

**Harbour View Elementary School  
School Advisory Council (SAC) Meeting Minutes  
Monday, November 24**

**1. Welcome and Attendance**

The meeting was called to order and members were welcomed.

**School Staff Present:**

- Dan Fournier, Principal
- Abigail Stewart, Vice-Principal
- Beth Stuart, ELST Teacher
- Madelyn Horne, Classroom Teacher
- Leanne McPhee, P-6 Physical Education Teacher

**Parents Present:**

- Kim Dares
- Haley Robichaud
- Kathleen Langille

**Community Member:**

- Sharon Himmelman (absent)

**Recording Secretary:**

- Abigail Stewart

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**2. Approval of Minutes**

Meeting minutes were recorded by Abigail Stewart.

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**3. Principal's Report**

**Upcoming Events:**

- Holiday Concert: Wednesday, December 10 (afternoon) and Thursday, December 11 (evening)
- Pancake Breakfast: Wednesday, December 17
- Holiday Toy Drive: Staff are supporting families during the Christmas season
- Family Sponsorships: Supported by community organizations
- Cop Shop: Two students selected
- Dreams Take Flight: Two students selected
- Holiday Market: Students will shop using a donation-based store
- Operation Warm: Sunday, November 30

**Upcoming Field Trips:**

- Grade 5/6 Curling – Scotiabank Centre
- Grade 2/3/4 – Bokma Farms
- Learning Centre Trip – Maritime Museum of the Atlantic

### **School Operations and Programming:**

- Painting in the School: Main upstairs hallways; priming scheduled to be completed over March Break
- Report Cards (Term 1): Currently being completed; distribution scheduled for Tuesday, December 2
- Parent-Teacher Progress Conferences: Thursday, December 4
- SAC Conference: Friday, November 28; attended by Dan Fournier and Kim Dares
- School Basketball Team: Tryouts underway, facilitated by Ms. Emily and Ms. Bradley
- Drama Club: Facilitated through collaboration between the Fine Arts Specialist and Mr. Bradbury
- Youth Engagement Grant: Capital Health initiative supporting a student-led school project. Students are learning about engagement and project planning. Proposed ideas include basketball nets on the side of the school, bathroom beautification, and playground bins
- Teacher Progress Meetings: Teachers meet with administration to review each student's academic and social progress and existing supports
- Security System Upgrades: Installation nearly complete; pending software installation

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### **4. Questions and Discussion**

Members were invited to ask questions and share comments or concerns.

- **Parent Volunteer Call-Out:** Abigail Stewart will organize communication to recruit volunteers.

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### **5. School Incident Data**

- Review of school incident data trends over the past three years
- Discussion on enforcement of the Code of Conduct and considerations taken
- Connection to community events, school climate, and engagement

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### **6. School Climate Committee Update**

Activities and initiatives include:

- Pumpkin Decorating Contest
- Remembrance Day Ceremony

- Theme Week
- Holiday Sweater Decorating Contest
- Cleanest Classroom and Most Organized Hook Awards

Discussion included the formation of sub-committees for school-based volunteers and event organization.

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## **7. New Business**

- Discussion regarding SAC funds and potential spending priorities

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## **8. Next Meeting**

- Date to be determined.

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