



HANWELL PARK ACADEMY

Parent School Support Committee Minutes

DATE	November 27, 2024 Start Time: 6:01pm	UPCOMING MEETINGS	January 29 February 26 March (Tentative) April 30 May 28
PSSC MEMBERS PRESENT	Shawna Allen-VanderToorn Kailynn Clark Victoria McKenzie Anna Burdett Richard Warren Craig Wynott Evita Gudkova Christine Roherty Amanda White Bianca Bolduc Heather Tucker	AUTHOR(S)	Kailynn Clark Vicky McKenzie
DEC REP	Ruth Eden	REGRETS	None

Action Items:

Action	Owner	Completed?
Send details on the Ring the Bell Ceremony and Initiative - More information here	Shawna	•
Setup of Hybrid Virtual/In Person Meetings for the PSSC	Shawna, Kailynn, Vicky	•
Updated Needs Assessment for Exceptional Students (Inclusive PSSC Sub Committee)	Shawna, Kailynn, Vicky	•
Share the list of Support Providers with Inclusive PSSC Sub Committee Members for vetting - List available here	Vicky	•



Start Facebook Page for PSSC which will be used for Inclusive PSSC Sub Committee planning initially, and any other business members may have going forward - Page available here, or Vicky will add members who want to join	Vicky	•
Parking/Drop Off Strategy Letter	Richard	•
Lighting on Hanwell Park Academy Signage	Shawna	•
Attend Hanwell Council Meeting	Vicky, Kailynn	•

Call to Order 6:01

We respectfully acknowledge the territory in which we gather is the unceded ancestral homeland of the Wulastukwey people

Welcome, Introductions

1. PSSC Committee Introduction

2. Chair Report

- **Budget** – School paid for printing of posters for Vision statement. \$1,500 for this fiscal, Sam Snead's was spent \$1,142,73 is remainder. Have to spend by March 31st, change to the funding model, must spend Monday earlier in the year to use.

3. Principal's Report

- **November 8th Professional Learning Day**
 - Focus: School improvement.
 - Positive Behaviour Intervention Supports (PBIS):
 - Posters created to outline expectations for different areas of the school.
 - Developed a staff-wide matrix with the motto: "Bears are safe, respectful, and responsible."
 - Example: "In the bathroom, if bears are safe, what does that look like?"
 - Approach: Teach, model, and reinforce expectations across grade levels to create a universal structure.
 - Timeline: Final matrix to be shared with staff on Friday, December 6th, then rolled out to students and the PSSC for finalization.
- **Lead Team Meeting**
 - Focus: Annual school review using quality indicators.
 - Suggestion: Review Year-over-Year data to guide discussions.
- **Report Cards**
 - Current priority: Ensuring timely rollout.
- **Literacy Professional Learning**
 - Principals attended literacy sessions, highlighting the need for further sessions.



- Focus: Early years literacy best practices. Request for numeracy sessions was also made.
- **Author Visit: Lana Button**
- Hosted sessions for K-2 and 3-5 students, including a workshop on writing for older students.
- Highlight: Lana Button offered her first K-2 session at no cost.
- **Ongoing Initiatives**
- Professional Growth Goal Conversations
- **Ring a Bell Assembly**
- Mental health awareness event scheduled for Tuesday, December 3rd.
- Spearheaded by Cindy Miles (MLA), with support from Partners for Youth.
- Coordinators: Hilary Ready and Joe Ross.
- **Upcoming Events**
- Christmas Concert: Scheduled for December 12th, 2024, with overflow parking at Hanwell Community Centre.
- Remembrance Day Ceremony: Successfully held, with great participation from students.

