**School Advisory Council (SAC) Meeting**

**Meeting Minutes**

Date: May 13th, 2024

Location: Basinview Drive Community School

**Attendees:**

Tom Cleary, Courtney Gouthro, Heidi Sayle, Bridget Graham, Beryl Scott Dominix, Shannon Cox

**Regrets:**

Shannon Christie, Chris Dawson, Wafa Massad, Shannon McLeod

Welcome/Introductions

* Courtney welcomed everyone to SAC meeting

Principal’s Report

* Family Dance
	+ Basinview hosted first dance and it was a success. Tom acknowledged the work of the Parent Teacher Partnership to make this event a reality.

* + Great community event & having cafeteria open to gym worked well to allow people options for participation.
	+ Food bank donations went to Bedford Lions Food Pantry. Committed to do more food drives again next year.
* Black Excellence Day
	+ Celebrations will take place for the school on May 24th. Tom has purchased t-shirts using school funds to provide to all teachers and students.
	+ Have had some uptake from community for participation and hoping to get more people involved each year.
* Grade 3 Provincial Assessments
	+ Preparing for assessments and trying to create low-stress environment for students to reduce test anxiety.
* Enrollment Numbers/ Class Configurations
	+ Have over 750 students currently enrolled for next year. This number is likely to change between now and September.
	+ HRCE has configured classes below caps because they anticipate growth in Bedford area (good news for Basinview that this is the approach they are taking).
* 2024-2025 Staffing Process
	+ Posted several positions
	+ Waiting to hear on EPA allotment

Student Success Plan

* Seeing growth in literacy levels and learning
* Teachers are learning how to better use math fact fluency. Will create baseline in June & track student progress next year.

SAC Funding

* Ordering has begun for materials to support classroom needs, as requested by teachers using $8,000 from SAC funding.
* **Action:** Tom will provide update at June meeting regarding final spending.
* Application was submitted for the Innovation Fund grant. No update has been received to date.
* SAC members discussed need to better utilize front outdoor classroom area (currently gets little to no use because of lack of fencing). This is a topic the SAC discussed last year as well. Tom submitted request to HRCE Operations, but hasn’t received a response.
* SAC members were supportive of suggestion to convert this space into an outdoor play area for pre-primary (once fenced), since they have very few options currently.
* **Action:** Tom will request quote for chain link fence.
* Once we have quote, explore if we could we cost share between Operations & Basinview/ SAC/ PTP. SAC could provide letter of support to Operations advocating for change.

New Business

* SAC participation in 2024/ 2025
	+ Some recruitment will be needed. Hope to diversify participation.
	+ Beryl has kindly volunteered multiple years and will have reached her 3 year max for participation.
* **Action:** SAC need to discuss increasing membership and add designated positions
* Recommend next year have a shared meeting with SAC members from other Bedford elementary schools and/ or feeder schools.
* Videos During Student Lunch Time
	+ SAC member inquired about the use of tv shows as a distraction during lunch time and if there was any monitoring/ policy of what shows are shown.
	+ Tom confirmed that shows are often played. He stated that lunch monitors are supervising kids at lunch, but it is not instructional time and therefore there is no requirement to show educational material. Kids often influence choice.
	+ Courtney expressed concern that there should be some guidelines provided to lunch monitors about selection of appropriate shows to put on screen, because students are learning from whatever they are watching – whether that is the intention or not.
	+ Tom stated there may be a possibility of including some conversation/ guidelines about this in training new lunch monitors.