

# SMOKEY DRIVE ELEMENTARY SAC MEETING MINUTES

**Date:** September 24<sup>th</sup>, 2025

**Time:** 1800

## IN ATTENDANCE

Katrina Longard, Christina Garrett, Katie MacPherson, Lindsay McKay, Deanna Jones, Jessica Garland, Ashlee Toner, Daniece Brade, Jennifer Whattam

### 1. WELCOME

### 2. APPROVAL OF AGENDA

### 3. REVIEW OF ROLES/POSITIONS

#### Committee Configuration

Chair – Katie MacPherson

Co-Chair – Deanna Jones

Secretary – Lindsay McKay

### 4. PRINCIPALS REPORT

#### a. Configuration/Re-configuration

- Lost numbers equal to one class last year, not quite up to enough numbers for another class yet.
- Number of kids is highly concentrated in P-2, one class was over hard cap with others at soft cap.
- Teachers can agree to be over cap, but it would also have to be approved by SAC.
- Numbers were tight all over, up to grade three was reconfigured.
- Now classes are at or under the soft cap
- Soft cap → Grade P-2 = 20 and grade 3-5 = 25
- Hard cap → Grade p-2 = 22 and grade 3-5 = 27

#### Class numbers are as follows:

2 x Preprimary at 17 children each

Primary – 20

Grade 2 – 20

Grade 4/5 - 25

Primary/1 – 19

Grade 2/3 – 20

Grade 5 – 25

Grade 1 – 20

Grade 3 – 24

Grade ½ - 19

Grade 4 – 25

- Most parents felt the reconfiguration went positively and were supportive.

#### b. Emergency Drills

- September 10<sup>th</sup> fire drill went great.
- September 16<sup>th</sup> lockdown drill was very smooth.
- September 23<sup>rd</sup> hold and secure drill went well.
- Future drills will not be pre-announced to students.

- There will be another fire drill in oct/nov.
- Another lockdown drill in February.
- Another fire drill in the spring
- A total of six fire drills in a year, 2 lockdown drills, and 1 hold and secure.

c. **Picture day**

- Proofs went home today – Adams photography
- Retake date will be confirmed by Katrina

d. **Curriculum**

- Information went home last week, some will go home this week.

e. **SAC conference**

- Katie will register to attend Nov 28<sup>th</sup> – “Strengthening Local Voices”

f. **Lunch program**

- Food has been good, less wasteful, fresher and hotter. More kid-friendly options.

## **5. INFORMATION SHARING**

a. **Future meeting dates**

- Will keep Wednesdays for now – Next meeting October 22 at 6 PM

b. **Grant money for decodable books**

- Not yet received this years grant from \$5000.00 + 1\$/Student
- Current balance in SAC account is \$1552.66
- 3 Classes have been approved to go to Neptune for the Wizard of Oz. \$2000.00 approximately for the show. Will need 2 buses. Bus grants are available to grades 1 and up.
- Looking to get decodable books for p-2, fine tuning what sets are needed. Toner and 1-2 class looking for syllasense books.
- Book bureau money can use 40% of that money on these types of books. Will approach SAC if further funds are needed.
- \$1000.00 was approved by SAC for decodable books
- Will also be trying to use book bureau money for other resources (little spot, spinning chair etc.)
- 60% of book bureau money must be spent by next Friday

## **6. ANY NEW BUSINESS**

a. **Discussion of SAC agreement – Structure**

- Minimum number of parents goal – 3
- Minimum number of teachers goal – 2
- Support staff goal – 1
- Community member goal – 2 (Potentially former smokey drive student parents)
- Will further discuss agreement next meeting