



School Advisory Council Annual Report – June 2025

School	St. Margaret's Bay Elementary
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Please list SAC members including names, membership type (i.e., parent, community member, staff), and role (i.e., Chair, Vice Chair).

Chair/Secretary: Shawna Murray

Permanent Member: Kelly Joy (Principal)

Permanent Member: Lynn Wyatt-Reichheld (Vice-Principal)

Parent/Guardian 1: Harmonie Chaffe-Webber

Parent/Guardian 2: Ashley Hershwin

Community Member 1: Vacant

Staff Member 1: Roberta Inglis

Staff Member 2: Katie Foley

Staff Member 3: Kirk Campbell

Community Member 2: Vacant

Please describe a summary of work undertaken by the SAC to improve student achievement and school performance.

Six meetings were held during the 2024–2025 school year. The St. Margaret's Bay Elementary School SAC continued to prioritize key topics, including improving student achievement, enhancing overall school performance, and reviewing the Provincial Code of Conduct.

At the opening meeting, the Principal and one of our parent representatives (in the absence of the chair) shared insights from the provincial SAC meeting held in Halifax. They provided an overview of the day's events, including the presentation topics, session format, networking

opportunities, and information shared by the Department of Education and Early Childhood Development (EECD).

Throughout the year, the Principal and Vice Principal provided consistent and detailed updates at each meeting. Their updates focused on strategies to improve literacy by linking reading to writing, as well as initiatives supporting inclusive education and student wellbeing. They also shared progress on the implementation of integrated math instruction and efforts to build fact fluency across grades.

An important area of focus was ongoing professional development for staff. SAC members were informed about how teachers and staff were engaging in meaningful learning to disrupt inequities, develop cultural competence, and apply culturally responsive practices in classrooms—particularly to support students who have been historically marginalized. Disaggregated student achievement data was reviewed monthly to help track progress and inform decision-making.

The SAC was also kept up to date on changes to the Provincial Code of Conduct, which will take effect in September 2025. Information about the upcoming changes was shared, and members were encouraged to contribute their perspectives through Thought Exchange engagement opportunities.

In addition to broader system-wide topics, the SAC discussed several school-specific issues, such as fire code compliance, field conditions, and the quality of food provided through the cafeteria.

To directly support student learning and the goals outlined in the School Success Plan (SSP), SAC funds were used to purchase decodable texts, chapter books, and professional resources. These materials were intended to strengthen both literacy and math instruction and provide staff with tools to support continued student growth.

Please list any significant milestones and success stories that the SAC would like to highlight.

Our SAC members, particularly our parent representatives, appreciate that their input and feedback are actively sought and valued on a range of school matters, including topics such as field conditions, Valentine's Day activities, the Provincial Code of Conduct, the School Vision, and the school-wide Behaviour Matrix. Members have expressed interest in the data trends shared at meetings and recognize the importance of celebrating student growth at all levels, not solely benchmark achievement. They have also commended staff for their ongoing commitment to professional learning, which is aimed at enhancing instructional practices and better supporting all student learners.

Please describe any related sub-committee work undertaken by SAC members (e.g., School Options Committee).

N/A

Statements of Revenues and Expenditures:

Expenditures supporting the school improvement plan (e.g., providing resources to support math and literacy instruction).	
Syllasense Purchase of Decodable Books (Classroom B Set)	\$1092.13
Tattletales Purchase of Books for Guided Reading (Sets of 4 Level P-R Various Titles)	\$999.77
Tattletales Purchase of Books for Guided Reading (Various Titles)	\$623.32
Professional Resources for Admin re pd (Onward, Coaching for Equity, Figuring out Fluency, 10 Mind Frames for Leaders)	\$308.43
Amazon Purchase of Decodable Comic Book Set (Yak Pack) and Chapter Books (various titles)	\$361.39
Secrest Learning Tools & Assistive Technology purchase of Phonic Books for Catch up Readers (-Magic Belt Series)	\$220.33
Tattletales Purchase of Picture Books (P-2) to support comprehension lessons	\$197.51
8.5 substitute days (@258.00) for professional learning/collaboration	\$2193.00
Total	\$5995.88

Expenditures supporting policy development and implementation (e.g., supporting and promoting new policies).
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N/A

Expenditures covering operational expenses; up to 20 percent of provincial SAC funding may be used as operational expenses, if necessary, to encourage and support member participation).	
SAC Member Parking and Mileage for the SAC Provincial Meeting (September 2024) \$59.36 Meal from Mezza for an evening working group \$190	
Total	\$249.36

Total Expenditures for St. Margaret's Bay Elementary School Advisory Council 2024-2025
$\$5995.88 + \$249.36 = \$6245.24$

Please return to School Supervisor by Monday, June 16, 2025. Thank you.