**Gibson-Neill Memorial Elementary School**

**67 Wyngate Drive, Fredericton, NB E3A 6G1**

**Parent School Support Committee**

 **Minutes**

**Date: Oct. 12, 2017 Time: 6:30**

**Location: The Den**

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| **PSSC Members Present:****Lauren Rogers, Chair****\_\_\_\_\_\_\_\_\_\_, Vice Chair****\_\_\_\_\_\_\_\_\_\_, Teacher Rep.****\_\_\_\_\_\_\_\_\_\_, Student Rep.****Others:****Mike Mazerolle****Maryanne Bourgeois****Nancy Wilkins-Ketch****Joe Crummey****Ryan Gregg****Heather Theriault – VP****Julie Holt - VP****PSSC Members Regrets:** | **School/DEC Representation Present:****Sherry Norton Graham, Principal** **\_\_\_\_\_\_\_\_\_\_, DEC****School/DEC Representation Regrets:** |

**Call to Order: Lauren Rogers (6:30)**

**Approval of the Agenda: 1) Ryan Gregg 2) Joe Crummey**

**Approval of the Minutes from Previous Meeting:**

Motion carried

**Business Arising from the Minutes:**

1. **Parking lot – another one was added at the end of the school. Paid for out of the district’s capital budget.**
2. **Sidewalk – out to the traffic circle; was completed in the summer (August). The school district paid for it out of their capital budget.**
3. **Survey “Transporting Our Children to School” – discussion of results (provided in both electronic and paper copy). Survey was done during the 2016-2017 school year. Positive changes as a result of the survey: new sidewalk, changes in the parent drop-off area.**
4. **Cafeteria Survey – one for parents and one for students, done at the end of the 2016-2017 year. Parents’ survey was done on-line, students were given a paper copy. Sherry contacted the manager of the food provider and she met with Sherry, Heather and Julie before school opened in August. The prices will not be changing as that is consistent within the company. New menu items have been added and students are starting to try some of the new options.**

**New Business:**

1. **Welcome and introductions**
2. **Role of the PSSC – information given to new members. Sherry discussed the working relationship between the school and the PSSC (not involved in the everyday running of the running of the school or to discuss individual student behavior or academic issues or staff issues.**
3. **Bus video created at school with 2 bus drivers, Heather, Jeff Whipple and GNMES students. Video is going to be launched during Safe Schools Week, district-wide.**
4. **Annual Corn Boil – review and future plans; suggestion of a play book for new members and staff so the organization of the event is known (ex. stand outside the doors with a click-counter so we know how many are coming in – more people are coming each year)**
	1. **Increase the number of rolls that we ordered (had 70 dozen this year)**
	2. **Get more plates and cups**
	3. **Keep extra melted butter ready**
	4. **Water pitchers worked well**
5. **Plans/Actions for 2017-2018 school year**
	1. **GNMES is having a school review this year. A new process is being used, however, it would be good to have the parent perspective as well. The data team (teachers) has met twice so far this year and will meet more often this year (Wednesday morning or Wednesday afternoon). We are the first school to be trying this new format.**
	2. **Next meeting: look at the new School Improvement Plan**
	3. **Conversations re: changing the template used when planning for future schools or looking at current schools (i.e. addition of modular classrooms to new schools within a very short timeframe vs. building an addition onto the school).**

**Correspondence:**

**Closing Comments:**

**Date of Next Meeting: Last Thursday of every month**

**November 30th, 2017 – Dinner meeting**

**January 25th, 2018**

**March 1st, 2018**

**March 29th, 2018**

**April 26th, 2018**

**May 31st, 2018**

**Adjournment:**

**\_\_Lauren Rogers\_\_\_\_ October 12, 2017**

**PSSC Chair Date**

**\_\_\_\_\_\_\_Julie Holt - VP\_\_\_ \_\_\_\_\_\_October 12, 201**

**Minutes taken by Date**