

**Harvey Elementary School**

**1908 Route 3, Harvey Station, NB E6K 2P4**

**Parent School Support Committee**

**Minutes**

**Date:** Thursday, 10.14.2021 **Time:** 6:00 PM

**Location:** Virtual Meeting

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| **PSSC Members Present:**  Kimberley Giggie, Chair  Amanda Quackenbush, Vice Chair  Melissa Little, Teacher Rep.  **Others**  Megan Keezer, Shawna Short, Sarah Kantor, Jen McFadgen, Amanda Appleby, Amanda Davidson, Kristi Hudson, Sheryl Pepin, Kat Bamford, Jill McCullough  **PSSC Members Regrets:**  Kaelie Gaynor, Ruthie Bresson, Amy Nason, Abby Davidson | **School/DEC Representation Present:**  Julie Holt, Principal  **School/DEC Representation Regrets:** |

**Call to Order:**   
6:43 pm (after Home & School meeting)

**Approval of the Agenda:**   
N/A

**Approval of the Minutes from Previous Meeting:**   
N/A

**Business Arising from the Minutes:**   
N/A

**New Business:**

Review of PSSC Role & Responsibilities / Officers

* Slideshow was summarized detailing function of PSSC
* Slideshow will be emailed to committee members for further review before next meeting
* Selection of Vice Chair and Secretary took place

School Update

* School Improvement Plan 2020/2021
  + Learning Goal: Improving Literacy
    - Report cards revealed a small percentage of students are working at a lower level than their grade target
    - Teachers assessed students to determine individual levels and who would require more focus
    - Students were then assigned to groups based on their needs for 2-3 weeks to try to raise them to a higher level
    - Teachers have improvement plan files to use as a follow up to make sure plan is working
  + Social/Emotional Goal: Building Relationships
    - Students will build greater social skills using the “HELLO” program
    - Teachers are working on Covid friendly methods to continue the program
* We had 6 Educational Assistants but are moving down to 3 E.A.s due to a drop in numbers
* New Staff:
  + Bailey Graham - Grade 1 / 2
  + Lacey Hennigar-Lemon - Grade 1FI on Fridays
  + Sarah Dobbin - Music
* In process of organizing mentoring program for students
* Megan Keezer is doing a great job as Librarian
* ESL teacher is Evelyn Daigle
* Moffitt’s pizza will available as a hot lunch option for students twice a week
* Orange Shirt Day was September 30th
  + Students listened to Wolastoqiyik song instead of O Canada
  + Students and staff watched movies and read books to commemorate the day
  + A form was filled out stating what took place to recognize the holiday and was forwarded to David McTimoney (Superintendent of Schools)
* Terry Fox Walk raised $403
* New technology for the school was donated by the Home & School committee
* New deep freezer and toasted were acquired for the Breakfast Program at HES
* Kindergarten registration week has begun and as of Oct. 14th there are 20 students registered

Budget Update

* PSSC has $604.27 to spend on travel, meeting costs, communication, etc.
* It will be checked into whether any remaining amount can carry forward to the next year

Safe Schools Week

* Safe Schools Week will take place the week of Oct. 18th
* Julie Holt (Principal) and Melissa Little (V.P.) have meetings/training to attend so some practice evacuations will be moved to the following week

Signing of Declaration Forms

* Declaration forms have been emailed to PSSC members and are to be signed and returned to Julie before next meeting

Other

* Melissa suggested the purchase of band aides and gauze dressings (or asking for a donation like in the past)
* Kat Bamford will assemble packs and ice pads for school use when students are injured
* Melissa is looking into recycling options at our school

**Correspondence:**

N/A

**Closing Comments:**

* What would the PSSC like to focus on for this school year?

**Date of Next Meeting:**

November 18th at 6pm (Virtual)

**Adjournment:**

7:15 pm

Minutes approved by Kim Giggie – Chair on November 5th, 2021 via email