



**Garden Creek Elementary
1360 Woodstock Rd, Fredericton NB
Parent School Support Committee Minutes**

**Date: September 28th, 2022, Time: 6:30 – 7:55
Location: Virtual TEAMS meeting**

<p>PSSC Members Present: Stephanie Card – Leyton and Kellan’s mom Michelle Armstrong – Reid’s mom Holly Pacey – Desmond’s mom Coral Shuai – Flora’s mom Melissa Chetwynd – Grade 4 student’s mom Diane McCullough – Lucas’ mom Jennifer DeJong – Ellie’s mom Kim Sorlie – Madeleine and Benjamin’s mom</p> <p>PSSC Members Regrets: Andrea Addison – Scott’s mom</p>	<p>School/DEC Representation Present: Alex Yaychuk - Principal Catherine Elvin - Grade 3FI teacher</p> <p>School/DEC Representation Regrets: Paul MacIntosh (DEC rep)</p>
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Call to Order:

Approval of the Agenda:

6:30 – 6:35	<u>Call to Order</u>
	<ul style="list-style-type: none"> • Call to order: Alex • Approval of the Agenda • Approval of the Minutes from Previous Meeting
6:35 – 6:41	<u>New Business / Introductions</u>
	<p><u>Going over roles:</u> Alex starts things off with introductions and explanations about roles on the PSSC. Attendance is also taken, and regrets are noted.</p>
6:41 -	<u>Principal’s Report</u>
	<p><u>Meeting dates:</u> Oct, 25th, Nov, 22nd, Jan. 24th, Feb. 28th, Mar. 28th, April 25th and May 23rd. (Tuesdays near the end of the month) Meetings will always be at 6:30pm. Alex must be present for meetings to occur, so notice will be given if it needs to be rescheduled.</p> <p><u>Minutes:</u> Will be taken by Cathy Elvin and shared publicly on the Garden Creek website - https://secure1.nbed.nb.ca/sites/ASD-W/GardenCreek/Pages/default.aspx</p> <p><u>In person or virtual?</u> Some members appreciate the flexibility of attending the meetings virtually. Members asked to share their thoughts on the matter. Melissa prefers in person meetings for the social aspect/getting out of the house. Diane prefers virtual because of the convenience; husband is working nights/evenings. Two more votes for virtual (Coral and</p>



Jennifer). **Kim** prefers in person. **Holly** also votes in person. She also suggests hybrid model, where those who want to attend in person can, and virtual is also an option for those who cannot. **Michelle** likes virtual, but open to either. **Stephanie** prefers virtual as well, but open to both. **Alex** suggests virtual for just information/listening etc. and in-person sessions for more “action item” meetings that require a lot of discussion.

Planning for the next meeting to be virtual. However, if there is a sense that the next meeting will be discussion heavy, there will be notice given of the option to attend in person. Members are also welcomed to attend virtually. Everyone is in favor of this idea; no comments.

Roles of the PSSC: Alex reviews what is in the PSSC handbook – the role and mission of the PSSC. A couple of examples: preserving and promoting the language and culture of the community, developing or revising the School Mission Statement, establishing school policies related to education, language and culture, encouraging family involvement in the school, establish partnerships with the community etc. The principal is NOT a voting member of the PSSC. They work with the chair to organize, seek input, and coordinate. *“How do you want to make a difference at the Creek?”* The Teacher Representative **is a voting member.**

Voting for Chair: Parent member to serve as the chair, as well as a Vice Chair. This person sets the meeting dates, times and agendas, stimulates discussion, keeps the agenda moving forward, helps members reach consensus, helps resolves conflict, and ensures that the PSSC minutes are maintained and distributed. **All other roles on the PSSC were discussed as well.**

Limitations of the PSSC: Alex reviews these with the committee. Examples of things that are outside our limitations: teacher/staff issues, individual student behavior, day to day operations, and fundraisers.

