

BLT JR & BLT SR Elementary- School Advisory Council Meeting Minutes
November 3rd, 2025
BLT SR Cafeteria

Attendance:

Present:

Present:

| | | |
|-------------------------|------------------|-----------------|
| 1) Katie Sherren | Chair/ Parent | BLT SR |
| 2) Mr. Albert Williams | Principal | BLT JR |
| 3) Ms. Michelle Andrews | Principal | BLT SR |
| 4) Mme. Comeau | French Teacher | BLT JR |
| 5) Ian Angus | Community Member | |
| 6) Karri Lynn Davidson | Parent | BLT SR |
| 7) Sarah Warfard | Parent | BLT JR & BLT SR |
| 8) Stephanie Brown | Parent | BLT SR |
| 9) Amy Lowry | Parent | BLT JR & BLT SR |

Regrets:

| | | |
|--------------------------|-----------------|--------|
| 1) Ms. Tracey Quinn | Vice Principal | BLT SR |
| 2) Ms. Cali Huczel | Vice Principal | BLT JR |
| 3) Ms. Christine Compton | English Teacher | BLT JR |

Call to Order:

6:02 PM, November 3rd, 2025
BLT SR Cafeteria

Principal Report from BLT JR (Mr. Williams):

Important dates to remember in November

- Nov. 8: Indigenous Veterans Day
- Nov. 10: BLT JR Remembrance Day Ceremony @ 10:30 am (Military and Armed Forces members are invited).
- Nov. 11: Remembrance Day - No classes PP-12
- Nov. 13-19: Transgender Awareness Week.
- Nov. 14: Diabetes Awareness Day (please wear blue)
- Nov. 20: International Day of the Child or World Children's Day
- Nov. 21: Assessment & Evaluation Day - No classes Elementary/Middle/Junior High only
- Nov. 24-Dec. 3: Report cards (Elementary/Middle/Junior High)
- Nov. 29: School Advisory Council Conference
- Dec. 4: Parent Teacher Conference and Professional Development for staff

CBAS: We collected reading and writing data in our classroom base assessment system for grade 1. We will analyze and plan for next steps.

Emergency Management Plan (EMP). Update on drills

- 2 Fire Drills third one this week
- Lockdown Drill

- Hold and Secure Drill
- Conversation about Relocation Drill
- Information went home to families about how to have a safe Halloween

School Equity Team

- We discussed equity theme bulletin boards of students work in the lobby and the admin office. Staff will sign up to use the boards and rotate them throughout the year.
- Looking to enhance the diversity of material in our classroom libraries
- Will add new resources to our equity bins
- Hoping to have Halifax Regional Arts come in to do some cultural programming

Winter Concert: Will take place on December 9 and 10. There will be an afternoon and evening performance.

Lunch Monitors: We have hired a few new subs for lunch monitoring and have some volunteers to help support with the breakfast program.

Breakfast Bins: Students have access to breakfast bins every morning including a variety of healthy options. We have added some new items as well.

Principal Report from BLT SR (Ms. Andrews):

Picture Day: School Photos and retakes were done in October. Positive feedback from the community in regards to the photographer.

Halloween for Hunger: Students went “trick or treating” in the community for non-perishable food items. The food they collected will be donated to local food pantries and Feed Nova Scotia.

Remembrance Day:

- Assembly will take place on Monday, November 10th
- Leadership students will assist and the choir will perform.
- Guests have been invited.
- Wall of Honour in our main lobby.

Fall Fest Friendship Concert:

- November 25th, 26th, and 27th. There will be two performances each day, 1:15pm & 6pm.
- Grade 5 students collaborated to choose a name for this year’s concert: **The Fall Fest Friendship Concert: Where Wonders and Dreams Begin!**

SAC Provincial Conference: Friday, November 28th.

Report Cards will be sent out Wednesday, December 3rd.

Parent conferences will be held on Thursday, December 4th.

Safety and Traffic Concerns:

- Parent shared traffic concerns regarding the streets surrounding the school with the SAC, local MLS, and RCMP.
- School sent out this message to families as a reminder: *“If you have any traffic concerns regarding the streets surrounding the school, including Mountain Maple Drive, please don’t hesitate to contact 311 or the RCMP to report them. Your feedback helps keep our community safe.”*

Parent- Teacher Committee:

- Currently recruiting more volunteers.
- They will continue exploring fun ways to promote school spirit and bring the community together. Once volunteers are confirmed, we’ll share updates on this year’s events and activities.

