



Kingswood Elementary

School Advisory Council

Minutes for: 27 September 2016 6:00 pm

Present: Dana Fergusson (Chair/Community Member), Carmelitta McIntyre (Principal), Martha Brown (Staff member), Rhonda Izzard (Staff member), Carrie McBay (Vice Principal), , Sylvia Colley Ewing (Parent), Karen Young (Community Member),

Absent/regrets: Jill Haigh (Parent), Sally Gibb (parent)

#	Topic	Discussion	Decision/Action
1	Call to Order/Approval of Agenda	Meeting called at 6:08 by Dana.	<i>Approved by Karen</i>
2	Approval of last meeting's minutes	Amended from May 17– Fund raising – To form a Committee that can meet twice/yr to discuss criteria for Sponsoring events. Meeting will be to determine how they will choose to raise funds based on recommendations from school/student body.	<i>Approved by Rhonda</i>
3	Business Arising from the Minutes	<p>1. School Hrs. – recommendation is to have schools (Kingswood and Madeline Symonds) to be changed to what makes sense for students in Jr. High and Elementary. Dana contacted MSMS and it is on their SAC Agenda. On hold right now until they find a chair for their Board.</p> <p>2. Breakfast Program – there was no info from Carolyn. Carmelitta does have experience with Breakfast programs. She will follow-up with Carolyn to see if she made contact with the parent interested in the program.</p>	<p><i>Dana</i></p> <p><i>Carmelitta</i></p>
4	Reports	<p>Principal Report –</p> <ol style="list-style-type: none"> 1. They had the 1st of 6 Fire Drills for the year. It went well. 2. Hold & Secure drill to be held next week. 3. PD Day – Sept 30. Main discussion is Year 1 and to determine Relocation Place in the event the school is evacuated. 4. Pink Day – lots of Pink in the school! 	

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		<p>Up-coming:</p> <ul style="list-style-type: none"> • Teacher Day – Oct 5 • Terry Fox Run – Oct 7 • Picture Day – Oct 12 P-4 & 4/5 and Oct 13 – grade 5 & 6 • Family Bingo Night – Oct 27 6:30pm • Provincial PD Day – Oct 28 	
5	New business	<ol style="list-style-type: none"> 1. Drills – letter was sent home to parents about the Drills. Encouraged parents to review with their children. 2. Student Success Planning (SSP) – continued focus on students being successful at each grade level. 3. Membership – We still require 1 Parent, 1 Community and 1 Staff to complete the School Advisory Committee. Sally Gibb will not be continuing and Folake Awoyiga was removed as well. <ul style="list-style-type: none"> Current: Parent – Jill Haigh, Sylvia School – Rhonda Izzard, Martha Brown Community – Karen Young <p>Dana could be considered a Community member due to not having a child at Kingswood. Also talked about the Chair position for when Dana is ready to step down. Agreed that it would be beneficial to have someone who has history with the Board.</p> <p>5. Scheduled Meeting for 2016-17 – Oct 18/16, Nov 15/16, Jan 17/17, Feb 21/17, Apr 18/17 and May 16/17.</p> 	<p><i>Carmelitta – will post a note in the upcoming Newsletter looking for a Parent Member and a possible Community Member. Dana will post something on FB to refer to the school Newsletter.</i></p> <p><i>Dana - will ask Jill and Sylvia agreed she would be interested as well to co-chair.</i></p> <p><i>Martha will discuss with Drew Fournier about updating school website for Membership and Minutes for SAC.</i></p>
6	Next meeting date and adjournment	<p>Meeting adjourned 7:07:pm.</p> <p>Next meeting, October 18, 2016.</p>	Karen