



COBEQUID DISTRICT SCHOOL

Acting Principal: Millie Robinson
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SAC Meeting Minutes

October 3rd, 2022

6:00 – 7:00 pm

In Attendance: Veronica Singer, Denise Hilchie, Michelle Singer, Millie Robinson, Joslyn Paige, Kristyn Thoms, Sheila Campbell, Nicky Smith, Ashley Dickson, Christine Dickson

Welcome & Call to Order: Nicky Smith called the meeting to order at 6:06 p.m.

Review/Approval of Agenda: Joslyn Paige approved the Agenda. Michelle Singer seconds approval.

Review/Approval of Minutes: Veronica Singer approved the previous meeting minutes. Kristyn Thoms seconds approval.

Business Arising From Minutes:

- Millie discussed how OH Armstrong orders are still a lot for our small school, and the costs are really high. As well, the quantity of items required for purchase isn't practical for the small number of students we have at CDS. She will continue to look into alternative options as we move forward through the school year.
- Ashley inquired about the new desks and whether they are still a distraction for the students, and Michelle Singer and Denise Hilchie both agree, yes, they continue to be distracting but the markers are removed, so that has been helpful.

School Improvement Plan Update:

- SAC Agreements and Bylaws.
 - The agreement begins when signed by all parties and must be approved annually each year.

- The goal of the SAC is student improvement.
- Structured Council must include a minimum of 5 people, maximum of 18 people.
 - Principal – permanent
 - Parent/Guardians – 3
 - Teachers – 2
 - Support Staff – 1
 - Community Member – 1
 - Student – we as a committee have chosen to remove, as this is only required for Grades 7-12
- Updated Council:
 - *Principal – Millie Robinson*
 - *Parent/Guardians – Joslyn Paige, Michelle Singer, Kristyn Thoms*
 - *Teachers – Denise Hilchie, Veronica Singer*
 - *Support Staff – Sheila Campbell*
 - *Community Member – Christine Dickson*
- Updated Executive:
 - *Chair: Nicky Smith*
 - *Vice Chair: Sheila Campbell*
 - *Secretary: Kristyn Thoms*
 - *Principal: Millie Robinson*
- Updated documentation signatures are as follows:
 - **Bylaws:** Nicky Smith (Chair) & Sheila Campbell (Vice Chair)
 - **Agreement:** Nicky Smith (Chair) & Christine Dickson (Community Member)
- A minimum of 6 meetings annually are required. 4 members of the council must be present to vote.

Principals Report:

- Survey Results from Nov 17th were reviewed
 - Unanimously more communication was requested
 - Newsletter has now returned
 - CDS Facebook Page has been up and running for a few weeks
- 2021-2022 Student Success Survey
 - Completed by students in grades 4-6
 - 2 notice, 2 wonders, 2 next steps
- Grade 6 Provincial Assessment has been moved to October 11th-27th due to school closures.
 - More updates provided on this at the next meeting.

- Operations and Safety
 - Fire Drill completed September 9th
 - Code Blue Lockdown completed October 3rd
 - Another fire drill is scheduled for the first week of October.
 - Code Black is scheduled for Friday October 14th
- COVID test kits are being send home October 4th as a proactive measure.
- One free meal is being provided to the students each month. This month it will be pizza, and most likely delivered on a Thursday (not Friday 😊)
- Announcements are being done over zoom.
 - The goal is to make them more meaningful and share wonderful things that are happening both at school and within the community.
 - Students and teachers are both loving this and teachers say the students have been much more engaged for morning announcements.
- School trip is scheduled to Noggins Farm for next Thursday, October 13th
- Denise Hilchie is doing the reading recovery program
 - She is almost done with assessments and is building her caseload
- Teachers are taking part in building cultural competence through monthly PD from the regional center. This PD will be shared with staff during staff meetings.
- Planning on a Remembrance Day ceremony for CDS.
 - Lona will be contacted as a support for planning this

Next Meeting Date: Monday, October 24th, 2022 at 6:00 p.m.

Adjournment: 6:52 p.m.