



HOME OF THE SEA DRAGONS

189 Pettingill Road, Quispamsis, NB E2E 3S8

Minutes of Meeting

Held on:

11/28/2018

6:15pm CSM

Chris Saunders Memorial (CSM) Elementary School

Parent School Support Committee (PSSC) Members

PSSC ELECTED MEMBERS: Ron McGrath amcgrath@nb.sympatico.ca ; Joanne Romeo joannecromeo@gmail.com ; Karen Trecartin karentrecartin@gmail.com ; Christina Costello christina_gray9@hotmail.com ; Tanya Kelley Tanya.Kelley@irvingoil.com ; Gillian Rose (H&S) Gillianmrose@hotmail.com ; Amanda Sherman amandaesherman@gmail.com ; Jamie Bannister bannisterfamily2005@gmail.com ; Maryem Mubareka mmubareka@hotmail.com ; Sheila Blanchard sheilahawkins302@yahoo.ca

CSMES STAFF: Wilson, Michael (ASD-S - Principal) michael.wilson@nbed.nb.ca ; Tilley, Jennie (ASD-S) Jennie.Tilley@nbed.nb.ca

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

Committee Members Absent:

ELECTED MEMBERS: Amanda Sherman, Christina Costello

CSMES MEMBERS:

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:

Topic	Action	Target Date	Owner
School Improvement Plan	<p>09/19/2018 - collectively discuss required plans to updated the new school improvement plan as the previous 3 year plan is up for renewal. The Principal will work with the school staff on the draft plan and then will present to the PSSC for review and feedback during March, 2019 PSSC meeting. There should be a clear link to the DEC 10 year plan.</p> <p>11/28/2018 - PSSC discussed with the Principal the need to improve volunteerism within the school community to better support school activities and efforts of the Home & School, and that this needs to be part of the new SIP. PSSC & Home & School would like to support a social gathering within the school to support recruitment of volunteers and to recognize those efforts of current volunteers. Inclusivity is a our goal to make sure we reach out to all families looking to want to take part in school activities and Home & School initiatives.</p>	04/01/2019	Principal / PSSC
Impact of Declining School Population on School Programs and Students	<p>09/19/2018 - PSSC discussed again the impact of the schools declining population as it now having a significant impact on the students, in addition to the numerous areas impacted previously brought to the attention of the DEC. The requirements to have 3-4 and 4-5 split classes created mid-way through September is the direct result of class sizes and PSSC members and parents are very concerned regarding the impact to the children and their education. There is no relief in sight and numbers are projected to continue to fall, thus continued impact to the school and students. PSSC will be drafting a letter for review to be addressed to the DEC outlining our concerns.</p> <p>11/28/2018 - PSSC requested CSM Principal to send final letter to DEC on our behalf.</p> <p>12/03/2018 - As per the PSSC request, the letter outlining the PSSC concerns of declining enrollment was sent to the Superintendent and the Director of Finance and Administration.</p>	Closed	PSSC

Meeting Agenda Topics / New Business:

Topic	Action	Target Date	Owner
CSM Christmas Float	<p>11/28/2018 - The PSSC and CSM community would like to take this opportunity to express our sincere thanks and gratitude to Tanya Kelly (PSSC, Vice Chair) for her and her family efforts in supporting the CSM Christmas Float in the Town of Quispamsis Annual Christmas Parade. This required a significant amount of time and effort planning and organizing. Thank you! Unfortunately, there was very little help and support for this significant project so the PSSC and H&S agreed that this would not be a project we would be taking on in future years.</p>	Closed	Ron/Tanya

Chris Saunders Memorial Elementary School

Business Carried Forward:

Topic	Action	Target Date	Owner
Hot Lunch Program	11/28/2018 - Parent request to PSSC to discuss potential changes to current hot lunch program with a focus on more wholesome food opportunities. Given that Chartwell's is the designated vendor for the school lunch program, feedback was given to the parent to reach out directly to the Principal to discuss ideas and potentially meet with Chartwell's to understand where and how they can support.	Closed	Parent Feedback / Principal
School Garden	11/28/2018 - Parent request to PSSC to discuss potential opportunity to look at a school garden program. This was very well received by the PSSC and members of the H&S and we've asked the Principal to investigate potential use of school property for this initiative with ASD-S Facilities Department for approval. We will address further in the Spring and will potentially have a fund raising campaign to support.	05/01/2018	Parent Feedback / PSSC
DEC Communication	11/28/2018 - Reminder send from the DEC to Principals and PSSC Chairs to ensure that minutes are posted and sent to the ASD-S email. This is per the DEC Effective Communication Policy - PSSC Minutes.	Closed	Ron
Water Problem	11/28/2018 - PSSC addressed with the Principal the ongoing water issues at CSM and asked that an update be sent to parents. 12/03/2018 - Email sent by Principal to CSM Families - Facilities Department is being quite diligent in determining the cause of the failed water-tests, in hopes of fixing the problem permanently. The entire system is being reviewed and replacement of parts is currently underway. Only when water-test results fall within the appropriate safe standards, will the students be able to use the fountains; until then, bottled water is available.	01/30/2018	Principal
DEC Symposium May 10-12	12/04/2018 - The Spring DEC Spring Symposium is being held May 10-12 at the Rodd Resort, Miramichi for those interested in attending.	Closed	
Grade 2 Literacy data	11/28/2018 - Principal reviewed with the PSSC the overall Grade 2 Literacy results for CSM vs. Province 2016-18 (3 years) results. Overall, CSM's results compared to that of the Provincial results continue to be excellent. Great job! Individual student results are not reviewed, however, those identified by the survey to below average are being addressed by the Principal and teachers through individual action plans to improve.	Closed	Principal / PSSC
Home & School	11/28/2018 - Please reference the H&S newsletter for updates. Many thanks to the H&S committee and CSM volunteers for your efforts and hard work supporting our school.	Closed	H&S

CSM FACEBOOK LINK:



[Chris Saunders Memorial Elementary School Facebook](#)

[Chris Saunders Memorial Elementary School Website](#)

NEXT MEETING:

December 19, 2018 6:15pm
(3rd Wednesday monthly)

Business Carried Forward:

Topic	Action	Target Date	Owner
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