

SAC MINUTES - Sept 29, 2014
Westmount School

Call to Order: Marie March

In Attendance: Marie March, Natalia Diaz-Insense, Ann D'Eon, Catherine Bouliane, Liz Greene, Patricia Tupper, Chris Cocek, Ian MacRae, Joan MacNaughton

Observer: Tonya Malay

Approval of the May 26th Minutes

Minutes circulated by the end of June but amended as follows:

1. Document title to read SAC Minutes (not SAC Agenda) — May 26, 2014.
2. Bylaws – review. Correction under this section to include the first 2 paragraphs, and first two items after that only: Bylaws need to be discussed. [...] There are 3 to 4 she would like to consider including: 1. Use language from the vacated position of the old Bylaws. 2. An executive to be called. [...].
3. Principal's report date to be changed to May 26, 2014.

Approved by Liz & seconded by Ann

Election of SAC Chairperson

No volunteers at first. Natalia was entertaining to volunteer as SAC secretary for the year but offered to chair the committee for rest of the year if nobody else was interested. Marie to continue chairing this meeting and Natalia to be the new chair this year. All in favour.

Natalia volunteered to take the minutes for today's meeting.

Election of Discipline Committee

Never been used in recent years, but its purpose is to hear an appeal by parents who disagree with a suspension, and decide whether the committee recommends to uphold a suspension or revoke it. Staff members are not part of such a committee due to potential conflicts of interest. Marie, Liz and Natalia agreed to be part of this committee for the year (Sept 2014 to June 2015).

Open positions: community member

Natalia reported having approached 2 new potential community members for this position recently, but was unsuccessful (one just moved out of area, the other actually belongs to St Catherine's). We all agreed that the search must continue. Joan offered to post a notice on her church's bulleting board. Stay tuned -we may have a new community member soon.

Old Business

1) Letter of Agreement.

Natalia requested that the hard copy and the document currently online be amended to reflect the end of term dates we approved last year: Liz Greene – June 2015, Patty Ginn June 2016, and Natalia Diaz-Insense – June 2017). She also asked that the document be dated to reflect the school year in which it is supposed to be in effect (e.g. 2013-14) not the date it was amended or last updated (both document title and online link); and that our website include contact e-mail information for parent/guardian reps so that anyone who wants to bring up a concern to them has a way to do so.

Marie suggested including the community member's email contact too. Teacher and staff contact info deemed not to be needed on that page. Everyone was in favor of making these changes. Mr. Cocek, who is currently acting as a teacher rep while Mrs. Hawley is on leave and is also the school webmaster extraordinaire, updated end of term dates and the contact info of all those present on the spot!

2) ByLaw Review.

Natalia had expressed interest in the previous SAC May meeting last year in having a motion to amend the current by-laws to include at least 4 aspects from the former bylaws (the ones that were in place before the new ones went into effect in 2012) that she thinks may be useful to SAC members (now and in the future) in clarifying procedures with respect to: (1) Elections & Vacancies, (2) SAC Executive, (3) Agenda and (4) AGM meetings (as a time when existing bylaws and the LoA can be annually revised).

She presented a document that detailed the rationale for each of these, and provided all relevant wording from the old bylaws to be discussed -- this document had been sent to SAC members by e-mail about a week in advance of this meeting for them to go over.

After a bit of discussion about the 4 major aspects, members were very willing to discuss amendments, but expressed worry about our ability to move forward without exact proposed wording. They all agreed that the best route for tackling this review is for Natalia to make changes directly into the current by-laws and present a version of the new Bylaws that includes any proposed changes, so that we can simply go over and approve or change accordingly.

Action: Natalia to do so for next meeting –draft to be circulated by e-mail among SAC members 2 weeks prior to the discussion.

New Business:

- 1) Deli Green** -- it is a company that offers a daily hot lunches option for students, it includes our standard pizza option on Wednesdays, as well as the possibility of ordering small and bigger portions of certain items.

