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| **Fredericton High School Parent School Support Committee**  **MINUTES**  **Monday, January 25, 2021 – Virtual** | |
| **Present:**  Stephanie Underhill Tomilson, Principal  Tracey Burkhardt, Chair  Pamela Kitchen, Vice-Chair  Kim Kelly  Joey Bernard  Karen Flinn  Wendy Wright-Gardner  Pam Shanks | Karen Tamlyn  Hayley Morgan  Andrew Rutledge - Teacher Representative  Amanda Zhang- Student Representative  Charlee Versloot – Student Representative  Laura O’Brien – DEC Representative  Ginger Nicholson  Ola Abuzzayed |

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| 1. **Welcome**   Tracey Burkhardt welcomed the group to the virtual meeting.   1. **Approval of agenda**   Motion made by J. Bernard to approve agenda with addition of Meet The Teacher Night for second semester and Course selection for 2021/2022. Seconded by K. Flinn.     1. **Approval of minutes from December 14, 2020**   Motion made by K. Tamlyn to approve draft minutes for the December 14, 2020 meeting as circulated by email with amendments identified for typographical errors. Seconded by K. Flinn.   1. **Reports**   **Student representative update** – A. Zhang gave SRC update. Pulse Survey is being finalized. SRC organized activities for stress relief for assessment week including colouring and yoga. SRC is selling cans of crush for Valentine’s Day. Students can order and send to other students and can be completed on cashless schools. A. Zhang will forward the banner price information to T. Burkhardt via email.  **DEC update** – Laura O’Brien gave the following DEC updates:  New schools update - Hanwell is nearing completion. As per Policy 409 a naming committee will be formed in the fall with the newly elected DEC members. A principal will also be hired as there is a lot of planning that will need to be done before the school opens.  The new Killarney area school (being referred to as the Northeast School for now) is just getting started. The first meeting of the Education Specification Documentation Committee took place last week; the current chair of the DEC is on the committee.  Department Funding - Subject to approval in the Legislature in March, $72.66 million will be received from the Dept. in 2021-22, including $2.9 million for capital improvement projects. There are currently 20-25 projects on the list. They are prioritized by safety and security concerns and largely consist of things like roofing, heating, ventilation, electrical and plumbing upgrades, bathroom repairs, etc.  PSSCs - At the last DEC meeting a reminder was issued concerning PSSC budgets - that they are taxpayer funds and must be used to support the PSSC mandate.  The DEC and PSSC handbooks were set to be revised, but with the advent of COVID-19 that has been put on hold. There is also uncertainty and clarification needed from the EECD concerning potential changes to governance structure as referenced in the Green Paper which would impact the handbooks.  Bring Your Own Device (BYOD) update - FHS was the last high school in ASD-W to be completed, largely due to an infrastructure upgrade. Middle schools will be completed next, then elementary schools. Anticipated completion date for all schools is September 2021.  Digital Learning Update. There are 9 Digital Leads in ASD-W to support the implementation of digital learning. The leads coach teachers in schools to build capacity within the schools for these teachers to teach their colleagues. There are 218 teachers who have become teacher-leaders, with an expected 40 more by February. These teachers come from 61 of the 69 schools in the district.  The learning resource site is being consistently utilized and appears to be useful. It contains virtual PL opportunities, news, events, community partnerships, etc. Since September 1638 unique users have accessed the site, with 54,393 visits. The teacher digital resource site (Freshgrade, Microsoft Office Suite, etc) has had 1598 unique users and 26065 visits. There are app. 1500 teachers in the district and additional district staff who access the sites, so these are very good usage rates.  Parent Survey - the potential parent survey concerning student learning during COVID-19 has been cancelled. Many PSSCs did not see a need for the survey, and as actions to address concerns would be under the purview of EECD it was decided that this type of survey should come from the department, not the DEC. The concerns shared by the Student Voice Committee and at the last FHS PSSC meeting were shared.  PSSC Member asked whether FHS had any projects on the capital improvement list and L. O’Brien will follow-up.    **Teacher representative update** – A. Rutledge advised that he did not have any current issues for PSSC discussion. Teachers are working assessments and final projects.  **Principal update -** S. Tomilson provided update on the following:   * FHS has been approved as host for the National Student Conference to be held September 2022. * Assessment week – has been positive with directed study block. * Turn around days – two days next week. * School calendar – has been produced on one sheet for student/family planning * Black History month in February – SRC and Social Studies are working on activities to commemorate this month including honouring Willie O’Ree. * Students who are attending FHS from other countries are currently in isolation. * Course selection has a number of advanced courses on the calendar. Process in the past has including guidance holding presentation for parents in Tom Morrison Theatre and also going to each grade level to explain the process. S. Tomilson will look into how parents can participate this year with COVID-19 restrictions. * SAT Testing site – exploring FHS becoming a site      1. **Discussion items**  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Budget –** the group finalized the budget as follows:**PSSC Approved Budget 2019-2020** | | | |  |  |  |  | |  |  |  |  |  |  |  |  | | **Item** |  |  | **Expenditure** |  |  |  |  | | Staff Appreciation | |  | $600 |  |  |  |  | | Communication centres | | | $1,571 |  |  |  |  | | Welcome to FHS pamphlets | | | $568.50 |  |  |  |  | | Catering (Future Chefs Café) | | | $40 |  |  |  |  | | February Meet the Teacher | | | $1,000 |  |  |  |  | | Mark Black | |  | $1,290 | (Cancelled) | |  |  | | Parent Communication | | | $275 |  |  |  |  | | Total |  |  | $5,345 |  |  |  |  | | Budget |  |  | $5,356 |  |  |  |  | | Balance |  |  | $12 |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | **Approved PSSC Budget 2020-2021** | | | |  |  |  |  | |  |  |  |  |  |  |  |  | | **Item** |  |  | **Expenditure** |  |  |  |  | | Staff Appreciation | |  | $711 |  |  |  |  | | Course selection guides | | | $1,571 |  |  |  |  | | Welcome to FHS pamphlets | | | $568.50 | (Already expended) | |  |  | | Catering (Future Chefs Café) | | | $40 |  |  |  |  | | SRC Banners | |  | $300 |  |  |  |  | | Welcome Signs/3 languages | | | $1,557 |  |  |  |  | | Total |  |  | $4,748 |  |  |  |  | | Budget |  |  | $4,747.99 | (Includes Mark Black event refund $345) | | | | | Balance |  |  | $0 |  |  |  |  |   Motion to approve the budget as detailed made by K. Kelly and seconded by P. Kitchen. All were in favour.   1. **New Business**   Meet the Teacher for Second semester – question raised about the plan to communicate information on second term courses given the Meet the Teacher event cannot be held due to COVID-19 restrictions. S. Tomilson advised that Powerschool has course outline and other information. She will send this information about Powerschool to all parents.   1. **Adjournment and Next meeting**   Motion to adjourn made by K. Tamlyn. Next PSSC meeting planned for February 22, 2021 at 5:30 pm. |

*Minutes prepared by: Kim Kelly*