

 **Summerhill Street Elementary School**

**Parent School Support Committee**

 **Minutes**

**Date**: October 10, 2023 **Time**: 6:30 P.M.

**Location**: Summerhill Conference Room

**In Attendance:**

Erin Dyker

Shauna Nowlan

Emily Noble

Shannon Atherton

Sheila Morgan

Thomas Geburt

Kari Hall

Sarah Purcell

Shelley Gaillard

**Regrets:**

Winnie Clerk

Melissa Hawthorne

**Call to Order:**

Meeting called to order at 6:34pm by Mrs. Atherton

**Welcome:**

Welcome to our new school year! Mrs. Atherton and will chair our meeting this evening until we elect/appoint our new Chair.

**Approval of the Agenda**

Agenda approved by Erin Dyker

Agenda seconded by Shelley Gaillard

**Approval of the Minutes from Previous Meeting (May 16, 2023)**

**Winnie/Melissa Hawthorne will need to approve and second**

Minutes approved by

Minutes seconded by

**Business Arising from the Minutes:**

* Update on Crossing guard

Mrs. Atherton is still in contact with the Town of Oromocto about assigning a crosswalk guard for Restigouche Road North. They have proposed to install actuated lights that blink when signaled. The town engineer is included in the email correspondence and has proposed two options (first crosswalk off the trail or the crosswalk at St. Lawrence). Mrs. Atherton will follow up to let them know that the first crosswalk is the one used the most by our students.

**New Business:**

1. **Overview of PSSC and DEC (Power point)**

Mrs. Atherton provided an overview of the PSSC (power point) – we have seven parent representatives and one teacher representative (8 reps). Parent members are elected for a 3-year term and must have a student attending Summerhill. The School Improvement Plan is a focal point of PSSC agenda and planning for the year.

The role of the Parent School Support Committee is to provide advice, feedback and direction to the principal. The PSSC is a collaborative partnership with the focus on the collective needs/interests of the students. The PSSC strives to work together to make decisions in the best interests of the students in our school. General feedback about our school is what we want to hear.

Our PSSC budget for this academic year is $754.62 based on student enrollment.

1. **Overview of PSSC Handbook (sent by email to each PSSC member)**
2. **Signing of Declaration/Contact information for Clevr**

Mrs. Atherton will upload PSSC member information (address/phone number) to Clevr (if everyone is okay with this). This information is uploaded along with the meeting minutes. All meeting dates are scheduled ahead of time. This will allow the Superintendent and the DEC members have a way to contact members if the need arises.

1. **Schedule of Meetings – minimum of 6 (early fall, late fall, early winter, mid-winter, late spring and a final meeting wrap-up in May/June). Review dates to check if there are conflicts). Prior to each meeting, the agenda and previous minutes will be emailed to PSSC members. The dates for PSSC meetings will be published on our school website as the meetings are open to our Summerhill parent community.**

Oct. 10 – Meeting 1

November 21

January 16

February 27

April 16

May 21

1. **Update from Mr. Geburt regarding Policy 713**

In the spring, the government decided to review policy 713 on Sexual Orientation and Gender Identity. There were no written complaints about the policy from parents. Mr. Lamrock, the Child and Youth Advocate has written 3 formal letters to the government. A report was produced on August 15th by Mr. Lamrock and there were several suggestions for the government. There was no requirement for the government to accept Mr. Lamrock’s report and recommendations.

Policy 713 deals with providing a safe environment for all students and protect the rights of the child. The policy is designed to provide a safe learning environment for all students. The DEC was firmly in support of the original Policy 713 – legal action is occurring in different parts of Canada based on Human Rights.

1. **Staffing and Enrollment/Updates from last year**
* Staffing – 12 classroom teachers and we have an AST (Academic Support Teacher to help support students in Literacy and Math)
* 4 Education Support Services Teachers – School Counselor, Resource Teachers, Behaviour Intervention Mentor
* Phys Ed teacher
* 1 Librarian
* 1 Administrative Assistants
* 7 EA positions
* We have 2 custodians (one day and one night)
* Student enrollment – 261 + 2 more students arriving in November

89 – Grade 3

82 – Grade 4

1. – Grade 5

= 165 English PRIME and 96 French Immersion

NEW: Our roof is being replaced as a capital project (weekends and after school)

NEW: New cameras were installed both inside and outside of our school over the summer

1. **PSSC Election – Chair, Vice-Chair**

Ask for nominations, are there any nominations?

Shelley will nominate Erin Dyker seconded by Kari Hall as Chair

Erin Dyker nominated Shelley Gaillard as Vice-Chair seconded by Kari Hall and Shauna Nowlan seconded the nomination

Chair – Erin Dyker

Vice-Chair – Shelley Gaillard

1. **PSSC BUDGET**

Our PSSC budget for this academic year is $754.62

Think about how we may spend the money as it would be nice to spend this money prior to Christmas. Shannon will bring the spending guidelines for the next meeting.

1. **Correspondence:**

**DEC MEETING SCHEDULE**

**OCTOBER**

**Public – 19**

**Working – 5**

**NOVEMBER**

**Public – 16**

**Working – 2**

**DECEMBER**

**Public – 14**

**Working – 30**

**JANUARY**

**Public – 25**

**Working –11**

**FEBRUARY**

**Public – 22**

**Working – 8**

**MARCH**

**Public – 28**

**Working – 14**

**APRIL**

**Public – 25**

**Working – 11**

**MAY**

**Public – 23**

**Working – 9**

**JUNE**

**Public – 27**

**Working – 6**

1. **Questions:**

**Closing Comments:**

Thank you for attending and next meeting we will look more closely at our School Improvement Plan

**Date of Next Meeting and Potential Agenda Items:**

**Adjournment:**

Meeting adjourned at 7:31pm

**Moved by Kari Hall**

**Seconded by Sarah Purcell**