

**Summerhill Street Elementary School**

**Parent School Support Committee**

 **Agenda**

**Date**: November 7, 2018 **Time**: 6:30 P.M.

**Location**: Summerhill Street Elementary School, Board Room #142

**In Attendance:**

David McTimoney

Shannon Atherton

Dwayne Prest

Joe O’Donnell

Ariana Murissi

Jon DeYoung

Jessica Hachey

Rhonda Morrow

Shala MacNeill

Angela Lamey-Jackson

Sheila Morgan-Paul

Melissa Walcott

**Regrets:**

Colleen Foreman

Sonya Godin

**Call to Order:**

6:30 Mr. McTimoney called the meeting to order

**Welcome:**

Mr. McTimoney welcomed all PSSC members and provided Melissa Walcott her welcome/orientation binder. He offered a thank you to the parents who provided feedback and agenda items for tonight’s meeting.

**Approval of the Agenda:**

Motion from Jon DeYoung

Seconded by Angie Lamey-Jackson

Agenda approved

**Approval of the Minutes from Previous Meeting, October 3, 2018:**

Moved by Dwayne Prest

Seconded by Shala MacNeill

Minutes approved and uploaded to the DEC portal and posted on our Summerhill Street school website.

**Business Arising from the Minutes:**

No business arising from the minutes

**New Business:**

**1) Determination of a new Chair for Summerhill PSSC**

We need to elect a new chair and can declare a by-election this evening. A call for nominations from the floor was held.

Jon DeYoung nominated Joe O’Donnell.

Angie Lamey-Jackson seconded the nomination.

Joe O’Donnell accepted the nomination for the position of chair.

No further nominations.

Chair – Joe O’Donnell

**2) New Communication System – School Messenger**

Parents seem to be happy to have this new communication system in place at Summerhill. A suggestion was put forward to keep tabs on how many notifications parents are receiving. There was some concern that parents with students at different schools are receiving a lot of communication notifications. Mr. McTimoney chose to phone, email and text for the first communication with Summerhill families. Is there a way that parents can select their notification method? Parents can unsubscribe to email, text. Mr. McTimoney has sent out 3 notifications by School Messenger since the system has been established. He prefers to phone or email (not both) as his 2 main forms of communication, accompanied by a text to quickly inform parents that a message is waiting for them. Mr. McTimoney or Mrs. Myrie will send out messages from our school. For bad weather closures, ASD-W Transportation monitors websites beginning at 4:00am, the Transportation manager contacts the Superintendent by 5:30am and the decision will be made and posted on the ASD-W website, Twitter and local radio stations by 6:00am.

**3) Letter to Minister Regarding PSSC Elections {New Brunswick Regulation 2001-48 under the Education Act; Section 6(1)}**

We talked about the fact that PSSC elections cannot be held before the first day of school. This is an issue for Summerhill because we hosted our Meet the Teacher evening prior to the start of school. A letter has been drafted by Mr. McTimoney on behalf of the Chair of the PSSC to be sent to the Minister requesting to have a change in the legislation or another solution. The Chair would be sending this on behalf of the PSSC. A possibility would be to host an advanced poll prior to the school year starting so our PSSC election could be held. A copy of the draft was shared with the committee. The committee liked that letter and it will be sent next week after signatures.

Motion to send a letter to the Minister from the Chair on behalf of the PSSC by Melissa Walcott

Seconded by Rhonda Morrow

Motion Carried

**4) Summerhill SIP and PLEP Plan – Outline of Development and Current Standing**

A timeline for the new SIP and PLEP plan was provided to the PSSC. In the spring, the staff decided to retire the current plan. A formal process has been put in place and all staff were provided the chance to have a voice in the School Improvement plan. We have developed 4 goals for the staff and students. The November 9th afternoon PL will be to narrow down and monitor our new SIP plan. Input from the PSSC will be welcomed. What role will parents play in the SIP development at home? The plan will be posted on our School Website. It may be good to involve the PSSC in sending out a message on School Messenger encouraging parents to play an active role in supporting our School Improvement Plan. In December, a formal plan will be provided. The 4 draft attachments of the SIP will be sent to all PSSC members to review. The draft plan will be sent out in the next few weeks.

SIP goals:

* Deepen reading engagement
* Critical thinking through Science investigations

PLEP goals:

* Students will learn to model our school mission statement of Being Responsible, Respectful and Safe
* Critical social skills and courteous behaviours

**5) Request under the Right to Information and Protection of Privacy**

Summerhill Street Elementary School (among many other schools) received a request under the Right to Information and Protection of Privacy Act (legislation in NB) to share the amount of money we raised in the 2017-2018 school year. We raised a net of $10 217. Last year, several community groups received money from school based activities (John Wood Foundation, SPCA, for example) in money-in/money-out initiatives.

**6) Nutrition Programs (update from Newsletter)**

The Breakfast program at Summerhill is in place to service hungry kids at our school. We receive hard boiled eggs from the Oromocto Food Bank; students can also receive cereal, milk, toast and cereal bars funded by the school. There is a feeling that our breakfast room is becoming a convenience for students, and not necessarily a necessity. Parent help is difficult to secure in the breakfast room and more than one parent is needed to serve our students. Question raised: can snack baskets be provided for each classroom?

Motion from Shala MacNeill to investigate:

Is there a way for parents to donate money to our breakfast program online through Cash Online?

Ariana Murissi seconded the motion

Motion carried

Concern raised over how schools are expected to raise money through fund raising with the change in the nutrition policy?

Summerhill has a fundraising committee established. Some projected ideas include:

* Sports after school program
* Dance-A-Thon with DJ promote wellness (healthy living)
* Apple sales again for next year
* After school evenings for students

**7) Budgets – Update**

Mr. McTimoney provided the budget for PSSC members. The global budget provided by the government through the district is $36 997 for operations (not salary or building). 44% of the global budget has already been spent - we need to have this spent by the end of the fiscal year which is March 31, 2019. See attached budget 2018-2019.

When we fundraise for Summerhill, we need to say where we are using our school raised monies (Fine Arts, Phys Ed, Science, Technology are the common categories at this time).

**Correspondence:** Email from DEC about “Thought Exchange”

The District Education Council for Anglophone West School District (DEC) invites you to participate in a Thought Exchange.  This is an opportunity for stakeholders to share their thoughts regarding their experience with Anglophone West School District (ASD-W).  The information will help inform DEC of priorities and goals.

The DEC sent out an email to all parents (through the school) where they can provide feedback about what the district is doing well and where they can improve. It is important for Summerhill parents to voice their thoughts. The DEC is looking for quality/constructive feedback. Parents and teachers are encouraged to provide feedback. Kimberley Douglass is the Chair of the DEC.

**Closing Comments:**

The Chair stated that he thought there was good discussion, feedback, lots accomplished during our PSSC meeting. Our goal will be to keep the meeting to 60-90 minutes.

**Date of Next Meeting and Potential Agenda Items:** December 5, 2018

Motion to adjourn the meeting -Jessica Hachey

Seconded by Shala MacNeill

**Adjournment:** 8:03pm