



SCHOOL NAME: Liverpool Street Elementary

Address: 50 Liverpool St

Parent School Support Committee Minutes

Date: Sept. 25, 2025 Time: 6:00pm

Location: Microsoft TEAMS

PSSC Members Present: Erin Wilson - Chair Bronwyn Casey – Vice Chair Heather Daley Jenna Bailey Kamrul Arefin Ayodeji Bamidele Fiona Watters Azadeh Doroodgar Erica Fanjoy PSSC Members Regrets: Amin Choroomi	School/DEC Representation Present: Kelly Parks, Principal Keri O’Leary, Teacher Rep. School/DEC Representation Regrets:
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Call to Order: by Erin Wilson at 6:00pm

Approval of the Agenda: none

Meeting agenda:

- Call to Order
- Welcome – Mme. Parks went ahead and read the PSSC committee information to the members so that everyone understand their role and duty within the committee.
- Approval of agenda
- New Business
 - Declaration Forms-signed by committee members
 - Review of Education Act section 32, 33.
 - School Plan updates
- PSSC Chair – Mme. Parks went over the roll and responsibility of the Chair prior to opening the floor to anyone who is interested. Erin Wilson asked further about how many people needed to be present each meeting – are they required to attend each meeting or are they able to miss? She also asked for clarification on roles of Chair vs. Vice-Chair. Mme. Parks clarified that members do not need to attend every meeting. She understands that things come up that need members to not be present. Quorum is needed in a time to vote on a matter (like voting for spending money) and that if we did not have quorum, we would push it to the next meeting.
- Principals Report
- Closing Comments
- Date of next meeting: October 23- Oct is full of Liverpool activities ex: Halloween Howl, Pumpkin contest, Provincial Principal meetings, thanksgiving)

Principal Report:

1. New Staff at Liverpool

- Mrs. Hsu: Music and Stem teacher
- Miss Box: grade 4
- Mme. Morehouse: grade 5FI has returned to Liverpool
- Miss Sokol-Snyder here until Oct 20 replacing Mrs. Hoedl

2. Liverpool Enrollment - 312 students, 16 classrooms. 8 of grade 2 & 3 and 8 of grade 4 & 5. We do not have any split classes as of now.

3. Sept. Events:

- Practice Fire Drill - Sept. 4
- Blues in Schools - Suzie Vinnick- Sept.9
- School Picture Day - Sept 12
- Liverpool Cross Country- Sept 15 – huge success and all students enjoyed whether they participated or cheered
- Cross Country Meet at NMES
- Movie Night - Sept 19
- Terry Fox Walk - Sept 25
- PSSC meeting - Sept 25
- PL day Sept 26
- September Recognition Assembly – Sept 29 where we recognize students in each class. Every student will receive an award at some point during the year. Praise cards will be pulled for prizes.
- Truth and Reconciliation – Sept 30

4. Calm Corner - new this year. Our school counsellor will be doing classroom lessons about the calm corner and what is there to help students. Breathing techniques, tools, fidgets and more. This is an area that any student in the school can access when they need. It is wonderful to see students using the techniques and lessons that have been taught previously in this area. Miss Bass, the school guidance counselor, has also started lessons in the classrooms to help students with their knowledge of the calming corner techniques and zones of regulation.



- ### 5. Literacy Goal - School Plan - we are working on writing. All grade levels have brainstormed on the writing process that they will begin with for the school year. As we move along with our goal and have an opportunity to work together on a PL day our plan will progress from there. We are working in print mechanics, story retell and writing stamina across the grades.
- ### 6. Numeracy - New curriculum for this year. Teachers are working together on creating year plans in numeracy. New pilot assessments for elementary students will be trialed this school year. We have not had numeracy as a goal since we put a focus on mental math strategies and had the math carts in each class to help with this. This has helped immensely with our math understanding.

7. **EAL tutor** - teacher and tutor which is so nice for our students. This helps with trying to support and reach all our EAL students. Our school has received 6hrs of EAL Tutor along with Mr. Bray as our full-time EAL teacher. Jennifer Gilchrist has been hired for the tutor position.
8. **Extracurricular Events** - Cross Country and moving forward a book club, peer helpers, badminton intramurals, morning phys ed, drama, and glee club.
9. **Hot Lunch** - New this year- Mary Brown's Chicken, Papa John's
10. **Student Drop off Video** - <https://youtu.be/40VufT6RRrc?feature=shared> So far, it has been running very smoothly and it is lovely to see
11. **New Bus stop for morning Forest Hill Students** – morning pick up is now on Canterbury Dr across from the apartments. Afterschool they are dropped off on Liverpool School.
12. **Provincial Assessments** - will be shared at our next PSSC meeting and we will look at them then. Mme. Parks will send them to committee members prior to the next meeting.
13. **PSSC Budget** - \$1000.00 can be spent on PSSC seminars, communication to Liverpool families (signs, pamphlets, communication board, Liverpool handbooks) This year Mme. Parks said that we celebrate birthday's here every morning for anyone who has a birthday. We are running out of the birthday ribbons along with our praise cards. Both of these are around \$500 each. This help our school culture immensely by lifting them up with genuine messages and the students knowing they matter in our school. This is just an idea of what the school needs at this moment. Members individually spoke up with their support for each of these items for the school. Members have decided to vote tonight on spending \$500 for the immediate need of the birthday ribbons. The committee will discuss other ideas for the remaining \$500 at the next meeting.

Next meeting: October 23, 2025 at 6:00pm

Tentative dates for meetings:

Nov. 20, 2025

Jan. 15, 2025

Feb. 26, 2025

Business from Previous Meeting: none

Business Arising from the Minutes:

Vote on Chair & Vice-Chair: Bronwyn Casey said although she is new, she is willing to step in wherever she is needed. Azadeh Doroodgar asked for more clarification before declining. Erin Wilson said that she would be willing to be chair where she has been vice-chair for so many years.

Results:

Chair – Erin Wilson

Vice-Chair – Bronwyn Casey

Motion to spend \$500 on the purchase of birthday ribbons from the PSSC budget by Erin Wilson, seconded by Bronwyn Casey. All in favor - Motion passed.

Correspondence: none

Closing Comments: none

Date of Next Meeting: January 16, 2025

Adjournment: 7:00 pm

Motioned by : Erin Wilson, seconded by Bronwyn Casey