

SAC Meeting Minutes

24 SEPTEMBER 2025 / 6:30 PM

ATTENDEES

Elected Members: Richelle Wheeler, Glenn Kremp,, Shanon Howanyk, Ashley O'Rourke, Kayla Nugent, Alyssa Lioutas, Robynne McKinlay, Lynsey K.,Cory Megitt, Samantha Stermac, Lisa McGran, Nick Harman, Benn Brisland, Natalie DaSilva, Megan Evans

Parent Representatives: In Person: Amy Unruh, Michelle Eames, Zoran Markovski, Karagh Markovski, Julia Salerno, Suba Naganathan, Kara Naganathan, Ainsley Arychuk, Alex Dunn, Kim-Chi Tran, Beth Miller, Emily Kritzer, Rebecca Williams, Joe Subic, Kristi Subic. **Virtual:** Jess Wood, Alyssa D'Angelo, LW, Allen Yiu, Madalena Morais, Amber Allicock-Hawtin,Jilvan, Lesley Hamilton, Max Rubino, Saleema Osmani, Carla Noel, Laura Espinoza, Taylor Pleckaitis, Kelsey Clifford, Jennifer Hudson, Janine.

Teachers/Admin: Michelle Lipp, Angelina Faraone, Karen Secher, Kathy Giles

Regrets: n/a

AGENDA

6:30 Welcome and Introduction - Richelle Wheeler

- Welcome and attendance
- Acting principal Kathy Giles gave a brief introduction and will be principal until Angie's return after Thanksgiving.

6:32 Review of Minutes - Shannon Howanyk

- June 2025 SAC minutes review including all action items.

6:34 Election Results - Michelle Lipp

- Birch Cliff SAC bylaws state council can have 15 voting members.

- This year 19 parents wanted to be voting members so an election was held, PIAC rep was engaged to ensure election ran smoothly, and voting happened today from 12-5pm.
- 145 parents voted in the same election - large turnout.
- Voting Members are
 - Richelle Wheeler
 - Shannon Howanyk
 - Glenn Kremp
 - Robynne McKinlay
 - Lynsey K.
 - Samantha Stermac
 - Ashley O'Rourke
 - Cory Megitt
 - Alyssa Lioutas
 - Megan Evans
 - Kayla Nugent
 - Benn Brisland
 - Natalie Da Silva
 - Lisa McGran
 - Nick Harman

6:45 Executive Committee Election Results - Michelle Lipp

- Executive Council is Chair, Co-Chair, Treasurer and Secretary
- Only one nominee was received for each position so positions were acclaimed.
 - Chair - Richelle
 - Co-Chair - Glenn
 - Treasurer - Benn

- Secretary - Shannon
- Richelle will book a meeting with voting members and admin to discuss working together and the upcoming school year.
- Reminder: Parent Council is an advisory body.

6:37 Principal Update - Michelle Lipp

- Classroom Reorganization
 - Board is down 1.9% enrollment in across all elementary schools meaning 89% of elementary schools will have classroom reorganizations this year.
 - Reorg process changed this year. The numbers used were the actual bums in seats as of the count date of Sept 11.
 - Grade 1 has a cap of 20 students from the province unless an exemption (BC did not get an exemption).
 - No hard cap after grade 3
 - Birch Cliff was greatly impacted and because of caps in early grades there was a lot of shuffling needs from Kindies to grade 8s.
 - English Kindies went from 3 classes (2 larger with teacher and ECE and one smaller with teacher only) to 2 classes with teacher and ECE. The smaller class collapsed freeing up room 22.
 - One teacher needed to leave the school. It is based on teaching seniority so Ms. Garard has moved to another school
 - Ms Garard class was a 2 / 3 and now is a 1 / 2
 - Ms. Snow's 4 / 5 is now a straight 4
 - FI 1 / 2 are impacted
 - Any kids impacted will have a transition time tomorrow to meet their teacher and see their new classroom
 - Classroom changes are effective as of this Monday
- Brave Education Parent Workshop was a success.
 - Teaches conflict management, anti-bullying and inclusion. One of the goals is to have a common language around inclusion for parents, teachers and children.

