



Meeting Minutes for September 24, 2025

1. Call to Order / Approval of Agenda

-Call to Order: 5:40pm

Present: Kaylee Rawding, Lisa MacDonald, Kathy Reinhardt, Alexis Kunz, Christy Pippy, Anita Wyles

Regrets: Andrea Holley

-Approval of Agenda:

2. Approval of Last Meeting's Minutes

-Approval of May 2025 Meeting Minutes: Alexis Kunz & Kathy Reinhardt

3. Business Arising from the Minutes

-Nothing

4. What's Happening at HES

- Sharkbites: Every Friday sent home to families to keep them informed of what's happening at school. We are keeping it short. Feedback received has been positive so far.
- Open House/Ice Cream Social: Success! The weather was great, and community was engaged. It helped alleviate first day's anxiety. We plan on doing it again next year.
- Staff Professional Learning (Commitment to Safe Schools Strategy): We went through the Safe school's strategy (matrix, mission statement & provincial code of conduct). All staff have gone through it. The matrix and mission statement will be sent home tomorrow in the school assessment policy. The matrix is the school's strategy to be proactive. The mission statement and matrix will be up on the front bulletin boards. On Monday, Teachers will be sending their own Assessment policy more specific to their classroom and grade level. Staff emails are not on the website to help prevent scam emails and protect staff.
- EMP information: The school emergency management plan is updated yearly. We have practiced lockdown, hold and secure and fire drill, which were all successes. The relocation drill is a tabletop discussion with staff. Workplace Violence Prevention Plan identifies risks in the school that could affect the adults.
- Stand Up Day: Students received pink pencils. It was recognized that it is not one day, it is every day.

HES SAC

Harrietsfield Elementary School
Library



Date: Sept 24, 2025

Time: 5:30pm

- Picture Day: Pineapple pictures is here tomorrow. Class photos weren't given out timely. Positive feedback about pineapple pictures.
- SAC Provincial Conference: Alexis and Lisa are attending on November 28, 2025. They'll report back after.
- Truth and Reconciliation Day: September 30 is Truth and Teconciliation day, but we are recognizing this on Friday, September 26. Age-appropriate lessons will be taught and looked at.
- Terry Fox Run: It was a success today. We raised \$1081, not including online donations. We will include a thank you in the next Sharkbite for the contributions.
- Provincial Lunch Program: It is up and running! Positive feedback so far!

Student Success Plan (Professional Learning September 29): We are in the works of working on this with staff. We will be looking at this on Monday during our Professional Learning day. Our marginalized students are coming to school with already barriers existing for those families.

- Well-Being Goal: We will improve well being at our school for each of our students, with a specific focus on our students of African and/or Mi'kmaw/Indigenous ancestry.
- Literacy Goal: We will improve achievement in literacy at our school for each of our students, with a specific focus on our students of African and/or Mi'Klaw/Indigenous ancestry.
- Mathematics Goal: We will improve achievement in mathematics at our school for each of our students, with a specific focus on our students of African and/or Mi'Klaw/Indigenous ancestry.

5. New Business

a) Enrollment updates

-2025-2026 staffing: 6 classrooms (P, 1, 2/3, 2/3, 3/4, 5). Class configurations can't change due to numbers not working with caps.

b) SAC Business

- Reviewed the membership (must have 5 and NOT exceed 18) does not normally exceed 3 years. Send out a call for more members to join. Vacant positions: parent, community member and community member.

Chair: Alexis Kunz (year 2)

Parent:

Parent: Christy Pippy (year 1)

Parent: Anita Wyles (year 1)

Community Member:

Community Member:

HES SAC

Harrietsfield Elementary School
Library



Date: Sept 24, 2025

Time: 5:30pm

Staff Member: Kathy Reinhardt

Staff Member: Vice Principal Kaylee Rawding

Staff Member: Andrea Holley

Staff Member: Principal Lisa MacDonald

- Review HES SAC Bylaws and HES SAC Agreement: Review them before the next meeting and provide feedback. Lisa and Alexis will sign the agreement
- Discuss strategies for communicating with partners (SAC email)
- 2025-2026 Meeting Dates (need 6 in total): Wednesdays work
- SAC Conference (November 28) ~ Lisa and Alexis registered to attend

c) SAC Funding ~ -SAC Funding (\$5000 plus \$1 per student) to support the Student Success Plan Goals in Math, Literacy, and Well-being (funding has not yet been received to the school, usually happens late fall)

-Propose a Budget in each category for teacher requests: Everyone agrees this is a great idea. We will report back to the SAC about the spending.

8. Next meeting:

Sept 24, 2025

November 12 2025

Jan 21, 2026 (virtual)

March 11, 2026 (virtual)

April 22, 2026

June 3, 2026

9. Adjournment: 6:13pm