



ANGLOPHONE WEST SCHOOL DISTRICT

Forest Hill Elementary School

548 Forest Hill Road, Fredericton, NB E3B 4K6

Parent School Support Committee Minutes

26th October 2020, 6.30pm - 7:30pm (virtual meeting via Zoom)

PSSC Members present: David Greenfield, Chair Wendy Monk, Secretary Rob Langmaid, Member Maiya Alismaili, Member	School Representation present: Tracy Stewart, Principal Frances Beaudin, Teacher
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1. Meeting introduction

(a) Minutes from the September PSSC meeting

The minutes were approved.

(b) New business

New PSSC member

The group welcomed new member, Maiya Alismaili, to the FHES PSSC. The group introduced themselves and their PSSC roles to MA. TS shared the PSSC handbook with the group to remind everyone about the roles and responsibilities of the PSSC are within the FHES community (this is also available directly from the ASD-W website under the DEC drop-down menu).

Safety at drop-off and end-of-day pick-up for students

TS will send a safety reminder to parents and caregivers around start-of-day drop-off and end-of-day pick-up. Safety concerns have arisen, and it is important that parents and caregivers park/drop-off in the correct locations during these busy times for the school day.

Communication to parents and caregivers

DG is seeking feedback on communication to parents and caregivers. FHES transitioned to Fresh Grade from SeeSaw this academic year because all data is secured on a Canadian server and it offers a consistent piece of software across all staff at FHES. However, teaching staff are raising concerns that parents and caregivers are not seeing the information and pictures as parent engagement is lower than with SeeSaw (general feeling that there is less of a community with Fresh Grade but parents and caregivers appreciate the “conversation starter” that the photos provide). With Fresh Grade, comments are only shared between

teacher and parent or caregiver rather than the wider class (note that teachers can tell how many parents and caregivers have signed up – but cannot tell if parents and caregivers have seen the post). TS to send survey to school community to get feedback on Fresh Grade e.g., what communication do you want to see? How often do you check Fresh Grade?

FHES social media presence

TS is trying to increase the FHES social media presence as parents like the interaction, but it is a balance between formal communication (via email) vs. school highlights/special events (via social media).

Frequency of communication

School represents a shift from daycare/preschool communication so parents are often looking for additional feedback (especially in Kindergarten) or personalised feedback for a small group. Some parents are looking for early feedback on their child's/children's (before upcoming parent-teacher interviews and report cards) to help support their children. However, if a teacher has concerns then they will always communicate with the parents and caregivers.

Money for school items

Payment for different school items can be via SchoolCashOnline (preferred for most payments), cheque or directly to company (e.g., Chartwells, or DFS for recent fundraiser).

Recent fundraiser

DFS fundraiser went extremely well and raised money for the school programs (final totals not available yet).

School improvement plan

FHES is beginning Week 3 for fine motor activities. Pre-assessment data has been collected and will be paired with end piece for final progression. Teachers have committed to a minimum of 15 minutes a day and children have full access to tools and toys to help with these skills allowing for personalised instruction (e.g., pen holding, scissor holding, opening their snacks). The fine motor activities block will end at the end of November (likely something will be added in their school report as it's a foundational skill). The children enjoy the toys and are starting to understand why these skills are being practiced.

The second block focuses on social-emotional skills and is linked to a guidance counsellor who comes to the school once a week. Teachers will communicate with the counsellor to tailor to the class needs for the lesson (e.g., Tier 1 intervention with teachers e.g., friendship skills, expected behaviours). In November, each class will be taught about the WITS program to give them the skills they need to respond to any conflict.

FHES is also focusing on extending learning outside while addressing the different challenges with class bubbles/safety with going off-site for learning. FHES is moving to a natural classroom that will be more open ended than a traditional outdoor classroom (example below).



PSSC budget

The PSSC budget for the 2020-21 school year is \$416.64, which should be focused on communication. The funding can be used for reimbursement for PSSC travel, costs for meetings, sponsored education workshops for parents, costs associated with PSSC activities. Examples include signage for school code of conduct, information coffee mornings for new families to the area, education events for parents and caregivers. This will be discussed at the next PSSC meeting.

PSSC focus for the meeting: Developing or revising the school mission statement

The FHES vision and mission statement in the handbook (vision: FHES will work collaboratively to foster caring, responsible and respectful learners; mission: (FHES will work collaboratively to foster caring and respectful learnings, mission – FHES is a diverse community working collaboratively to create a positive learning environment that will meet the needs of all learners) is reflected in the school's code of conduct (Be Safe, Be Respectful, Be Responsible). The staff and teachers aim to help children and adults use the language consistently – and also model and praise behaviours that meet that code of conduct statement. Staff feel that it is still relevant to the school community with clear language that can be accessed. However, is the handbook relevant to parents and caregivers? Does it need to be revisited? Does it need to be more inclusive – is it accessible for newcomers to the area who may not be familiar with Canadian schools? Does the language need to be strengthened to be more supportive to reinforce the mission and vision statements for different languages and cultures? School also works with settlement workers to support newcomer families.

Date of next meeting: 23rd November 2020

PSSC Chair

3rd November 2020

PSSC Secretary