



**Forest Hill Elementary School**  
548 Forest Hill Road, Fredericton, NB E3B 4K6

**Parent School Support Committee Minutes**

22<sup>nd</sup> October 2018, 6:30pm - 7:35pm

<p><b>PSSC Members present:</b> David Greenfield, Chair Janice Maher-Foster, Vice Chair Wendy Monk, Secretary Michelle Wuest</p> <p><b>PSSC Members regrets:</b> Stella Park Karina Wong Chong</p>	<p><b>School/DEC Representation present:</b> Tracy Stewart, Acting Principal Lori Myles-Coulombe, Teacher Terry Pond, DEC</p> <p><b>School/DEC Representation regrets:</b> None</p>
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**Meeting introduction**

**1. Minutes from the September PSSC meeting**

The minutes were approved.

**New Business:**

**1. Principal’s report**

- (a) Positive Learning and Working Environment Plan: The plan is set for three years and focuses on student and staff growth across four goals.
- (b) School Improvement Plan: Goal is to develop engaged, curious and independent children via two goals: (i) Professional learning for purposeful play (led by Francis Beaudin and Lori Myles-Coulombe). This helps children to learn through play, building social skills and learning through purposeful play and problem-based learning. The approach balances intentional teaching with purposeful play; (ii) building PLCs. The staff meet twice a month for two different strategies: (i) French Immersion and Core English and K meet once a month to discuss common assessment methods via play-based learning including assessments for literacy and numeracy. Bigger question of how you can consistently assess play-based learning. Teachers attended a one-day workshop to develop strategies. The second meeting (once/month) explores purposeful play approaches and helps with social/emotional behavioural approaches.
- (c) A larger “Do not enter” sign will be provided via Facilities/Health and Safety at the school bus entrance to remind parents, caregivers and visitors that it is not safe to drive through the bus lane. Also since the fence has been removed between the school and the neighbouring businesses, a sign will be placed in the verge to remind parents to walk up to the crosswalk for safe pick-up and drop-off.

- (d) Developing behavioural support strategies for students. The staff are developing strategies to teach children how to recognise their behaviour and providing support for them to self-regulate (moving from playing/joking → conflict → mean moment →bullying).
- (e) Professional learning session to focus on helping students make good decisions via zones of self-regulation (using classroom calming baskets, de-escalation strategies and co-regulation, etc.). Information will be shared with students promoting the school motto (a Grade 1 class will lead assembly). Parent-caregiver information sessions will be developed to share common words and approaches (likely March/April).
- (f) Work order update – 31 orders complete!

## 2. DEC report

- (a) DEC members attended a two-day annual retreat
- (b) Sustainability studies ongoing – all four for ASD-W in Fredericton
- (c) Kingsclear Consolidated – voted for Major Capital Improvements
- (d) Move to have PSSC meeting start at 6:45pm to allow Terry to be able to stay longer at his
- (e) The Spring Symposium was cancelled earlier this year due to the flooding but it has been rearranged for 2<sup>nd</sup> and 3<sup>rd</sup> November. PSSC members are encouraged to attend and can contact Stacy Brown for more details.
- (f) Nutrition policy update. The DEC is voting on a letter to the the Minister given that the change to the policy has greatly impacted the school backpack and breakfast program. Instead, the department should focus on educating parents and caregivers on moderate nutrition approaches.

### Any other business:

#### 1. PSSC budget – additional school signage

Tracey Stewart followed up with the staff for ideas for additional communication via the PSSC budget. Proposal for additional signage promoting the school motto, vision and mission statements promoting safe, kind, responsible and respectful behaviour. The ideas included signage, posters, decals.

*Action item: Tracey Stewart will discuss the final ideas with staff and a PSSC member will explore sort out the logistics (e.g. pricing, etc.)*

#### 2. Sustainability Study

David Greenfield gave a summary of the parent survey results to date, which included 49 respondents and are still coming in. To date, Option 1: Status Quo ~35% support, ~35% oppose, ~20% no opinion; Option 2: Repairs ~51% support, ~40% oppose, ~9% no opinion; Option 3: New school ~86% support, ~13% oppose.

#### *Responding to Parent Questions / Concerns*

Discussion on how to address the comments and concerns raised by parent in the survey including; traffic studies for a new school, where a new school would be located, timeline for a new school, allowance for population growth in a new school, maintenance for the current schools before new facility is built, teacher-student ratios in a larger school, mixing of older-younger students in a combined school.

It was agreed that the PSSC cannot speak on behalf of the District and that a follow up email will be sent to parents that will: thank them for their feedback, share the results, refer them to the presentations and upcoming meeting and direct them to the District website/email for questions about the study. The survey will be updated to direct future participant's questions to the District contact.

*Identify Further Community outreach opportunities*

Extending the survey to the community was discussed. Facebook was brought up as an opportunity and Michelle Wuest offered to get the survey out via 'Skyline Acres Community' page and David Greenfield will send it out via 'Southwood Park Community' page.

*Suggestions on what to include in PSSC presentation to District in second meeting (Nov 15<sup>th</sup>)*

- Survey results (parent and community) will be included.
- Discussed that focus should be on equal education and opportunities for the children in our community with the resources that up to date schools provide.
- Discussed whether current programs our school has in place would be put in jeopardy such as breakfast program and backpack program (should continue or be enhanced).
- Discussed the challenges that would be faced merging two school cultures and the similar challenges that were faced when Liverpool and Forest Hill shared administration.
- After school programs would likely be enhanced by a larger school with better facilities likely to have a tendered in-house program run by an after school company.

The advantages of having a small school were discussed in that every staff member knows every student and likewise every student has a relationship with every staff member. Discussed the importance in a larger school of ensuring that every student has a good connection with 3+ staff members.

It was agreed that the presentation and ideas would be shared among the group as it is drafted for input.

**Date of next meeting:** 25<sup>th</sup> November 2018

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**PSSC Chair**

**PSSC Secretary**

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**31<sup>st</sup> October, 2018**