



SCHOOL NAME: Forest Hill Elementary

Address: 548 Forest Hill Road

Parent School Support Committee

Minutes

Date: April 15, 2026 Time: 6:30pm

Location: Teams Online

PSSC Members Present: Sahil, Chair Beth Crawford, Vice Chair Christine, Bronwyn, Lyndsey, Tola, Regrets-	School/DEC Representation Present: Charlotte Burhoe Cynthia Burnett, Principal Elizabeth McCabe, Teacher School/DEC Representation Regrets: Charlotte Burhoe
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Call to Order: 6:33 pm

Approval of the Agenda: Approver: Beth Seconded: Sahil

Approval of the Minutes from Previous Meeting: Approver: Christine and Seconded: Sahil

Business Arising from the Minutes:

- Added SIP to our website and the PSSC minutes were also added
- Liz was also added to the website admin

New Business:

- **New School-** Meeting April 13- Changes have been made. Field will be to side of school. School has moved forward and to the left side. City needs to put in new storm line. This will hopefully happen over summer. Construction to begin in spring of 2027.
 - There had been a lot of parent questions and concerns re: the play field being located in front of the school. Students would have to go through the parking lot.
 - After parent feedback, they have decided to shift the school so that the field is available for students to use. The parking lot will now be located where Liverpool is located now.
 - Storm line to be done this summer and construction to begin in spring of 2027. Two year build.

- Question: Is there a picture available yet? (Not yet, is going back to architect with feedback first)
- Question: What are they doing with the buses and kiss and drop? (The kiss and drop will be in the front of the school and parents will drive in the front and out to Canterbury. The buses will come off Liverpool and drop off the end of the school and exit Liverpool.)

Principal Report:

Report Cards and Student led family visits- Weather day cancelled Wednesday evening. Moved most to Thursday. Many families sick. Rescheduled to last week and this week.

- 1 on 1 interviews were still scheduled if necessary, and went well
- With the storm day, we rescheduled to Thursday if possible and rescheduled to another day if necessary

Assessments (Dibels-Dynamic Indicators of Basic Early Literacy Skills)- Second round was done end of January- Results- Grade 1- 19/42 results showed needing intensive intervention. What that means- 3 EAL, 3 ESTR, the remainder received an intervention program daily from classroom teacher or an EA. In kindergarten we saw similar 19/68 showed needing intensive intervention. 8 ESTR, 4 EAL, the remainder receiving intervention program from classroom teacher or an EA. This is more targeted intervention than normal classroom small group instruction. Third assessment is end of April/first of May. Literacy Leads visiting to discuss programs- April 20th.

Culture Celebration Update- Unfortunately we only had 3 families. So, today a new letter came home. This initiative is to help our students learn and become familiar with all our friends' traditions and different cultures in our school.

Safety Plan Update- 12 Neighbors: We have met once with SD, and site managers. On our end things have been fairly quiet. There have been a few interactions or redirection from SO with no issue. Our contract with security is up at end of June. Will be discussing next steps and recommendations.

- Their presence alone (security) has been a positive deterrent.
- We are hopeful that the contract will continue, especially to prevent items on our playground.
- We're fully fenced, however there are still people who will cut through parking lot, and then go through Giselle's parking lot to take path through woods.

Free Hot Lunch Program- Next year's provincial initiative. With no kitchen we will have a satellite server. I believe it is Chartwells. Proofer warming container.

- We've had vendors reach out, and we have very little for someone to prepare in house.
- We got a proofer and it is delivered and is now installed on the stage area (behind gym).
- They're hoping to keep lunches to \$4 max. These would be nutritious meals at an accessible price. There will also be a subsidy for families who need assistance to access these meals. More details to come.
- We may have to return to offering white milk only.
 - Our experience has been that students brought sugary drinks when chocolate milk wasn't offered.
 - 70% approximately of our students order chocolate milk.

- Question: Is it always partly skimmed milk? Could whole milk be an option?

Chronic Absenteeism- Provincial initiative- Committee- Letters sent home. Trying surprise ‘Glad you’re here day.

- Last year a few schools piloted a standard protocol for addressing absenteeism\K-5 students increased from 15% to 34% (this refers to chronic absenteeism, 1/3 of K students are chronically missing time at school, which if this continues, will miss a full year of school by grade 12.
- In January, Cynthia sent home letters to students who had missed 20+ days, asking how we can support them, and to make them aware.
- Affects social life, their classroom routines, and academics
- We recognize that at this age, it’s not the students’ fault, so we’re doing our best to support families
- We’re brainstorming extra days that we could offer.
- Student appreciation day is approaching as well. We’re open to ideas and suggestions!!
- “Glad you’re here day” out of the blue, there will be something fun. Teachers will know, but families and students will not.
 - We’ve had an extra recess day, and a day where Forest Fox hid Easter eggs and students had to find the egg with their name. They could then exchange their egg for a prize.

Enrollment 2026-27- Kindergarten- 44, Grade 1- 40, and Grade 1FI- 28. Total enrollment-112

Current- 145 – 77 grade 1s and 68Ks

- With new builds, we anticipate 15-30+ new enrollments (had been historical increase)

Events-

Student Appreciation- May 8

Spring Family Visits

- Families will be invited in, and we often aim to do an outdoor activity at this visit

K Orientation- May 29

Liverpool Orientation for Grade 1- June 2

Field Trips- Mactaquac and Bird Watching June 4 and June 5

June 12- Family Picnic

DEC Update:

New school update and layout has been shared

Correspondence:

Closing Comments:

Date of Next Meeting: May 20 next meeting @ 6:30 pm

Adjournment: 7:16 pm