

West Bedford High School
SAC MEETING April 10, 2025

Call to Order: 6:04 pm

Attendance:

Sean MacDonald, Allyson MacKay- *Administration*

Sarah Jeans (Co-Chair), Nkem Emezie-Ejinima (Co-Chair) (absent), Funmi Irabor (absent),

Deborah Gilbert- *Parents*

Vanessa Turner, Keith Demone, Rebecca Engram, Peggy MacLean - *Staff*

Conor Amero, Semilore Olaoye (absent), Naira Batra (absent) – *Students*

Guests:

Approval of Minutes from March 6, 2025

Moved by: Rebecca and Allyson

Unanimous approval

Old Business

1. Founding Day:

- a. December 7, 2020 is the day that the ground was officially broken on site.
- b. It is recognized that this is a challenging time to plan a larger community event, with both the holidays, and all the events that surround this, and weather concerns.
- c. It is important that we set a timeline around the creation and establishment of this idea.
 - i. Perhaps we can begin this for next year, where we will have the first set of graduates. This can then be built up each year.
 - ii. This could be incorporated into a Spirit Week set of activities including pep rallies, pancake breakfast, food trucks, evening community events, fundraisers, vendor market, etc.
 - iii. It is suggested that we start with a single evening community event and a set of activities for the week at school.
- d. It is important that we also include West Bedford School as they are part of the same building.
 - i. Sean MacDonald will discuss this with Susan Casev. Perhaps Sean and

Sarah could present where we are and some ideas to their SAC.

2. SAC Innovation Fund:

- a. There has been no information from the Department of Education on if this fund open and available this year.
 - i. We are looking for opportunities to change and update the running and operation of the Breakfast program.

New Business

1. Safe School Strategy: Positive Behavioural Interventions and Supports (PIBS)

- a. This is a DoEECD lead program

- b. This comes at a good time for us here at West Bedford High as we are a new school and have been growing and changing. This will help establish the norms and expectations of our school.
- c. Within this program, all schools must create a mission statement. Staff began this process at the last professional development day. The mission statement must also come to the community (SAC) and students for review and endorsement.
- d. The program also requires the creation of a behavioural matrices which outline the expectation for behaviour in each of the areas of the building, (classrooms, washrooms, hallways, gymnasium, etc.). The expectations are an outline of how we expect each other to behave and treat the space. This is expected to be completed by the end of the school year.
- e. This also aligns with a re-evaluation of the Provincial School Code of Conduct that is to be released prior to the end of the school year.

2. SAC Records Management

- a. E-mail from the DoEECD regarding the rules and regulations around records

- a. I learn from the BOLEED regarding the rules and regulations around records management.
- b. These documents are subject to FOIPOP regulations.
- c. Documents need to be stored for 7 years. We have a Google Drive where all the agendas and minutes in folders by year. There are procedures for the destruction of these files at the end of the 7 years.
- d. Agendas and Minutes need to be published on the website for 3 years.

Principal's Report

- As circulated
- Of note:
 - o We are almost finished Q3, the mid-point of semester 2.
 - o Yearbooks are officially completed for the publisher.
 - o The dismissal at the end of the day when there was a hold and secure went very smoothly. Even with the short notice we were able to make sure that all the students got either to a parent or onto a bus easily and safely.
 - o Hockey coaches are planning to meet with the players to help build a program ready for next year.
 - o The mascot is ready and it should be delivered next week.

