

**West Bedford School  
School Advisory Council (SAC)**

**April 16<sup>th</sup>, 2024, 6:30 pm to 7:35 pm**

**Location: West Bedford School Conference  
Room**

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**Members Present:**

1. **Co-Chair:** Jamuna Loganath (parent of a 7-8 student, English program)
2. **Co-Chair:** Gary Schmeisser (Community Member)
3. **Principal:** Susan Casey (Principal, grades p-8)
4. **Support Staff (Library Specialist):** Heather MacIntyre (Support Staff, Library)
5. **Teacher Representative:** Shannon Christie (Grade 4 teacher, English program)
6. **Teacher Representative:** Paola Bartolacci (Learning Support Teacher)
7. **Teacher Representative:** Corinne Trottier (Grade 6 teacher, English program)
8. **Parent Representative:** Yin (Alex) Li (parent of a P-3 student, French Immersion program)
9. **Parent representative:** Karen Lockerby-King (parent of a 4-6 student, English program/formerly French Immersion program)
10. **Parent Representative:** Bei Zhou (parent of P-3 & 4-6 students, English program)
11. **Student Representative:** Kanishka Loganath (Grade 8 Student, English program)
12. **Community Member:** Krista Beam

**Regrets:**

1. **Community Member:** Moataz Ibrahim
2. **Student Representative:** Meagan Fry (Grade 8 Student, English program)

**Observers:**

1. Joanne Treen (Vice Principal, WBS, grades 4-8)
2. Courtney Smith (Vice Principal, grades P-3)

**Guest:**

1. Mike Steward Halifax Regional Police
  2. Jenna Clarke Halifax Regional Police
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**Meeting Summary**

**1. Opening**

The meeting commenced with the distribution of the agenda, minutes of the February 20 16, 2024 meeting, three proposal requests for funding from SAC, a letter from the Minister of Education and Early Development on SAC's and available funds, a package on School Food and Nutrition Policy SAC Survey Report from Education and Early Childhood Development, Regional School Advisory Council: Terms of Reference, SAC

Funding Tracking sheet, completed Regional SAC Innovation funding application form, and WBS Student Well-Being Micro Survey results.

The agenda item 4 presentation by Isabelle Obeid and Brad McGowan is deleted as the power outage today affected the series of presentations they had planned. It will be rescheduled at a future time.

The amended agenda was approved.

## **2. Approval of Minutes**

The minutes of the February 16, 2024, meeting was approved as distributed. The minutes will be posted on the school website under the SAC page.

## **3. Presentation and discussion with Halifax Regional Police Offices – Mike Stevens and Jenna Clarke**

Both Mike and Jenna said they have been working with schools for several years. Jenna has worked with schools for over six years. They stated the school reached out to them to look at the traffic and drop off situation happening in the morning and afternoon with the student safety in mind. The focus was on the safety of the students and staff. They saw many concerning situations for both the students and the staff. They spent time over a week viewing what was happening to understand the concerns and possible solutions. Students often walk on the driveway with no concern for approaching cars. The area on the school grounds was extremely busy. They also saw concerns of parents dropping off students on Broad Street.

They stated the school was fortunate to have the lower parking lot to better deal with the situation. Most schools don't have this option. They said working with the school the safe drop off procedure to use the lower parking lot was developed along with several other restrictions to make the school grounds safe for the students. They also had Halifax city install no parking sign on the opposite side of Broad Street to ensure students aren't dropped off on the far side and then walk across Broad Street. A right turn only sign was also added at the exit of the parking lot to ease the congestion but also make the exit safer. SAC members did not have any questions of the officers.

The officers stated that education is important around walking and playing on the school grounds. The school provides this for both the students and parents on a regular basis.

They closed by saying the new drop off procedure seems to be working from their observation. They make a priority of being in the area of the school when possible.

## **4. Old Business**

Nothing to bring forward for discussion.

## **5. New Business**

- Provincial SAC Innovation Fund – Susan presented the proposal Cultivating a Cultural Awareness and a Sense of Belonging through Mural art for \$8970. The project engages the students in cultural exploration, artistic expression, and school community celebration through the work of Lorne Julien. The SAC agreed to submit the project for the Innovation Fund.
- SAC review of School Food and Nutrition Policy was discussed and noted the members could provide input. The recent Federal Government announcement about available funding should make a difference re the cost and available funding.
- Overcrowding Submission to HRCE: Two issues were identified and discussed. The present-day situation of the enrollment causing stresses on the support facilities such as the gym, library, grounds, and cafeteria, and the go forward stress on the capacity of the school with the growth in the area. It was stated that the proposed modular classrooms will help and are not a concern except where they will be located. The SAC co chairs will look at the best way to communicate the SAC's concerns and provide a recommendation at the next meeting. May also want to discuss when meeting with Isabelle Obeid and Brad McGowan.
- HRCE Requests for WBS SAC Review / Input - HRCE is requesting WB SAC input on website updates to meet accessibility standards and to improve navigation. Krista Beam agreed to take this task on and provide feedback.
- Reginal School Advisory Council – Expression of Interest. This is provided as information only. The committee will be informed of the application process when it starts.
- Provincial SAC Conference September 27, 2024 for Co-Chairs. Provided for information only. If a Co-Chair is not able to attend a SAC member could attend.
- EECD engagement of SAC member on cell phone usage in schools using an online Thoughtexchange platform. It runs from April 12 to May 3 and members are encouraged to take part.

