

SAC Meeting Minutes

16 OCTOBER 2024 / 6:30 PM

ATTENDEES

Elected Members: Attendees: Richelle Wheeler (chair), Glenn Kremp (Co-chair/safety), Benn Brisland (Treasurer); Shannon Howanyk (Secretary), Lynsey Kowalski (Communications)

Committee Members: Anna Dewar Gully (Anti-Bully Rep), Samantha Stermac (Donor Rep), Pamela Van (Parent Rep), Robynne McKinley (Parent Rep), Natalie Dasilva (French Immersion Rep), Kayla Nugent (Family Rep), Cory Megitt (IT Rep) Karen Secher (Teacher Rep)

Parent Representatives: Alyssa Lioutas, Kelsey Clifford, Jess Wood, Lisa Giuliana, Sarah Turnbull, Nick Harman, Emily Kritier, Julia Salerno, Savina Peshkova, Filip Stoj, Mylene Bitong, Kristi O'Neil

Regrets: Anna Dewar Gully, Samantha Stermac, Pamela Van

AGENDA

6:30 Welcome and Council Election - Richelle Wheeler

- Attendance
- Shannon reviewed September meeting minutes - all in agreement
- Reminder Fresh from the Farm closes at 7pm EST today

6:35 Principal/Vice Principal Update - Angie Faraone and Michelle Lipp

- Cross country East Conference was today - Birch Cliff had a large present and lots of top 10 placement
- Sports that are currently underway: volleyball, cross country and soccer
- Curriculum night was a success and families impacted by the classroom reorganization were able to go to their new classes.
- The new kindie class was able to be kept small - 14 students and has all the supplies needed. No help is needed from SAC.
- Angie went to the first playground meeting hosted by the developers

- New condo being built on Kingston Rd will create a large shadow on the Birch Cliff yard
- Developer will cover the cost of redesigning and building new playground
- Proposed redesign will have 2 soccer fields (near Kingston Rd where the shadow will be), 2 baseball diamonds, a new play structure, replace portable for storage.
- Expected completion date is summer 2026
- Next meeting is in November with school admin
- Additional meeting for parent consultation to be held at a later date.
- Work expected to take 6 months to complete
- Progress report cards going home November 13th; parent teacher interviews November 14-15; term 1 report cards with grades will go out at the end of January
- EQAO Results
 - Results are lower than expected across the province, board, and Birch Cliff
 - Only have school results now, individual results still to come and will be sent to parents when received (typically end of November)
 - Birch Cliff results Math = 50s, Reading and Writing 70s and 80s. This means 50% of students are performing at a B or higher in math and 70 - 80% of students are performing at a B or higher in reading and writing
 - The province changed over the last few years and we are seeing the impact of the changes.
- Assessment and Evaluation Update
 - Teachers are revisiting assessment for learning practices.
 - The first PD Day was mandatory compliance training; second PD Day was focussed on curriculum and learning assessment
 - Kindies have learning goals and formative assessment to help students and parents know how they are performing. There are no grades. It is an anecdotal assessment on a continuum with the goal that the student is where they need to be by the end of SK.
 - Grade 1-6 will be letter grades: A, B, C, D, R (did not meet any of the curriculum expectations).
 - B is standard grade - the student did exactly as asked mostly independently
 - A is exceed the expectation and can transfer skills independently
 - The curriculum documents have an achievement chart that identifies the assessment categories like knowledge and understanding, critical thinking, communication, and application
 - All the categories above go into the students grade, not just their test scores
 - The Ministry announced new early reading tools/diagnostics to be used this year.
 - English is a Nelson Education Product
 - French Immersion new product Acadience

