

# TJES - SAC MEETING MINUTES

Date: January 30, 2024

Time: 6:30PM

Notetaker: Ashley

COMMITTEE MEMBERS		NAME
✓	Parent/Guardian	Amy Riley (French Primary)
✓	Parent/Guardian	Erin Schnare (French)
✓	Parent/Guardian/Chair	Ashley Zahavich (French)
✕	Community Member	Tanya Morash (Director @ GS)
✓	Staff Member	Jessica McInerney (Primary/French)
✓	Staff Member	Nikki Chartrand (English)
✓	Staff Member	Lydie Gascuel (VP/French resource)
✓	Principal (non-voting)	Shelly Smith (Principal)

## Approval of Agenda

Today's agenda was presented, put forward, and then approved by Amy.

## Approval of Minutes

The meeting minutes from the October 24<sup>th</sup> 2023 meeting were presented by Lydie, put forward and approved by Nikki and Erin.

## SAC Introductions

Some attendees were new to SAC meetings, the chair suggested round table introductions, which each member did in-turn.

## SAC Bylaws

The SAC bylaws were shared at the October 2023 meeting. Members were asked to review the bylaw document and comment with any questions/concerns they may have. The comments were pulled up during this meeting to review/discuss. The group learned from Shelly, that many of the items are mandatory according to the Nova Scotia

Department of Education and Early Childhood Development - SAC Handbook.

Committee Chair has been tasked with reviewing the SAC handbook and comparing it to the TJES's bylaws to highlight any discrepancies and make sure we are compliant. Comparison document will be shared with the committee and presented at the next SAC meeting.

The membership was reviewed, and it was decided the target number of committee members in each category is higher than needed for this school. Each committee member's role was reviewed, along with their start date and term type (interim or full term). Target numbers will be updated during review of SAC Handbook.

## **School Administrative Report**

Lydie and Shelly presented the administrative report. (See Appendix A for report and minute notes)

## **TESPA**

No TESPA representative was present at this time to provide a report. Members noted there was recently a TESPA newsletter sent around with updates.

## **Meeting Schedule**

Lydie proposed the idea of meetings being on the last Tuesday of the month. Group agreed, with the exception of the month of June.

## **Next Meetings:**

- February 28<sup>th</sup>, 2024
- April 30<sup>th</sup>, 2024
- June 4, 2024

Meeting Adjourned at 7:45PM

## Appendix A

### Admin Report & Meeting Notes

#### Events

##### (Lydie) December

- **Holiday Concert** - went well; great attendance
- **East Coast Carolers** – will look at book again next year
- **Food Drive** – great collection

##### (Lydie) January

- **Literacy Coach**- English program has benefited from this program
- **Literacy week- Theme Days for a week** - Finished with a Camp Fire
- **Fine Arts Teacher (Christine Langille)**- Working in Grade 1 Wood/McCann- New Drama Circus Workshop

##### (Lydie) Upcoming

- **African Heritage Month**- Theme: Our Smiles Our Joy Our Resilience as African Nova Scotians
- **Registration Month**- new pre-primaries, new primaries
- **French Immersion Information Night**- Tentatively set for Monday, February 12<sup>th</sup>
  - February Conversation had about how to spread the word more broadly, attendance for 2023 was quite low. Suggestions included community posters, social media, pre-primary classes, through Giant Steps.
- **Tattle Tales Coin Campaign** – an initiative the new librarian Beth Rogers is starting to raise money to buy new library book through Tattle tails.
- **Heritage Day**: February 19- William Hall Day
- **Chinese New Year**- Feb 10 Year of The Dragon
- **Library Update**- New Librarian- December- Beth Rogers
- **Breakfast Program**- making changes to ensure each class has supplies for Grab and Go each day- at this time. We may look into expanding further can get support from Parent Community.

##### (Shelley) SSP Update

- **Short Cycle Goals** introduced to school community to break down the long-term literacy, math and wellbeing goals into more manageable milestones. This allow for more ongoing discussion and re-calibrating when necessary.
  - **Literacy**: letter formation to support production of writing- moving forward- developing strong word solving strategies- (spelling) small group instruction
  - **Math**: Subitizing: To support math fluency- flexibility with number
  - **Literacy Coach Support**- working in classrooms to

**Teacher Collaboration** – is a key component of successful goal planning and attainment. Shelley requested funds from the SAC budget for 4 release days, allowing teachers to workshop together during school hours. Chair asked how much the yearly SAC budget is. Shelley indicated it is \$5000 + \$1 per student. So approximately \$5100 for this school year. The committee voted in favor of supporting 4 sub days, costing approximately \$800.