

**Summerhill Street Elementary School**

**Parent School Support Committee**

**Agenda**

**Date**: October 11, 2022 **Time**: 6:30 P.M.

**Location**: Summerhill Conference Room

**In Attendance:**

Shannon Atherton

Melissa Hawthorne

Erin Dyker

Thomas Geburt

Melissa Walcott

Anita Fairbanks

Ariana Murissi

Sheila Morgan

Winnie Clerk

**Regrets:**

Kari Hall

Shelley Gailllard

Tanya Malloy

**Call to Order:**

Meeting called to order at 6:32pm by Anita Fairbanks

**Welcome:**

Shannon welcomed our PSSC to our first meeting. We are in a brand-new year, and it is an exciting one because we have started fresh and with a renewed sense of being back on track with learning without restrictions. We have 8 members on our PSSC (one more parent this year compared to last year). We have 2 teacher representatives for this year– Winnie Clerk and Erin Jones who will be sharing this position.

**Approval of the Agenda**

**Agenda approved** by Melissa Walcott

**Agenda seconded** by Ariana Murissi

**Approval of the Minutes from Previous Meeting (May 31, 2022)**

**Minutes approved** by Ariana Murissi

**Minutes seconded** by Melissa Hawthorne

**Business Arising from the Minutes:**

* No new business/questions arising from the minutes
* Shannon appreciated the input that was put into our PSSC brochure, and it was distributed to families at our end of the year barbeque, and it was also placed in student report cards. We will continue to add to our brochure.

**New Business:**

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

Shannon provided an overview of the PSSC – most members have experience with being on the PSSC at various schools. 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. Our PSSC budget for this academic year is $783.

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

Shannon will upload PSSC member information (address/phone number) to Clevr – personal information is uploaded along with the meeting minutes. All meeting dates are scheduled ahead of time.

1. **Schedule of Meetings**

Tuesday night may not work for 2 PSSC members, but Shannon will consult and see if the night will change. Monday night may be a possibility.

November 22

January 31

March 28

May 9

1. **Staffing and Enrollment/Updates from last year**

This year we had many new staff members join our staff. We have one more classroom = 13 homerooms this year. We filled out an application for an additional teacher in June due to classroom composition and we received an additional 1.1 FTE. We have 5 FI homerooms and 8 English homerooms. We have 254 students with 2 more students joining us in the next month. We have 13 classroom teachers, 4 ESS members including a Behaviour Intervention Mentor, 9 EAs and 3 specialist teachers (Ms. McAuley & Ms. Potter – Phys. Education and Ms. Gallagher – Music)

We have had a lot of change in staff members but things are progressing and new members of the staff are learning from others.

1. **School Improvement Plan (SIP) and Positive Learning and Working Plan Overview**

We have decided to revamp our School Improvement Plan since we have so many new staff members and change was needed. We are now focused on leadership and teaming – planning and sharing is happening throughout our building. Our SIP has been uploaded to Clevr and we are still working on the wording for our new goal. The SIP is constantly changing and we are adding to it each time the staff and PSSC is able to discuss this through the year. We have talked about Safety, Respect and Responsibility in the past and while we are still focusing on our 3 Stars we are looking to deepen our teaming and leadership potential.

**Overview of the PLWEP goal**

Summerhill will be following the 3G Strong program again this year. Teachers will be following the daily lessons that focus on “grit, growth mindset and grace.” Lessons are being taught consistently by each staff member following the format of the online program so our students are receiving a consistent message. For our SIP, we are picking one academic goal and one social emotional goal from the 3 G Strong survey. The survey will be administered 3 times per year and the data will be collated by Administration. Each team will talk about baseline and post data at the monthly data monitoring meetings. There will be consistent messages and intentional teaching related to the monthly themes. This common planning is where we see the leadership strengths in our teams and within the school.

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

The question was asked if there any volunteers from the floor to be our PSSC Chair – Anita Fairbanks offered to remain in her position as our Chair.

Unanimous consent – all members voted in favor of Anita returning to the role

Melissa Walcott offered to have her name stand as the Vice – Chair and there was unanimous agreement.

Sheila Morgan will be the Secretary with Erin Dyker as our backup Secretary.

1. **Correspondence:**

**DEC MEETING SCHEDULE**

**Thursday September 8, 2022 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Thursday September 22, 2022 6:30 PM Public DEC Meeting Fredericton Inn, Fredericton, NB**

**Thursday October 6, 2022 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Thursday October 20, 2022 6:30 PM Public DEC Meeting Fredericton Inn, Fredericton, NB**

**Thursday November 3, 2022 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Wednesday November 16, 2022 6:30 PM Public DEC Meeting Fredericton Inn, Fredericton, NB**

**Thursday December 1, 2022 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Thursday December 15, 2022 6:30 PM Public DEC Meeting First Nations Community**

**Thursday January 12, 2023 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Thursday January 26, 2023 6:30 PM Public DEC Meeting Fredericton Inn, Fredericton, NB**

**Thursday February 9, 2023 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Thursday February 23, 2023 6:30 PM Public DEC Meeting Fredericton Inn, Fredericton, NB**

**Thursday March 16, 2023 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Thursday March 30, 2023 6:30 PM Public DEC Meeting Fredericton Inn, Fredericton, NB**

**Thursday April 20, 2023 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Thursday April 27, 2023 6:30 PM Public DEC Meeting Fredericton Inn, Fredericton, NB**

**Thursday May 11, 2023 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Thursday May 25, 2023 6:30 PM Public DEC Meeting Fredericton Inn, Fredericton, NB**

**Thursday June 8, 2023 6:00 PM Working Session Fredericton Inn, Fredericton, NB**

**Thursday June 29, 2023 6:30 PM Public DEC Meeting Fredericton Inn, Fredericton, NB**

1. **Questions:**

* A question was asked about the difference between our Behaviour Intervention Worker (BIM) worker and the former School Intervention Worker (SIW) position and what the qualifications were. Shannon explained that the BIM worker consults with the School Counsellor and then works directly with students according to a set schedule. Our BIM spent much of September collecting data and working with ESS to develop a student schedule based on student case needs. The BIM will be with us for the year and has a full-time schedule with our school. He can do classroom observations, coaching and modeling with students, skills teaching and help support on playground and in class. He does not develop IBSP plans, but can be part of the planning and support. There is a district staff person who is responsible for our BIM workers and Shannon offered to reach out and find out qualifications.
* Mr. Geburt does not have any new information on the restructuring of governance for the DEC. There has been nothing new from the Minister or the Department. The change will not come over night and will take some time to occur. It may take a year for things to fall into place. Until then, we continue as per usual until otherwise directed.

**Closing Comments:**

Thank you for coming and see you on November 22

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

November 22nd, 2022

**Adjournment:**

Meeting adjourned at 7:28pm

**Moved** by Winnie Clerk

**Seconded** by Melissa Walcott