- Changes to the Language section of term report cards for grades K-2. There will be a checkbox if they are meeting the reading benchmark. Note last year the Language sections changed for all grades it went from 4 strands to 1 strand
- Application for early French Immersion opens November 4th and closes November 29th. Do not be late! More information is on the school's website
 - Note: TDSB French Immersion program only guarantees a spot in the program if you apply during the enrollment period. It does not guarantee the school even if you are in the catchment area or if you have a sibling in the school.
- Grade 7 & 8 Quebec trip information session is Oct. 29th at 6pm. It will take approx. 45 mins. Brightspark reps (trip provider) and Ms. Lipp and Ms. Pashkovski will be there
- Next Wednesday evening a grade 8 to grade 9 transition meeting to provide an overview of the process. Note Central School Interest Program (arts, STEM and athletic school) enrollment opens November 4th.
- Grade 8 guidance has begun. Grade 7 guidance starts next week. They will have their own google classroom and will be using the "my blueprint" program - they will use this through grade 12. Expectations will be listed and tasks based on grade (grade 7 - who am I?; grade 8 is career and volunteer)
- This year assemblies will be holiday/key dates based instead of monthly character recognition ones of the past. This is due to the size of the gym and needed to have 3 different assemblies to include everyone. Character traits recognition will occur in class.
- In spring there likely will not be a spring concert, but a musical play instead. More details to come.
- Coding teacher has left Birch Cliff to take a full time role. Ms. Kelce is coming back effective next Monday to be the coding teacher.
- Already seeing staffing shortages. This is province wide. Biggest shortage is lack of supply teachers in French.

7:10 Treasurer Update - Benn Brisland

- Current balance is approx. \$25K
- Projected spend for 2024-2025 school year is 15K. Already approved items include Scientist in the Classroom, Junglesport, French program; teacher assist
- Additional ask for the following
 - Mr. Butler new gym equipment and jerseys
 - Ms. Ribble play costs (approx. \$2500)
 - Sensory products for wellness room (\$350)
 - New letters for school sign on front lawn
- Additional items bring spend to 14K (under budget)
- Consensus from room to approve the additional ask

- **Elected members voted: Approved all additional items (7-0, 2 members absent)**
- Voting process as defined in bylaw
 - Voting to be done by elected members only
 - 9 people were nominated.
 - The bylaw for Birch Cliff that there can be 10-15 voting members. If under 10 people are nominated all nominees are acclaimed.
 - Birch Cliff SAC will take a consensus of parents before voting to see what the majority would like however voting will be done only by elected members

7:30 School Council Innovation Grant & Caring and Safe Schools Team - Lynsey Kowalski

- Community Safety Zone Update:
 - Birch Cliff and Kingston Rd. not zoned a community safety zone because the main entrance of the school is not on Kingston rd.
 - Other schools in the same situation get the designation as it can increase speed cameras and fines.
 - Community will need to petition and provide continuous engagement to try to get Kingston Rd at Birch Cliff Ave deemed a community safety zone.
 - Lynsey and Glenn will work together to engage the community for support
- Innovation grant for Parent Council Update:
 - Deadline to submit proposal is Oct. 31
 - Lynsey and Anna are drafting a proposal for mental health and anti-bullying
 - The proposal uses an existing TDSB approved vendor
 - The proposal is for all student from K-8

7:40 Teacher and Sports Update - Karen Secher

- Cross country conference final was today. 61 Birch Cliff student made the conference (out of the 112 that went to Thompson Park) and about 25 students will be going to the city finals on October 23rd.
- Girls soccer is underway
- Grade 5&6 and 7&8 basketball will be starting in 2-3 weeks
- Grade 5&6 and 7&8 boys volleyball will be starting near the end of October
- Check out the Birch Cliff school website Sports page for updates

7:40 Co-Chair Update - Glenn Klemp

- PRO (Parents Reaching Out) grant proposal being worked on by Glenn. Deadline to submit is in December

