

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 June 12, 2025 prepared by Suzanne Hawkes

Present: Jackie Spiers, Julia Colpitts, Mary Emma Murphy, Suzanne Hawkes, Nancy Bray, Megan Rolle, Jane MacKay, Nicole Blanchard-Segal, Tracy MacDonald, Kathleen Hopkins

Regrets: Rhonda Gibson, Brandy Nagy

Call to Order (names and time): Jackie Spiers called the meeting to order at 341: 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 April 24/25: Motion to approve by Julia Colpitts and seconded by Nancy Bray.

Business arising from last meeting:

3.1 INTERNET SAFETY:

- Grade 6 Survey results
- Parent survey results
- Parent presentation
 - *Suzanne shared trends noted in the Online Safety survey to Grade 6 students and parents.*
 - *Jackie will compose a message for the broader school community to share trends and plans for next steps.*

3.2 Use of remaining SAC funds:

- Update on purchases since last meeting - Suzanne
 - *Garden boxes, rain barrels, soil purchased and vegetables and flowers being planted. Some plants were donated by 3/4 Nagy and some by members of the SAC and a community member.*
- Paint buddy Bench

- *Megan, Jackie and Jane will aim to do this in June.*

- Bean Table

- *Purchased using remaining funds for our Elementary Literacy Support Teacher.*

- Photographer for next year – Adams

- *Picture day dates to be determined.*

- Class pictures from this year - Pineapple

- *Class pictures were provided and sent home with students.*

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 Three

- *Gain a better understanding of writing structures through the use of mentor texts and explicit teaching.*

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 Three

- *Emphasize explaining/showing strategies/math thinking to justify the answer.*

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 Two

- A weekly Social Goal aligned with our draft positive behaviour matrix will be on announcements daily as well as encouraged and repeated in classrooms (circle time and daily interactions), hallways and on the playground by all adults at Crichton. It will also be posted in key areas.

Admin Report

- Feedback gathered from SAC, Home and School and Parents/Guardians for draft values statement and behaviour matrix informing final draft due June 30/25.
- Gaga Ball Pit plans to build June 22/25 weather permitting.
- Spring Fair raised over \$7000 and was considered successful.

New Business:

- Review draft Provincial Code of Conduct.
- Incident data reviewed by grade, nature of incident, location, time of day and response/consequence.
- Chair for next year - Nancy Bray
- Returning members - all members intend to return if still at CPS.
- Looking into the possibility of newer desks to replace some in upper elementary.
- Current enrollment for 25-26 school year is 314, 12 classes P-6 (this will be reassessed following summer registration).
- Discussed temperature in some classrooms during hot weather.

Adjourned (name and time): Meeting adjourned by Kathleen Hopkins at 4:35 pm.

**Upcoming Dates:
September 25, 2025**

