

Atlantic Memorial Terence Bay School

School Advisory Council

October 6, 2025

Attendees: Carrie McBay, Nancy Smith, Melissa LeBlanc, Katharine Privett, Jane Flinn, Heidi McKnight-Whitford, Hilary Ripley, Linda Joyce

Regrets: Jess Ells, Barb Allen

- 1. Call to Order 6: 05 / Approval of Agenda** – Call to order by Katharine, motion to approve agenda by Melissa, 2nd by Linda

We acknowledge that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'Kmaq. The treaties of Peace and Friendship cover this territory.

- 2. Approval of minutes of last meeting, May 5th, 2025** – Motion to approve the minutes by Carrie, 2nd by Jane

- 3. Business arising from the minutes –**

- Introductions were made by each member:
Hilary Ripley – parent representative
Heidi McKnight-Whitford – parent/guest
Nancy Smith – Vice Principal AMTB
Jane Flinn – staff rep
Linda Joyce – community rep
Melissa LeBlanc – staff rep
Carrie McBay – Principal, Vice Chair?
Katharine Privette – Chair
Jess Ells – Vice Chair
Barb Allen – community rep
- SAC Innovation Grant opens April 2026 for 2026-2027 funds
It would be wise to have a Grant Committee formed now to begin application for a grant which would be due in March. Heidi has experience and would be willing to support by reviewing any proposals the committee prepares.

4. **Student Success Plan Update** – goals to be presented at next SAC meeting

5. **Principal's Report** –

Updates:

- **2 Pre-Primary Classes**
 - PP Colbourne
 - PP Hamilton
- **12 P-5 classes**
 - Primary Burke/Browne
 - Primary Earle
 - Primary/One Shaw
 - One Flinn
 - One/Two Granville
 - Two Christie
 - Two/Three Spence
 - Three Williams
 - Three/Four Matheson
 - Four Matheson
 - Four/Five Campbell
 - Five Little
- **Enrollment**
 - Pre-Primary 36 (two classes)
 - P-5 273

AMTB Events

September	PD Day, Fire Drill, Stand Up Against Bullying Day, Lock Down Drill, Bus Evacuation, Curriculum Night/Open House, Hold and Secure Drill, Recognizing and Honouring Truth and Reconciliation Day, Terry Fox Run
October	Coming Up: Mi'kmaq History Month, Milk Program, Monthly Assembly, School Picture Days, October Conference Day

SSP Updates (4-6 week cycle)

- **Well-Being**
 - Developing this month
- **Literacy and Math**
 - Developing this month.

6. New Business –

- The School Vision Statement which is school based and created by students and staff, was presented.
The expected Behaviour Matrix was also presented.
- A request for a purchase by SAC funds was presented (last year all funds except \$32.68 were spent by year end)
- Provincial Assessments have shown that students are not achieving writing skills as expected. Melissa and Nancy purchased a program called Powerful Writing Structures for all teachers and resource staff so that all could be covering the same writing genres at the same time in same way. Staff have enthusiastically put this in place . All nine copies were purchased for \$249.10.
Also to support the P/1 YOU FLY program 12 packages of magnetic letters and 20 cookie trays were purchased. Total cost \$ 361.12.
- Jane moved and Melissa 2nd that SAC funds cover these purchases. All were in favour.
- **SAC Conference in November** – will be attended by Katharine and Carrie

7. Public Input on Agenda items - Heidi questioned if a protocol is in place when there are books to be discarded. The librarian goes in to purge in the library of books which are out of date or show bias. When teachers are discarding books they have purchased, there is no protocol. Heidi offered to place a box for books that are appropriate to be passed along so that they don't go to waste and are available to families for personal use.

8. Next meeting November 3rd at 6 pm, in person are AM.

9. Adjournment – Melissa moved adjournment at 6:45.

Respectfully submitted,
Linda Joyce