



## LeMarchant-St. Thomas

### SCHOOL ADVISORY COUNCIL (SAC): Minutes

January 20th, 2026

#### Members Present

Moira

Member	Position	Email	Present	Regrets
Moira Cavanaugh	Principal	<a href="mailto:mcavanaugh@hrce.ca">mcavanaugh@hrce.ca</a>	Y	
Kim Gallivan	Vice-Principal	<a href="mailto:kgallivan@hrce.ca">kgallivan@hrce.ca</a>	Y	
Kathleen (Kat) Porta	Parent Rep	<a href="mailto:Supernurse.kat@hrce.ca">Supernurse.kat@hrce.ca</a>	Y	
Damon Cunningham	Teacher	<a href="mailto:Damon.cunningham@hrce.ca">Damon.cunningham@hrce.ca</a>	Y	
Kim Healy	Community Rep	<a href="mailto:kimehealy@gmail.com">kimehealy@gmail.com</a>	Y	
Maureen Mitchell	Community Rep	<a href="mailto:Maureenmitchell0@gmail.com">Maureenmitchell0@gmail.com</a>	Y	
Hideyo Kawashima	Parent Rep	<a href="mailto:Hideyo.kawashima@gmail.com">Hideyo.kawashima@gmail.com</a>	Y	
Karen Masry	Parent Rep	<a href="mailto:Masry.family@outlook.com">Masry.family@outlook.com</a>	Y	
Adele Pellerin	Teacher	<a href="mailto:apellerin@hrce.ca">apellerin@hrce.ca</a>	Y	
Pearl Michael	Community Rep	<a href="mailto:pearlamatheson@gmail.com">pearlamatheson@gmail.com</a>	Y	
Zeeshan Sheikh	Parent Rep	<a href="mailto:Zeeshan.Sheikh@dal.ca">Zeeshan.Sheikh@dal.ca</a>	Y	
Erin Collinson	Teacher	<a href="mailto:ecollinson@hrce.ca">ecollinson@hrce.ca</a>	Y	
Jen LeBlanc	Community Rep	<a href="mailto:Jen.leblanc@dal.ca">Jen.leblanc@dal.ca</a>		X

Last Meeting November 18<sup>th</sup>, 2025

#### 1. Review and approval of minutes

Approved minutes, open the meeting se  
welcome

#### 2. Additions of any other business to the agenda

- Review and approve September's minutes
- Admin report
- Elect SAC chair
- November 28 SAC conference – choose SAC chair or alternate to attend
- SAC budget- explore ideas for expenditure of the \$5605.00
- Update to our P-2 Report card template

#### 3. Discussion of New Business

Theme this month is *Respect*  
welcomed Marissa Morin as a first-year teacher.

LMST

- **Student & School Achievements**
  - LMSTs youth running team placed 2nd overall, with several students finishing in the top three.
  - **Dance-a-thon** was a major success, raising **\$14,577**. Prize winners will be announced in the December newsletter; Moira awarded the “Chair for a Day” prize.
  - **Garden harvest** was successful after adjustments: a garden committee prepared baskets for classrooms with teacher leadership and parent volunteers. Upper elementary students made salads with dressing; lower elementary students prepared oranges and apples. Feedback from Erin and Damon indicated students enjoyed the experience.
- **Important Dates & Events**
  - **Remembrance Day ceremony:** Each class created a wreath, the choir led the ceremony, and Grade 6 leaders assisted with the assembly.
  - **Shopping Under the Stars:** Collecting recycled items from November 18–19 that can be used as toys; community members may donate in advance.
  - **Assessment and Evaluation Day** on November 21 (teachers writing report cards).
  - **Report cards** issued December 2.
  - **Parent-teacher conferences** on December 4, with online booking options. Lost and found items will be displayed during conferences.
  - **December concert/musical showcase** on December 9–10 for Primary to Grade 3; possibility of increasing tickets per family from two to three.
  - **Food Drive – “Stuff a Bus”:** Supported by Grade 6 students, with C100 and Santa involved; students help deliver donated food.
  - **Student Support & SAC Discussion**
  - Adaptations for students can be discussed at a future SAC meeting. Students follow the same curriculum but may need environmental supports (e.g., larger text, sitting closer to the teacher due to vision needs).
- **Other Notes**
  - Items remaining in the lost and found on the last day of school will be donated.

#### 4. Administration Update & Student Success Planning Discussion

##### **SAC Chair Election & Conference**

- SAC chair role discussed, with the possibility of shared responsibilities (agenda-setting, SAC conference, and related duties) in collaboration with Kim and Moira.
- Hiyedo volunteered and was elected as SAC Chair.
- SAC Conference scheduled for November 28 (all day); the SAC Chair will attend with Moira.

##### **SAC Budget & Spending Priorities**

- Damon surveyed teachers and five classes (students and teachers) on budget priorities.
- Students felt technology levels were sufficient.

- Top priorities identified:
  - Playground maintenance and upgrades, particularly the aging yellow and maroon playground structures.
  - Library updates, including graphic novels and diverse chapter books.
  - Art programming, including sculpting, painting, and visits from a drama specialist.
  - Outdoor play equipment, such as additional classroom balls and possibly a volleyball or “wally ball” net.
  - Soccer net netting replacement.
  - Researching playground paint and stenciling options (e.g., four-square), (noting logistical challenges in obtaining the stencils).
- Past SAC funding supported science programming (Supernova) and affordable art specialists (historically have been teachers and affordable).
- Teachers can also apply for a program grant to bring art into classrooms at a reduced cost.
- Library funding discussed:
  - Library received **\$4,000 last year**.
  - Proposal to allocate **\$3,000 this year** toward updating library books and refreshing classroom libraries.

### ***Next Steps / Decisions***

- Allocating **\$3,000 of the SAC budget** toward the library.
- Investigating art programming with the remainder of the budget for each classroom (Kim).

### ***Curriculum Update***

- Report cards will now more accurately reflect the curriculum, addressing issues identified last year. Updated report card format was released today.
- Meeting adjourned.

### **Student success plan**

- Focus areas: Improving literacy, math, and student well-being.
- 79% of students are meeting expectations in reading; 81% meeting expectations overall.
- Primary–Grade 3 teachers are focusing on phonics instruction, with French teachers supporting early literacy.
- Teachers participated in an activity to experience what learning is like for students with dyslexia, strengthening instructional empathy and strategies.
- Math: Computational data collection is taking place this week.
- Respect remains a school-wide focus, including respectful hallway behavior last week and bathroom respect as the theme this month.

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### **Set date for next meeting**

3<sup>Rd</sup> Tuesday of every month (excluding December and March)

October 21<sup>st</sup> – Cancelled

November 18<sup>th</sup>

January 20<sup>th</sup>

February 17<sup>th</sup>

April 21<sup>st</sup>

May 19<sup>th</sup>

June 16<sup>th</sup>