



SCHOOL NAME: Forest Hill Elementary

Address: 548 Forest Hill Road

Parent School Support Committee

Minutes

Date: May 20, 2026 Time: 6:30pm

Location: Teams Online

PSSC Members Present:

Sahil, Chair
Beth Crawford, Vice Chair
Christine Chase
Bronwyn L
Lyndsey Russell

Regrets- Beth Crawford, Ayo,

School/DEC Representation Present:

Charlotte Burhoe
Cynthia Burnett, Principal
Elizabeth McCabe, Teacher

School/DEC Representation Regrets:

Call to Order: 6:35

Approval of the Agenda: Approver: Sahil Seconded: Bronwyn

Approval of the Minutes from Previous Meeting: Approver: Bronwyn Seconded: Sahil

Business Arising from the Minutes:

New Business:

- **Security-** Contract was 6 months and up at end of June. Scheduled to end June 30th. Cynthia has met with social development, to discuss concerns and moving forward. Went through all weekly reports and pulled all incidences, to bring to SD's attention. Nothing major during the school day. A couple of minor encounters on the sidewalk. We've seen an increase in traffic.

Discussion of PSSC to write a letter, to ask for continuing security on behalf of parents. Would like to do a communal letter, written by PSSC members. Bronwyn offered to spearhead this letter initiative. Thank you Bronwyn!

Principal Report:

Student Appreciation Day- Amazing!!! Another great year with great weather.

- We started first thing in the morning, with inflatable costumes worn by staff

- Students had pancakes
- Glow stick party
- Extra outdoor recess
- Sharing of cultural video with students
- Students had cookies
- VERY well received

Assessments (Dibels-Dynamic Indicators of Basic Early Literacy Skills)- Final assessments currently being done. This will help inform end of year interventions, with class compositions for next year, and school goals moving forward.

Numeracy End of Year- District Pilot- Schools are willing to share their end of year data. We are going to participate. Teachers received the pilot assessment today and it is due in June. New numeracy curriculum which brought the need for new resources. We will discuss moving forward what else we need. The assessment data for grade 1 information will also be shared with Liverpool.

School Plan- Teacher Form- Done as an anonymous form on Microsoft forms. Allows everyone to have a voice. Shared teacher results on current goals. Teachers indicated if they felt goals were embedded, want to continue, or abandon. (Example Goal 2: Starting each math block with a number sense routine. 48% indicated to continue this goal). They also shared feedback on their implementation of goals and thoughts for next steps for goals in 2026-27. Three overall themes as possibilities for our goal for the fall-

1. Literacy- implementing
2. Numeracy- continue with goal but expand.
3. Social emotional- executive functioning.

When teachers say "Not implemented", we found it is due to a lack of time for professional learning and development, due to losing Wednesday afternoons and now the extended day. Moving forward, we will aim to find more time for accomplishing these goals.

Family Input and Feedback- Thinking of creating an end of year form for parents to provide us with some feedback around communication, academics, parent teacher interviews, events, etc. Please share any ideas or questions to ask families for feedback. Email to Cynthia. Looking to send early June.

Hot Lunch Program- With no kitchen we will have a satellite server. I believe it is Chartwells. Proofer warming container. Currently piloting at Lincoln. \$4 a day or subsidized for families that need free lunch. Info will be sent to families at end of August. Info- You can order the day of, or you can order a month in advance. The menu will have a couple of choices each day. More info to come. Questions about- 3.25% milk.

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

FTE- Teaching staff allotted. Allotted 9 classroom teachers, 1 Resource, 1 Phys Ed, and 0.8 Music and French Language Learning.

PSSC 2026-2027- Interested. Please email Cynthia for parents returning that would like to join us again next year. Brownyn asked about staying as a community member.

Events-

Spring Family Visits

K Orientation- May 29 10-11:30

Liverpool Orientation for Grade 1- June 2

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

Hayes Farm- May 28, June 9 and June 11

June 12- Family Picnic

June 15- At My Best with Bliss Carmen Leadership

June 17- Summer Fun Carnival

June 18- Grade 1 Celebration- only for students.

June 19- Last day for students.

DEC Update:

Correspondence:

Closing Comments: We appreciate everyone who was on PSSC this year, and thank you so much!

Date of Next Meeting: Last for school year.

Adjournment: 7:13pm.