



SAC Sir Charles Tupper School: Meeting Minutes December 9, 2025

In Attendance: Lashauna Smith (Chair), Paula Little (Principal, non-voting), Andrea Fader (teacher representative), Janet Hathaway (community representative), Kristin Hewlett (parent representative); Jackie Steeves (teacher representative)

Regrets: Sina Hemelaar (parent representative), Byran Bell (community representative, Schools Plus), Lorelei Burgess (community representative)

1. Welcome & Land acknowledgment / People's acknowledgement

- Chair (L. Smith) welcomed members to the meeting and shared a Mi'kmaw and African Nova Scotian land acknowledgement.

2. Call to Order and introductions

- Chair (L. Smith) called the meeting to order. It was confirmed that quorum was present for the meeting.
- October 14, 2025, SAC Meeting minutes were presented and approved as circulated.

3. Business Arising from Meeting Minutes

- A group of parents has formed a committee to discuss approaches to traffic safety and traffic calming around the school. Chair (L. Smith) will reach out to the parent committee for updates in advance of the upcoming SAC meetings.

4. Special Reports and/or presentations

a. Principal's Report

- P. Little shared the Principal's report, with updates on: Remembrance Day Ceremony; Teacher Evaluation Process has begun; Monday Mindfulness; Trivia Night; Assessment & Evaluation Day; Cheryl Keating Visit; Financial Audit Review; Provincial SAC Conference; Professional Practice Day; Adaptations sent home; T1 Report Cards sent home; Progress Conferences; Holiday Shop; Holiday Concert Preparations

b. School Advisory Council Provincial Conference (Overview)

- L. Smith and P. Little attended the annual School Advisory Council Conference in November, hosted by the Department of Education and Early Childhood Development (EECD). They provided an overview of sessions attended and highlighted the presentation on the Code of Conduct Policy Update/Guide for Responding to Unacceptable Behaviors (see item 6b.)

5. Finance & Budget Update

- One request for SAC funding was made between October 14, 2025 and December 9, 2025.
 - Social and Emotional Learning and Development software “Everyday Speech” – Mr. Gosney (School Counsellor) \$499USD
 - Spending on this item was approved by the SAC.
- There is approximately \$1500 remaining from 2024-2025 to support conducting the Blanket Exercise with staff. Chair (L. Smith) to reach out to previous Chair to discuss.
- The SAC will continue to consider any budget requests as they come in for literacy, math, and well-being support in the classrooms.

a. Grant and Funding Opportunities

- L. Smith provided a short overview/update on grant and funding opportunities that the SAC could take advantage of, including the SAC Innovation Fund. Members in attendance agreed that any grants/funding would need to take into consideration the unique needs of SCT.
- It was raised that an additional fence in the front of the school would help with student safety and if/how the SAC could support this. No further action at this time.

6. New Business

a. Student Success Plan (SSP) – Update on Cycle 1/Cycle 2 Goals

- Teachers met to reflect on cycle 1 literacy, math and well-being strategies to answer the following questions: What is the evidence of the impact/gains in student achievement/well-being? How do we know? and What impact did the strategy/action have on teaching practices?

b. Code of Conduct Policy Update/Guide for Responding to Unacceptable Behaviors

- P. Little provided an update on the Code of Conduct Policy and Guide for Responding to Unacceptable Behaviors. This is a province-wide policy to support teachers and administrators in applying consistent consequences associated with unacceptable school behaviors.
- Guide available here: [guideforrespondingtounacceptablebehaviouren.pdf](#)

7. Open Discussion/Public Input

- The SAC will continue to discuss opportunities for student success in literacy, math and well-being, in alignment with the SAC mandate.

8. **Next meeting date:** Thursday, February 12, 2026 (*this date was changed from February 10, 2026, at the agreement of all SAC members)

9. Adjournment