**École St. Catherine’s School SAC Meeting Minutes**

Date: April 16, 2024

In Attendance: Rosie Bona, Tina Roberts-Jeffers, Sarah MacDonald, Ingrid Reyes (via phone), Erin Collinson, Yvonne Mackie, Andrea MacDonald, Denise Friars, Nicole Redhead.

|  |  |
| --- | --- |
| **Item** | **Discussion Point** |
| 1. Call to Order  | Call to order at 5:03 pm |
| 2. Approval of Agenda | * Four items were requested to be added to the agenda for April 16th. Firstly, the review of the new attendance policy, cell phone usage, information on the SAC conference and lastly, gnspes email. The agenda was then approved for April 16th, 2024.
 |
| 3. Approval of minutes | Minutes of last meeting were approved January 23rd, 2024. |
| 5. Correspondence | No correspondence |
| 6. New Business  | **SSP Update*** Professional Development was held the morning of April 4, 2024.
* Our first piece centered on staff wellness. Denise Friars gave a presentation on staff exhaustion, leading to workplace burnout. Denise also talked about the changes the world has and is going through and how the changes have led to people feeling less connected to one another.
* The next presentation was given by Beth Allan. To align with the new mathematics fact fluency initiative, she created a portable cart of math games. She shared the different components of the cart (organization, categories, materials needed) with staff. Staff then spent time playing the games. Discussion was then had share ways in which the games could be adapted for different grade levels and different abilities.
* Lastly, Katie McRae gave a presentation on a program developed by the University of Florida which aligns with the science of reading. The program is called UFLI and focuses on phonics, phonemic awareness and follows a set scope and sequence for grades primary to three. The school recently received a set of decodable books which Katie organized to align with the scope and sequence of the UFLI lessons. Katie shared these with staff.

**Principals report.*** We have received our initial enrollment for September (43 Students for French Immersion and 10 students for English). These numbers contribute to our staffing needs for the 2024/2025 school year and the process for hire will begin at the end of next month.
* Janique Bernard and Denise Friars will be retiring at the end of the school year and we wish them all best in their retirement.
* Grade level transition meetings will begin shortly. Grade 6s will visit their new schools and we will welcome future students at primary orientation.
* The grade 3s will write the provincial assessments at the end of May. The English students will write English Language Arts and Math assessments and the French Immersion students will write the Math assessment.
* The musical Annie will be performed for schools and the community the week of May 13th. Stay tuned for ticket sales.
* The Garden Committee has been busy planning. Garden cleanup will take place April 28th, volunteers are in place and classes will begin planting in their classrooms.
* The Spring Fling hosted by the Home and School will take place the last weekend in May.
* Students will experience two musical concerts with funds secured by Grants. Symphony Nova Scotia and Weldon and Josee Boudreau.

**SAC Grant*** All SACs across the province were invited to submit a proposal for a grant to support their school goals. There are 25 grants available with schools receiving up to $10,000. Our SAC brainstormed ideas centering around outdoor education with a focus on creating a space in our school yard where the community could gather and Elders from our community could share their cultures with our school community.

**Universal Lunch*** Universal lunch is affordable, healthy lunch provided to all students. Some schools in HRCE are piloting the program now and the program is set to begin for September 2024. More information to follow.

**RACA Expression of Interest*** Steve Gallagher sent a letter to all School Advisory Councils informing them that a regional advisory council will be created focusing on student achievement, wellbeing and community issues.

**Disposal of SAC Records*** The SAC is required to keep 7 years’ worth of records. St Catherine’s holds 10 years. A motion was called to dispose of the records no longer needed. Members voted in favor and the motion was passed.

**New Attendance Policy*** The new attendance policy states that students are expected at school daily. Teachers are to record attendance daily. A student is considered to be chronically late or absent at 9 days which is 5% of the school year. 10% absence equates to 19 days missed or late. The documents reviews the steps teachers and administrators will take to work with families. If students are going on vacation, teachers can provide work missed upon return of their trip but not before materials have been taught.
 |
| 7. Adjournment and Next Meeting  | Next meeting will take place at 5pm on Tuesday, May 28th, 2024. |