**KVHS PSSC Minutes**

**March 20, 2017**

Present: Carolyn McCoy (Chair), Colleen Flower (teacher representative), Rob Mandeville, Jan Muzak-Ruff, Peter Smith (Principal), Tracy MacPhee, Roger Nesbitt (DEC representative), Sandra McDougall, Darren Ferguson, Maddie Hogan (student representative), Bryce Miller (student representative)

Regrets: Gail Evans-Brown, Ron Lockhart, Ellen Snider

1. **Call to Order**

This meeting was called to order at 7:06 PM, and Carolyn McCoy welcomed members of the PSSC. Quorum was achieved.

1. **Approval of Agenda**

Motion to Approve: Darren Ferguson

Second – Sandra McDougall

1. **Approval of January Minutes**

Motion to Approve – Bryce Miller

Second – Rob Mandeville

1. **Outstanding Action Items**

Transcripts to University – Peter Smith followed up with administrative assistant staff and problems have been resolved.

1. **Correspondence**

There was no correspondence received.

1. **Student Representatives’ Report** (Submitted by Bryce Miller)
2. Black & White affair happening this Thursday. Event for Grad class only; dress code communicated.
3. Leadership team is hoping to host a multi-cultural night in May. They are reaching out to community as well as individuals within the school to solicit participation.
4. Gay Pride Week – scheduled for May.
5. Musical tickets went on sale today and are selling quickly
6. **Outstanding Items**
7. Staff Appreciation week occurred in February – Muffin day on Monday, Subway lunch on Wednesday, Friday treats. Support staff was also recognized.
8. Remaining PSSC budget will be used towards website updates. Concerns were expressed over lack of information currently provided on the website (ie. sports schedules, morning announcements, etc). Several issues are still outstanding including who will maintain the website and what will be communicated on website vs. PowerSchool. PowerSchool was down for 3 days in March due to a security threat, and was taken down during March Break for maintenance. Add on module to PowerSchool will allow for better teacher communication in lieu of wiki or weebly pages. Colleen Flower noted that teachers will require training and a learning curve will exist for teachers when this new module is added .
9. **New Business – no new business**

**9. Principal’s Report**

1. Work Room

The Work Room has moved from the guidance area to the business area. Decline in enrollment (by approx. 50 students) made a classroom available. Move happened during turnaround days in January. The former WorkRoom will be rebranded as Crusader Center and will be made available to students during lunch hour, for tutoring, Positive Academic Support Strategy (PASS). Central location of the new Crusader Center sends the message that everyone is welcome and learning is key priority. Hoping to have room painted and furniture in within 3 weeks. Soft opening has happened, official opening to be scheduled for a later date.

1. Cross-walk

Peter Smith met with a representative from the police force regarding on-going concerns over cross-walk safety. Police have indicated that the crosswalk is in lieu of a stop sign. Once snow is gone, the recommendation is that cross walk signs be placed at both sides of the cross-walk. District Facilities group needs to approve and snowplow drivers need to be made aware of additional signage.

1. TNB Presentation

February was difficult due to multiple snow days. TNB presentation occurred but was poorly attended; with all the class time missed due to storm days, teachers chose not to have their classes participate

1. Comedy Night Fundraiser

Safe Grad Comedy night occurred on Thursday, March 16th, after being rescheduled multiple times due to weather. The event was a success and will provide significant funding to the year-end Grad event.

1. Parent Teacher/Report Cards

New report card printing is more complicated and involves the district office. Report cards won’t be printed and sent home until after mid-term (April) and, therefore, parents will not receive prior to Parent Teacher meetings scheduled for next week. Parents will need to check PowerSchool to be updated on marks prior to their meetings. Note was made of the learning curve that still exists with teachers inputting marks into PowerSchool. Darren Ferguson expressed concerns that report card marks don’t always reflect marks in PowerSchool. Peter Smith communication that many first time items are still happening (ie. course requests) but feels hopeful for less issues with PowerSchool next year. Bryce Miller looked for clarification on how credits worked in PowerSchool. **Action Item**: Peter Smith will look into why students cannot currently view their Dashboard in PowerSchool and will also clarify how full year course marks are showing in PowerSchool (cumulative grades aren’t appearing). Concerns exist around compliance of teacher marking deadlines and how principal can confirm deadlines are being met. Colleen Flower stated that teachers are very clear on what marking and submission deadlines are. Remaining concerns around the table are how do we know that the mark submission deadlines are being met and what marks are being submitted to the Department of Education? Colleen Flower to join meeting with Peter Smith and Vice-Principals to continue this discussion on March 21st. Teachers and administration are becoming more comfortable with PowerSchool but comfort level of users is not where it needs to be. If parents check marks on Thursday and go to PT interviews on the 30th or 31st, will the marks be the same? PSSC Committee was encouraged to do this, if attending PT interviews, to confirm (**Action Item**).

1. Footloose Musical

Musical practice on-going with Footloose scheduled to occur from April 4th-8th. Lots of positivity amongst students and recognition made for multiple staff volunteering their time to make this event a success.

g. Pink Day Funds

$2500 in funds from Pink Day were contributed to the Tanya Shand Memorial Run. Mrs. Flower attended a related event last week with students . Focus of the event was creating awareness on family violence, healthy dating, etc. The police force recognized students from KV for their support. Funds donated were used to repair a donated vehicle for a single mother that had left a violent family situation

1. **Next Meeting – Monday, April 24th**
2. O**nce Around the Table**
3. Colleen Flower – expressed thanks to the PSSC on behalf of staff for Staff Appreciation Week
4. Jan Muzak-Ruff – asked who parents can reach out to if they want to be involved with SafeGrad. Response was Megan Lucas at the Town of Quispamsis. There is also a SafeGrad email address that Peter will provide. Comment was also made that parents were looking for information on graduation dates and this information should be communicated via website (**Action Item**).
5. Rob Mandeville – will PSSC play role on SafeGrad night? Carolyn will ask Gail what PSSC can do to support and will add Safe Grad item to the April PSSC agenda (**Action Item**).
6. Roger Nesbitt –on behalf of the DEC, stated that PowerSchool ‘growing pains’ are common across the district but he is confident that things will improve next year. He explained that there are 7 new members (of 12) on the District Education Council and much of their time has been devoted to the Policy 409 planning process (inner-city schools with declining populations). Final recommendations for ‘409’ to occur in May.
7. Darren Ferguson – when are NB teachers in strike position? Peter Smith indicated there is currently no hard date on this and little reason for concern at this point.

1. **Adjournment**

The meeting was adjourned at 8:24 PM.