

**Hawthorn Elementary School Advisory Council
Meeting Minutes
April 9, 2024**

Members	Present	Regrets
Parent (CoChair)	Emily Mercer	
Parent (CoChair)	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** - The meeting was called to order at 6:00 pm
2. **Approval of Agenda** - The agenda was discussed and approved.
3. **Approval of Summary Minutes** - previous meeting minutes discussed and approved.
4. **Students Success Planning Update & Funding Request**
 - goals staying mostly the same, some minor adjustments
 - computational math fluency PD – upper elementary familiar, new to lower. Had PD on this and introducing new tools to teach & monitor
 - reading literacy: have new decodable books, phonological awareness (UFLY)

FUNDING REQUESTS

Balance **\$7,119.00**, however SAC had \$3,000 earmarked to pay invoice for 6 Chromebooks, but vendor just notified Ms Gourlay that those were a gift to the school.

- a) Ms Gourlay requested using the earmarked **\$3,000** to purchase another 6 Chromebooks for the school. Students are hard on them and updates definitely required. **Approved**

- b) Ms. Stulac requesting approximately **\$100 - \$150** for cookie sheets to help organize magnetic letters for each student during literacy activities. **Approved**
- c) Ms Copeman: requesting adding new books to library focuses on supporting English as an additional language at a cost of **\$525. Approved**

5. Principal's Report

- Author 4 author visits very successful, some still planned (some of the authors include Sal Sawlor, Jaqueline Hawsley, Dave Carol, Jan Coates). When Dan Carol comes he will host a whole school assembly about grit and compassion
- Updates on various school assemblies (dance and drumming, equity, flag, lunch monitor)
- Big crunch a success
- STEAM challenges great opportunity, admin team were able to get directly involved in the library
- EAL Code writer (translation tool) – team has been in to help us learn and use
- Maritime Museum Project – Museum & Hawthorn collaboration for grades 3/4 and 4/5 classes to recover, repair and re-set sail a boat that holds GPS to track currents, and pictures/info of the classes who set it out. Coast guard will drop it back in the current when it's ready in hopes it will make it to the UK!
- Changes to Out of Area request process for junior high is a welcome change. It's happening now instead of in August, which alleviates a lot of stress for families
- Successful student-led conferences
- Parent Joel Miller will host 3 more weeks of model club, Chess club ongoing

6. New Business

- **Little Jammerz Glee Club** asking if school is interested in hosting their program (singing and dancing for all ages, hosted over lunch times). \$16/person or \$96 per person total. Ms Gourlay will ask other schools for input on their programming prior to sending to parents.
- Discussion on **school photo** vendor for next year. Agreed to try Paul Adams again who was a great provider.
- **Well Being parent survey** – school wants to ask parents some questions around ways in which parents can contribute (skills/knowledge/workshops etc). Open to other ideas on other questions to ask. Suggestion to get students to generate some questions as well. Ms Gourlay will create a form for review.

Tabled for next meeting:

- SAC grant/new funding
- Regional SAC Expression of Interest
- School Supplies

7. Adjournment

The meeting was adjourned at 7:00 pm.

8. Future Meetings

Monday, May 13 @ 6pm

June – if needed