Millwood Elementary School Advisory Council Meeting

April 23, 2025, 6:30 p.m. In person Meeting

**Type of Meeting:** Regular Business **Chair: Michelle Barnhill** **Note taker: Nancy McNeil**

**Membership/Attendance:**

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| Parent Members | Community Members | Staff Members | Administration | |
| Joann Nolan  Michelle Barnhill | Lynn Parsons (X)  Susan Harris  Emily MacLeod  Amanda Guitard  Pam King | Traci George  Angie MacAloney (X)  Nancy McNeil | | Michelle Andrews  (Principal)  Christine Richardson  (Vice Principal) |

**Record of Decisions:**

| Agenda Items | Summary | I-Information  D-Decision  A-Action |
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| 1. **Approval of the Agenda/Approval of minutes**   Lead: Michelle | Meeting was called to order at 6:30pm  The meeting agenda was approved, as were the minutes from the February 19 meeting. Approval was obtained first by Ms. Andrews and seconded by Ms. Richardson. | I  D |
| 1. **Items Brought Forward**   Lead: Michelle | None currently. | I |
| 1. **Principal’s Report / SSP Update**   Lead: Michelle | Our new Child and Youth Care Practitioner (CYCP), Gillian Blaney, recently started at MES. Gillian, along with our Schools Plus Facilitator, Laura McAvoy, is currently facilitating a Home Alone course with our Grade Five students. Gillian is also offering small groups for students who need support with building social skills and making social connections. Gillian has been doing conflict resolution and team building with several of the classes in the upper grades.  The LM3 Assessment will be written on May 13, 14, 21 and 22. Information regarding the assessment will soon be sent home to Grade Three families.  Our new Administrative Assistant, Palak Patel, started on April 7. Palak will be with us until the end of June, with the potential for her to be here until November. Palak fits in very well at MES and is very capable.  The Grade Five Closing will be held on June 26.  Staff will be meeting during the month of May to comprise class lists for the 2025-2026 school year. During May, relevant staff will also meet with staff from SHJH to discuss the outgoing Grade Five students. There will also be a Grade Six Orientation event held for Grade Five students and their parents in May.  MES will hold a Primary Orientation for incoming Grade Primary students and their parents on June 5. Details of the Orientation are still being planned. At this time, there are 45 students registered for Primary for 2025-2026.  Ms. Young started a Running Club again this year. There are currently over 80 students involved. Ms. Young is being assisted by several teachers and parents.  **Student Success Plan**  MES is currently going into its third cycle.  Our April 30 PD Day will include all staff reviewing the new School Code of Conduct. The general approach of the new code of conduct is recognizing positive behavior, with a greater focus on how that behavior is being reinforced.  Literacy  Ms. Bent, Ms. Layne, Ms. Weston and Ms. Hodgson have been working with students in Grade 2,3,4 and 5 on intentional writing.  Math  Teachers continue to work on computational fluency. | I  I  I  I |
| 1. **Wellness Update**   Lead: Michelle | Many of our classes are planning year end trips. Currently, the approximate cost of booking and using school buses is  $13 000.00. MES will cover the cost of the buses for the trips.  MES had recently implemented a Caught Ya program for all students. The objective is to ‘catch’ students doing good things, demonstrating kindness and being good citizens. When ‘caught’, students are given a token that they can give to their teacher to trade for a sticker. Classroom teachers are asked to keep track of the students who received tokens and the reason a student received it. The tokens are collected first by the homeroom teacher and then by administration at the end of each week. All of the class tokens are collected in the Office token jar. When the Office jar is full, students will receive a school wide reward, such as extra recess time. Students need to be able to tell their homeroom teacher why they received their token if it was given to them by their classroom teacher. Each day on the announcements, Ms. Andrews or Ms. Richardson read the names of several of the students who received tokens and the reason why they received them. Ms. Ledson, one of our Grade Three teachers, has been instrumental in the development of the Caught Ya Program. Ms. Ledson facilitated a whole school assembly to introduce  and explain the program and has also developed a beautiful ‘garden’ bulletin board where the photos of students that have received tokens are displayed. Feedback from staff and students has been very positive. | I  I  I  I  I |
| 1. **SOS**   Lead: Joann | Joann shared that a contract has been signed with Glow Promotions for the rental of two inflatables for the Spring Fling. One of the inflatables is large enough to fit in the Gym. Sugar Bloom and Cool Bus Treats are two vendors that will be selling food at the Spring Fling. Freezies and hot dogs will not be available for purchase this year. MES will also be renting some games from Glow Promotions. There will also be games available that do not require payment. Three staff from Royal Bank Canada will be helping with the Spring Fling. A 50/50 will be held during the Spring Fling. Punch Cards will also be available and will likely include a turn in one of the inflatables and several games. The cost will be $10. | I |
| 1. **Other Business**   Lead: Michelle | Michelle was contacted by a parent who was wondering if it would be possible to have games, such as Four Square, painted on the play area that is between the middle and primary doors. These had been painted there in the past. Ms. Andrews will check with Mr. Van Ritchie to see if MES still has the stencils. |  |
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**Next Meeting: June 4, 2024 @ 6:30 pm via Zoom**