

**Royal Road Elementary School**

**340 Royal Road, Fredericton NB**

**Parent School Support Committee Minutes**

**Date: September 18th, 2018 Time: 6:30pm**

***Location – Royal Road School***

|  |  |
| --- | --- |
| **PSSC Members Present:**  Leanne Perrin, **Past Chair**  Sheri Green, **Past Secretary**  Alesha Gaudet  Carole Van Ember  Sarah Bugden  **PSSC Members Regrets:** | **School/DEC Representation Present:**  Sheila Legere, **Principal**  Mary Brophy, **Vice Principal**  Laura Douglas, **Teacher Rep.**  Denise Bullock, **Teacher Rep.** |

**Call to Order:** Completed bySheila Legere. Sheila provided a brief overview of the role of the PSSC and her intention to invite the DEC rep to future PSSC meetings.

**Approval of the Agenda:** no agenda was provided

**Approval of the Minutes from Previous Meeting:** approval of June 5 minutes was not raised – carryover to next meeting

**Business Arising from the Minutes:** n/a

**New Business:**

* 1. *Election to Positions*
* Leanne Perrin was elected as Chair.
* Carole Van Ember and Sheri Green will share the Secretary position.
  1. *Summer Improvements*
* Gym lighting was replaced; roof on the far end over the gym/cafeteria was replaced; all classroom lights being changed to LEDs; painting of homerooms and bathrooms; and the addition of door stalls on urinals.
  1. *Staffing*
* Full-time administrative person has been assigned to the school. This should provide some stability in the coming years.
* There are currently 349 students enrolled at the school, resulting in 19 homerooms.
* Allotments for physical education, administration, and resources remained the same as last year.
  1. *Nutrition Policy Implications*
* Types of snacks that can be provided as part of the school’s healthy eating budget is limited.
* There are implications for the school’s breakfast program.
  1. *Other*
* Use of the PSSC budget will need to be discussed – carryover to next meeting.
* PSSC will assist school administrators in identifying ways to increase community and parent involvement in the school (e.g. clubs).
* The differences between the school supply lists provided to parents were discussed. The school will use its learnings from this year for next year.
* The school is going to better communicate to parents the purpose of the $25 student fee.
* School Cash Online was identified as a great new resource.

**Correspondence:** None at this time

**Closing Comments:** n/a

**Date of Next Meeting:** October 9, 2018 at 6:30pm

**Adjournment:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PSSC Chair Date**

*Carole Van Ember* *October 4, 2018*

**PSSC Secretary Date**