



Wednesday, September 27, 2023  
6pm – 7pm

## School Advisory Council (in person)

### MEETING MINUTES

**In attendance:** Jen Comeau, Tracy Beaton, Audrey Davison, Michael Wall, Alyssa Blackburn, Gary Miller

**Regrets:** Holly Doyle, Jayda Provo (student representative), Julie Johnson

1. Call to order – 6:08pm
2. Review and approval of agenda – no additions or deletions recorded
3. Student Report – omitted, as Jayda was absent
4. Old Business
5. New Business
  - a. What is an SAC?
  - b. Duties and Responsibilities
  - c. By-Laws
    - i. six meetings per year
    - ii. when decision making, consensus is preferred; however, quorum is established as 50%+1 vote
    - iii. votes will be accepted virtually or via email
    - iv. proposals to be voted upon can be distributed in advance via email
    - v. voting may be postponed to a further meeting should more information be necessary
  - d. SAC Funds
    - i. support SSP
    - ii. for policy development and implementation
    - iii. can be allotted up to 20% for SAC operational costs
  - e. SAC Funding Proposals
    - i. Submitted by J. Comeau, request for \$500 for chargers, wall adaptors, and hard cases to support the use of existing ipads and ipad minis in the school. This supports system goals of equitable assessment and Caledonia's school goal of well-being. Approved.

Chair: Tracy Beaton      (Acting) Secretary: Audrey Davison      Principal: Gary Miller

For Use by and as authorized Caledonia Junior High SAC.

6. Principal's Report

a. Current picture

- i. we need to establish an SAC secretary
- ii. enrollment - 287 students
  1. Grade 7: 2 English, 1 FI
  2. Grade 8: 4 English, 1 FI
  3. Grade 9: 3 English, 1 FI
- iii. enrollment changes resulted in one less FI homeroom this year
- iv. EMP - completed fire drill, hold and secure drill, and lockdown drill
- v. Picture Day is September 28, retakes are October 25th
- vi. Curriculum Night: September 11th
- vii. Sports
  1. Boys and Girls Soccer is underway
  2. Tryouts are beginning for volleyball
- viii. SAC Grant: approximately \$5000 per year not deposited yet and there is \$640 remaining from last year

b. Student Success Planning (SSP)

- i. Literacy Goal: To improve student achievement in writing, with a focus on content and structure
- ii. Math Goal: To improve student achievement in Number Sense, with a focus on fact fluency
- iii. Wellness Goal: The staff at Caledonia will get to know more about their students lives outside of school to build relationships that will improve academic and social/emotional needs.
- iv. Short Cycle Planning

c. Teacher Learning

- i. Sept 1: Organizational Day
- ii. Sept 5: Well Being (Student Success Survey) and TIENET
- iii. Sept 6: Equitable Assessment
- iv. Oct 27: Conference Day

7. Adjournment – 6:55pm

**Next Meeting Date: 9 November 2023**

Chair: Tracy Beaton      (Acting) Secretary: Audrey Davison      Principal: Gary Miller