

Musquodoboit Valley Education Centre SAC Meeting Minutes

1. MEETING IDENTIFICATION				
Meeting Purpose:	SAC Meeting			
Meeting Chair:	Jocelyn Archibald			
Attendees	Troy S. Jocelyn P. Jose V. Andrea M. Sherri H. Shanda K.	November 19, 2025	Time:	3:15 p.m.- 4:15 p.m.
		Regrets:	Mickie M.	

Agenda Items			
Item	Discussion	Action	RESPONSIBLE
Welcome and Regrets	Mickie sent her regrets as she had another meeting with HRM	none	
Approval of the Minutes for the last Meeting	Minutes were not yet distributed. Mickie will send them from the October meeting to Troy and he will distribute for approval	Send minutes	Mickie and Troy
Business Arising from the Minutes	<ul style="list-style-type: none"> Table approved at our last meeting has not yet been purchased for the new grade 3 / 4 classroom 	Order Table	Troy
Correspondence	<ul style="list-style-type: none"> None 	none	
Financial Report	<ul style="list-style-type: none"> balance of \$47.23 in SAC account will receive monies in November based on enrollment as of September 30th 	speak with staff with regards to SAC monies and its allocation	Troy

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New Business	<p>Christmas Meal</p> <ul style="list-style-type: none"> • We are looking into the possibility of having a Christmas meal as part of our lunch program. This would be done through the on-line ordering platform for lunches. The meal would be prepared by the cafeteria staff at MRHS and delivered to the school. There are some details to be worked out around the cost and perhaps sourcing some donations from local businesses. The tentative date is December 18th. • School will host a Snow Ball on the afternoon of December 19th with cookies for the students. <p>Christmas Bazaar</p> <ul style="list-style-type: none"> • Families to bring in donations • Will take place December 16th. • Children can purchase for parents/guardians only. 	Send Memo to Families for Donations	Andrea
SSP Update	<ul style="list-style-type: none"> • Reading and writing mid term update was given by Mr. Smith. In reading we are doing quite well with 81% of our students meeting grade level expectations. In writing, 81% of students recorded were meeting the grade level expectations. There was discussion on how we are doing well in school based writing data, however we continue to struggle in writing in the provincial assessments for grade 3 and 6. • Cycle One Update was given as it is now finishing up and will provide direction for cycle two. • The “Shout Outs” have been a huge success in the celebration of students accomplishments and acknowledgements of each other. 		

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Principal Report	<p>Lunch Program Update</p> <ul style="list-style-type: none"> • Going well. • There are some issues around condiments and sides being bulk packed that are being worked out. <p>Family Demographic Update</p> <ul style="list-style-type: none"> • This year only approximately 45% of our families did the update. Messages and reminders were sent from HRCE and were in the school's newsletters and weekly Family Memos. Discussion was had as to how we can increase the completion rate next year. Perhaps we could have stations set up during our Curriculum Night in September and support families with the process. Maybe some sort of draw?? <p>Staffing Update</p> <ul style="list-style-type: none"> • Still have no one to fill our open Guidance Counsellor position. The position is still posted on Careers on the HRCE website. Students are missing the services provide by the counsellor and it is putting extra pressure on staff. <p>Rookie Riders Program</p> <ul style="list-style-type: none"> • The program is a go for all three elementary schools thanks to the support of Nederlof Foundation. The on-line training will take place prior to the in-person training on December 22. A very exciting opportunity for our students. 		
Up Coming Events	<ul style="list-style-type: none"> • Nov. 21 – Assessment and Evaluation day • Nov. 27 – Report cards emailed home • Nov. 28 – Provincial SAC Conference • Dec. 4 – Teacher Professional Practice Day and Parent Teacher Conferences 1-3pm and 5:30-7:30pm – by appointments • Dec. 9 – Concert - 1:15pm and 6:00pm • Dec. 16 – Bazaar • Dec. 19 - Last day of Classes • Dec. 22 – Teacher Professional Practice • Jan. 5 - Classes Resume • Jan 20 – Next SAC Meeting – 3:15pm 		