

## **School Advisory Council (SAC) Meeting Minutes (DRAFT)**

### **Colby Village Elementary School (CVES)**

May 14, 2025, 6 pm

Attendance: Naomi Kelloway (Acting Principal), Nicola Babstock (Staff), Felicia MacRae (Chair), Heather Neish (Secretary), Joyce Diamond, Paul Bailey, Jacqueline Holland, Jenny McCarthy, Amanda Crabtree

Regrets: Tara Tanton

#### **1. Meeting called to order**

- A. Crabtree and N. Kelloway added items to Agenda.

#### **2. New Business**

##### **a) Field Trips**

- All classes will attend a field trip before the end of June. PTO covers the cost of the buses. Chaperones require a valid criminal and vulnerable sector check. They are effective for 3 years and must be approved within 3 months of volunteering at the school. Links to the checks are on the school website. Fees may be waived with an email from the school. Checks are not required in order to volunteer at the spring fair.

##### **b) Code of Conduct**

- There is a new provincial Code of Conduct. Various bodies were consulted in the rewrite including all Regional Centres of Education (RCE), RCMP, IWK, OTIS equity teams and others. It becomes effective in September 2025 and applies to grades Pre-primary through 12. A guide accompanies the Code of Conduct.
- At a recent Professional Development Day, CVES staff created a matrix of values, behaviours and a vision statement to follow. All staff provided input. It will be finalized in September 2025 and shared with students and families.

##### **c) Crosswalk**

- N. Kelloway has requested HRM to install flashing lights at the crosswalk in front of the school. The road is busy, and the crosswalk is used throughout the school day and outside of school hours for various community activities. She will follow up with HRM in two weeks.

##### **d) Staffing to Date**

- No changes to staffing. There will continue to be teachers for the 10 classrooms, 1 Learning Centre, 1 Resource and 2 new EPAs. Speech Language Pathologist will be 40%, Guidance will be 50%, and the School Psychologist is on maternity leave but will be temporarily replaced.

##### **e) Grade 3 Assessments (Math and Literacy)**

- The Literacy assessment will take place this week; Math will be held next week. Assessments are a snapshot of the students' progress.

#### **f) Student Success Surveys P-6**

- The survey used to be given to grades 4-6. The survey is being revamped. CVES has created its own survey for students to complete. Grades 2/3-6 will answer 10 questions on the Chromebook. A simpler version of the survey will be given to P-1. Results will be shared with staff and added to the Student Success Plan. If issues are indicated, they will be addressed.

#### **g) Presenters**

- CVES hosted a few presenters at the school recently including Dwayne Gibson.

#### **h) Student Success Plan (SSP) Update**

- Literacy P-3: March 21, 2025 P-3 Data Collection (114 students)

83% Meeting

4% Approaching

12% Developing

Math: 86% Meeting (N.Kelloway advised SAC members that for the Computational Fluency Data that if there are 5 indicators to assess for a section and a student only meets 4 of the 5 indicators, they do not meet the criteria to say they are meeting that math strand). These indicators are revisited consistently for students to gain mastery of.

- Literacy: The original goal for this year centered on guided reading groups, however, upon review, it has been changed to comprehension for Grade 4-6.
- Math: Cheryl Keating, HRCE Math Consultant, worked with grade 2-6 teachers on math strategies and improving lessons. She will work with grade 1-2 teachers in the near future.
- Well being: N. Kelloway has noticed a reduction in issues during the lunch hour. Lunch monitors enforce school rules. There have been fewer altercations and trips to the principal's office. N. Kelloway acknowledged the positive, kind actions of students. The kindness assemblies continue with presentations and skits on the subject. The students greatly enjoy the assemblies including singing "True Colors" at each one.

#### **i) iPads (Cost Review and Current SAC Budget)**

- The SAC grant spent **\$197.91** on books and storage for Mr. MacDonald.
- There is \$3709.41 remaining. The lower grades require technology.

iPad 9 - \$420 + tax

Case - \$ 60 + tax

Total for six iPads - \$537.75. Includes apps and folders.

The iPads would be rotated among lower grades using a sign-up sheet.

All members of SAC approved this purchase.

#### **j) Communication**

- An email from Steve Gallagher will be sent May 15 asking for feedback on SAC involvement.

#### **4. Meeting Adjournment**

- Agreed to defer agenda item added by A. Crabtree to next meeting.
- Meeting adjourned at 7:15 pm.