

**Beaver Bank Monarch Elementary School**  
**School Advisory Council**  
Meeting Minutes: October 6<sup>th</sup>, 2025



**In Attendance:** Blair MacDonald, Lyndsay Graham, Erin McInnis, Wendy Bell, Kathryn Arseneau, Chelsea Foley, Brendon MacGillivray

**Regrets:** Bill Gillis, Ed Thompson

DISCUSSION ITEMS	Minutes
Call to order:	Meeting started at approximately 3:10 and concluded at 4:00 pm.
Approval of agenda:	Agenda was approved by Blair MacDonald.
Minutes	Following introductions, the Principal shared the Principal's Report with members of the SAC.
Principal's Report: <ul style="list-style-type: none"> <li>Meeting Dates</li> <li>Opening</li> <li>Updates</li> </ul>	<u>Updates:</u> <ol style="list-style-type: none"> <li>1. Student Success Planning</li> <li>2. Operations</li> <li>3. Cross Cultural / Events</li> <li>4. Finance:</li> </ol>
Principal's Report	<p><b>Student Success Planning &amp; Instruction</b></p> <ul style="list-style-type: none"> <li>• <b>Curriculum Night</b> was well-attended and positively received; families appreciated seeing classrooms and meeting teachers.</li> <li>• <b>Opening of School</b> ran smoothly, with routines working effectively to support student safety.</li> <li>• <b>Early-year focus:</b> Teachers are prioritizing relationship-building, routines, and social-emotional support while starting curriculum instruction.</li> <li>• <b>Student Data:</b> <ul style="list-style-type: none"> <li>○ June literacy/math data provided to teachers.</li> <li>○ New <b>Acadience Reading</b> screening underway for all P–5 students (mandatory P–2). Diagnostic assessments used as needed.</li> <li>○ School-admin survey collected staff observations of students needing SEL support; information shared with the school counsellor to plan interventions.</li> </ul> </li> <li>• <b>Guided Groups:</b> Small-group SEL and academic support occurring during resource/early literacy blocks to assist with staff collaboration, specific and targeted instruction, and to help reduce any stigma with receiving support.</li> <li>• <b>Short-Cycle Planning:</b> SSP plans follow three cycles that roughly coincide with each term. Staff will begin planning literacy strategies this week; math to follow for the first cycle.</li> <li>• <b>Professional Development:</b></li> </ul>

	<ul style="list-style-type: none"> <li>○ Opening Day PD focused on the updated Provincial Code of Conduct and the Incident Decision-Making Matrix.</li> <li>○ Staff reviewed new HRCE Student Services resources.</li> <li>○ PD on September 29 introduced the new <b>P-2 Intervention Model</b> and updated literacy curriculum.</li> <li>○ Teachers also received half-day access to explore <b>TIENET</b> (online system for adaptations and IPPs).</li> </ul> <ul style="list-style-type: none"> <li>● <b>Coaching:</b> <ul style="list-style-type: none"> <li>○ Math: Liza Smith (coach) and Stephanie Wolfe (consultant). High staff demand for coaching; awaiting scheduling.</li> <li>○ Literacy: Supported by consultant Heather Flick and in-school Early Literacy Support Teachers</li> </ul> </li> </ul> <p><b>Operations</b></p> <ul style="list-style-type: none"> <li>● <b>Late buses</b> were an issue early in September but improved by month-end.</li> <li>● <b>Hot Lunch provider</b> switched to Lunch Lady.</li> <li>● <b>Playground/Yard:</b> Ongoing monitoring of condition; HRM sticker updates noted (Age 5 and above for most playground equipment).</li> <li>● <b>Emergency Preparedness:</b> Fire drills, lockdown, and relocation procedures reviewed and in place.</li> </ul> <p><b>Staffing</b></p> <ul style="list-style-type: none"> <li>● <b>13 classrooms</b>, plus <b>two Pre-Primary classes</b> with permanent staff. A temporary support worker is assisting with student transition for the first two months.</li> <li>● <b>Lunch Monitors:</b> Adequate staffing, though recruiting casuals continues.</li> </ul> <p><b>Co-Curricular Activities</b></p> <ul style="list-style-type: none"> <li>● Events and initiatives include Blue Jay Tuesday, Halloween Howl, Terry Fox Run, daily student dance party, popcorn sales, and school trips.</li> </ul> <p><b>Finance</b></p> <ul style="list-style-type: none"> <li>● Grant funding updates expected in November; none received yet.</li> <li>● An email was sent to SAC members prior to the first meeting to request use of SAC funds to purchase additional storage units to support the flexible seating arrangements that we began last year. An influx of new students led to the need for more storage. Request was approved and necessary storage was purchased.</li> </ul>
<b>Special reports and/or presentations:</b>	<p><b>Provincial SAC Conference:</b> Brendon &amp; Blair attended the provincial SAC conference in Halifax in September.</p> <p><b>Remembrance Day Assembly:</b> Our Remembrance Day assembly will be held Friday, Nov. 7<sup>th</sup>.</p> <p><b>Blue Jay Tuesdays:</b> For the entirety of the Blue Jays playoff run, students and staff are invited to wear blue or Blue Jays gear in support.</p>
Other:	Madisyn MacDonald joined the meeting as a guest auditor.
Future Meeting Dates Adjournment Time:	Feb 9 - April 13 - June 8