EPS PSSC Meeting Minutes – May 15, 2024 (Virtual meeting via Teams)

Minutes Recorded By: Deanna O’Donnell

In attendance:

* Antigone Panagiotakis
* Evan Dignam
* Deanna O’Donnell
* Jillian Porter
* Amanda Smith West

Regrets:

* Melissa Dignam
* Alan Bechervaise
* Mark Owen
* Laura Frost
* Dhavita Filek
* Courtney Snow
* Chelsey Cougle

Meeting Agenda and Notes:

* Accept Agenda
* Approval of Minutes of last meeting (done via email)
* Playground repairs
	+ Pavement: Dennis Sears from district has taken pictures of playground areas, walkways, and parling lot/driveways. If repairs occur, then they will take place over summer. Work orders put through, in hands of the district.
	+ Equipment: One of the tunnels had a hole on top and could not be repaired so it was removed due to safety concerns.
* Playground equipment
	+ The quote from Fundy Fence for 3 pieces of equipment (swings, climbing dome, hold-n-spin spinner) with extra swing for mobility issues, site preparation, and installation is $76225.48. Funding has been secured through fundraising accounts, Home and School campaign. Agreement has been signed. Installation date to be determined. Hopeful for installation over the summer.
	+ Suggestion: Advertise to the community the funding sources including fundraising through the Walk-A-Thon once equipment is installed.­
	+ Through a grant EPS received for more inclusive school, they have installed a metal communication board near 3-5 yard. Non-verbal students are already using it to communicate with peers.
* Dismissal times / traffic issues
	+ Details around dismissal schedule and traffic management are not available yet. EPS is waiting on bussing times from the district.
	+ In anticipation for the dismissal time next year, EPS teacher teams have proposed and evaluated several options, which they are currently vetting. One challenge is scheduling gym time. K-2 are gaining one physical education period per week, which means there will be times in the schedule when there are 3 classes in the gymnasium at the same time. EPS anticipates “combined classes” with smaller number of students, so they will try to schedule 3 combined classes in the gym to manage congestion.
	+ Vehicle traffic to manage at dismissal currently involves 4 school busses, many daycare vans, and parent cars.
	+ Principal Panagiotakis will continue to communicate with the city regarding short-term street parking for parents around dismissal time.
	+ Suggestion: move the grade 2 dismissal door by the kiss-and-drop to and older grade to minimize smaller children running into traffic at dismissal.
	+ Update: District will not pave the grassy area by the kiss and drop. District will remove the bushes in the rocky area by the cafeteria to flatten that area to help with walking traffic congestion.
* Absenteeism and tardiness
	+ EPS absenteeism increased from 24 to 34%, which is higher than the district. Possible reason: EPS has many students returning to native country for several weeks to one month. Many of those absences occurred in conjunction with March Break.
	+ Small improvement observed in some chronically absent students’ attendance since letters were sent to families.
	+ Some students were absent due to anxiety. School created a plan with parent to improve attendance (e.g. parent comes in with the child, first 15, 10, then 5 minutes at a time until child can attend school without parent present.)
* Other information
	+ EPS is getting a second vice principal position due to school growth. Position yet to be filled.
	+ EPS retirements this year: Mm. Boucher-Pitre, Mr. Marchetti, and one of EPS’s EAs.

Deliverables/Action Items:

* Deanna will send out meeting minutes for approval
* PSSC chairs will receive survey/evaluation via email from district. Chair(s) will reach out to PSSC members to determine when/how evaluation will be completed by the committee.
* At Parent-Teacher night in September 2024 (typically 3rd week), PSSC will hold elections for new PSSC members.
* First PSSC meeting will be in October 2024 (date TBD)
	+ if early October, Mrs. Frenette will attend
	+ if late October, Principle Panagiotakis will attend