

Hillcrest Academy School Advisory Council

Meeting Minutes

Tuesday, November 20, 2023

Call to order- 6:00pm

Record of attendance: Tara Goulden, Denna Butler, Robin Smith, Lisa Holmes, Erika Goulden, Dorien Bouma, Sandy Hemeon, Karla Swansburg, Rachael Daury, Sherry Young, Jared Purdy, Anne Slaunwhite, Sheri Demings, Jeff Rankin, Danyelle Rapp, Andrea Davis, Belle Bruce, John Huskilson

Approval of Agenda- Sherry Young seconded by Rachael Daury

Approval of Minutes- moved by Denna and seconded by Robin

Special topic: School times and Busing- Discussed first:

Jared Purdy, TCRCE regional executive director of education was in attendance to discuss Hillcrest and Shelburne Regional High School start times and busing. Members of both Hillcrest and SRHS were present to give input.

Topics addressed:

- *After school programs are full with wait lists and after school care is an issue
- *Potential discussed of similar start and end times and sharing same bus routes
- *SRHS there to state that they would like an earlier start time as it impacts sports, employment and other student/family related factors
- *Students from SRHS were present and spoke in favour of a time change, but that elementary and high school students on the bus could be a concern
- *Jared Pudy stated that he'd like to have more community input and that a survey would soon go out to ask people what they thought. This will be a topic that is discussed further and in the near future, with potential changes taking place. TCRCE will create a survey and arrange for parents, school community members to respond to the survey.

Old Business

- Hillcrest Academy had a successful Scholastic Book Fair. Between the SAC and the PTSG a total of \$1805.00 was paid out to allow all students to purchase a book.
- The SAC is wondering if potential land purchase is on the Capital land purchase.
- There are no new updates at this time concerning the Hillcrest Academy After School Program.

New Business

- A letter of P-5 Configuration has been sent to the SAC. The SAC has sent a letter in regards to this.
- An SAC Chair Survey was sent out to the SAC requesting information on who is on the SAC and how the SAC can be best supported.
- There will be an International Student presentation for the SAC on January 30th.
- It was proposed that the SAC give funds in the amount of \$500.00 toward Christmas hampers that contain gifts and groceries for families in need within our school community. A motion was made by Rachael and seconded by Karla.

Principal's Report

Enrolment and Staffing Updates:

- Enrolment as of November 17, 2023 - 325 students P-6; 36 students registered in Pre-Primary
- 2023-2024 Staffing - 38 staff (22 teaching staff, 13 TAs, 1 school counselor, 2 administrators); Additional staff - 1 librarian, 1 CYCP, 1 African Nova Scotian SSW; 5 Pre-Primary teachers

School Events (October 24 - November 17, 2023):

- October 24 - School picture retakes
- October 26 - PTSG assembly for walk-a-thon draws and pizza parties; Bus evacuation drills for all students
- October 27 - NSTU and PSAANS conference Day (no school for students)
- October 30 - Regional SAC meeting with TCRCE at SRHS
- October 31 - Halloween festivities at Hillcrest; Teacher Growth Plans due to Administration
- November 1 - Round one of teacher observations and conferences due to HR
- November 2 - Primary Dyer trip to MacKay Memorial Library
- November 3 - 5 Stoddard class trip the Shelburne Community Centre
- November 6 - PTSG Meeting
- November 6 - 10 - Hillcrest's Book Fair hosted by Mrs. MacAulay
- November 9 - Wear Red Day; Primary Smith trip to MacKay Memorial Library
- November 10 - Hillcrest's Remembrance Day Ceremony for students; CLT - early dismissal; Data pull due to Admin
- November 13 - No school for staff and students in observance of Remembrance Day

- November 16 - Primary/One Firth trip to MacKay Memorial Library

Students Success Planning:

- Three goals – ELA, Math, and Student Well-Being (Updates from Erika)
- All teaching staff must be a part of one of the three groups for planning and report; all teacher are responsible for working towards the accomplishment of each goal
- Our school goals and strategies to promote student success reflect the goals set out in the TCRCE System Improvement Plan, Nova Scotia Teaching Standards, and TCRCE Instructional Expectations.
- Cycle 1 - Strategies for each goal have been written; Cycle 1 was submitted to Jenn Samm, TCRCE on September 15. Cycle 1 ends on November 24.
- Staff will work on SSP during staff meetings, as well as CLT afternoons.

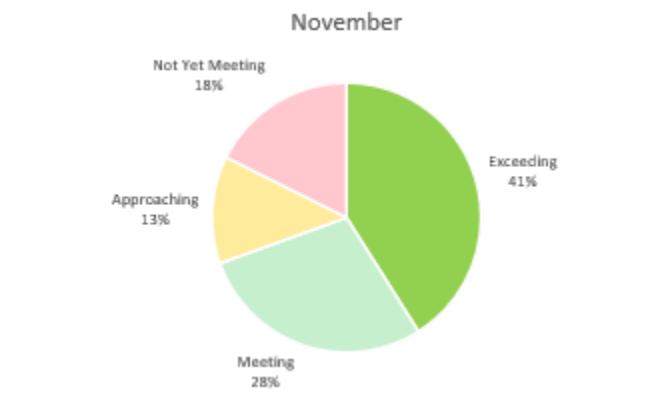
Collaborative Learning:

- November 10 CLT focussed on Literacy (follow up on writing and a look at reading) for teachers and Support Staff continued to focus on roles and responsibilities, as well as strategies used to deal with behaviours
- Next CLT is scheduled for December 15, 2023

Spotlight on Reading:

- Reading data pull of instructional reading levels takes place every 6 weeks for 2023-2024, and is reported by homeroom teachers.
- Our latest data pull was on November 10, 2023 with 69% of our students meeting/exceeding in reading. That is a 7% increase from October 2023. Amazing!
- What is having a positive impact? All of the hard work staff and students are doing in guided reading and writing groups, UFLI, word study programs, and the support of parents with our at home reading programs.

November 2023 Results



Teacher Growth and Evaluation:

- Walk-throughs continue to happen on a regular basis (minimum two per month); documented in Clevr.
- Round 1 of formal evaluations and conferences were completed and submitted to HR by November 1.
- Teacher Growth plans have been completed and submitted in Clevr. Next step is meeting with Admin to review.

Finance Report:

- See attached.

Next meeting: Tuesday, January 30th

Adjournment 7:18