



School Advisory Council Annual Report – June 2026

School	Sir Charles Tupper Elementary School
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SAC Chair:			
SAC Parent members: Lashauna Smith (Chair) Kristin Hewlett Sina Hemelaar	SAC Community Members: Janet Hathaway Lorelei Burgess Bryan Bell	SAC Staff Members: Jackie Steeves Andrea Fader Paula Little (non-voting member)	SAC Students Members: N/A

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

School Advisory Council Annual Report Summary (2025–2026)

Summary of the Year’s Work

During the 2025–2026 school year, the School Advisory Council (SAC) engaged in consistent, purposeful dialogue to support student achievement, well-being, and overall school improvement. Across the 6 meetings held throughout the year, the SAC reviewed school priorities, discussed student learning data, and provided feedback on initiatives connected to the School Success Planning process.

A key focus throughout the year was strengthening student outcomes in literacy, mathematics, and student well-being. School administration provided updates on instructional priorities, targeted interventions, and strategies designed to support diverse learners. SAC members reviewed information from provincial assessments and school-based screening tools, helping to deepen understanding of how data is used to guide instruction, identify student needs, and monitor progress over time.

The SAC also engaged in broader discussions related to conditions that support learning, including attendance trends, class organization, and school safety procedures. In addition, the council considered initiatives that promote inclusion and belonging, including culturally responsive practices and school-wide efforts to support positive student engagement and well-being.

Across all meetings, the SAC functioned as a collaborative advisory body, providing feedback and asking questions that supported ongoing reflection and continuous improvement within the school.

Alignment with SAC Roles and Responsibilities

The work of the SAC was closely aligned with the HRCE School Advisory Council Roles and Responsibilities. Throughout the year, the council:

- Provided advice on school improvement priorities and student achievement goals
- Supported two-way communication between the school and community
- Offered feedback on school practices, programs, and learning conditions
- Participated in consultation opportunities at the regional and provincial level

The SAC remained focused on its advisory role, supporting school leadership through discussion and feedback rather than operational decision-making. This ensured that conversations remained centered on student learning, well-being, and school improvement planning.

Student Success Planning Process

The SAC was actively engaged in the school's Student Success Planning (SSP) process through ongoing updates and reflective discussion. Administration shared school goals and progress related to literacy, numeracy, and student well-being, along with the strategies being implemented to support improvement.

A central feature of this process was the use of multiple sources of data, including provincial assessments and classroom-based measures, to inform instruction and identify areas for targeted support. SAC members discussed how this data informs short-cycle planning, intervention strategies, and school-wide instructional practices.

This cycle of planning, implementation, monitoring, and reflection allowed the SAC to remain informed about school progress and to provide meaningful input aligned with student success goals.

2025–2026 SAC Requests for Participation

In addition to regular SAC meetings, members participated in system-level consultation opportunities, including:

- Completion of the Provincial SAC Conference feedback survey, supporting reflection on SAC engagement and future capacity-building
- Contribution to the HRCE School Advisory Council Feedback & Question Submission from the Regional Executive Director, helping inform broader system-level priorities and SAC supports

These opportunities strengthened the connection between school-level SAC work and regional/provincial planning, ensuring local perspectives contributed to system-wide improvement.

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

A key milestone for the School Advisory Council (SAC) this year was its strengthened engagement in the Student Success Planning process through data-informed discussions. Across the year, SAC members reviewed and discussed provincial assessment results and school-based screening data, helping build a clearer shared understanding of how literacy and numeracy achievement is being supported through targeted instruction and intervention. This strengthened the SAC's ability to meaningfully contribute feedback aligned with school improvement priorities.

A second important success was the SAC's sustained focus on student well-being and inclusive learning environments. Throughout the year, the council was kept informed of and supported school-wide practices that promote belonging, engagement, and safety, including culturally responsive approaches and efforts to strengthen positive school culture. This contributed to a shared commitment to ensuring students feel supported both academically and socially.

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

Individualized by SAC

Statements of Revenues and Expenditures:

Expenditures supporting the school improvement plan (e.g., providing resources to support math and literacy instruction).