We were told that almost everything they cater is gluten free, were given a calendar of menu options for October, and the chance to sample some of the most popular ones (mac & cheese, Sheppard's pie, vegetable & tomato soup, chili soup and meat lasagna). A discussion ensued: prices seem reasonable (very good when compared with other companies), company caters to various neighbouring schools, they process all orders and deliver every day, school will get a small percentage of the sales, etc. Concerns were raised about soup containers being Styrofoam and others tin foil, but tin foil is recyclable in HRM. Since the school is going litterless everything will be going home. Joan moved that the school move forward with negotiating an agreement with Deli Green for the current school year to start in October. Seconded by Liz. All in favor.

- 2) Meeting dates for this year.** Mrs Tupper proposed a minimum of 7 meetings for 2014-15, on the following dates: Sept 29, Oct 27, Nov 24, Jan 26, March 30, April 27 and May 25. No AGM date was set at this point.

Principal's Report: Due to time constraints the report was presented but not discussed.

- Good start to the year: 350 students , currently in 16 classrooms.
- New staff members: Chelsea Hasler, Jessica Ledroit, Kelly Dunphy, Amanda MacEachern, Amanda Seymour, Stefan Sears, Virginia Hynes, Crystal Doucet (in Grade 6B started today), Kerry Selim, Jodi lee MacDougall, Helen Earley, Michelle Pottier Jones, Jackie Crowell, Melissa MacLellan, Beverley White.
- One teacher given on last day of school – allowed us to have 3 grade 6's and not as many combined, and one teacher given on second week of school to create new P/1 we had up to 25 in the Primary classes.
- Increase in French to 90% from 70%, decrease in music, but increase again with additional 10% with additional teacher; increase in Art to 30 to 40%.; increase in EAL support for another day and a half.
- Core French teacher has to travel, Grade 4 room moved, and P/1 in the former grade 4 room. Grade 2/3 in the old French room.
- Over summer Boiler room worked on to be converted to Natural Gas. Gym Floor: flooding caused swelling – dehumidifiers were used to take moisture out before cutting. Very successful.
- CSI met today as a staff to discuss the results of the grade 2 literacy, the grade 3 literacy and the grade 4 math and literacy data. Drew conclusions from the data that will help us form our new literacy goal and math goal. We will meet in November to do the 2nd part of the process and go back in January to formalize the goal.
- Currently doing assessments with Grade 3, 4, and 6 students in literacy and math, no more grade 2 assessments.
- Lunch and Learn: Twitter Mario Chris / Tuesday, Catherine R/Writing workshop and spelling.
- Other news: New Website (thanks to Mr. Cocek). / Litterless lunches / Naming tennis courts after 3 female candidates HRM wondered if we could house a ballot box at the school for community votes / Grade 6's went to the Atlantic Film Festival on Sept 16th / Terry Fox Run on September 24th / Cricket instructor in the Phys Ed Classes / School Photographer / Math Night on September 18th (thank you Mr Cocek) / Curriculum Night last Thursday / Implementation of the Breakfast programme to change a little this year (one basket of goodies to go to each class early in the morning) / Fall Fare put on by WSA on Thursday night as a meet and greet / Iwalk October 6-10 / October 24th Provincial In-service Day / Principal to start Fantastic Friday Phone Calls October 3rd.

WSA Report. No time was left for this, so Liz was only able to mention the Fall Fair that the WSA is organizing and will take place at school on Thursday October 2nd..

Any Other Business. Liz reported that Linda Mosher (the councilor for our area) attended the Fall Bike and Walk Festival that was held outside our school grounds over the weekend, and that she was quite taken by the current state of the area facing the sports field. She is very eager to do a walkabout and help fix it.

Action: Mrs Tupper and Mrs Bouliane to follow-up on that offer.

Meeting Adjourned at 7:05 pm - motioned by Liz.

Next Meeting: Monday October 27, 6-7pm.