**MEETING MINUTES**

 **Sir Charles Tupper School Advisory Council**

**Monday, May 15th, 4:00pm**

**1. Attendance**

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| Angela Comeau- Principal | Laura Hastings- Chair |
| Jackie Steeves- Acting Vice Principal | Suzanne Hewlett- Parent |
| Lorelei Burgess- Community Member | Kristin Hewlett- Parent |
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**2. Call to order:** Chair- Laura Hastings; Call to order time: 4:05pm

**3. Approval of agenda:** Agenda approved by Lorelei Burgess- Community Member and Kristin Hewlett- Parent

**4. Approval of previous meeting’s summary:** Previous meeting summary by Lorelei Burgess- Community Member and Kristin Hewlett- Parent

**5. Business arising from the meeting summary:**

**a) Parent/Guardian Night- Technology Presentation**

- Suzanne will conform dates with Angela. Possible dates: June 8th or 14th

 -Presentation would be most beneficial for Gr. 6 parents.

 -Plan for it to be a community building event.

 -Tentative start time at 7pm.

**b) Threat Risk**

 - Nothing to report at this time. Add to next meeting agenda.

**c) Windows Update**

 -Operations were in to evaluate windows/screens.

 -SCT will be getting screens.

 - Installation of screens will happen possibly in mid June.

**6. School Success Plan update:**

**a. Grade 3 Assessments**

 -Gr. 3 assessments are underway this week (May15-18th)

 -This is the first cohort since pandemic to write gr. 3 assessments.

**b. Wellness**

 -Angela Comeau share Well Being Series #1

 -This series will be discussed at next faculty meeting.

 -A teacher has volunteered to start GSA for the 2023-24 school year.

**7. Special Reports and/or Presentations:**

**a. Principal/Vice Principal Report:**

**i. Enrollment:** Angela Comeau shared configuration and enrollment for next year.

**ii. Staffing update**:

-Angela shared staffing that she is aware of. Gr. 5/6 position and Gr. 6 position are posted on HRCE Careers in the Permanent round.

-There will be a 50% VP Relief position and a 40% Reading Recovery relief position posted during the Teacher Placement Process round.

-The Music teacher will be returning after the winter break. That position will be filled during the Term rounds.

**iii. School trips:** Grades ½, 2/3 and 3 are planning to go to Ross Farm May 31st. Grade 4-6 will be going to Grand Pre on June 1st. The Gr.6 trip to the Legislature was cancelled due to staffing and impact of CUPE job action. SCT is planning a school wide field trip to attend the school performance of the NS Tattoo at the Scotiabank Centre. Buses will be provided for grade P-3, Gr. 4-6 will walk. 32 chaperones will be required.

**b) Schools Plus Information**

- Angela Comeau emailed SAC members information regarding Schools Plus. If anyone would like more information Angela asked for them to contact her.

**c) SAC survey results**

 -Survey results were share via email.

**8. New Business**

**a) Capital/Operations Update**

 **-Angela had meeting with Operations**

 **-The water in the basement a couple weeks ago was due to an apple flushed down the toilet.**

 **-Operations approved a mural project.**

 **The wall in the Excel room needs repair work.**

 **-Question raised: “Can operational repairs by fixed by community member?” Yes, the school can complete some projects.**

 **-Angela Comeau will keep SAC posted on operations.**

**b) Budget**

 **-Angela Comeau is ordering 4 bookshelves for classrooms.**

 **- SAC approved library book budget for GR. 5 classroom.**

 **-SAC approved items requested from teachers with the exception of drums.**

 **-SAC would like to make upgrades to entryway to create a positive and welcoming space.**

**C) Questions:**

 **-If any members have questions please email Laura Hastings.**

 **-Questions raised about SAC writing a letter regarding impact to school re: CUPE action. Laura Hastings will create a drafted letter.**

**8. Next meeting:** June 13th, 2023 at 4pm.

**9. Adjournment:** 4:45pm

Minutes taken by Jackie Steeves