



Kingswood Elementary

School Advisory Council

Minutes for: 18 October 2016 6:00 pm

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

Absent/regrets: Karen Young (CM),

#	Topic	Discussion	Decision/Action
1	Call to Order/Approval of Agenda	Meeting called at 6: 05 by Dana.	<i>Approved by Dana</i>
2	Approval of last meeting's minutes		<i>Approved by Rhonda</i>
3	Business Arising from the Minutes	<p>1. School hours – there was some discussion at MSMS meeting. Frank Haydenson will take forward to SAC over the next year. We will wait to hear on directive from him – no further discussion required at this time.</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>3. Sponsorship/Fund raising – Criteria needs to be developed to determine who the school will use.</p>	<p><i>Carmelitta</i></p> <p><i>Jill/Dana – will consult with Deanna Gallaway, president of PSA to see what criteria they use.</i></p>

#	Topic	Discussion	Decision/Action
4	Reports	<p>Principal Report –</p> <ol style="list-style-type: none"> 1. SSP – Teachers attended PD Session. The categories for assessment are simpler. Now working on Self Assessment and goal is to have the assessment roughed out by December. Looked at data for classes and teachers as well as trends in Math and Language strengths and the areas where we need to grow. In the Spring they will start working on strategy. 2. School Photos – finished Oct 13 3. Bus evacuations – Held on Oct 14. Went well. 4. Lunchtime Programs – Started Oct 18 <p>Up-coming:</p> <ul style="list-style-type: none"> • Remembrance Day Ceremony – Nov 10 • PD Day – Nov 14 • Report Cards – Nov 24 	
5	New business	<ol style="list-style-type: none"> 1. SAC PD – November – Training Session November 8, 6:30 - CPA. Jill will attend with administration from school, TBD. 2. Parent Membership on SAC – 2 parents have come forward with interest. SAC only requires 1 parent member so an Election will have to happen. Still need to find one community member. 3. Car loop – the traffic seems to be flowing much better when staff is visible in the parking lot. 	<p><i>Carmelitta – she will connect with both parents and ask them to submit a Bio. Parent community will need to vote possibly online. Dana – will look into Survey Monkey online. Dana will also post for a community member. Administration will check with Community Liaison to discuss placement of traffic flow (lines, arrows, etc)</i></p>
6	Next meeting date and adjournment	<p>Meeting adjourned 7:02:pm.</p> <p>Next meeting, November 15, 2016. Dinner meeting so please send attendance/regrets.</p>	Tracy