**KVHS PSSC Minutes**

**October 17, 2016 (Regular Meeting)**

Present: Gail Evans-Brown (Chair), Darren Ferguson, Ron Lockhart, JoEllen Jensen (Vice Principal), Colleen Flower (Teacher representative), Sandra MacDougall, Tracy MacPhee, Carolyn McCoy, Bryce Miller (Student representative)

Regrets: Peter Smith (Principal), Maddie Hogan

Absent: Rob Mandeville, Jan Muzak-Ruff, Ellen Snider

**Call to Order**

The meeting was called to order at 7:01 PM. Gail welcomed the members of the PSSC, and each member introduced themselves. Quorum was achieved.

**Approval of the Agenda**

There were no corrections or additions to the agenda.

Motion to approve: Ron Lockhart

Second: Darren Ferguson

Motion carried.

**Approval of May Minutes**

There were no errors or omissions.

Motion to approve: Darren Ferguson

Second: Carolyn McCoy

Motion carried.

**Correspondence**

There was no correspondence received.

**Introduction of Student Representative**

Bryce Miller is one of two student representatives this year. The other representative will be Maddie Hogan.

**Outstanding Action Items**

There were no outstanding items to discuss.

**New Action Items**

*Election:*

Gail is the outgoing Chair of the PSSC. Carolyn McCoy agreed to take the Chair position for 2016-17. There were no other members interested.

The position of Secretary is still vacant. Gail will approach Ellen Snider to see if she is interested in filling this position.

**Principal’s Report**

JoEllen presented the Principal’s Report of behalf of Peter Smith who was at a Principals’ meeting.

*Transition to PowerSchool*

PowerSchool is replacing EdLine. The teachers’ side of the platform is up and running and the parents’/students’ side should be ready in the next few weeks. The committee discussed mechanisms that the school can use to keep parents informed until the parent side of the platform is ready. (Parent e-mails were lost during the transition from EdLine to PowerSchool. Contact information is being re-entered by the administrative staff and should be complete soon.)

The implementation of this new platform is responsible for some of the student scheduling issues this fall. Students are guaranteed to get the courses they require for graduation.

JoEllen plans to send weekly e-mails to families every Friday once all of the contact information has been updated.

*School Improvement Plan*

The School Improvement Plan is under development and staff hopes to have it completed by Christmas. Input will be sought from teachers, students and PSSC members. The focus of one of the October Professional Learning days was the new plan, and staff will spend one day discussing the implementation of the plan again after Christmas. (Staff spent the second October Professional Learning day on PowerTeacher (the teacher portion of PowerSchool) and in professional learning communities.

*Budget*

The budget for the committee is $2635.20. If the wiring for the monitors in the lobby has not been completed, the committee suggested some of the budget be allocated for this.

**Once Around the Table**

The committee asked for follow-up on the June discussions regarding the school’s exemption policy. It is unlikely to change this year as the district is looking at implementing a district-wide policy in the next year.

The next meetings will likely be held on the third Monday of each month if these dates work with Peter’s schedule. The next meeting will be tentatively held on November 21.

**Adjournment**

The meeting was adjourned at 7:47 PM.