

Crichton Park School

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Principal: Ms. Suzanne Hawkes

Vice-Principal: Mrs. Tracy MacDonald

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SAC Minutes for June 12, 2025 prepared by Suzanne Hawkes

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

Regrets: Megan Rolle, Kate Cummings

Call to Order (names and time): Nancy Bray called the meeting to order at 3:30 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	Nancy Bray (Chair)	2022/23
	Megan Rolle	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 Blancahrd-Segal	2025/26

	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	

Approval of Agenda by Kathleen Hopkins.

Review of meeting summary from June 12/25: Motion to approve by Julia Colpitts and seconded by Nancy Bray.

Business arising from last meeting:
n/a

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

- Build effort, stamina and enjoyment of writing/composition.

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

- Gathering and responding to evidence of learning daily during Computational Fluency Block.

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

- Intentionally cultivate safety, comfort, and connection in our school.

Admin Report

- Introduce new staff (Yuan Xie, Angela Yochoff, Amanda McCrae, Firoozeh Sarhadi, Julianne Hooper)
- Class configurations - 12 classes P-6, 1 class PP, 2 LC - 309 students
- Review SAC balance \$1252.52 and recent purchases to support Literacy/Math (Kate request)
- Changes to school websites-school email only; removal of staff directories
- Truth and Reconciliation Day (Sept 26, Sept 30)
- PD Day Sept 29 - Literacy and Getting to Know our Learners
- Panda Award Assemblies-monthly
- RWM6 assessments Oct 6-21 (7, 8, 15, 16)
- School Lunch Program Update - new company, containers, food feedback
- Picture Day September 17th and Retake Make-up day October 30- positive feedback
- Short Cycle Planning (staff collaboration and determining next steps)
- Gr. 3 results RWM3 - Overall Reading 79% meeting, Overall Writing 43%, Overall Math 89%
- Student Leadership Gr. 6 (Garden, Announcements, Assemblies, upcoming Food Drive, Playground Helpers)
- Cross Country Gr. 4-6 Oct. 9th after school meet
- Terry Fox Walk/Run \$2500 raised
- School Clothing upcoming (Suzanne will request best quality screening which depends on number ordered)
- Communication Plan (monthly newsletter and School Messenger as needed)
- Review upcoming HSA meeting dates and HSA events
- HSA fundraising (School events, TBD, Rafflebox)
- Curling Tickets- Nov 24-26 - by lottery

New Business:

- Grade 6 member (*pending how to include a student*)
- Community member (*Jackie Spiers contacted a possible member*)
- SAC Priorities (*safe school environment, online safety, fine arts opportunities; Suzanne will consult staff regarding ways SAC can support SSP*)
- Innovation Fund Application (*SAC members will review ideas that were successful in the past and Suzanne will consult staff for additional input; review parameters at November meeting*)
- Newsletter (*raise profile through SAC monthly contribution in addition to School Messenger*)
- Action Item (*Bean table to be purchased for Resource Room to enhance small group instruction in Literacy and Math*)
- Funding (*Discussed possible upcoming purchases such as rocking chairs, white boards*)
- Key Dates (*Decision to cancel Paul Davis due to scope of presentation; Suzanne will share information with Supervisor and Schools Plus; April 13/26 still booked for SAC to provide a parent session about online safety*)
- Meeting Dates determined (*see below*)

Adjourned (name and time): Meeting adjourned by Mary-Emma Murphy at 4:43 pm.

Upcoming Dates:

November 6, 2025

January 8, 2026

February 5, 2026

April 16, 2026

June 4, 2026