

Admiral Westphal Elementary School

School Advisory Council

October 6th 2026

Meeting Minutes

Item	Discussion
1	Call to order: 6:00 PM
2	Attendees: Nick MacDonald, Jennifer Redman, Jennifer Polegatto, Seanna Morton.
3	Approval of the agenda
4	SAC formation(By laws & Letter of agreement) -The group reviewed the SAC By laws and Letter of Agreement. -Meetings were scheduled for the first Tuesday of each month at 6:00PM. Meetings will alternate between in-person and virtual.
5	Principals Report -School Improvement Plan - Nick shared about the School Improvement Plan. Staff are currently collecting data through math and literacy assessments. A key focus in math will be subtraction skills and strategies. In literacy, we have been focusing on assessing students to determine our area of focus. As part of our plan we will also be attending to well-being by conducting a micro-survey with students. The survey will gather information on how students feel about being at school. This, as well as attendance data, will inform our focus in the area of well-being. -Staff will be planning a whole-school, cross-age activity focused on the Seven Sacred Teachings. -The Grade 6 Assessment has shifted to an online platform and will be conducted in late October/early November. -We will be going on a whole school apple picking trip on October 13th. -There is currently approximately \$9000.00 in the SAC account. The group discussed the criteria for spending SAC funds.
6	Other
7	Next meeting: Tuesday, November 3rd, 6:00 PM (Virtual)
8	Adjournment: 6:50 PM

