



HOME OF THE SEA DRAGONS

189 Pettingill Road, Quispamsis, NB E2E 3S8

Minutes of Meeting
Held on:
06/20/2018
6:00pm CSM

Chris Saunders Memorial (CSM) Elementary School

Parent School Support Committee (PSSC) Members

PSSC ELECTED MEMBERS: Ron McGrath (Chair) amcgrath@nb.sympatico.ca ; Amanda DiPaolo sadipaolo@gmail.com ; Jill Cormier dionneji@yahoo.ca ; Joanne Romeo joannecromeo@gmail.com ; Karen Trecartin karenltrecartin@gmail.com ; Kendra Gallant kendra.gallant@gmail.com ; Stephanie O'Reilly TOSR@nb.sympatico.ca ; Christina Costello christina_gray9@hotmail.com ; Tanya Kelley Tanya.Kelley@irvingoil.com ; Gillian Rose (H&S) Gillianmrose@hotmail.com

CSMES STAFF: Wilson, Michael (ASD-S - Principal) michael.wilson@nbed.nb.ca ; Hickey, Margaret (ASD-S Teacher Representative) Margaret.Hickey@NBED.NB.CA

DEPARTMENT OF EDUCATION (DEC) REPRESENTATIVE: Roger Nesbitt (DEC - ASD-S) Roger.Nesbitt@nbed.nb.ca

Committee Members Absent:

ELECTED MEMBERS: Jill Cormier, Amanda Dipaolo, Karen Trecartin

CSMES MEMBERS: Margaret Hickey

DEPARTMENT OF EDUCATION (DEC) REPRESENTATIVE: Roger Nesbitt

Minutes of Last Meeting: Posted on CSM School Website

Business Carried Forward:

Topic	Action	Target Date	Owner
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Chris Saunders Memorial Elementary School

Business Carried Forward:

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<p>Sensory / Calming Room</p>	<p>11/15/2017 - Discussed the needs of the students and teachers, and the support required to create a sensory / calming room in the school. Joanne to look into options available and bring back to the PSSC and principal a budget for required items. Requires further benchmarking.</p> <p>01/17/2018 - List of required resources provided and meeting being held with resource teachers to review. Approx. total cost to complete the Sensory Room is \$3,750. A request will be finalized and sent to the H&S for funding approval. A donation letter will also be prepared and sent to CSM families for those wishing to support.</p> <p>02/22/2018 - Updated expenses based on the finalized requirements is \$5,000. A formal letter has been drafted to seek community support for donations and will be sent by email to CSM families, posted on CSM Facebook page, and passed out to local businesses seeking support. The delta between funds raised and expenses to build the Sensory / Calming Room will be submitted to the CSM Home & School for funding of the balance. Specific questions can be directed to Joanne Romeo - joannecromeo@gmail.com.</p> <p>03/21/2018 - PSSC worked on list of local businesses to reach out to. Principal sent out letter to school email DL. Ron posted on CSM Facebook page. All inquires are being sent to Joanne.</p> <p>05/16/2018 - Some private donations have been received. Many thanks to the donors for their generosity. Other sources being investigated for donations such as other schools for equipment and the Rotary. \$3K was requested of the H&S. Plan is to have the room up and ready in the new school year.</p> <p>06/20/2018 - 2 Orders of supplies have be placed. Principal to touch base with the Rotary on potential donation, and with QESdonations of equipment/supplies no longer being used. Staff volunteered to paint the room. RExpectation is to have up and running by end of September.</p>	<p>Sept 30, 2018</p>	<p>Joanne Romeo / Principal</p>
<p>CSM Requirements for 1st Aid Training</p>	<p>03/21/2018 - PSSC discussed the requirements for 1st Aid Training of school staff to help determine if their were any gaps that we could help support closing. Principal will review the current state requirements and plan with the PSSC at the next meeting. Ron McGrath to look into legislative requirements.</p> <p>04/11/2018 - Legislative requirements dictate 1 staff to be trained based on the number of employees. However, the trained employee would need to be available during times that staff are in the school. Recommended to train 3-4 additional staff for coverage. Training times being assessed to determine when a training class can be held at CSM for volunteers. H&S committed to covering costs for 3-4 teachers.</p> <p>05/16/2018 - Workplace Standard First Aid with CPR C & AED scheduled for CSM 8 staff for the weekend of June 2/3. H&S will be supporting the cost for 4 of the school staff to attend.</p>	<p>Completed</p>	<p>Principal / Ron</p>

Meeting Agenda Topics / New Business:


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Home & School Update	06/20/2018 - H&S ended the school year with Apporx. \$6K in the bank which is a great accomplishment. Funds will help with the beginniing of the 2018/19 school year activities. All school volunteers are reminded to have the Criminal Record/Volunteer Sector Check completed if volunteering at the school or with school activities. Forms are available at the office and the checks are completed for free by the KV Police Force.	Completed	Gillian Rose
DEC Symposium	06/20/2018 - The event will be held on Friday, November 2 to Sunday November 4th at the Fredericton Inn. PSSC members are asked to register to confirm your attendance at this new date by Friday, August 31.	Open	PSSC
Cashless School Update	06/20/2018 - CSM is moving to the new Cashless School System for the 2018/19 school year and all parents are encouraged to sign u. The website will be used for collection of all school activities including supplies fees and student fees. The PSSC will help parents with the transition and support during the 2018/19 School Open House Aug 29th.	Open	Principal
Chartwell's Update	06/20/2018 - The request for CSM to be allowed to offer hot lunch through volunteers to raise money for the school 1 day/month was rejected. PSSC will continue to offer hot lunch during the last week of school since Chartwell's closes early. Many thanks to PSSC Tanya Kelley for taking on the task to plan and organize the hot lunch program during the last week of schoo, and thanks to the otehr volunteers. The PSSC raised approx. \$1000 towards school funds. Grat job!	Closed	Principal

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<p>PSSC 2018/2019 School Year Membership</p>	<p>06/20/2019 - Require up to 4 new elected members for the 2018/19 school year PSSC Election in September.</p> <p><u>PSSC 3 Year Term Ending and Offering for Re-election:</u> Ron McGrath (Chair) Joanne Romeo Karen Trecartin Stephanie O'Reilly</p> <p><u>PSSC 1 Year of 3 Year Term Completed:</u> Christina Costello Tanya Kelley Gillian Rose (H&S Representative)</p> <p><u>PSSC 3 Year Term Ending and Not Offering for Re-election:</u> Kendra Gallant Jill Cormier Amanda DiPaolo</p> <p><i>For those leaving the PSSC, the CSM staff, students and PSSC thank you for your dedication of time and committment to supporting our great school, and helping to make it what it is today. Best wishes from all of us!</i></p> <p><i>New members can express interest in joining the PSSC to Ron McGrath (Chair) or to Michael Wilson (Principal). Elections will be held during the Open House August 29th.</i></p>	<p>Open</p>	<p>Principal / PSSC</p>

CSM FACEBOOK LINK:  [Chris Saunders Memorial Elementary School Facebook](#)
[Chris Saunders Memorial Elementary School Website](#)

NEXT MEETING:
September, 2018 **TBD**