- Parents could participate in interactive scenarios around conflict resolution.
 - Parent feedback was the workshop was beneficial in understanding the relationship between conflict and bullying as well as when to engage as parents (the sooner the better)
 - Teachers will have their training this Friday
 - Student training will be interactive workshops in their class on October 8th and 9th.
 - Michelle will include a QR Code with Parent Resources in the Friday email.
 - Parent workshops was a common theme in the parent SAC feedback survey so Brave Education was selected as a vendor since they offered parent workshops along with teacher and student.
- October 6th will be Meet the Teacher and Community Night
 - Terry Fox tomorrow at 12:45. Rain date Sept 29th.
 - Telus Wise Digital Literacy Session for Parents schedule for October 27th.
 - Book Fair will be held Oct 6 - 9th. Last year it was very successful and Birch Cliff got \$8,000 in scholastic dollars for our library

6:50 Teacher Update - Karen Secher

- Cross Country
 - Kids have been training hard for the past 3 weeks in the mornings.
 - Chine Drive meet was today. Kids did amazing.
 - East Qualifiers on Oct 14 at Thompson Park
 - Conference Finals on Oct 21 at Thompson Park
 - City Finals on Oct. 29 at Sunnybrook
- 2 Sports Teams right now
 - 7 / 8 Girls Soccer - Game on Oct. 8 at Bliss Carmen
 - 7 / 8 Boys Soccer - Game on Oct. 3 at Samuel Hearne
- Basketball and Volleyball to come once cross country wraps up.

6:55 Pizza Lunch - Robynne and Shannon

- Pizza lunch has begun. First one a success
- Pizza Leads are Robynne and Shannon
- To volunteer please get on the email list [here](#)
 - Volunteering is open to all. Come to as many or as few as you like.
 - Volunteers are needed on Friday of pizza lunch from 11:00-12:15

- An email will go out Tuesday morning prior to pizza lunch. If you are able to volunteer please respond to the email.
- Any questions reach out to pizza.lunch@birchcliffcouncil.ca

7:00 Chair Update - Richelle

- Pumpkin Fest this year.
 - Richelle can't lead it this year. Kayla to lead and Ashley O. And Ashley U. co-leading.
 - Open to new ideas like haunted house or having it outside.
 - Date Thursday Oct 30
- Meet the Teacher and Community set for Monday October 6th.
- Holiday Market Set for Thursday December 4th
- Battery Drive (presented by James BC student who brought the idea to SAC last year)
 - We won second place out of all of Ontario because of all the hard work students, staff and community members contributed.
 - Only lost by 5 lbs (even after a recount)
 - Prize of \$2,500 coming by end of month
 - BC is already signed up for Spring 2026
 - Collecting batteries has already started. Please tape the positive end of the batteries.
 - Admin will make space in room 22 to begin collecting
- Schedule of planned SAC Events and Fundraiser
 - Meet Teacher & Community Night - Monday October 6 (Free community event with food for purchase)
 - PumpkinFest - Thursday October 30 (Free Community Event)
 - Holiday Market - Thursday December 4th (Fundraiser)
 - Movie Night - in February (Free Community Event)
 - Purdy's Robynne March/April - (Fundraiser)
 - Parent Social - Friday night in Spring (Fundraiser)

- Fun Fair - Saturday in June (Fundraiser)
- Mabel's Labels - year round (Fundraiser)
- Spirit wear - year round (Fundraiser)
- Food Drive/ Winter Clothing Drive/ Holiday Hampers
- If you are interested in leading a committee below please contact Richelle
 - Grade 8 Graduation.
 - Grant Writing
 - School Improvement Plan
 - Safe and Caring Schools Parent Rep
- 2025-2026 SAC Meeting Dates:
 - September 24th
 - November 19th
 - January 21st
 - March 11th
 - May 20th
 - June 17th
 - Note: these do not include any committee meetings or safe and caring school meetings. Those will be held separately.
- Website to be updated with new council members, positions and meeting dates.
- SAC spending continues the same format as last year.
 - No individual teacher wish lists but spending on school wide initiatives like Jungle Sport, school play, school buses for field trips for every class, etc.
 - If teachers need items for their classroom they go to admin. Admin will bring it to council to vote on.
 - A big need for the school this year is Chromebooks as the board cancelled the program that gave students in grade 5 their own Chromebook.
 - School need about 100 units at \$500 each

- Initial discussion of big fundraiser project for Chromebooks
- SAC Bulletin Board to create in front foyer of school to help keep parents informed.