4. Teacher's Update

- **Upcoming Dance**
- December 12th, 5-6:30 for Grades 3-5, 7-8:30 for Grades 6-8

5. DEC Representative Report

- **Bus & Bell Times Consultation**
- Open to parents, students, employers, and extracurricular activity providers.
- Accessible once per device.
- Scheduled for December 2, 3, and 10.
- Details shared via email from ASD-W Communications.
- **DEC Budget Update**
- The district is over budget, primarily due to employing over 100 more Educational Assistants (EAs) than allocated in the budget.
- **Academic Excellence & Provincial Assessments**
- Provincial Assessments: Released, but one file was duplicated on the site.
- Trends: Overall scores are declining.
- Focus Group: Established to identify underlying issues (e.g., fewer than 50% of Grade 4 students passed the literacy test).
- Key challenges:
 - Newcomer Population & Special Needs: Accommodations are requested but not always effective.
 - Testing Format: Online testing may lead to disengagement as results do not affect grades.
 - Exemptions: Lack of standardization.
 - Data Inconsistencies: Science scores are higher than literacy, even though the former is literacy-based.
 - Education Minister's Comments: Decline in Grade 4 literacy attributed to an influx of students (ESL and others) overwhelming teachers.
 - Timeline: Hoping for a readout later this year, though no date confirmed.
- **Upcoming Events**
- Next Meeting: Scheduled in Edmundston on December 19th.

6. School Committee Updates

- **Inclusive Committee for Exceptional Students**
- In-School Session for teachers giving feedback on what they need and their recommendations.



- [Local Resources list](#) to be vetted by parents who asked to participate.
- Facebook page creation to gain momentum in the group.
- **Friends of Hanwell**
- Movie Night
 - Date: November 29th.
 - Tickets are available at the door.
 - Sponsored by Riverview Honda.
- Gift Card Fundraiser
 - Current donations total approximately \$1,200 in cash value.
 - Categories: Kids, Family, and Adults.
 - Raffle Ticket Sales: In-person on Fridays and at the Holiday Concerts.
 - Available on School Cash Online.
- Parking for Christmas Concert
 - Organized into two rounds: K-2 and 3-8.
- Scott's Nursery Fundraiser
 - Sales are now closed.
 - Gross sales exceeded last year's total.
 - Awaiting final calculation of net profit after expenses.
- Jibbitz Fundraiser
 - Available for purchase through School Cash Online.
- Financial Overview
 - Yearly Capital Improvement Goal: Save \$3,000 per annum.

7. New Business

- **Virtual Meetings Plan**
 - Decision: Hybrid In-Person and Virtual Meetings to be implemented.
 - Motion by Evita, seconded by Jackie.
 - Setup: Use Google Meet with a screen for in-person participants.
 - Technology Considerations:
 - Explore the Owl speaker/microphone, which adjusts camera and mic focus to the speaker.
 - **Community Engagement Plan**
 - Next steps:
 - Review the problem statement, what are we trying to solve with our communication/community strategy?
 - Difficult to reach and engage the entire Hanwell community for donations/volunteer for Epics, etc
 - Difficult to know what is going on at the school – sharing cool things that are happening in the school
 - Connections with the community (ie the Halloween event) (Using the Hanwell Herald, Using the signs, let's do some sticky notes
 - Go to the Council Meeting and also build relationships with Rec Representative.
 - Creation of a School Community Representative
 - Social Media usage and marketing within the community (ie – Billboards)
 - Volunteers to help complete the strategic proposal (Evita & Christine would like to participate)
 - We will open a group think over the months of December/January to meet in early January and develop goals.
- **Open Discussion: Parking and Drop Off Strategy**
- Current Challenges:



- The parking lot is consistently full, especially during winter when parking spaces are limited.
- Community gym rentals add to the congestion.
- Potential Solutions:
- Explore a direct route from the Community Centre to HPA.
- Create and release an informational video about the drop-off circles and school bus lanes to improve traffic flow.
- Next Steps:
- Richard to draft a letter addressing these concerns, to be sent to relevant parties.
- Letter may include parent signatures to emphasize community support.
- DEC Involvement: Question raised about whether the District Education Council (DEC) is responsible for resolving this issue.
- **Open Discussion: How do we address nighttime lighting on the Hanwell Park Academy sign**
- Hard to find the driveway in early mornings and at night, options include glow in the dark paint, floodlight, solar lights, etc.

8. Adjournment at 7:07pm