

**Royal Road Elementary School**

**340 Royal Road, Fredericton NB**

**Parent School Support Committee Minutes**

**Date: November 6th Time: 6:30pm**

***Location – Royal Road School***

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| **PSSC Members Present:**  Leanne Perrin**, Chair**  Liette McGraw**, Teacher Rep.**  **Others**  Sheri Green  **PSSC Members Regrets:**  Alesha Gaudet  Carole Van Ember  Lisa Holyoke Walsh  Sarah Bugden | **School/DEC Representation Present:**  Sheila Legere **, Principal**  Mary Brophy**, Vice Principal**  **\_\_\_\_\_\_\_\_\_\_, DEC Rep.** |

**Call to Order:** Leanne Perrin

**Approval of the Agenda:** All in attendance

**Approval of the Minutes from Previous Meeting:** Approved by Leanne Perrin, and all in attendance

**Business Arising from the Minutes:**

***2.1 October Minutes***

* Approved as distributed

***2.2 PSSC Budget – use of funds for 2018/2019 year***

* In recent years the bulk of the funds from the PSSC budget has been used for School Connects communication solutions. It has been confirmed that district is covering the cost of this. We will need to find other ways to use our budget
  + There is $1161.02 in the budget
  + Discussion to purchase NO PARKING signs for the drop off lanes. Would like signs that say KISS AND GO ONLY.

***2.3 New committees/groups with parent volunteers***

* There was a small response from our call out to parents
* Teachers have started to organize groups that they will run
* Kangoo Club is starting in the very near future

***2.4 SIP***

* Met to discuss student engagement as that is our current focus
  + We will keep all the other ideas and data that we had for our SIP for future use, but for time being our focus will be on student engagement
* Looking for a way to simplify data – to continue to evolve the SIP

***2.5 PBIS***

* Team T-shirts have been distributed. We had our school team kick-off party
  + A second batch of team shirts has been ordered. Majority of students will have a team shirt
* November lesson plan is on team building
* Ideally we will hold a team event each month

**New Business:**

*3.1 Upcoming*

* November 8th we will hold our remembrance day service for the school
* Report Cards to be distributed on December 16th
* Parent teacher interviews Dec 22nd pm and Dec 23rd am
* Most teachers will use a Doodle program to schedule the interviews.
* Christmas Concert on December 11th - 9am and 11am
* Christmas dinner for students on December 13th

***3.2 Staffing***

* Librarian position posted, not yet filled
* Music position filled – Mr. Titus will be music teacher remainder of the year

**Correspondence:**

**Closing Comments:**

**Date of Next Meeting:** No December meeting

**Adjournment:**

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**PSSC Chair Date**

*Sheri Green* *November 20, 2018*

**PSSC Secretary Date**