

# BIRCHMOUNT PSSC MEETING MINUTES

Monday January 20, 2025

## Attendees:

Sandra Savard

Lara Falana

Grant Bourque

Owen Brinson

Vivian Lam

Christa Kirk

Melanie Doucet

Kelly Olaveson

Meeting started at 6:38 pm by Grant Bourque

## 1. Opening

- Introduction of Members - all attendees introduced by name.

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

- Update on school enrollment, classes, staffing: 585 students (down 1 student from last update), staffing process for 2025-26 school year has begun.
- Update on school facilities:
  - Tiles to be changed tile by tile, as needed. Some work completed over Winter Break.
  - Gym – new lines to be painted on gym floor or gym floor replacement with school logo (like Queen Elizabeth and Beaverbrook Schools). Sandra confirmed need to replace backboards for basketball nets (not arm portion).
  - Kitchen/Home Ec. Room – renovation in Summer 2025. Gutting entire room, use Kitchen Designer to plan new space, design with a teaching focus. Suggestions: use modules that can be moved and locked in.
  - School Community Improvement Plan – Sandra update February 2025.
  - PBIS is running.

**ACTION ITEM:** Continue with school safety/improvement items. Continue school repairs/updates.

## 3. Birchmount School Update

- Student Life:
  - Sports: Boys/Girls Volleyball finished. Basketball tryouts starting.
  - Clubs: Glee Club, Rock Band, Drama, TLC, Lunch Monitoring, Playground Pals, Environmental Club, D&D Club, Animation Club, Culture Club (Ms. McGinn), Making Club, Game Club, Chess Club currently running.
  - Start Gr. 3 or make Gr. 4-8?
- School Concerts: 1. January 29<sup>th</sup> - reduced to 2 shows during the school day.  
2. Spring Concert - happen later in year (when art programs change/rotate classes).

- UNB Cross Partnership – match Gr. 3-5 students with Post-Secondary Educated students, Digital Literacy.
- Other Notes:
  - Sandra mentioned that Mme Doucet is good at taking learning suggestions/ideas from students. Vivian pointed out how Mr. Vienneau does magic and learned Dungeons and Dragons when he heard students were interested in forming a club.
  - Sandra is looking into ways to increase lunch hour activities for students; space and time issues. Ball hockey intramurals will continue.
  - Grant commented on behavioural issues – many are minor (e.g., students to wear coats in Winter).
  - Sport activities – need a teacher to supervise. Ideas include: Curling, Cricket, Pickle Ball, Rugby, Football, Lacrosse and Handball/Wall Ball. Hold “Learn to” sessions.
  - Ms. Nowlan’s class hit 100% benchmark for French, all students at level they should be at. Sandra wants to celebrate with pizza lunch (contact Home and School Committee to arrange).
- Safe Drop Off Updates:
  - Sandra reported 1 parent concern re: Crandall St. last week. Be courteous of neighbours. Busier now with 1 dismissal time at 2:40 pm. Vivian expressed concern on Summerhill Dr. where kids are running out between cars or are let out on the road; kids should get out of cars on road shoulder. Sandra – RCMP still monitoring, send reminder email.
  - Grant mentioned that last week he saw and documented a daycare van (no letters) in the school bus lane, while a bus was in front of the school. Sandra had no idea why as daycare vehicles are supposed to park for pick-ups. There are 2 buses, 1 has 2 runs (Charlie), Special Needs bus has 2 runs. Sandra will reach out to bus and van drivers to remind them of Safe Drop Off lane procedures. Sistema student drop off at night is very busy. Grant mentioned that other after school activities (e.g., dances) increase chaos. Sandra to reach out to Sistema to remind parents of Birchmount School procedures. Students from Birchmount get on bus to Sistema but students from Birchmount and other local schools are dropped off at Birchmount after program.

**ACTION ITEM:** Identify possible sports/arts/activities for students.

**ACTION ITEM:** Sandra to follow up with Home and School Committee for pizza lunch.

**ACTION ITEM:** Sandra to send reminder email to Birchmount School Community re: Safe Drop Off procedures, neighbourhood courtesy, RCMP patrol. Sandra to follow up with bus and van drivers about Safe Drop Off locations. Sandra to follow up with Sistema regarding student pick-up after program.

#### **4. PSSC BUDGET**

- Sandra has a provincial budget of \$587.00 for PSSC 2024-2025. Must be used by March 31, 2025, to support PSSC – e.g., communication, expenses (e.g., travel).
  - In previous years, money used to purchase stationary bikes for the school, last year used for dinner for PSSC Members attending meeting regarding AESD Long-Term Recommendations Discussion Document.
  - Possibilities this year: donate to Staff Appreciation (e.g., lunch on the Friday but don't know until closer to date), purchase ink for poster-sized printer, sponsor a pizza day/popcorn day, donate to sound system purchase, purchase backdrops (rent for \$200.00/yr. or buy; use for PROM, Drama, Concerts; where to store? Drapes and stand, approximately 40ft.).
- VOTE** for purchase of backdrops – all PSSC Members present at meeting voted yes to use PSSC Budget to purchase backdrops for Birchmount School.

**ACTION ITEM:** Sandra to coordinate purchase of backdrops.

#### 5. PSSC Chair Position

- Grant (current PSSC Chair) proposed identifying the next PSSC Chair as his youngest child is currently in Grade 6.
- New PSSC Chair to be introduced before Grant leaves school. Grant will remain to help with transition.
- Job entails navigating meeting, low amount of work. Training coming. Someone potentially interested – Owen. Anyone interested can notify Grant/Sandra.

**ACTION ITEM:** Identify new PSSC Chair and start transitioning/training.

#### 6. Miscellaneous Notes

- Kelly to include Sandra when emailing Meeting Minutes to Grant; send out sooner to keep membership group strong.
- Grant discussed 'Fall Fair' – lower exposure for PSSC and Home and School than previous year when the event was 'Meet the Teachers' only. Some families mentioned that they didn't meet the teachers while attending the 'Fall Fair'. Large amount of school population attended (~85%). Suggestions for next year:
  - Assign certain grade teachers to a meeting location at a certain time and notify parents of schedule.
  - Get families involved when kids are young. Provide information at Kindergarten Orientation. Provide information to Late Immersion students from Beaverbrook and Queen Elizabeth Schools. Set up information tables at Concerts, other school events. Host a welcome to Birchmount School Night with coffee and doughnuts, invite other Community Groups e.g., YMCA, RCMP (do onsite Police Checks), sports groups, art programs, etc.

**ACTION ITEM:** Sandra to decide how to proceed with events next year, in consultation with PSSC, Home and School Committee, school staff and other involved groups.

### **7. Outstanding Items**

- Discuss how to deal with Composite Graduation Photos (Sandra) – still on hold. Upcoming school anniversary (60<sup>th</sup>).
- Christa and Sandra to follow up and coordinate information sessions. Limited time due to Parent Teacher Interviews, PL Days, etc.
- Implement surveys to assess current school status.
- Follow up with AESD about volunteer requirements.

**Meeting Minutes** from previous meeting (November 18, 2024) reviewed and approved. Motion to approve by Vivian, seconded by Owen.

**DATE OF NEXT MEETING: March 17, 2025 at 6:30 pm**

**Meeting ended at 7:46 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