Breakfast program:

- We have connected with D&Jo’s to provide fresh fruit to our breakfast program.
- We are also adding additional items to our breakfast program such as yogurt and cheese.

SSP Report:

- LM3 Data: We have identified students who did not meet in the areas of Math, Reading, and Writing, and have determined next steps to provide additional support either as a whole class or small group intervention.
- Literacy:
 - We have purchased magnetic letters and cookie sheets to create magnetic letter trays to support phonological work in both English and French grade 2 classes.
 - Purchased license for on-line reading program for grade 2 teachers to support Home Reading (Raz Kids).
 - Early Literacy and Math support teachers continue to work with classroom teachers, both as whole class support and small group work.
- Student Well-Being: Three new clubs:
 - Pride Group
 - PALS
 - DECK Box

BLT SR Expectation Matrix:

| Location | Be A Learner (Productive) | Be Respectful | Be Safe |
|-----------------------|---|---|--|
| Learning Space | Stay on task. Try your best. Ask questions. Participate and share ideas. | Listen actively. Follow instructions. Use kind language. Take care of materials. Wait patiently to share. | Keep your body in your own space. Use materials and equipment appropriately. Model safe choices. |
| Hallway | Follow your line. If working in hallway, stay on task and be mindful of other classes. | Move quietly and calmly. Admire work with eyes, not hands. Avoid touching backpacks and personal belongings. | Walking feet. Stay to one side in stairwell. Be mindful of surroundings. |
| Washroom | Use time efficiently. Walk directly back to class. | Respect privacy. Place paper towel in the | Wash hands and keep water in the sink. |

| | | | |
|-------------------|--|--|--|
| | | garbage. Quiet and calm. Wait patiently. | No climbing. Report any problems. |
| Playground | Line up quickly (and safely). Try new things. Play fairly using common rules. Model good sportsmanship. | Include others. Share and use equipment appropriately. Follow the instructions of adults. Speak kindly. | Stay in the correct zone. Use equipment in the appropriate location. Gentle play. |
| Bus | Manage your belongings. Pay attention and be ready for your stop. | Remain in your seat. Listen for driver's instructions. Calm and quiet voices. | Remain in your seat facing forward. Keep aisles clear and hands inside. Listen for driver's instructions. Do not throw items inside the bus or out of the window. |

BLT Vision Statement:

- *At BLT SR., we want every student to feel happy, safe, and excited to learn. We believe everyone can grow, try new things, and be proud of who they are. Together, we build a caring school where we help each other, work hard, and dream big!*

Update re: Path to BLT Trails (Katie Sherren):

- Currently there is an unmarked path from the BLT Trails to BLT SR, behind the fence of the soccer field. The path is overgrown with trees, not safe for students to use.
- If this path was cleared and safe, we could encourage students to use active modes of transportation to get to school.
- I contacted BLT Trails, they will discuss this project at their next board meeting.
- I contacted Nathan Pick, he is a Forest Technician within the department of Natural Resources. He indicated that for this project, we would need support from the BLT Trails as they hold the letter of authority for that section on the rail corridor. Either BLT Trails or BLT Elementary would need to take on the project and maintain it.
- Ms. Williams will contact the operations team with HRCE.

Update re: safety at drop off time at Maplewood subdivision entrance (Karri Lynn Davidson):

- Karri Lynn emailed Janet Steele, RCMP liaison, and SAC members. There have been challenges with parking and student drop offs on Mountain Maple Dr. We would like to see increased enforcement, improved signage, and continued education to families.
- BLT SR included in newsletter: *"If you have any traffic concerns regarding the streets surrounding the school, including Mountain Maple Drive, please don't hesitate to contact 311 or the RCMP to report them. Your feedback helps keep our community safe."*
- RCMP member responded: *"I have requested the watch members that have been assigned as the RCMP liaison for the schools to conduct some patrols in that area when they can. This would be based around operational needs at drop off times and their shift schedules"*.

- In response to Karri Lynn's 311 submission, they will observe pick up and/or drop off times in the Maplewood subdivision to determine what changes will need to be made to ensure safety of our students and community.

Next Meeting:

6 PM

January 12th, 2025

* Possibly a virtual meeting due to winter driving conditions.

Meeting Adjourned:

6:45 PM