

SCHOOL ADVISORY COUNCIL (SAC)

MEETING MINUTES

Ross Road School

Date: September 23, 2026

Location: Ross Road School

Time: 6:00 p.m.

ATTENDANCE

Present:

Jeff Meaney, April Scudder, Val Acquoi, Shannon Patterson, Wendy Bracket-Hill, Cooper Mont, Cartieo Downey, Amanda Frost, Sarah Keddy, Claire Barré, Liana Fields (virtual)

Regrets:

Renise Cain, Matt Stickland

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

1.1 Call to Order

The meeting was called to order by Jeff Meaney, who welcomed members and provided an overview of the School Advisory Council's purpose and responsibilities for the upcoming school year.

1.2 Land Acknowledgement

We acknowledge that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq. The Treaties of Peace and Friendship cover this territory.

We acknowledge that people of African ancestry have been in Nova Scotia for more than 400 years.

2. APPROVAL OF MINUTES

Minutes from the final meeting of the previous school year were reviewed.

3. APPROVAL OF THE ORDER OF BUSINESS

The agenda was reviewed and approved as presented.

4. BUSINESS ARISING OUT OF THE MINUTES

4.1 Review of SAC Mandate and Responsibilities

Members reviewed the School Advisory Council mandate and responsibilities as outlined in the Education Act. Discussion focused on the role of SAC as an advisory body that supports student success and school improvement while strengthening school-community partnerships

4.2 Review of Governance Documents

The committee reviewed current SAC governance documents, including the bylaws and SAC agreement. It was noted that the most recently approved bylaws were signed in 2021. Members discussed proposed revisions intended to better reflect the realities of council membership and attendance.

Topics discussed included:

- Representation of stakeholder groups within SAC.
- Challenges in achieving quorum under the current structure.
- A proposal to require representation from three of four stakeholder groups rather than all four groups.
- Membership categories and voting eligibility.
- Increasing flexibility in membership while maintaining diverse representation.
- The potential use of electronic voting for future elections and decision-making.

No concerns were raised regarding the proposed direction. The bylaw revisions will return for further consideration at a future meeting.

5. REPORTS / DISCUSSION

5.1 Membership and Vacancies

Members reviewed current vacancies and recruitment efforts.

Updates included:

- Two parents responded to the call for SAC membership.
- Efforts will continue to ensure representation from a variety of school communities, including French Immersion families.
- Student representatives will be recruited prior to the next meeting.
- If more student applications are received than available positions, a student election process will be implemented.

Members discussed the importance of ensuring SAC membership reflects the diversity of the Ross Road School community.

5.2 SAC Priorities and Community Engagement

Members discussed the importance of SAC taking an active role in supporting school initiatives throughout the year.

Potential areas of focus included:

- Community partnerships.
- School advocacy initiatives.
- Grant opportunities.
- Support for student programming.
- Resource acquisition and fundraising efforts.

Members agreed that SAC's work should extend beyond regular meetings and include meaningful action that supports student success.

5.3 Principal's Update

New Elective Programs

Principal shared updates regarding new elective opportunities available to students, including:

- Food and Nutrition
- Textiles

- Child Studies

These courses provide students with increased hands-on learning opportunities; however, additional resources and materials are required to fully support programming.

Food Lab and Program Development

The school has received approximately \$4,000 in one-time funding to support:

- Food lab development
- Textiles programming
- Consumable supplies required for student learning

Home & School has also committed support toward establishing the food lab. Members discussed ways the SAC may assist by identifying partnerships, donations, and community supports.

Community Donations

Members discussed opportunities for community donations to support programming.

Suggestions included:

- Fabric donations for the Textiles program.
- Repurposed clothing and materials.
- Continued communication with families regarding resource needs.

The committee agreed that voluntary donations can be an effective way to support programming provided all students continue to have equitable access to learning opportunities regardless of their ability to contribute.

School Improvements

The Principal shared several positive updates, including:

- Completion of numerous long-standing maintenance work orders.
- Summer improvements and repainting projects.
- Provincial professional learning related to school safety and workplace violence prevention.

Graduation Photos

A discussion was held regarding previously displayed graduation photographs.

The Principal explained that photographs had been removed for painting. To reflect privacy and consent considerations associated with displaying historical student photographs, photos will not be displayed moving further.

5.4 School Improvement Planning and Budget

Preliminary discussion occurred regarding school improvement planning priorities for the year.

The school budget had not yet been received at the time of the meeting. Members discussed:

- Funding challenges faced by schools.
 - The need to support field trips and extracurricular opportunities.
 - Exploring grants and other funding sources to support school initiatives.
 - Potential SAC involvement in identifying funding opportunities.
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6. WORK PLAN PRIORITIES

Members discussed developing a focused SAC work plan that includes practical initiatives supporting students, families, and school programming.

Potential future priorities include:

- Grant writing and funding opportunities.
 - Community partnerships.
 - Student programming supports.
 - School improvement initiatives.
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7. NEXT MEETING

Upcoming Meeting Dates

The SAC agreed to meet on the second Wednesday of each month:

- October 14
- November 18

- December 9 (tentative)
- January 13
- February 10
- March 10
- April 14
- May 12
- June 9

Items for Next Meeting

- Election of Chair, Vice-Chair, and Secretary.
- Review of proposed bylaw amendments.
- Recruitment of student representatives.
- Home & School update.
- Funding and grant opportunities.
- School Improvement Plan discussion.

8. SUMMARY & NEXT STEPS

Key Decisions & Updates

- Governance documents and proposed bylaw amendments were reviewed.
- Membership recruitment remains ongoing for parent and student representatives.
- Members expressed support for a more active SAC role in school initiatives and community partnerships.
- Support for new elective programming emerged as an area of interest for future SAC involvement.
- School improvement planning and funding opportunities will remain ongoing discussion items. [\[minutes SA...Sept.docx | Word\]](#)

Action Items

Action Item	Responsibility
Follow up with prospective parent representatives.	Principal
Recruit and orient student representatives.	Principal
Review proposed bylaw amendments before the next meeting.	SAC Members
Explore funding opportunities, grants, and community partnerships.	SAC Members
Bring Home & School updates to the next meeting.	Home & School Representative

Information in the action items is based on discussions and next steps identified during the meeting.

9. ADJOURNMENT

The meeting was adjourned following completion of the agenda.

Submitted by: _____

Approved by SAC on: _____