PSSC funding: Can be used for reimbursement of travel, costs of meetings and sponsored education workshops, as well as communication costs directly related to PSSC responsibilities.

Voting for positions:

- **Chair:** Melissa Chetwynd (Coral and Holly 1st and 2nd official) consensus reached.
- **Vice Chair:** Stephanie Card (Michelle 1st and Jennifer 2nd official)
- **Minute-taker** (Royal Scribe): Cathy Elvin
- **School Rep:** Cathy Elvin
- **H&S rep:**
- **DEC Rep:** Paul MacIntosh

School profile: Update on student and staff updates.

What does startup look like? *Admin focus:* what’s best for kids, continuous improvement, personalized high expectations, empathy, trust, and communication. *Teacher focus:* 1st impressions as opportunities, building routines, setting expectations, and positive relationships with students and families.

Events so far/Coming soon: A list of events that have happened and that are up and coming. Lots of exciting things going on at the Creek already this year.

Parent Survey for KCS: District is seeking feedback from parents who have elementary aged children who live in KCS catchment area. These students mostly attend KCS with approx. 45-50 that attend the Creek. Parents have been asked to fill out this survey to gain insight into the positives and the challenges that they face, delineated by their neighborhood. **Michelle** shares that she received this survey without the last few days. **Jennifer** says it was a “hot topic” in the neighborhood recently. Survey closes on October 4th. Many may be aware that KCS has been involved in a school sustainability study – district will be making decisions on upgrades vs. closing vs. rezoning on a case-by-case basis.



	<p>Alex will receive information about this and share more at the next meeting once the surveys are completed.</p> <p>School Improvement Plan 2022-2023: The 3-goal focus: personalized learning goals (global competencies), social-emotional competencies, and formative assessment practices. The Core Leadership team will be instrumental in re-visiting these goals, determining next steps based on evidence, and establishing strategies for success. The CL team will create a plan for Professional Learning to best equip staff.</p> <p>School Committees: A review of all the committees (staff and student) at Garden Creek this year, supported by teaching staff and support staff.</p> <p>School Initiatives: Quick overview of different things. Some things what will be upgraded/enhanced this year: snowblower, large shed, virtual morning announcements equipment, playground enhancements, technology upgrades, outdoor learning space (\$20,000 grant) school spirit, eco schools/living wall (\$12,000 grant) etc.</p> <p>Safety at Garden Creek: The school has returned to a “no COVID restrictions” policy. Schools can manage this in the best interest of the children by respecting the public health guidelines. Masking is optional. Hand sanitizers are being implemented, but hand-washing times as a full class are optional, indoor clubs are now permitted, and intramurals have started up again. K-5 students are all out on the playground at the same time now.</p> <p>Vandalism and Break-ins: There will be a proposal brought before the committee to invest in cameras with the PSSC funds. After a break-in in the Spring, the adolescents involved were caught on camera and reported. The matter was resolved, and the individuals are going through a separate process (legal) to help correct behavior etc. Admin are wondering if the vandalism was connected to the B&E, since the incidents have lessened since. Cameras allowed us to capture footage and deal with the incidents in a timely manner. More cameras would deter this type of behavior in the future, and also allow more security for the building and staff/students within.</p>
7:42 – 7:50	Closing Remarks
	<p>Closing remarks/questions: Alex will touch base with both Melissa and Stephanie to go over their roles and future for upcoming meetings. Michelle asks about the possible changes to PSSC/H&S uproar that happened at the end of the year. The committees will remain separate for now, as far as Alex knows.</p> <p>Next meeting date is October 25th, 2022 at 6:30pm.</p>

Items for next meeting:

- **Any items/ideas for the upcoming agenda**
- **Updates about the KCS survey from Alex**
- **DEC representative update**

Adjournment

PSSC Chair

Date



ANGLOPHONE WEST SCHOOL DISTRICT

PSSC Secretary

Date