

Nabnasset School

School Advisory Council

Meeting Minutes

Meeting date	December 18, 2023
Time	4:00PM
Location	Conference Room
Members present	Nina Balfe-principal Nancy Boutet-community member Dana Riegert-parent Michelle Srebnick-Kindergarten Teacher Megan Blanchard-2nd Grade Teacher
Discussion summary	Agenda item #1 Approval of October SAC Meeting Minutes, public comment
	Agenda item #2 -School update: <ul style="list-style-type: none">a. Conferences-15 minutes was better than 10. Prefer the half day to a day off. Parent questioning time of year for conferences, November versus December? Going to explore different ways to have parents sign up. Would prefer families to sign up with adult email rather than child's email address.b. Wish Foundation Clothing Drive-Will be open to all in January.<ul style="list-style-type: none">-possibly each second grade class will be assigned to a lower grade classroom to collect donations from.c. Westford Food Pantry donations were dropped off in December. There will be 3 total collections this year through SPIRIT Classes. First grade focussing on teamwork and will sort goods collected in SPIRIT Classes with Mrs. Lauren Whitehead.<ul style="list-style-type: none">-Have Lauren/parent send digital flier to teachers and add due dates to Nab Activity Calendar.d. Yearbook-Valery Young and Dana Riegert<ul style="list-style-type: none">-Team will connect in January of 2024 to begin planning-Idea of having teachers add photos to Google Drive by grade level. Decide on the amount of pictures each teacher should submit and types of pictures (enrichment, community activities, etc) Nina to remind teachers in Nab News to submit pictures-Second grade students will compete for design cover.

	<p>e. DEI School Based Committee met in November. Will meet this Thur. 12/21, in February and again in April. The team currently is: Deb Quinn, Tori Thompson, Alicia Evans, Carolyn Jerzylo, Susannah Grady and Nina Balfe. We are infusing the work from the district DEI Committee into our buildings and continuing to move forward with our initiatives in the SDIP. This committee will work to follow our SDIP through the examining school based initiatives (in the DEI report card).</p> <p>f. The next PTO meeting is on 1/5/24 from 10-11 virtually</p> <p>g. Hoping to run Clubs next year.</p> <p>-District is in the process of gathering information</p> <p>-Information to run will go out in early fall 2024.</p>
	<p>Agenda item #3 - Begin to review our School Improvement Plan and what we have accomplished</p> <p>-Reviewed and discussed Goal #1 :We will increase the knowledge of diversity, equity and inclusion, as well as implement instructional practices to meet the needs of all students in order to strengthen a sense of belonging of all staff and students.</p> <p>-Our IST Meetings are being run consistently 1-2 Wednesdays per month with three 20 time slots available to teachers. The IST Team consists of 8 standing members.</p>
	<p>Agenda item #4 - Other/Questions</p>
Actions taken	N/A
Action items	
Agenda items for next meeting	
Motion to Adjourn	Time: 4:40