

Salem Elementary School
Parent School Support Committee
Minutes
October 8, 2025 6:00PM

Attendees: Kathryn Johnston (Chair), Ada Phinney, Kirsty Bell

Regrets: Michael Robar, Amanda Beale, Jolyne Knockwood, Heather Sullivan, Michelle Folkins, Allison Bernardi

1. Welcome and Introductions
Kathryn welcomed the members to the first meeting.
2. Approval of Agenda
No additional agenda items were identified. Agenda was approved as is.
3. Volunteers for Co-Chair and Secretary
Will defer to another meeting when more members are able to be present.
4. Review of School Improvement Plan
The School Improvement Plan from last year was reviewed.
The four pillars that are the district goals are the base of the SIP including that all students will be successful in literacy, all students will be successful in numeracy, all students will feel that school is a safe and caring environment, and all students will graduate.
The actions from the SIP from last year were reviewed for the 4 pillars.
Literacy and numeracy both showed improvement through targeted intervention specifically for writing for literacy, and the numbers strand for numeracy. This was achieved through one-on-one intervention and small group interventions lead by the resource teachers, an academic support teacher, and some extra time from the music teacher. As well through classroom interventions by the classroom teachers. Pre- and post testing was completed for each block that was completed. There were 2-3 blocks of 4-6 weeks completed working specifically on writing and numbers.
5. Review School Emergency Procedures
By the end of September, the school must have three fire drills, one can lead to a school evacuation drill and a lockdown drill. Also have a bus evacuation drill, to have students practise how to evacuate a bus safely. This is done twice a year, in the fall and another in spring. A community officer attends the lockdown drill to help that what is being done for the drill is accurate and that everything is ready in the event of a lockdown.
6. Additional Item/Concerns
Each member needs to complete the attached Declaration and return it to Mrs. Phinney prior to our next meeting.

7. Next Meeting Date: December 2nd, 2025 at 6:00PM