SAC Meeting Minutes, October 7, 2026
Caudle Park Elementary

Meeting Date:	**October 6, 2026**
Minutes Taken By:	**Eleanor Sperry**
In Attendance:	**Jennifer McManus, Rebecca Sharkey, Lacey Barrow, Sarah Thorne, Shannon MacLean, Jody Campbell, Carly McNaughton, Michelle Zinck, James Ingram**
Regrets:	**Bryan Reindhart**
Approval of Last Meeting Minutes:	**N/A - first meeting**

1. **Welcome/Membership**
    - Introductions - Membership Updates
        i. Discussion of terms for various members. This will be a succession year, where longstanding members will mentor the new membership.
    - SAC Chair Position - Discussion of responsibilities and question of who is interested in the position. The goal is to have a SAC Chair installed before the next meeting.
    - Vacant Seats and the SAC Election Process

(From Caudle Park SAC Bylaws)
The Advisory Council shall include the following members (if possible):

- **the principal, who is a non-voting member**
- **two or three parents/guardians**
- **two teachers**
- **one member of the school's support staff**
- **up to three community members**

**** Efforts should also be made to include individuals who reflect the diversity of the community and represent the communities served by the school. This includes but is not limited to African Nova Scotians, First Nations, other racially visible persons, and persons with disabilities. ****

2026-27 Membership Updates

SAC Seat	Name	Years of Service (Up to 3)

Parent/Guardian 1	**Bryan Reindhart**	**3+**
Parent/Guardian 2	**Sarah Thorne**	**1**
SAC Chair/Parent Guardian 3	**Carly McNaughton**	**1**
Parent/Guardian 4	**James Ingram**	**2**
Parent/Guardian 5	**Shannon MacLean**	**1**
Parent/Guardian 6	**Jody Campbell**	**1**
Outgoing SAC Chair/Parent/Guardian 7	**Rebecca Sharley**	**3+**
Community 1	**Vacant**	
Community 2	**Vacant**	
Community 3	**Vacant**	
NSTU 1	**Lacey Barrow**	**0**
NSTU 2	**Michelle Zinck**	**0**
Support Staff 1	**Jennifer McManus**	**3**
Non-Voting	**Shawn Marsh**	
Non-Voting	**Eleanor Sperry**	

2. **Admin Report**

- Additional 80% and 50% EPA positions being posted
- EMP is up to date
- Ice Cream Social/Curriculum Night (Sept 1)
    - The evening was appreciated but parents and staff felt it was too long. Is it possible to have curriculum pamphlets there as well?
- Stand Up Against Bullying Day boxes. Homerooms decorated pick boxes with slogans to help us take our stand.
- HRCE Workplace Violence Statement
    - There is a statement heard on the phone when people call into HRCE schools/facilities
- Mi'Kmaq History Month - We kicked off the month with our Orange Shirt Day Assembly and teachers have been using the Treaty Education Document and the Mi'Maq History Month website to build learning experiences. We also have an interesting fact on the announcements each morning.

- Professional Learning Days
    - September 2 - Two Safe Schools Workshops (building on the new Code of Conduct document) and SSP
    - September 25 - New Behaviour Intervention Support Plans, Student Engagement Strategies, and SSP Development
    - Upcoming - October 23 - Conference Day
- Terry Fox - $415 as of today
- School Photography - retakes on October 13
- High Five Assembly Kickoff on Tuesday. Teachers write a special comment on a postcard that they give to the students to take home and share with families.
- Upper and lower elementary PLC teams working on blind marking with student writing samples.

3. SSP - Short Cycle Planning

- LM3 Data - suggestion to separate data by disaggregating according to at risk students
- Goals and Strategies

4. **SAC Budget/Requests -**

- Kidney table in ¾ ($800)
- Professional resources to support our literacy goal (Reading and Writing Mini Lessons - Fountas and Pinnell ($1200). Admin will ask teachers who want them. Origins is another reading program that helps students with spelling. Same company who does the UFLI
- Grade 5 Year-end - ($500)

Future Dates and times for SAC/PTA

- October 7
- November 18
- January 13
- February 10
- April 14
- May 19