## **6. SAC Funds and Review of Funding Proposals:**

- The committee has \$6200.00 of SAC funds available. \$1605.90 of the funds are remaining based on the proposals approved to date.
- The following proposals were received since the last meeting. SAC reviewed the proposals and approved as noted below:
  1. Three Grade 6 classes (93 students) visiting the Discovery by Corinee Trottier, Karen Mahaney and Jennifer Nickerson for \$1240. This will cover the transportation and admission costs to support STEAM education, team building and student wellness. \$540 was approved with the rest coming from WBS.
  2. Two Grade 2, 2/3 classes (53 students) visiting the Discovery by Samantha Morse and Robyn Smylski for \$1441. This will cover

the transportation and admission/workshop costs to support STEAM education, team building and student wellness. \$615 was approved with the rest coming from WBS.

3. Grade 1, 3, 4 science classes (83 students) visiting the Shubenacadie Provincial Wildlife Park by Jennie Mitton, Kristen Sampson, Zoe Whitehead, France Leblanc and Alexa Nemfield for \$886. This will cover the transportation and admission costs to encourage the use of critical thinking and active learning. \$450 was approved with the rest coming from WBS.

7. **Student Representative items** – Update by Kanishka on behalf of Maegan and her

- School Dance for grade 6 to 8 planning underway – June 6
- Yearbook for P to 8 is complete – discussion on SAC picture for yearbook
- Badminton and flag football underway. Field open on Fridays for soccer, football and other sports.
- The Peter Pan Jr Play by grades 4 to 6, with student ambassadors supporting props, costumes, hair and makeup.

8. **Principal's Update**

1. On Thursday, April 4, 2024 staff focused their work on our School Success Plan.

**Short Cycle #2** – Reflection- staff worked in teams to reflect on how their change in practice impacted student achievement. This input is being analysed and summarized by the School Success Plan Team.

Literacy Focus: Focus on teaching the elements of writing (ideas, organization, language use and conventions) and using reading strategies to apply to writing.

Staff will...

- Use a variety of tools (curriculum document, If then document, Writing behaviors) to intentionally teach elements of writing.
- Provide targeted tier 1 intervention in an equitable way to students who are developing as expected and those students who need additional support.
- Explicitly teach students to use various tools to generate ideas.i.e - idea jars, anchor charts with transition words.
- Plan for opportunities for writing choice- students will have choice in what they write about and how they show their writing.
- Plan for opportunities for students to talk about their writing pre, during and after writing to build a community of writers. - teach how to discuss writing, how to give feedback, etc.
- Use assessment tools to gather formative information of where students are in their learning
- Use the information gathered to plan next steps for instruction.

Students will...

- Continue to take greater risks in their writing
- Be more confident as writers

- Use a wider variety of writing strategies

Math Focus: All teachers will gather ongoing evidence of learning for students in relation to the mathematics curriculum and for computational fluency.

Teachers will...

- Clearly communicate the learning goal for the lesson with the students.
- Offer pre-assessment opportunities for each outcome.
- Grades 3-8 teachers will begin to familiarize themselves with Knowledgehook
- Use assessment tools to gather formative information of where students are in their learning
- Use the information gathered to plan next steps for instruction.

Students will...

- Be able to articulate where they are in their learning for a particular outcome.
- Feel more confident as math students.

Well Being Focus: We are focused on developing our WBS community and a sense of belonging and safety for all students.

Teachers will...

- Provide opportunities for student / community voice in choosing school mascot, colors, etc.
- Plan class meetings / circles to develop a sense of belonging and intentionally giving time for student voice during those
- Plan intentional lessons to navigate safety and what safety can mean in different situations
- Teachers will provide ongoing lessons and discussion prompts resulting from the grade 4-6 respect workshops
- The grade 7-8 teachers will continue to identify attacks on identity and provide ongoing lessons and discussion prompts as a follow up.

Students will...

- Be able to express that they feel a sense of belonging at our school (This will be monitored by a school micro survey).
- Be able to express they feel social, physical and academic safety at our school. (This will be monitored by a school micro survey).

The micro surveys for staff and families are being created by the HRCE Well Being team

**Short Cycle #3** – based on the work that was done by staff and students in the first and second short cycle, staff worked on identifying strategies to be focused on for the third short cycle. This input is being reviewed and synthesized by the SSP team.

2. Student Well-Being Survey Results were reviewed.
3. Staffing: Due to the continued enrollment of students, we have added four additional classroom teachers across Primary to Grade 6. These teachers are taking on a co-teaching role in the classrooms to support literacy and numeracy student achievement.

4. Field- Grade 4-8 students will have the opportunity to play on the field at lunch time starting April 19<sup>th</sup>. We have been reviewing the expectations for behaviour with students over the past week or so.
5. Registration for the 2024-2025 continues. We expect to receive our staffing allocation in early May

**9. SAC Members' questions/comments**

10. No other business from SAC members.

**11. Future Meeting**

12. Next SAC Meeting: May 21, 2024, 6:30 pm

**10. Meeting Adjourned:** 7:35 PM.