

Crichton Park School

49 Lyngby Avenue, Dartmouth, Nova Scotia B3A 3V1

Telephone 464-2503 Fax: 464-2770

Principal: Ms. Suzanne Hawkes

Vice-Principal: Mrs. Tracy MacDonald

E-Mail: crichton@hrce.ca

Website: www.cps.hrce.ca

SAC Minutes for September 26, 2024 prepared by Suzanne Hawkes and Tracy MacDonald.

Present: Jackie Spiers, Megan Rolle, Julia Colpitts, Mary Emma Murphy, Rhonda Gibson, Suzanne Hawkes, Jane MacKay, Tracy MacDonald, Nicole Blanchard-Segal

Regrets: Kathleen Hopkins, Nancy Bray

Additional participants attending: Brandy Nagy

Call to Order (names and time): Jackie Spiers called the meeting to order at 3:38 pm.

1. Role of SAC and Membership - Reminder and Discussion:

From SAC handbook: <https://www.ednet.ns.ca/docs/sachandbook.pdf>

- Provide advice (under legislation - Education Act) to our principal and the HRCE on issues related to our school and the school system to improve school performance and student success.
 - o active participants in the school improvement planning process, also known as the Student Success Planning process:
 - § participate in efforts to improve student achievement and well-being by regularly receiving information on the school improvement plan and monitoring progress.
 - § determine spending priorities for the provincial funds allocated to support our SAC mandate, including student achievement, according to the terms of our SAC Agreement
- Membership:
 - o minimum of five members, maximum of 18
 - o must include representation from the following membership groups:

§ parents/guardians

§ school staff includes teachers and support staff

§ community members

- minimum of two students are required on SACs for grades 7–12
- no single group can make up more than one-third of the SAC membership, unless it is otherwise specified in the agreement
- principals (or their designates) are non-voting members
- Efforts should be made to ensure council membership reflects the diversity of the community served by the school. This includes, but is not limited to:
 - § African Nova Scotians
 - § Indigenous peoples
 - § other racially visible persons
 - § persons with disabilities

CP current membership (see CP SAC Bylaws and Letter of Agreement)

Role	Name	Date joined SAC
Principal (non-voting)	Suzanne Hawkes	N/A
Parent Representatives	Jackie Spiers (Chair)	2022/23
	Megan Rolle	2023/24
	Nancy Bray	2023/24
School Staff	Julia Colpitts (teacher)	2024/25
	Mary-Emma Murphy	2023/24
	Rhonda Gibson	2023/24
Community Members	Kathy Hopkins	2024/25

	Nicole Blanchard	2024/25
	Jane MacKay	2023/24
Grade 6 students (attends on request of SAC Chair)	TBD	
Community members representing school community diversity. (non-voting, attend on request of SAC Chair)	TBD	

Review of meeting summary from June 20/24: Motion to approve by Rhonda Gibson and seconded by Mary-Emma Murphy.

Business arising from last meeting:

- *Painting Existing Benches as Buddy Benches-student ideas were collected; Megan will provide sander and wash; date will be selected dependant on weather; small group of volunteers will paint two benches*
- *School Garden-update to be included in upcoming school newsletter*
- *Upcoming Meeting Dates-see below*

Student Success Plan:

Literacy Goal: We will improve achievement in literacy for each of our students, with a specific focus on our students of African and/or Mi'kmaw/Indigenous ancestry.

Draft Cycle One

- P-6: to intentionally and explicitly teach reading and writing genres through mini lessons during Readers' and Writers' Workshop
- P-2: prepare for updated curriculum focus (specifics TBD)
- 3-6: to develop a responsive phonics/spelling/word study to complement the previous P-3 phonics instruction

Mathematics Goal: We will improve achievement in mathematics for each of our students, with a specific focus on our students of African and/or Mi'kmaw/Indigenous ancestry.

Draft Cycle One

- Intentionally gather evidence of learning for fact fluency and use this evidence for *daily* planning and small group instruction.

Well-being Goal: We will improve well-being at our school for each of our students, with a specific focus on our students of African and/or Mi'kmaw/Indigenous ancestry.

Draft Cycle One

- Increased communication with families about ways we are aiming to be culturally responsive to increase awareness that this is an intentional focus.
- Develop positive and supportive relationships with, and in response to, each student in our class/school to enhance our cultural responsiveness.

**discussion about including flexible seating (rocking chair) as an item the SAC could support*

Admin Report

- Introduce new staff (Brandy Nagy, Holly Campbell, Kate Cummings, Erica Rinaldo, Janice Fraser, Anna-Maria Galante)
- Class configurations - 13 classes P-6, 2 classes PP
- Review SAC balance and recent purchases to support Literacy/Math
- Healthy Hunger options until end of October
- School Lunch Program Update-begins end of October
- Truth and Reconciliation Day (Sept 27 Assembly)
- Panda Award Assemblies-monthly
- RWM6 assessments Oct 2-18 (2, 3, 9, 10)
- PD Day Oct 11
- Picture Day September 24th and Make-up day October 22nd
- Student Leadership Gr. 6
- Cross Country Gr. 4-6
- Terry Fox Walk/Run Sept 25 (26)
- Communication Plan (monthly newsletter and School Messenger as needed)
- Review upcoming HSA meeting dates and HSA events
- HSA fundraising (School events, Wrapping Paper, Soup, Rafflebox)

New Business:

- Discussion re priority actions for the 2024/25 school year-*deferred to next meeting following opportunity for Jackie to reach out to parents/guardians and host a dialogue with interested SAC members and parents/guardians to further discuss the ideas we heard in our Family Survey*
- Review Letter of Agreement and SAC Bylaws

Check in – key message from this meeting to the school community?**Included in October Newsletter:**

- The SAC had a great first meeting last week. We are committed to representing the diversity of our school community and in October we will host a dialogue with interested SAC members and parents/guardians to further discuss the ideas we heard in our Family Survey. We invite you to share your ideas or to be a part of this dialogue. Email: hrce-sac-crp@gnspes.ca
- One of our SAC community members has been inspiring our school garden! A group of our students planted potatoes in the Spring which were then donated to Margaret's House in September. Additional members of the SAC helped water over the summer and planted annuals in our front garden. We are excited to continue to nurture school spaces to be welcoming and supportive.
- Reminder that our SAC meetings are open to all parents and guardians. Our next virtual meeting is November 14th at 3:30 pm. Reach out at any time if you are interested in attending at hrce-sac-crp@gnspes.ca.

Adjourned (name and time): Motion to adjourn by Tracy MacDonald at 4:36 pm.

Upcoming Dates:

November 14, 2024 (this rescheduled to Nov. 21/24)

January 9, 2025

February 20, 2025

April 24, 2025

June 12, 2025

