

**Hawthorn Elementary School Advisory Council
Meeting Minutes
January 17, 2024**

Members	Present	Regrets
Parent (Co-Chair)	Emily Mercer	
Parent (Co-Chair)	Bryony McStay	
Parent (Secretary)		Scott McGaw
Parent		Alexis Carter
Parent		Sean Sullivan
Staff	Sheri Stulac	
Staff	Alison Campbell	
Staff	TBD	
Staff (Principal)		Anne Gourlay
Staff (Vice Principal)	Laura Dunn	
Community Member	Donna Gillespie	
Community Member	TBD	
Community Member	TBD	

1. Call to order

Meeting started at 3:55pm

2. Approval of Agenda

3. Approval of Summary Minutes

4. Students Success Planning Update & Funding Request

- a) Ms. Copeman – request for 50 books purchase buy teacher’s recommendations. Picture, chapter & non-fiction focused on diversity (disability, racialized communities, indigenous communities and gender expression). Estimated cost \$760. **Approved.**
- b) Request from Suzanne (Resource) – didn’t have a copy of the formal request during the meeting. Alison explained what she knew from talking to Suzanne – that the request is for decodable text kits for the learning center. **Approve up to \$500**

5. Principal’s Report

- Report cards – sent home prior to parent/teacher interviews (see notes in “new business”)
- Math PD for teachers (Nov/23?)– good use of time, math coaching, game development; # routines, math fluency

- SAC PD in Dec (inclusive vs inclusion) – local voice make-up; worked through inclusive education policy
- Choir sang at Alderney holiday market – great experience!
- Equity Assembly in December – really well done and received by students. Students especially respond well to the picture composition of families
- Finished Yoga and mindfulness classes – calming for student; teachers can carry forward techniques in on classrooms
- Grade 5/6 Candycane volleyball tournament @ Woodlawn – kids enjoy it and work together
- Spirit of Giving to Margaret's House was successful
- Read & write workshops for Google Docs – Debbie from the board gave workshops to grades 3-6 to all students (not just students who have been targeted). Follow-up sessions successful
- Breakfast Program – running well, lots of support. Volunteers Tues, Wed & Thurs preparing healthy food
- Model Building Club – starts this week by parent (Joel Miller) – will run 6 weeks, 18 students participating. Joel providing kits.
- Grade 6 assessment results – sent home Monday; focus on conventions and organization. Ideas scored quite well.
- WITS (Writers in Schools) – Ms Copeman arranged to have authors come in to speak to some classes. Coming soon!
- Mindfulness Assembly – held at the end of January and facilitated by Emily Cormier (School Counsellor). Ms Cormier has been going into classrooms to do exercises around how we process emotions. Assembly was to celebrate the work they've done.

Upcoming

- SSP – will next discuss well being and 2nd cycle of math
- School Fund & Nutrition Survey – can review results

6. Continued Business

- n/a

7. New Business

- Timing for Report Card distribution - discussion around the pros/cons of distributing report cards before or after parent/teacher interviews. Historically, report cards get sent home prior to interviews. This past cycle the school sent report cards after parent/teacher interviews. Rationale to try this was to provide teachers with the opportunity to provide some context and information around what will be written so that parents know what to expect and understand once they receive the report cards.

8. Adjournment

- The meeting ended at 4:30pm

9. Future Meetings

- Monday February 12, 6pm virtual meeting only
- Wednesday, April 10 3:30 pm
- Monday, May 13 6pm