

**Summerhill Street Elementary School**

**Parent School Support Committee**

 **Minutes**

**Date**: February 6, 2019 **Time**: 6:30 P.M.

**Location**: Summerhill Street Elementary School, Board Room

**In Attendance:**

Dwayne Prest

Jon DeYoung

Jessica Hachey

Ariana Murissi

Rhonda Morrow

Melissa Walcott

Shala MacNeill

Angie Jackson, Vice-Chair/Chaired the Meeting

Sheila Morgan-Paul, Secretary

David McTimoney

Shannon Atherton

**Regrets:**

Joe O’Donnell, Chair

Colleen Foreman

**Call to Order:** Meeting called to order by Chair at 6:31p.m.

**Welcome:** Welcome to committee and thank you for coming from the Vice-Chair Angie Jackson

**Approval of the Agenda:**

Motion to approve the agenda by Jon DeYoung

Seconded by Dwayne Prest

Motion carried

**Approval of the Minutes from Previous Meeting, January 16, 2019:**

Motion to approve the minutes from January 16, 2019 by Dwayne Prest

Seconded by Jon DeYoung

Motion carried

**Business Arising from the Minutes:**

1. **Walkway Conversations**

A formal letter was written to the Mayor and CAO for the Town of Oromocto from the PSSC Chair on behalf of the PSSC. The letter was sent via email and received. The letter articulated our concerns to the Mayor and the CAO and was sent Friday, February 1st. The CAO wrote back immediately to acknowledge receipt and they will be in touch with us soon. The next steps would be to wait and see what the Town has to say. For our part we could take some measurements, track usage, or take some pictures of students walking. The suggestion was to wait four weeks and then contact the CAO again if we do not hear back. Spring would be the best time to action this due to the snow coverage in the area we would like to see the walkway. The length of the potential path is approximately 150m and the walkway would be installed from Restigouche Road and down Ellerslie Road to the safety of the school grounds. We will check in with the CAO the week following March Break if a plan to meet has not been secured.

1. **Representation of Parents – Chair sent message/Next Steps?**

We are making good steps to involve the school community. It is felt that the parents who want to be involved are currently involved, but, we have extended the offer to the parent community via email and text to attend our meetings or raise issues/concerns. The agenda will continue to be sent prior to the monthly meetings and the invitation will be forwarded. A message from the Chair was sent to our Summerhill parent community.

A question was raised as to how Twitter was being received. We have some followers and we Tweet out our special events. It was mentioned to the PSSC to encourage parents to follow our Twitter account @Summerhillstars

1. **Decisions on appropriate expenditures for PSSC budget**

We had a $799 budget and balance was down to $610. At the last PSSC meeting, it was decided to purchase name tags for staff members. The balance owing would be $575. Our staff members total 29 Teaching staff, EA’s, Custodians, and full time Parent Volunteer (Angie Jackson). After purchasing we would have $30 remaining in the PSSC budget. The PSSC budget needs to be spent by the end of March. A request would be made to have these here by February 15th as part of Teacher Appreciation week. The new budget will be in place by April 1st.

The nametags are not reusable so there is some concern about the permanence of our EA staff and whether there should be names attached? Would the nametag be mandatory for staff to wear? This would be to the discretion of the individual teacher. It would be an expectation for staff to wear their nametags at special events such as Parent Teacher Interviews or the Open House at the beginning of the year. Replacement name tags would be absorbed by the school should this be required.

Motion to approve paying the remaining balance of the staff name tags by Shala MacNeill

Seconded by Rhonda Morrow

Motion carried

1. **Appointment of New Member to PSSC – Update**

Sonia Godin has stepped down from our PSSC and another active parents was offered the opportunity to join the PSSC. This parent declined the invitation and was thankful for the opportunity – she corresponded via email. It was agreed to not extend any additional invitations with only 3 meetings left.

1. **Staff Appreciation Week**

The Chair will write a letter to the staff and nametags will be given to staff. Parents will not solicited. Mr. McTimoney will also acknowledge staff.

**New Business:**

**1)** **Summerhill SIP and PLEP Plan**

Review of SIP Goal #2 – Science Engagement

The staff decided to make a change this year to promote Science and work on their inquiry skills. There is a team of teachers who have signed up for this goal to work on improving the focus in this area. Science is a subject assessed provincially and the questions asked on the assessment are based on analysis and making hypotheses. Students love Science and the Our School data supports this. The big goal this year is to build a STEAM room and we have received a grant for this. The team met with the Technology leads and Science lead who helped direct our focus on spending. Items to be purchased will be iPads, drops and notebook computers, all from the grant or with budget dollars. We are still looking at purchasing other materials to add to the room in the future. Money from various fundraising activities are going towards the supplementing the STEAM room with more materials, as specified when raising the money. A question was raised if we could have an after school Science club/lunch time club? We need to really get the room organized and set up, first. Our student engagement is there and next year we will apply for additional grants.

**2) February News**

Our parent newsletter was sent out digitally and some parents still request a hard copy. There is lots of news about upcoming events at Summerhill. We will be having our Pink Shirt day assembly on February 27th. Mrs. Voutour (Guidance) will speak to staff about the program for our upcoming assembly at our Staff meeting.

**Correspondence:** 1) Letter to Mayor and CAO

1. Chair Email to Parents
2. Letter from President of NB Federation of Home and School Associations, Inc.

**Closing Comments:** Snacks can be ordered for our March meeting as we have $30.62 from our remaining budget monies available.

**Date of Next Meeting and Potential Agenda Items:** March 13, 2019

**Adjournment Meeting was adjourned at 7:29pm**

Motion to adjourn meeting by Jessica Hachey

Seconded by Melissa Walcott

Motion carried