



**Burton Elementary School
412 Route 102 Hwy
Burton, New Brunswick
E2V 3C7**

Parent School Support Committee Minutes

Date: November 19th, 2025

Time: 5:30 pm

Location: In Person

Attendees: Tinika Lowe (Principal), Kim Kucey (Chair), Jennifer Boyd, Amy-Jean Johnson, Sheena Caissie, Wallace Carr (DEC rep)

Regrets: Krista Appleyard (teacher rep)

Call to Order: Kim called meeting to order at 5:31pm

Approval of the Agenda: Yes, unanimous

Approval of the Minutes from the Previous Meeting: Yes, unanimous

Business Arising from the Minutes:

***Playground project did not get completed, next steps: Held over til spring**

New Business:

- **Principals Report:** November at a glance!
 - Continue to focus on our School Rules and have no covered the lessons on Be respectful, be responsible, and are currently working on Be safe.
 - We will hold our next whole school assembly at the end of the month with 1 student from each room receiving an award for showing exemplary examples rule # 3 Be Safe. I will also award several students principal awards for being Star students based on observed behaviour or for things like overcoming challenges. Our focus for Dec will be rule # 4 Be a Learner. We then shift into lesson that branch out or stem from each of the 4 main rules.
 - Tinika and Megan completed Intermediate First aid training in October and Emma Abbatangelo has recently recertified.
 - K registration started on October 14th-we currently have 5 possibly 6 registered which is pretty on par with this time last year.
 - Safe schools' week was Oct 20th - 24th we completed bus evacuation practices, a medical emergency procedures practice and a Lockdown drill.
 - We had our first school dance on October 30th, and it was an amazing success with the students voting to support the SPCA. The Home and School will host another event in December and the students will vote for their "payment" choice.

- November 4th, we hosted the Branch 96 Legion members for our annual Remembrance Day ceremony, and it was lovely as always.
 - 2 Staff members are being retrained in NVCII-Non-Violent Crisis Intervention (Johanna and Sarah) to ensure that dangerous interactions with students are handled appropriately and with the utmost care for safety.
 - Nov 10th the staff meet to complete a school plan review-We did a data dive and looked at various sources of data. Today I will share with you the summary of the day.
 - Nov 21st is a Report card writing day under the collective agreement for teachers.
 - November 27th & 28th Tinika will be taking part in TES (Traumatic Events Systems) training.
 - New Playground equipment was added this week and some additional pea gravel. Students were very excited about the communication board and buddy bench.
 - Sound system with mic has been ordered for the gym and a washer and dryer is on order to be installed in the custodian room. These items will make a huge impact to the learning environment.
 - We were awarded \$850 for a Food Literacy grant where students will explore fruits and vegetables and art.
 - We have been awarded \$1200 for Promoting and Enriching bilingualism grant- We have used some of this money to team up with Geary Elementary for a field trip to see Razzmatazz for Kids. The kids loved the visit and the performance.
- Wallace to elaborate on September DEC Report that was forwarded to Principal: by Wallace

DEC Report for September 2025 created by Wallace Carr

- District Plan Update
- DEC Goals for 2025-2026 School Year
- DEC Meeting Quorum and DEC Meeting Process Proposal
- DEC Committees
- DEC Councillor Cover for Sub-district Vacancies at PSSCs (Sub-districts 1 and 10)
- DEC Elections (May 2026)
- Major Capital Projects Update
- Capital Improvements Submission-should know in the next few weeks
- Self Sustaining Fund Briefing
- Policy - Middle School End Year Trips (Operational)
- Policy – Micro / Macro Aggressions (Councillor Eden)
- Policy – Out of Zone Attendance for Sports (Operational)

New DEC report:

- New budget=331 million, currently at a \$34,000 deficit. EA cost has us in a \$4.1 million deficit-
- 460 projects on capital list (roughly 15-20 get done a year.
- There will be new builds announced next month.
- Meeting with Minister of Education in Saint John on Dec 1
- When new schools are built, they will eliminate early childhood classrooms from the building
- There is an inconsistency in the “universal” breakfast program that is raising big concerns

-DEC to talk to minister about budget process and projects are moved up the list.

-Flagpole saga continues, schools will get portable flag poles for Canada flag, New Brunswick flag and a third pole that is the schools choice. Only new schools will have 3 flag poles outside. This may even change.

-Wallace will forward the ASD-W ED Plan, the capital projects priority list, the EECD SDIP, Chronic Absenteeism briefing from October 23, and the second quarter report from the DEC. (Sent to PSSC on Nov 21st)

- PSSC Budget will be \$750 again this year. Classroom teachers would like to propose that a portion of this budget be spent on alternative seating for the classrooms and resource room to support emotional regulation, student attention, and student sensory needs. Margaret would also like to put forward that a portion of the budget be put towards the cost of printing materials for parent information and Kindergarten registration needs. A detailed cost plan will be presented at the next meeting but would likely consume the total budget.

Date of Next Meeting: Jan 14th at 5:30

Adjournment: 7:05 by Chair

Kim Kucey (Chair)

Tinika Lowe (Principal)