Carry forward from previous year: \$1,238.81
 Credit for 2025-2026 school year: \$5,234.00

Summary for: SAC Grants
 Cat. #: 10500

Contact Person:
 Balance Forward: \$1,451.46

Date	Transaction	Description	Debit	Credit	Tax Paid	Tax Rebate	Cleared	Balance
11/10/2025	Transfer 752	SSP Writing Tool	\$212.65				<input checked="" type="checkbox"/>	\$1,238.81
11/28/2025	Direct Deposit			\$5,234.00			<input checked="" type="checkbox"/>	\$6,472.81
01/07/2026	Transfer 753	Writing Resources - November 2025 visa	\$158.80				<input checked="" type="checkbox"/>	\$6,314.01
03/10/2026	Transfer 757	Literacy Resources-February 26 visa	\$68.37				<input checked="" type="checkbox"/>	\$6,245.64
03/10/2026	Transfer 757	Literacy Resources-February 26 visa	\$416.54				<input checked="" type="checkbox"/>	\$5,829.10
03/10/2026	Transfer 757	Literacy Resources-February 26 visa	\$210.85				<input checked="" type="checkbox"/>	\$5,618.25
03/10/2026	Transfer 757	Literacy Resources-February 26 visa	\$410.84				<input checked="" type="checkbox"/>	\$5,207.41
03/10/2026	Transfer 757	Literacy Supplies-February 26 visa	\$413.06				<input checked="" type="checkbox"/>	\$4,794.35
03/10/2026	Transfer 757	Literacy Resources-February 26 visa	\$136.73				<input checked="" type="checkbox"/>	\$4,657.62
03/10/2026	Transfer 757	Literacy Resources-February 26 visa	\$414.94				<input checked="" type="checkbox"/>	\$4,242.68
03/10/2026	Transfer 757	SEL Support-February 26 visa	\$701.50				<input checked="" type="checkbox"/>	\$3,541.18
03/10/2026	Transfer 757	Writing Notebooks-February 26 visa	\$38.75				<input checked="" type="checkbox"/>	\$3,502.43
			\$3,183.03	\$5,234.00				\$3,502.43
Opening Balance: \$1,451.46			3,183.03	5,234.00	0.00			\$3,502.43

Date	Transaction	Description	Debit	Credit	Tax Paid	Tax Rebate	Cleared	Balance
04/21/2026	Transfer 759	Literacy Resources, Student Whiteboards-March 26 visa	\$409.92				<input checked="" type="checkbox"/>	\$3,092.51
04/21/2026	Transfer 759	SLP resource - March 26 visa	\$30.16				<input checked="" type="checkbox"/>	\$3,062.35
04/21/2026	Transfer 759	SLP Resource - March 26 visa	\$39.99				<input checked="" type="checkbox"/>	\$3,022.36
04/21/2026	Transfer 759	SLP resource, communication - March 26 visa	\$45.59				<input checked="" type="checkbox"/>	\$2,976.77
05/12/2026	Transfer 760	3-6 Literacy Resources - April 26 visa	\$242.25				<input checked="" type="checkbox"/>	\$2,734.52
05/12/2026	Transfer 760	Literacy Class Supplies - April 26 visa	\$236.85				<input checked="" type="checkbox"/>	\$2,497.67
05/12/2026	Transfer 760	Soundwall Resource - April 26 visa	\$93.04				<input checked="" type="checkbox"/>	\$2,404.63
05/12/2026	Transfer 760	Soundwall Resource - April 26 visa	\$94.98				<input checked="" type="checkbox"/>	\$2,309.65
05/12/2026	Transfer 760	Tier 2 Literacy Suuplies - April 26 visa	\$30.88				<input checked="" type="checkbox"/>	\$2,278.77
			\$1,223.66					\$2,278.77
Opening Balance: \$3,502.43			1,223.66	0.00	0.00			\$2,278.77

The SAC spending decisions this year clearly connect to improvement in literacy, math or well-being, particularly in relation to curriculum renewal and evidence-based instructional practices in literacy and student well-being.

Funding was intentionally used to support structured literacy and early literacy instruction, aligning with the renewed English Language Arts curriculum and the Province’s emphasis on the approach to foundational reading skills. Purchases such as magnetic whiteboards, letter manipulatives, sound wall resources, writing mini-lesson materials, and “Releasing Writers” (previously known as Think SRSD) resources directly support explicit, systematic instruction in phonics, vocabulary, and writing. These resources strengthen teachers’ ability to deliver consistent, research-informed literacy instruction and small-group intervention strategies aligned with school Student Success Plan goals.

In addition, SAC supported the purchase of programming to support social-emotional learning and self-regulation, which aligns with Provincial priorities related to inclusive education, student well-being, and mental health supports. These tools help staff implement proactive strategies that support student engagement, emotional regulation, and readiness to learn.

Overall, SAC spending decisions were closely aligned with Provincial and Regional priorities by supporting both curriculum implementation (literacy instruction) and student well-being frameworks, ensuring resources directly contributed to improved student achievement and inclusive learning environments.

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

Do the decisions about spending connect to a Provincial policy implementation? Explain.

Expenditures covering operational expenses; up to 20 per cent of provincial SAC funding may be used as operational expenses, if necessary, to encourage and support member participation).

Do the decisions about spending connect to the operational expenses connected with bringing the SAC members together to perform their roles and responsibilities. What types of supports were provided and was it impactful?