Minutes

 QMS PSSC Meeting Minutes

Date | time January 25, 2021 | 6:30 – 8:00 pm

# In Attendance

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| --- | --- | --- |
| Name: | Present | Regrets |
| Jeff Nelson, Principal | [x]  |[ ]
| Kelly Blakney, Chair |[x] [ ]
| Jason Green, Vice Chair |[x]  [ ]  |
| Monique Lesser, Secretary | [x]  |[ ]
| Michelle Boutlier | [ ]  |[x]
| Natalie Folster | [x]  |[ ]
| Nicole Hamming | [ ]  |[x]
| Bridget Miller | [x]  |[ ]
| Jen Roberts |[x] [ ]
| Amy Wear |[ ]  [x]  |
| Roger Nesbitt, DEC |[x]  [ ]  |

# Welcome/Introduction & Approval of Minutes

* Welcome to Roger Nesbitt, DEC representative for school district 9.
* Approval of minutes: minor amendment made to minutes, Monique to resend.
* Jason moved to approve the minutes, seconded by Kelly, minutes approved.

# PSSC Priorities 2020-2021

* As per previous discussion, issue of school capacity.
	+ Jeff spoke with colleagues from Harry Miller and Rothesay Park and shared QMS projected enrollment. This information will be taken to the respective PSSCs for those schools.
	+ No data was given on projections for those schools.
	+ Will continue keep this item on the radar

# PSSC Budget

As per last meeting, PSSC agreed to earmark annual budget funds for wellness activities.

* Funds have been distributed to Mr. Kearney and the Phys Ed team for the purchase of pickle ball and knitting supplies. The Phy Ed teachers have expressed that if there are any funds leftover, they could use additional items to promote activities for students.
* Jeff received one more submission today, will vet this before presenting to PSSC at next meeting for approval
* Approximately 55% of the budget is now spent. Funds must be spent by March 1st and items received by March 31st.

# Review of School Operational Plan

* Operational plan is a living document that is reviewed monthly by several committees (H&S, Core leadership, PSSC)
* Plan has been updated with each change of recover phase (Orange/Red)
* There was a confirmed case at the school and the plan allowed excellent guidance for contact tracing etc. All close contacts were contacted quickly and school was able to open on the Monday.
* Plan was reviewed at provincial level and a few updates were made.
* For recent Red phase plan was updated once again to reflect what school closure was to happen (if another confirmed case was to be identified).
	+ Tightened up mask-use (during phys-ed)
	+ All staff/guests are actively screened as they enter building in the morning (answering NO to all screening questions and hand hygiene). Students to self assess at home.
	+ Now an app is developed to help with active screening for staff
	+ One entire class had to self-isolate. This class moved to regular schedule and had touch-points with all their teachers. Now are entirely with their class via teams following regular schedule
* Will be returning to Orange phase on Wednesday January 27th
* Attendance - marked increases in absenteeism during the week after COVID case identified at the school (last week). Attendance is improving this week so far
* Should we ever move to a lock-down situation:
	+ Plan is to move to online learning but will be in a bridged schedule (30 min periods). Will begin at same start time but will follow classes in 30min increments and will finish at noon.
	+ Teachers will have office hours in the afternoon for students to access if they have questions
	+ Afternoons will also have scheduled physical education, reading and independent homework
* Student compliance - last few weeks have had to speak to a few classes reminding them to wear mask properly and ensuring masks are worn when up and around/not eating. Overall though students have been phenomenal with their compliance.

# Behaviour Intervention / School Connectedness

Behaviour Intervention Position

* ASD-S was given 13 behaviour intervention positions as part of a provincial initiative. One will be coming to QMS, set to begin employment Nov 1, 2021. They will have 5 days of virtual training at district then will be assigned to the school.
* Rolls and responsibilities will be around behaviour interventions, looking at poor social behavior, social skills, working with school intervention worker, supporting school-wide initiatives
* Target students wouldn't be currently seen by Resource or Guidance so this will be great.
* Position is funded until the end of the school year with a provision that they can be moved after a period of time to another school based on need.
* Unsure if the position will be 1 year or if it will be ongoing annually - Jeff will ask Peter Smith and get back to us.

School connectedness

* $1000 allocation from district office to foster school connectedness. According to the “tell them from me survey”, the school is currently at 70% feeling connected to the school - provincial norm is approx 80% so room for improvement here.

# SEL Update - Guidance

* Guidance counsellor Stuart Kearney has been working with teacher Megan Barton to work on Social Emotional Learning.
* Every Monday each class watches a 5 minute video that gives tips and strategies on SEL.
* Also help with mindfulness activities for teachers to get kids moving or to exercise mindfulness techniques
* As a proposal - could set up a presentation for PSSC to explore this initiative at next meeting. The membership agreed this would be a good addition to the agenda.

# Minister’s Award for Excellence in Education

Congratulations to Mrs. Miller who was the recipient of the Minister's award for Excellence in Education! This is a very prestigious acknowledgement. A video will be put together of student and staff testimonials celebrating Bridget and will be shared provincially and open to public.

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| ACTION ITEMS |
| 1.  | Jeff to present budget submission at next meeting |
| 2. | Jeff to inquire about Behaviour Intervention position, 1 year only or rolling forward? |

# Adjournment

Meeting was adjourned at 7:25 pm.

# Next Meeting

February 22, 2021 | 6:30pm