

BIRCHMOUNT PSSC MEETING MINUTES

Monday September 23, 2024

Attendees:

Christa Kirk	Tim Carson	Owen Brinson
Nathaniel Steeves	Grant Bourque	Melanie Doucet
Vivian Lam	Lisa Bourgeois	Lara Falana
Kelly Olaveson	Sandra Savard	Balal Ahmed
Agbolade Dokunmu	Vivian Archibong	Tahamina Akter

Meeting started at 6:35 pm by Grant Bourque

1. Opening

- Introduction of Members - all attendees introduced by name.
- Members signed PSSC Forms.
- Grant Bourque to remain President, Kelly Olaveson to remain Secretary (Motion to approve by Grant seconded by Lisa).

2. School - Principal's Report from Sandra Savard (Principal)

- Update on school enrollment, classes, staffing: 578 students, new students start on Wednesdays. 6 new students starting to bring numbers to 584, same as last year. 29 Homerooms. 46 Teachers, 4 Resource, 1 Behaviour Mentor, 21 EAs, 1 Guidance; missing 2 Tutors – absorbed by union in September 2024.
- Guide school improvement with district meeting. 4 goals (reading at grade level, numeracy, safety/engagement, graduation).
- Over the past year, K-Gr. 2 improved, continue work. Priority this year is on Gr. 3-4. Improved all but late immersion because of problems with assessment from previous year. Gr. 4 reading stable but want to improve. Want to improve numeracy but on par with district.
- PBIS Positive School. Staff have bought in. Fewer disruptions/more learning.
- Grad numbers match with HTHS? Who graduates? Why/why not? Students who move are not included in count.

3. Birchmount School Update

- Sandra mentioned that it was a very good start to the school year for 2024.
- Sports: Boys/Girls Soccer, Cross Country have started.
- Clubs: Glee Club, Rock Band, TLC, Lunch Monitoring, Playground Pals, Environmental Club, D&D Club have started.
- School Safety – Nathaniel Steeves, Birchmount School new VP.
 - Present Evacuation Plan similar to last year. NBCC change door (B4 to D12). Practice 1st week October, 2024. Incorporate Fire Drill. No practice last year due to construction.

- School Traffic Concerns – a couple of concerns with traffic, e.g., Purdy Ave. Buses moved to loading/unloading in parking lot at end of last year. Kiss and Drop/Bus Zone working well. Signage fixed. See how everything works in cold weather. Birchmount School is on City's List for Safety/Traffic Slowing Measures but low priority.
- School Construction – new ventilation systems. Classroom vents not on yet, boarded up, closed up; new blinds coming. In August gym taken over by construction; now stage used for storage so gym can be used. 2 new portables added. Electrical finished today, hallway link not yet finished. Nice rooms. Gym lines to be repainted once gym accessible and students away from school, e.g., Christmas Break. Vivian asked about floor repairs in hallways, Sandra said it will be ongoing, fix tile(s) as needed. Work has not yet started as workers were pulled to finish the new Middle School.

ACTION ITEM: Continue with school safety/improvement items – practice Evacuation Plan and Fire Drills. Assess Kiss and Drop/Bus Zone procedures in cold weather (e.g., more traffic?). Finish installation of portables, fix floors, paint lines gym floors.

4. Introduction to PSSC for New Members

- Sandra and Grant ran through PSSC information for new members. Bring new ideas forward. Support Committees. Elections. Grant to send meeting reminder 1 week before next meeting with date and time. Items to discuss/add to agenda to be sent to Grant.

5. Outstanding Items

- Discuss how to deal with Composite Graduation Photos – no decision made yet (Sandra)
- Lisa and Christa to follow up and coordinate information sessions; schedule with Sandra. Limited time due to Parent Teacher Interviews, PL Days, etc. (Sandra, Lisa, Christa).

Meeting Minutes from previous meeting reviewed and approved.

(Motion to approve by Vivian, seconded by Lisa).

DATE OF NEXT MEETING: November 4, 2024 at 6:30pm

Meeting ended at 7:17 pm by Grant Bourque

I trust that the above reflects an accurate account of our meeting. In the event that further clarifications are required or that any items are missing, please do not hesitate to contact the writer.

Respectfully submitted by Kelly Olaveson