a part in the consequences as well. The four measurements will be Sexual Harassment, Sexual Assault, Race/Culture Related, Sexism/Identity. 			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	2	Mental Health Goal				Open
<p>Official Documented Meeting Minutes SAC spoke about having this as a topic on our agenda for next meeting. Will chat more about this then.</p>						

NEXT MEETING DATE

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Next Meeting Date				Open
<p>Official Documented Meeting Minutes Next meeting will be held on Thursday, November 21st @ 6:00pm.</p> <p>No meeting will be held in December.</p> <p>Meeting to be held on Thursday, January 16th @ 6:00pm.</p>						