

# Highland Park Junior High School

## School Advisory Council (SAC)

### Meeting Minutes – October 8, 2026

**Meeting Time:** 6:00 p.m. – 7:10 p.m.

**Call to Order:** 6:05 p.m.

#### 1. Welcome and Introductions

The meeting commenced with introductions of returning and new council members, including student representatives. Meeting norms and expectations were discussed. Moving forward, agendas will be circulated in advance of monthly SAC meetings.

#### 2. Student Enrolment and Staffing

Current student enrolment stands at **158 students**, with two homerooms per grade level, including one additional homeroom for the 2026–2027 school year.

Staffing updates included:

- Mr. Macneil is on paternity leave, with Mrs. Alexandra Bray serving as Acting Vice-Principal.
- Ms. Joanne Coxon is now fully allocated to HPJH as School Counsellor.

#### 3. Student Recognition and Student Voice

HPJH continues to recognize students through its weekly **Dragon of the Week** initiative and monthly celebrations honouring three students per homeroom for school spirit, academic improvement, or acts of kindness.

The importance of student voice was emphasized, with student representatives encouraged to share the concerns, ideas, and perspectives of their peers.

#### 4. Student Well-Being and School Initiatives

The school's lunch program continues to be successful. Grade 7 students are transitioning well into the new academic year, with ongoing support provided to ensure positive transitions across all grade levels.

The Student Leadership Group is expected to commence this school year, providing additional opportunities for student engagement and leadership development.

#### 5. Community Engagement and Field Trips

HPJH continues to strengthen partnerships with community organizations to enhance student experiences.

- **Terry Fox Run:** Successfully completed.
- **Upcoming Field Trip:** Milk Fair.

## **6. Athletics and Extracurricular Activities**

Athletics remain an important part of student life, with opportunities including soccer, cross-country, volleyball, basketball, and flag football. The possibility of introducing a hockey program was also discussed.

Our parent representative recommended providing families with advance notice of sports opportunities through school memos or email to encourage participation.

## **7. Communication and Family Engagement**

The importance of consistent communication between families, teachers, and school administration was reinforced. HPJH remains committed to maintaining open communication to support student achievement and family engagement.

## **8. SAC Membership and Bylaws**

The council continues to recruit new members to encourage broader school community representation. Existing SAC bylaws will also be reviewed.

## **9. SAC Funding and Proposed Initiatives**

Available SAC funding will be allocated as needs arise. Potential initiatives identified for consideration include:

- Annual ski trip, weather permitting.
- Grade 9 skilled trades field trip.
- Purchase of a school podium, pending quotes.
- Grade 9 closing celebration.

Funding decisions will be considered as needs and associated costs are determined.

## **10. Future SAC Meetings**

Future meeting dates will be communicated to members via email.

**No SAC meetings will be held in December 2026, March 2027, or June 2027.**

## **11. Action Items and Follow-Up**

| <b>Action Item</b>   | <b>Follow-Up</b>                     |
|----------------------|--------------------------------------|
| Meeting Agendas      | Circulate in advance of meetings.    |
| Sports Communication | Explore advance notices to families. |
| SAC Membership       | Continue recruitment efforts.        |
| SAC Bylaws           | Review existing bylaws.              |

School Podium Needed Obtain pricing quotes.

SAC Funding                      Review requests as needs arise.

Meeting Schedule              Circulate future dates via email.

## **12. Adjournment**

There being no further business, the meeting was adjourned at **7:10 p.m.**

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