7:15 Q & A

- Michelle explained the policy of playing with one grade above or below during recess
 - Majority (not all but a lot) of issues are older kids and younger kids accidentally getting hurt. Especially playing soccer.
 - There is a schedule for grades to play playground equipment and the big field to space out the grades.
 - It is a general rule and not being strictly enforced. The goal is safer play for all kids.
 - Baskets being made with sporting equipment for kids to play. Coming soon
 - Ball policy:
 - Kids can bring balls (basketballs, soccer, volleyball, tennis, etc.)
 - Please write name on child's ball
 - Only time kids can not play with balls at recess are pavement only recess due to crowding and potential for kids to get hurt.
 - Grade 6-8 students not allowed on the play structure
 - It was designed up to grade 5 and showing wear and tear
 - Small kids are getting hurt accidentally by older kids.
 - New play structure will be coming paid for by the condo developers at Birch Cliff and Kingston Rd. No ETA. There is a meeting next week
 - Grade 5-8 students will be trained to be Playground Activity Leaders (a program run by Toronto Public Health)
- Michelle explained the rule why no Intermediate students are allowed in the Primary halls.
 - Intermediates have no need to be on the primary floor. There are alternative stairs and hall ways so they can get where they need to go.
 - Limits the volume of kids in one area, reducing noise so kids can focus on classrooms as well as lowers the risk of crowding in the stair wells/ halls.
- Lunch Supervisors

- There are 6 supervisors outside at lunch recess at any given time.
 - Ms. Marshall at the door area managing kids coming in/out of the school
 - One on the north pavement
 - One on the playground
 - Three in the field.
 - Plus a teacher comes out at 12:15pm
- Students are still being discouraged to play on the fence. They are not allowed to be past the baseball diamonds on the west side. This is because last year
 - Some students threw rocks over fence, and poked dogs with sticks,
- The school can't close off the fences on Kingston Rd. because the school is city property and considered communal property outside of school hours.
- Please remind your kids not to climb on top of the portable. There are live wires on top and are very dangerous.
- No ski trip
 - The superintendent needs to approve the trip. If Parents want to express concern, they can email the superintendent..
- During indoor recess teachers may choose to show educational tv/movies while kids eat. It is up to the individual teacher. Kids are not allowed to use their Chromebooks or other technology while eating
- Lunch times are 15 mins to eat for grade 5 and up and 20 minutes for younger grade
 - Experimented with lunch times last year. 15 mins too short for younger grades. 30 mins was too long (kids protested). Approach by grade is working for most.
- Snack Program Donations
 - Snack program is funded by two sources TFSS grant and parent donations.
 - Last year there was a delay in receiving parent donations.
 - Grant money comes throughout the year - 40% in September, 30% in January and 30% in April

- Birch Cliff received its first grant payment. Waiting to see parent donations coming in on the October statement.
- Admin will give an update if parent donations are being received this year and any projected need since the grant doesn't provide enough money for the whole school.
- Shannon to take the lead on an ideas and Volunteer intake tool on the website.
- Carpet replacements ordered. Once a carpet is frayed it is considered a safety hazard and must be removed.
 - An order was made through the board and now waiting on delivery and installation.

8:05 Meeting adjourned

ACTION ITEMS

1. Richelle will book a meeting with voting members and admin to discuss working together and the upcoming school year.
2. Michelle will include a QR Code with Parent Resources in the Friday email.
3. PumpkinFest leads Kayla with Ashley O. and Ashley U.
4. Admin will make space in room 22 to begin collecting batteries.
5. The following committees need leads/parent reps. If you are interested please contact Richelle
 - a. Grade 8 Graduation.
 - b. Grant Writing
 - c. School Improvement Plan
 - d. Safe and Caring Schools
6. Admin confirm that movie license is good until January.
7. Admin to give equipment basket update.
8. Admin will give an update if parent donations are being received this year and any projected need since the grant doesn't provide enough money for the whole school.
9. Website to be updated with new council members, positions and meeting dates.

10. SAC Bulletin Board to create in front foyer of school to help keep parents informed (Shannon)
11. Shannon to take the lead on an ideas and Volunteer intake tool on the website.
12. Initial discussion of a big fundraising project for Chromebooks. Will circle back next meeting.