7:40 Co-Chair Update - Richelle Wheeler

- Discussion on taking photos of SAC members, meetings, and events to help drive community engagement
- Fresh from the Farm fundraiser has lower uptake than previous years
- Review of actions items from September meeting
 - Kayla is taking the lead on the food insecurity class competition and working with Suman Roy
 - Fundraising assistance for the Grade 7&8 trip to be discussed in next meeting
 - Parent Rep for each class will need a review by Ms. Lipp to ensure teachers can implement. Robynne and Ms. Lipp will connect
 - New Kindie class has all supplies needed. No action required from SAC.
- Police Vulnerable Sector Check is a ministry requirement for all volunteers in school. Principal has the authority to bypass check for community helper/
- Scholastic book fair was a huge success with over \$8200 raised
- Additional volunteers needed for Pumpkin Fest (Set up starts at 2:45pm)
- Holiday market date is December 12th
- Birch Cliff SAC bylaws were updated and can be viewed [here](#) or in the addendum below.
 - Quorum is 5 (over 50% of the 9 voting members)
 - There is a minimum of 4 SAC meeting to occur in the school year
 - Location of SAC meetings is now the library
 - Babysitter will be paid \$20 for the meeting duration
 - Non-voting members can lead a committee
- Upcoming SAC meeting dates:
 - November 20th
 - January 15th
 - February 19th
 - March 19th
 - April 16th
 - May 21st
 - June 18th
- TDSB Vice Principal Interview process open to parents/public help. If you are interested in helping interview TDSB (not Birch Cliff) VP candidates reach out to Richelle
- Initial discussion on SAC Election Committee creation. The goal is to show what the SAC does for Birch Cliff students, drive community engagement and prepare for next year's election.
- Richelle reached out to TDSB School Trustee and Superintendent to see if they have anything they would like to share with parents and received no response.

- Kayla and Saleema to co-lead the June Fun Fair with Alyssa

8:00 Meeting adjourned

ACTION ITEMS

1. Glenn and Lynsey to connect on engaging community to design Kingston Rd. a community safety zone.
2. Ashley O'Rourke to coordinate with Student Councils for fundraising (Grade 7 & 8 trip and more)
3. Robynne to connect with Ms. Lipp on feasibility of parent reps for each class.
4. Glenn working on PRO grant and will provide update in next meeting
5. Richelle to continue discussion on SAC Election Committee

ADDENDUM

BIRCH CLIFF PUBLIC SCHOOL - SCHOOL ADVISORY COUNCIL BYLAWS

School Advisory Council Composition:

- Voting Council size – 10 to 15 members maximum.
- Quorum is 5 members.
- Members at Large are non-voting members with a view to gain experience of a council position or as a past voting member, advising newer voting members of council.
- Ideally, an odd numbers of council members are to be elected or, in the event of a deadlock, the chair (or one co-chair) has an extra vote
- Qualifications – all parents/guardians of students enrolled in the school are qualified to be members of the SAC.
- Conflict-of-interest rules require any parent/guardian who is a TDSB employee to declare themselves prior to being elected to Council.
- School Principal must attend all SAC meetings, but doesn't vote on SAC issues.
- SAC Roles and responsibilities are outlined in a separate document. These are guidelines only, based on current and potential roles and responsibilities.
- SAC term of office is 1 year.

Meeting Requirements

- Frequency of meetings – minimum 4 per school year (currently every other month)
- Schedule of meetings – currently set for every 3rd Wednesday of every school month (September to June with the exception of December) from 6:30pm – 8:00pm but can be subject to change to accommodate the majority of voting members.
- Location of meetings – School Library
- Babysitting to be provided by council which consists of Grade 7/8 students in school gym.
- Babysitters are paid \$20 for the evening (6:30 – 8:00) and have attained their Babysitting Certificate.
- Meetings are called by SAC Chair/SAC Co Chair.
- Agenda to be shared no less than 48 hrs from the meeting.
- All voting members to make best effort to attend as many meetings as possible.

Election Process

- SAC elections are a ministry requirement.
- SAC elections will be held during the September meeting.
- All parents/guardians of students enrolled in the school are eligible to vote.
- Each parent/guardian may cast 1 vote for each SAC position.
- Voters must be present at the Election and must vote in person.
- Should a council member step down, a replacement council member will be selected from pool of non-elected candidates by vote OR a vacated position can be deemed as not necessary to fill until the next election.

Voting on Motions

- Votes can only proceed if Quorum is met (minimum amount of council members present at meeting)
- Should a voting member of council be unavailable for a vote, the members of that committee can confer and vote as one.

SAC Voting Members:

- As voters are elected they must try to represent the views of all parents/guardians.
- A vote of all parents/guardians present at the meeting can be requested prior to the members vote to get a good feel for the prevailing opinion.
- Votes would pass with a majority of SAC membership votes.
- Voting is permitted electronically (via email) if required and must be clearly documented.

Note:

- Bylaws can be amended through a Motion tabled at a SAC meeting.