

Crichton Park School

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Principal: Ms. Suzanne Hawkes

Vice-Principal: Mrs. Tracy MacDonald

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SAC Minutes for November 21, 2024 prepared by Suzanne Hawkes and Tracy MacDonald.

Present: Jackie Spiers, Julia Colpitts, Mary Emma Murphy, Rhonda Gibson, Suzanne Hawkes, Tracy MacDonald, Kathleen Hopkins, Nancy Bray

Regrets: Megan Rolle, Nicole Blanchard-Segal, Jane MacKay

Call to Order (names and time): Jackie Spiers called the meeting to order at 3:37pm.

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 September 26/24: Motion to approve by Rhonda Gibson and seconded by Kathy Hopkins.

Business arising from last meeting:

- Painting existing benches as buddy benches-*defer to the Spring due to weather and temperature*

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.

Cycle One

- P-2: connect and model what is learned during phonics instruction during reading and writing workshop
- 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.

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.

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.

Admin Report

- Reviewed Student Success Plan goals and strategies-Cycle One reflection and plans for Cycle Two
- Pre-Service (Student) Teachers started Nov. 12 and will return throughout year with a long block in April
- HSA Event Nov. 21-Board Room Cafe
- Documented Adaptations will be sent Nov. 22 through Edupost
- Assessment & Evaluation Day Nov. 22, no school for students
- Coastal Dance School Trip Nov. 27-two groups attending 10 and 12pm shows
- Reports will be sent home through Edupost Dec. 3
- Progress Conferences Dec. 5 (online booking) 1-3 pm, 5:30-7:30pm
- December Concerts Dec. 11/12 (13) 1:30, 2 tickets (expecting risers)
- Shared LM3 Results (Gr. 3 Assessment results)

New Business:

- School Lunch Program Update- *improvement over time; admin provides regular feedback which is resulting in responsive changes; student feedback about food has been increasingly positive for most options; some concern over food waste; mary-Emma shared a parent willing to share recipes from the Nigerian Culture Centre*
- 2024-25 SAC Priorities-

- *1-nurturing ways to ensure Crichton park Elementary is welcoming for all; further discuss ways to include the voices of families new to canada; possible event in March (Nutrition Month) that encourages students to share a favourite 'comfy' food from home (i.e., food fair?);*
- *2-Raise awareness of digital literacy and online safety and its impact on mental health, body image, etc.-Suzanne will communicate with HRCE supports (i.e., technology integration team) to ask about resources for parents/guardians, C3P has resources and lesson plans for K-8 which we can share with our HRCE team for review; Suzanne will reach out to Liaison officer (HRP) regarding information for parents and/or presentations available for students*

Check in – key message from this meeting to the school community?

Included in December Newsletter:

- School Lunch update-ways to support positive mindset toward trying new foods
- Reminder that our SAC meetings are open to all parents and guardians. Our next virtual meeting is January 9th at 3:30 pm. Reach out at any time if you are interested in attending at hrce-sac-crp@gnspe.ca.

Adjourned (name and time): Meeting adjourned by Suzanne Hawkes at 4:28 pm.

Upcoming Dates:

January 9, 2025

February 20, 2025

April 24, 2025

June 12, 2025