

# SAC MINUTES

**Porters Lake Elementary  
School Advisory Council Minutes**  
Meeting: Sept 27, 2016

The meeting was called to order by  
at 6pm

**In attendance**

Shawn Marsh, Principal  
Jacqueline Sanford, Elected Chair  
and parent  
Sharon Jackman- EPA  
Lynn Loughran, EPA  
Laura McCulloch, parent  
Tina Waterhouse-Campbell - Vice  
Principal  
Jean Perry, Teacher

**Regrets:** Stacey Myatt (new  
member)  
Wanda Mullen, Parent

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## Review of Minutes from May 2016

Minutes approved.

### Admin Report (Shawn Marsh and Tina Waterhouse):

- **Staffing- 12 homerooms**
- **New positions are guidance and an extra 50% LC (Teacher Jamie McMichael) . Extra support for LC has been very helpful to meet the needs of more students. Our new school guidance counsellor is Sheila Crowley that we share with O'Connell Drive.**
- **New Staff - Tina Waterhouse-Campbell (VP/grade 5), Meghan Doucette (grade 5) Sheila Crowley (guidance), Jamie McMichael (LC), Jennifer Saunders-Marshall (LC), Shelly Luddington (EPA), Jean Perry (primary), Lynn Loughran (EPA), Kerry Diggs (Student Services Secretary)**
- **Jennifer Kilfoil is our new school psychologist this year.**
- **Interim Report - sent in June. The most important part is the PD for teachers, there is a Math and Literacy plan. PD is based on discussions from data collected throughout the year, last year. Professional development is targeted to develop common understandings of how we assess; assessing with learning goals and learning targets in mind.**

- **Sept 7 PD day - Writing rubrics, PEBS brainstorming and the new streamlined curriculum. Staff worked on refining and creating writing rubrics for each grade level. PEBS brainstorming to establish school wide expectations to create a common understanding among staff, students and community members. Teachers spent the remainder of the day exploring the streamlined curriculum.**
- **Caring schools Community is being used school wide. Class meetings have been introduced and cross age buddies program will be introduced.**
- **PEBS school wide incentive program is being revamped. The program will reinforce the school wide expectations. Students will be working towards a class wide reward and a school wide reward.**
- **School Wide Expectations**
  1. **Hands, feet and objects to yourself**
  2. **Listen to the adults in the school**
  3. **Make Good Choices**
  4. **Always Try your best**
- **Innovation and Exploration bin - grades 4-6.**

**4-6 Have a brand new Innovation Kits with robots and Makey Makeys. This is for the ICT learning outcomes. This has been introduced to all schools and Michelle Aucoin one of our grade six teachers will be receiving PD in October to learn more teaching strategies around the ICT curriculum. She will be sharing what she learned with other staff members.**
- **Provincial Assessments start this week with grade 6s (Math and Literacy). There are also assessments at the grade 3 level (Literacy), grade 4 level (Math) and grade 2 (Math).**
- **Food Garden and Outdoor Classroom: Students harvested the garden and did a taste test. We will be able to apply for more money in the spring to continue with the school garden .**
- **Committees**
- **Reviewed the letter of agreement.**

**Updating of SAC bylaws and membership**

## Upcoming Events

- Terry Fox-Thursday September 29th after lunch
- Curriculum Night-Thursday September 29th
- PD Day Friday September 30th- Working on Math rubric, PLC groups will propose ideas of what they will work on in terms of the new streamline curriculum.
- Assistive technology- training staff members on technology to support students learning.
- Halloween Family Dance (Thursday, October 27th)

## Other -

- The SAC PD that was scheduled for Nov. 1<sup>st</sup> has been changed to Nov. 8<sup>th</sup> due to the conflict with *Principals in Focus*. The Nov. 3<sup>rd</sup> date will remain - more information to follow.

## New Business

- Conversation about how 4-6 teachers will be assessing Social Studies and Science in a different way. Committee members stressed the importance of communicating to parents how these changes will affect learning and assessment.
- Future Meeting Dates-Tuesday October 25th at 6pm, Tuesday November 29th at 6pm, Feb. 28, 2017 Tuesday, Tuesday April 11, 2016 and June 13, 2016 Tuesday at 6pm.
- What is the policy on things that we send home with students? There was a concern about a flyer that was sent home about last year from the Lake and Shore community centre. A parent noted that they felt that advertising was not appropriate for the school. Note to be careful what is sent home.
- Student transportation policy to be reviewed at the next SAC meeting. Jacqueline will send out the policy for us to review. Please review the policy before the next meeting.

Meeting adjourned at: 7:21pm