

# **PARK WEST SCHOOL SCHOOL ADVISORY COUNCIL**

## **MEETING SUMMARY**

**Date:** March 13, 2019

**Time:** 6:00 P.M.

### **In Attendance**

**Students:** Grade 7 Rep, Grade 8 Rep, Grade 9 Rep

**Parents:** Karen Saweczko (chair), Sheetal Ajay, Jeff Rogers

**School Staff:** Ms. Bennett, Ms. Kerr

**Community Members:** Glenn Anderson, Janet Lee,

**School Administration:** Mr. Carter, Mr. Melanson

**Regrets:** Ms. Olsen, Waseema Nazim, Ms. Cavanaugh

### **Agenda**

1. Call to Order
2. Approval of Minutes for January 16, 2018
3. Reports:
  - a. Principal
  - b. Student Representatives
4. Correspondence:
  - a. Ms. Ankhorn involving safety concerns
  - b. Farahana Kant involving funding for school team chess tournament and new supplies
5. Discussion:
  - a. Final decisions for funding with new SAC budget
  - b. Review of draft Letter of Agreement
  - c. Review of draft bylaws
  - d. Spring election planning
6. Next Meeting: Wednesday May 15, 2019

# PARK WEST SCHOOL SCHOOL ADVISORY COUNCIL

## MEETING SUMMARY

### 1. Call to Order

The Chair opened the meeting at 6:10 P.M.

### 2. Minutes from Previous SAC Meetings

The minutes from the January 16, 2019 meeting were distributed previously via email for review and comment. No additional concerns were brought forth and the minutes were approved.

**Action:** Chair to provide Mr. Carter with final minutes for posting to the school website.

### 3. Reports

#### a. Principal

- **Publication Provided:** Park West School Report March 13, 2019

Mr. Carter highlighted a number of items from the report:

- The Junior High dance was presented with a new format including both a dance and a social section where students could engage in various games. This appears to have been received well by the students.
- The Chinese Lunar New Year was celebrated with Bedford South joining in the festivities.
- Correction on the report under Upcoming, the next SAC meeting is May 15<sup>th</sup>, not April 15<sup>th</sup>.
- Reviewed the recent staff changes/reassignments.
- The literacy and mathematics goals of the School Success Plan (SSP) were reviewed. Park West students are doing well relative to the HRCE averages. One area of concern was the RW6 level 2 and there was discussion on the supports in place to assist this cohort of students. The assessment results also inform the professional development curriculum for teachers.
- Registration is underway with 41 new primaries expected for September. 84 grade nine students will be graduating. Current school enrollment is 857 students.
- Grades 4-6 have been working on a new archeologically themed musical production.

# **PARK WEST SCHOOL**

## **SCHOOL ADVISORY COUNCIL**

### **MEETING SUMMARY**

- African Heritage Month was recognized at the school. While there was no formal curriculum component, teachers found creative ways to infuse related content into the classroom teachings.
- Math assessment results were reviewed with each assessment level explained. PWS results are good relative to the HRCE averages. Issues with students being able to select the most appropriate strategy and blocked practice versus interleaved practice were discussed.

#### **b. Student Representatives**

- Grade 7 – students are enjoying grade 7 and enjoy some of the additional independence. Students are accepting of those with different backgrounds.
- Grade 8 – Students overall are doing well and have been covering important topics such as WWII. The representative acknowledged the teachers for their interactive teaching style which students find beneficial. The African Heritage Month Challenge was a good event in support of diversity. The Governor General will be presenting a certificate for a woven basket that had been presented.
- Grade 9 – Students are finding that the learnings are linking together as they use previous units to perform more recent work. Contributions by students in the classroom appear to be increasing as the year moves along and more seem to be participating in the discussions as they build up confidence. Students are becoming more efficient moving between classes. There was a Cyber Presentation that assisted students in realizing the true impact of on their privacy when agreeing to an online user agreement. They are now taking the time to think about this where previously many would just agree without reading the agreement.

#### **4. Correspondence**

##### **a. Ms. Ankhorn Involving Safety Concerns**

The Chair provided an overview of the concerns relative to a grade 3 behavioral event. Mr. Carter provided a response to the correspondence and noted that behavioral support teachers are assigned where the need is greatest.

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## **MEETING SUMMARY**

### **b. Farhana Kant involving funding for school team chess tournament and new supplies**

The Chair reviewed the request for the SAC to consider covering the cost of the team to enter a tournament and purchasing some new competition chess sets for the school team. It was identified that the volunteer running the club had not raised any concerns and that the teams and clubs at the school are usually self-supporting. It was determined that these types of requests should follow a process through the volunteer lead and not come directly from parents. A suggestion that parents could donate some chess sets will be placed in the PWS Newsletter if the club's volunteer lead is in agreement.

## **5. Discussion**

### **a. Final Decisions on Funding with New SAC Budget**

The Chair shared that NS EECD is holding 30% of the funds until April and once released it should be expended by the end of June. The report accounting for the expenditures will be completed and submitted to NS EECD by the Chair and Mr. Carter.

### **b. Review of Draft Letter of Agreement**

**Document Provided:** Draft of PWS School Advisory Council Agreement

The draft was completed using the HRCE example and circulated for review. The main changes from the previous version were highlighted including the requirement to review the agreement annually. A number of edits/additions were suggested and recorded by Member Ajay to complete the changes prior to submission.

### **c. Review of Draft SAC Bylaws**

**Document Provided:** Draft of PWS School Advisory Council Bylaws

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The draft was reviewed with changes from the previous version highlighted in the discussion. Some clarity is required on the criteria for the community member and whether a teacher can be the SAC Chair. SAC elections will now be in the Spring to ensure the SAC is in place prior to the school year starting in September. Members need to complete their review of the draft and submit their input, sections 8, 10 and 12 are particularly important.

### **Actions:**

- Chair to seek clarification on the criteria for the community member and whether a teacher can be the Chair.
- All members to complete a review of the draft document and submit their commentary by to the working group (Glenn Anderson, Sheetal Ajay, Jeff Rogers) by May 1st.

### **d. Spring SAC Elections**

**Action:** Chair and Mr. Carter will make the arrangements for the election.

Adjourned: 7:29 PM

Next Meeting: May 15, 2019