

Smokey Drive Elementary SAC — Meeting Minutes

Date: Wednesday, November 12, 2025

Time: 6:00 PM

Location: Smokey Drive

Attendance

Present: Deanna Jones, Katrina Longard, Jennifer Whattam, Jessy Garland, Michelle Sparks, Ashlee Toner, Katie MacPherson

Absent: Daniece Brade, Hannah Brillinger, Christina Garrett

1) Principal's Report

a) PD / Reporting

Dec 4 — AM: PD; PM: Parent-Teacher interviews.

Assessment & Evaluation Day: teachers writing report cards.

b) Lunch Program

Lunch numbers are up and steady.

Extras were ordered.

Shepherd's Pie uptake was not huge.

c) Field Trips

Neptune trip booked and ready to go.

No additional updates.

d) Decodable Books

On pause due to back order.

e) SAC Conference

Christina attending in place of Katrina and Katie is attending as chair.

f) Remembrance Day

Ceremony went well; entire school sang 'Let It Go.'

Jennifer Britton (Music Teacher) currently on a term assignment.

2) SAC Agreement / Membership

No community members or support staff currently on council.

Target composition noted: 1 community member, 3 parents, 2 teachers, 1 support staff.

Voting note: Katrina is currently the only non voter.

Decision: Begin recruitment for community member and support staff seats.

Action: Draft a short call-for-interest (newsletter + social) and circulate.

3) Playground

a) Safety Concerns / Use

Observed pre-primary students going over the slide; safety clearance needs to be higher.

Pre-primary only allowed on the small playground.

Winter note: snow adds a layer but ground has grip.

Reporting: For deficiencies/safety concerns, contact HRM via 3-1-1.

4) Emergency Preparedness & Drills

Bus evacuation drill went well; one driver's approach stronger than the other. Dates set by provider, not by the school.

Fire drills: two completed this fall.

Lockdown planned for February (date TBD). Corridors were crowded/noisy; continue reinforcement.

5) Grant Money & Purchases

a) Current Balance

Grant balance: \$1,552.66 (Neptune not included).

Annual Budget: \$5,000 + \$1 every student that will go through soon

b) Items / Requests

Kadoodle — Funding mention; amount to confirm by Katrina.

6) Photos (Retakes & Vendor Selection)

Picture retakes completed.

Next year's vendor: Katrina to collect list of companies for SAC review (avoid 'Pineapple' per note).

Decision: Choose vendor in spring for 2026-27 cycle after quotes.

7) Student Services / Programs

Music Therapy

8 weeks, 2 sessions per week, held in the library.

Led by Rachel Webster (music therapist).

\$1,600 funded from grant money (not general SAC funds).

Learning Centre-supported students are participating.

8) Decisions (Quick List)

Proceed with recruitment for community member and support staff seats.

Maintain pre-primary access limited to small slide and spinner pending safety review.

Aquarium supported pending budget/eligibility confirmation.

Next year's photo vendor to be chosen after options are presented.

9) Action Items

| # | Action | Owner | Due |
|---|--|---------|-----------------|
| 1 | Email grant amounts & spend-to-date (clarify Neptune) | Katrina | Before next SAC |
| 2 | Compile 3-4 photo vendor options (pricing, packages, commission) | Katrina | Spring 2026 |
| 3 | Find SAC email instructions | Katrina | Before next SAC |

10) Next Meeting

Wednesday, February 4, 2026