Millwood Elementary School Advisory Council Meeting

June 11, 2025, 6:30 p.m. Teams 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 (X)Michelle Barnhill  | Lynn Parsons (X)Susan Harris (X)Emily MacLeod (X)Amanda Guitard (X)Pam King | Traci George Angie MacAloney Nancy McNeil | Michelle Andrews (Principal)Christine Richardson (X)(Vice Principal) |

**Record of Decisions:**

| Agenda Items | Summary | I-InformationD-DecisionA-Action |
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| 1. **Approval of the Agenda/Approval of minutes**

Lead: Michelle | Meeting was called to order at 6:30pm | ID |
| 1. **Items Brought Forward**

Lead: Michelle | None currently. | I |
| 1. **Principal’s Report / SSP Update**

Lead: Michelle | MES hosted its first in person Primary Orientation since Covid on Thursday June 5. The children were very excited and did very well in the classroom setting. The students came into the school through the doors that they will use next year and were also dismissed to their parents in the same manner. While the children were in class, Ms. Andrews and Ms. Richardson hosted an information session for parents in the library, where they were provided important information regarding Primary. In September, our Curriculum Night will be held on an evening before the school year starts.MES hosted the Music Man in May. All classes had an opportunity to participate in the engaging and energetic presentations.Since implementing our Caught Ya Program, we have held two whole school assemblies. One assembly focused on kindness and the other on respect. We will have one more character education-based assembly before the year is over. The focus of the assembly will be Our School is a Family, and how we treat others in our family. It is our hope that we can continue to build on the sense of belonging that we hope to foster in students while they are at school. Next year, Ms. McNeil would like to incorporate the New Three Rs at MES: respect, responsibility, and resilience. More on this will be shared in the Fall. Field Day will be held on June 17. Staff from RBC may come to support the day. If they do, the school will receive a donation of $1500.Ms. Andrews shared that she has secured an evening in the Fall and one in the Winter for the SOS to use for events if they wish.Ms. Withenshaw., a former EPA and now Lunch Monitor at MES, shared with Ms. Andrews that she was going to forward our school’s name to the Lions Club to have the opportunity for them to come and offer a BBQ at our school. Ms. Andrews shared the MES SAC Annual Report with members. The report highlights key components of the work supported by the SAC this year. In addition to supporting Math, Literacy and outdoor physical activity, the SAC also supported meaningful whole school assemblies. A future goal for the SAC to consider is how to increase and improve family engagement in the school. If members want to add anything to the report, they can forward it to Ms. Andrews by Monday, at which the report is due to the HRCE.MES is fully staffed for the 2025-2026 school year, apart from the Learning Center, where there will be three new teachers. There will be 17 classrooms next year. Ms. Stevens and Ms. Flanagan will be staying at MES. Ms. Walker and Ms. Grandy are retiring while Ms. Billard, Ms. Snider, Ms. Rowe and Ms. Ledson-Butts will be applying for teaching jobs elsewhere. The Grade Five Closing will be held during the morning of Thursday June 26, with a walk to Vineyard Church for ice cream in the afternoon.**Student Success Plan (SSP)**During our April 30 PD Day, all staff discussed the new provincial School Code of Conduct. Part of those discussions included developing clear and specific expectations regarding student behavior in different settings throughout our school and school property. Our staff worked in groups to develop these expectations as well as vision statement for our school. The expectations and vision statement have been collated to create a Matrix of Expectations for Student Behavior. A draft of the Matrix was sent to parents via email asking for feedback in a google form. Unfortunately, very little feedback was received. The document is fluid and as such, Ms. Andrews will send the Matrix out again in the fall in the hopes that more parents share feedback. Some of the themes that arose from the feedback were the need for clear expectations, and accountability for behaviors. In the new school year, different parts of the Matrix will be shared daily on the announcements. **Literacy**Our focus this year in Grades Primary-Two has been on phonemic awareness. There is a change to the Grades 3-5 Language Arts curriculum to be more reflective of the reciprocity of the relationships between reading and writing.Ms. Weston and Ms. Hodgson did a lot of work with Grade 3s to prepare for the LM3. Both teachers also focused on the process of writing with the Grade 3s, and both are now spreading that focus in their work with the Grades 4s and 5s. **Math**Computational fluency continues to be a focus of our Math goal. As this work continues, more explicit conversations will be had to determine what this looks like in Grades Primary -Two.  | IIII |
| 1. **Wellness Update**

 Lead: Michelle | All our classes will have gone on a class trip during the month of June. The school covered the cost of all the buses.  | I |
| 1. **SOS**

 Lead: Joann | The Spring Fling was very successful. Close to $5000 was raised for Literacy and Math programming. That amount does not include the money that will be donated by RBC.  | I |
| 1. **Other Business**

 Lead: Michelle  | None |  |
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