

# **Rocky Lake Elementary – SAC November Meeting Minutes**

Date: 19 November 2025

Chair: Maria Gallo (Interim Chair)

Attendees:

- Maria Gallo
- Ivan Skeete
- Kristopher Kohler
- Tabitha Wadden
- Kyla-Rae Burry
- Lisa MacIsaac

Regrets: Heather Collins, Heather Day, Dayle O'Neil

## **1. Opening Remarks**

Maria Gallo welcomed attendees and confirmed the meeting would be kept on time.

Ivan Skeete checked the audio and confirmed everyone could hear clearly.

Maria confirmed that the meeting minutes from September's meeting were accurate

## **2. Agenda Review**

Maria asked if there were any additional items to include at the start rather than under AOB.

No new items were proposed at this stage.

## **3. Discussion Points**

### **3.1 Traditional End of Year Ceremony**

Kristopher Kohler suggested including a traditional ceremony.

Ivan Skeete supported the idea, noting it would be a positive addition, but very difficult to carry out effectively with 315 students. He would rather see that energy be spent on something else.

Tabitha Wadden agreed, emphasising that a keepsake for students is more important than a formal stage walk at Grade 6.

Consensus:

- No formal graduation walk for Grade 6.

- Focus on creating memorable keepsakes and photos.
- Consider a photo booth with props for fun and celebration.

### **3.2 Writing, Fact Fluency, and Well-being**

Writing:

- Discussed the importance of maintaining strong writing practices across grades.
- Emphasis on supporting students with structured opportunities for creative and non-fiction writing.

Fact Fluency:

- Highlighted the need to reinforce numeracy skills and fact fluency, particularly in foundational years.
- Suggested integrating short, engaging activities to build confidence and speed in basic maths facts.

Well-being:

- Acknowledged the significance of student well-being as a priority.
- Proposed continuing initiatives that promote mental health, positive school culture, and family engagement.

### **3.3 Timing of Next Meeting**

Ivan proposed waiting until January for the next meeting unless urgent teacher requests arise.

All attendees agreed.

### **3.4 Action on Bylaws**

Maria committed to reviewing former bylaws and quorum requirements.

Proposed updates will be presented at a future meeting.

## **4. Decisions Made**

- No Grade 6 stage walk; instead, provide keepsakes and photo opportunities.
- Next meeting tentatively scheduled for January (subject to teacher requests).
- Maria to review bylaws and quorums before the next meeting.
- Continue focus on writing, fact fluency, and well-being initiatives.

## 5. Action Items

Action	Responsible	Deadline
Review former bylaws and quorum requirements	Maria	Before next meeting
Gather teacher requests for agenda items	Ivan	Ongoing
Plan for keepsake/photo booth ideas	SAC Committee	Before year-end
Develop strategies for writing, fact fluency, and well-being	Teaching Staff	Ongoing

## 6. Closing

Maria thanked everyone for their time and contributions.

Meeting adjourned slightly over time.

Next meeting: January (tentative).