# Crichton Park School

**49 Lyngby Avenue, Dartmouth, Nova Scotia B3A 3V1 Telephone:** 464-2503

**Principal:** Ms. Suzanne Hawkes | **Vice-Principal:** Mrs. Tracy MacDonald

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## SAC Meeting Minutes: Sept 24, 2026

**Prepared by:** Suzanne Hawkes

**Call to Order:** Nancy Bray called the meeting to order at **3:31 PM**.

**Present:** Belinda Cleversey, Suzanne Hawkes, Nancy Bray, Mary-Emma Murphy, Rhonda Gibson, Tracy MacDonald, Nicole Blanchard-Segal, Megan Rolle, Jessica Murray

**Regrets:** Jane MacKay

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## 1. Role of SAC and Membership

The council reviewed the mandate from the SAC Handbook. Key responsibilities include:

- Providing legislative advice to the Principal and HRCE to improve school performance.
- Active participation in the **Student Success Planning (SSP)** process.
- Determining spending priorities for provincial funds.

Membership Update:

- **Vacancy:** new community member

## 2. Approvals and Business Arising

- **Agenda:** Approved by Rhonda Gibson and Nicole Blandchard-Segal.
- **Minutes (June 24, 2026):** Approved by Rhonda Gibson; seconded by Mary-Emma Murphy.

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## 3. Admin Report (Suzanne)

- **Financials:** Current SAC balance is $155.86 reserved for writing cart replenishment; expecting $5325 added with the 26-27 SAC Grant.
- **Student Success Plan:** Strategies to be determined during upcoming Professional

Learning Day on September 25. The SSP maintains a specific focus on improving achievement and well-being for students of African and/or Mi'kmaw/Indigenous ancestry.
- **HSA Update:** Successful Ice Cream Social including addition of school water bottle stickers and show charms.

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## 4. Priorities (Nancy)

- SAC will review priorities & action items at the next meeting; noted priorities align with the Student Success Plan.

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## 5. HRCE Feedback (Nancy)

- Reviewed feedback was sent to HRCE April 16/26 as well as response from HRCE.
- Will discuss Fall feedback submission at the next meeting.

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## 6. New Business

- **Releasing Writers (Self Regulated Strategy Development):** Motion to commit $3,000 toward release time so staff can learn more about the implementation process and next steps. Two Learning Support Teachers will be trained using Book Bureau funds to support this process. *Motion to commit these funds by Nancy Bray, approved by Mary-Emma NMurphy and seconded by Nicole Segal-Blanchard.*
- **Let's Grow:** Suzanne will share information with the School Counsellor to use and share as appropriate with staff to support student wellbeing (i.e., anxiety).
- **Mental Health Resources:** Discussion about sharing information about community resources with parents/guardians (i.e., email, pamphlets).
- **Other items discussed:** Mary Emma provided positive feedback about the front garden and shared she is using it as an opportunity to promote a growth mindset and encourage community involvement. Megan also provided positive feedback about school communication. Nancy asked for an expression of interest for the Chair position for next school year.

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## 7. Action Items

- Chair to write a brief insert for the next school newsletter. The insert will introduce the SAC and include an invitation to upcoming meetings, along with the meeting dates.
- Suzanne to include instructions for accessing PowerSchool App in upcoming newsletter.
- Suzanne and Tracy will prepare a slideshow for the October meeting that includes incident data, attendance data, and available achievement data.

- Nicole Segal-Blanchard will share a suggested list of community mental health resources to be shared with families.
- Post on Crichton Park Facebook page for Community Member (Nancy)
- Make inquiries about interest in being Chair next year. (Nancy)
- Adjust ByLaws with updated dates for end of terms. (Suzanne)
- Sign ByLaw document. (Nancy)
- Draft input for fall HRCE feedback submission. (Nancy)

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## 8. Closing and Adjournment

- **Adjourned:** 4:28 p.m. by Nancy Bray.

**Upcoming Meeting Dates:**

- October 29/26, November 26/26, February 4/27, April 29/27, May 27/27.