

## Brunswick SCC Minutes

November 7, 2023, 5:15pm

Attendees: Laurel Korbo, Erinn Stoll, Jacey & Mike Bailey, Lisa Burke, Kevin Graham (NESD Board Chair), Jenny Mason, Chandra Gerich, Jodi Allen Corbett, Melissa McFarlane, Virginia Zimmer, Christina Prybylski

Chair: Christina Prybylski

Secretary: Laurel Korbo

Call to order: 5:21pm

Approve minutes from October meeting: Moved: V. Zimmer / Second: E. Stoll

### 1. New Business

#### a. Communications subcommittee:

##### i. Calendar

- can automatically sync Edsby calendar to your google or iCal, and can print.
- Include:
  1. spirit days, fundraiser events, school days off.
  2. QR on poster version in school, eventual newsletter.
  3. Edsby message group with admin to get approval, they will approve and post

##### ii. Newsletter

Version options:

- send via message group to Principal & Vice Principal to approve and they will have it posted
- staff get to know - building community. "my favourite thing at school" "finish this sentence" interview
- article ideas - highlight one thing SCC is part of (picnic, open house). Prides for example was a suggestion from SCC. Report from chair.
- Purpose of SCC is ....
- School should be first to introduce any new things, e.g. pride groups, rather than in the SCC newsletter.
- SCC execs get to know - same interview, definition of roles. (name, position, I joined the SCC because... "\_\_\_")
- first page has key info - dates, Edsby tips, what is SCC
- Edsby tips - put notifications as the Edsby tip for first one

## 1. Admin Report

### School Level Action Plan:

#### Goal: (big ideas)

- 1) Student Engagement - (student-teacher relationships)
- 2) Responsive Instruction - (K-3 math, embedded literacy support in grade 1-6 and grade 4, 7, 9 writing)
- 3) Assessment - (enriched classroom assessment practices)
- 4) School Culture - (well-being in self regulation and employee well-being)
- 5) Internal Processes - (RTI, Sprints, OHS)

### General Information:

- Review the NESD school fees and fundraising guidelines as presented by Stacy Lair NESD Director at AGM
- 3D printing
- Enrolment: 237 students
- Staffing Updates:
  - Olaitan Quadri is our newest EA hire
  - Shelly Craik and Bailey Stevenson are the EA's in Pre-K
- Emergency Response Protocols- we have completed all of our fire drills
- Upcoming-Shelter in place practice and then 2 lockdown practices during the winter
- Halloween Activity: we are intentionally trying to plan opportunities for students to reciprocate community support so initially the plan was to walk through Parkland as part of our Halloween parade-due to unforeseen circumstances, we had to change that at the last minute and we decided to deliver Halloween spirit to neighbors in the area
- Brunswick Prides: Halloween activities including classroom work and Name That Tune, Family Feud, etc. in the gym
- Admin Growth and Development Plan: The NESD had a committee of four principals that re-evaluated the Admin Growth plan. Our staff filled out a survey that indicated what they know about how we fulfill our admin responsibilities; this helps to inform our Professional Growth Plan (PGP) which is a goal we work towards in one of the four areas (Inclusional leadership, Organizational leadership, Strategic leadership and Instructional leadership)
- Building Bridges: feedback from families was really positive-we had 130 responses from families
- Share results
  - what some parents talked about really gave a lot of insight to teachers

- Last year had two totally different formats but it isn't clear if that was recognized
  - How do we collect helpful feedback? (feedback that can help inform our decisions)
  - Division policy
  - Assigned time-students HAVE to be present which changes the types of conversations parents and teachers can have
  - Student Led Conferences are division directed
2. Finance Report- Erinn Stoll
    - a. Our banking is now at Affinity Credit Union, no banking fees for max number of transactions.
  3. Old Business
    - a. Coffee time Nov. 17<sup>th</sup>
      - Front Classroom
      - decide next date at next SCC meeting.
  4. Tabled from last meeting.
    - a. Cultural night
      - Remove from agenda, covered in Strategic plan. Tabled permanently.
    - b. Varying meeting times, conference calls
      - meetings - next meeting December 12th 5:15. Starting February will be first Tuesday of month at 5:15pm (January 9th, Feb 6th, March 5th, April 9, May 7th, June 4th)
      - should we move AGM to June 4th? new parents can be invited when they register. This allows for changes to constitution including # of members. Table this decision to a future meeting.
      - SCC Edsby group only exec, so we can vote. Supplemental minutes would be used for any votes.
      - SCC WhatsApp group for conversations with wider community
      - conference calls - keep to only exec members when can't attend.
  5. New Business
    - a. Secretary and Communications team
    - b. Fundraising - clothing store, new logo? JBN promotions can do it with an online store. Cost to SCC to make the logo is \$25. Can it be ready for Christmas?

- Motion by L. Korbo: to set up a JBN store and pay up to \$40 one time fee. Second V. Zimmer. Carried.

Meeting Adjourned: 8pm

Next Meeting: December 12th 5:15pm.