



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

**Parent School Support Committee Minutes**

25th November 2018, 6:45pm – 8:00pm

<p><b>PSSC Members present:</b> David Greenfield, Chair Janice Maher-Foster, Vice Chair Wendy Monk, Secretary Stella Park</p> <p><b>PSSC Members regrets:</b> Karina Wong Chong Michelle Wuest</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 October PSSC meeting**

The minutes were approved.

**2. Change to PSSC meeting start time**

It was moved that the PSSC meetings will now start at 6:45pm to allow Terry Pond (DEC member) to attend the full meeting.

**New Business:**

**1. Sustainability Study update**

- (a) The PSSC passed along thanks to the whole group for the balanced presentation provided at the recent District meeting. The presentation will be shared with parents and also a link placed on the school website to allow community members to see the presentation and questionnaire results.
- (b) Janice Maher-Foster and David Greenfield met with our local MLA, David Coon, to discuss the sustainability study. They shared a binder with him containing all of the information from the District and a copy of the recent PSSC presentation. Options were discussed and David suggested that it might be a good idea to present to the wider community on the issue. However, this moves beyond the mandate of the PSSC and so this needs to come from the community (e.g. like with the Hanwell school).

## 2. Principal's report

- (a) Positive Learning and Working Environment Plan and School Improvement Plan are being further developed and there are several learning opportunities throughout November and December. Additional updates will be provided at the next PSSC meeting.
- (b) Stacey Coy (childhood stress specialist) will be presenting a parent information night, likely in February 2019. The PSSC also discussed ideas for other parent-caregiver information nights including sharing to promote common behaviour strategies, etc. to have consistency between home and school (e.g., WITS program, conflict resolution, etc.). These events would be sponsored by the PSSC budget, thereby promoting communication between the school, parents, caregivers and the community. Note that part of the PSSC budget would also be spent on improving signage for the school to promote a positive environment.
- (c) Suggested that the PSSC could initiate an online survey to assess how the school community would rate the amount of communication from the school.  
*Action item: The PSSC will organise an online survey to address this question*
- (d) Promoting activities within the school. The school can only promote activities from not-for-profit organisations and not from for-profit (e.g. Mad Science).

## 3. DEC report – full report via the DEC website

- (a) Last sustainability study meeting at Liverpool Street Elementary School
- (b) Thought exchange process via District – opportunity to provide feedback on District activities
- (c) Student Leadership conference – 1<sup>st</sup> November, focus on the nutrition policy.
- (d) Minister's excellent in education awards
- (e) New evaluation approach for District Superintendent
- (f) Two Principal positions are open: Bliss Carmen and FHS.
- (g) Student Voice now has active representation on the DEC (congratulations to Terry!)

### Any other business:

None – included in other parts of the Minutes

**Date of next meeting:** 28<sup>th</sup> January 2019

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**PSSC Chair**

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**PSSC Secretary**

10<sup>th</sup> December, 2018