**Clayton Park Junior High School Advisory Council November 14, 2023, 5:30-7:00pm CPJH**

1. **Call to order:** Chair; call to order 5:32p.m.
2. **Attendance:** Trina Canavan (Principal), Erica Gee (Vice Principal & Ex-Officio Member), James Langille (staff), Phillip Jackson (staff), Meghan Woodhead (chair), Carmit Gonen (parent), Odutope (parent), Ryan (student), Deveshwar (student)
3. **Approval of agenda:** James Langille
4. **Approval of previous meeting’s summary:** Meaghan Woodhead
5. **Business arising from the meeting’s summary:**
6. **Bell Change Proposal**:  
   - The chair of SAC will write a draft letter to HRCE by December 1, 2023. Two proposals were submitted, with the same start time for the school day and lunch. The rationality behind any proposed changes to start time are based on the number of incidents that typically occur during the length of the lunch period. Further, the number of students that are responsible for picking up their siblings at the elementary school adjacent to CPJH is quite large. The number of students waiting, from the elementary school, to meet their older sibling is significant. The first proposal would have the school day end at 3:05 and the second proposal would have the school day end at 3:10.
7. **Equipment Purchased and Board Games (SAC Funds)**:  
   - Some SAC funds were utilized for the purchasing of outside resources (e.g., balls) and inside resources (e.g., board games). $800.00 were set aside for purchasing of outside equipment, and $1000 for board games and other resources for indoor use.
8. **SAC Agreement and By-Law changes**:  
   - The importance of following SAC Agreement and By-Law was highlighted. The SAC Agreement and By-Law are on the CPJH website. Confidentiality emphasized, with the addition of student representatives on SAC. CPJH is a 6-8 school, not a 7-9 school. The agreements and By-Law are reflective of this change. Student representation of SAC is for grades 7-8. Students in Grade 6 will not be able to participate in SAC until Grade 7.
9. **School Student Success Plan (standing item):**

* Focus of the school’s SSP remains on numeracy, literacy and student well-being. Math 8 data is collected on every student. For students below 70%, Math 8 teachers and administration meet to discuss areas of challenge and how to improve teaching practices that will improve student achievement.

1. **New Business:**  
   a. **SAC Funding**

* $1800 was previously approved by the SAC for outdoor equipment and indoor board games/resources.
* $250.00 allocated for Grade 8 math materials (e.g., magnetic integer counters).
* $50.00 allocated for Grade 8 science projects.
* $750.00 allocated for the purchase ukuleles for the Grade 6 music program.
* $2509 allocated for the purchase of literacy texts to be utilized in Grade 7 and 8 ELA classrooms, and EAL programming.
* All measures passed with full agreement.

**Principal’s Report**

**SAC Student Votin**g  
- Congratulatory messages shared with two student representatives of the SAC. The videos and student agency were exceptional and celebrated by the school. Official letters were sent home to the two student representatives.

**Outdoor Space**  
- Tabled for next SAC meeting.

**Breakfast Program**  
**-** Tabled for next SAC meeting.

**Clubs & Activities & Extra Curricular**  
**-** Tabled for next SAC meeting.

**Next Meeting Date**  
- January 9th, 2024

1. **Adjournment 7:07 pm**