Portland Estates Elementary School   
School Advisory Council

October 5, 2023

Minutes

**Welcome**

**In attendance- Chelsey Myers, Cheryl Clarke, Wendi Murray-Jennings, Michele Merrick, Scott Craig, Louise Henman-Poirier, Jackie Broussard**

**Regrets- Amber MacLean**

**Review of Agenda- motioned to accept and moved.**

**Review of Minutes- June 1, 2023- motion to accept and approved.**

**School Events in September**

* Terry Fox, Truth and Reconciliation Virtual Ceremony, Curriculum night, Ice Cream Social

**Upcoming Events in October**

* Provincial Conference, October 27th
* School Pictures, October 17

**Lunch Monitors –** we are accepting new applicants. Seem to come and then go to other positions. One new person contacted us and will be volunteering as a lunch monitor once a week.

**Cafeteria –** Still not open. In July they took out the grease trap and replaced in late August. Still waiting on trap door. Breakfast Bins are out to classes so there is food for students with no lunches.

**Class Trips** are being planned to the Glass and Pottery labs, Milk Sports Fair and Noggins apple picking. Price of buses has increased. Prices are not coming through until a week or two before the trip once students have already paid.

**Professional Development Days** – The first 2 full days in September were about Literacy Development for Primary to Grade Three teachers using the material from the University of Florida (UFLI), Student Services- Tienet, Math Fact Fluency (4 & 5) and Computational fluency P-5.

**Fundraising** – Nourish Your Roots funds for Breakfast Program – Approved fundraiser (motioned by Michele and seconded by Wendi) Profit was $9 per box. Sold 44 boxes. Less than last year. No forms were sent home like last year. It was all sold on SchoolCash, perhaps that is why it wasn’t as successful.

**Demographics Completion** – we have received confirmed/updated demographics through Parent Portal only this year. We have received 62%. Deadline is October 20th. Parents are not completing sections that are required (Early Closure) and Confusion on the consent and Media consent. Forms are being sent home for Early Closure details to have on hand.

**Equipment** – need to update security cameras. We have 3. Resolution is not good. Potentially replacement may be paid by province.

* Mark Cottell and Garnett Boutilier are supervisors above the building manager and paid a visit to PEES. Have been shown following issues: tile on stair, missing base board, problem with lock on sign, back playground sign leaving metal, screens on windows falling off, broken window.
* The elevator is now working.
* We received a new office copier/printer. Having some technical issues with secure print. Delroy, technician, to be in soon to fix this.

**Staffing** – we have 388 students. Learning Centre/EPA Allocation had 20 students on case load, reduced 5 (moved, etc)

* EPA reduction: loosing 50% Amanda Donnelly (Oct 21), 80% Shelly Carmichael (Nov 3). We have heard another 80% will be receiving a reduction letter but have no confirmation from HR. This will leave 15 students with 2 full term Learning Center Teachers, soon to be 14students.
* Volunteers, Student Teachers, Co-Op Student, Learning Support teacher are in working with students. Learning Support teacher is coming in every morning. Tested 40 students, can only take on 12, selected students placement is based on scores (predominantly encoding and decoding).

**PTO Fundraising** – Basket Raffle, Ice Cream Social, Consignment Sale, Cookies with Santa. Michele motions and Wendi seconds. These fundraising events are approved for the year.

**Student Success Plan - I**mprove Math, Literacy and well-being with a focus on students of African Nova Scotian Ancestry and Indigenous Ancestry. Short cycle planning. At present, PEES has 49 students who identify with African Nova Scotian Ancestry, 9 who identify with Aboriginal Ancestry , there are more just not identified in PowerSchool. Literacy Data P-3 being put together. Students made good gains over the summer, EAL and Speech.

**SAC Grant for $5000** – we have lots of Chromebooks. What else do we want to spend this on? SSP goals, Literacy, Math, wellness? Playground balls are needed. Money usually arrives in December.

**Grade 3 Assessments** – no results yet. Regional Director spoke about them in August but haven’t heard anything else. He said the HRCE results were good.

Still looking for Community Members to join SAC. Asking friends/neighbours.

Adjourn. Motioned by Michele, Seconded by Cheryl.