

## Blacks Harbour School PSSC Meeting Minutes

Sept 17<sup>th</sup>, 2019 6:00 pm

**Present:** Jo-Ann Schwarze (Principal), Cheryl Stuart, Claudette Melanson, Robin Shaw, Cara Hatt, Sherry Henderson, Amy Foster

**Absent:** Joelene Aymar (teacher rep), Felicia Densmore (parent)

- Mrs. Schwarze called the meeting to order at 6:00 p.m., extended a welcome to new members and appreciation to all for their service on the PSSC.
- **PSSC Roles and responsibilities:** Mrs. Schwarze shared handouts and reviewed the role of the P.S.S.C, what is expected of each member, and presented a list of items that are reviewed at meetings throughout the year.
  - **GENERAL RESPONSIBILITIES:**
    - Advise the Principal on education and policy issues
    - Work with the Principal to monitor the School Improvement Plan
    - Prepare and present a School Report Card (assessment results, perception survey, attendance data, etc.)
    - Participate in hiring of Principal and Vice-Principal, at the request of the Superintendent
    - Communicate with the DEC on PSSC matters
      - **MEETING ITEMS:**
        - Early Fall – Orientation Meeting [September]
        - Late Fall – SIP Review [Oct. – Nov.]
        - Early Winter – School/Provincial Report Card [Dec – Jan]
        - Mid-Winter – Review of school initiatives, SIP, school data [Feb]
        - Early Spring – School Improvement Plan Review [April]
        - Late Spring – Wrap up
- Sign-up sheets were passed out for members to update contact information, and each member signed a declaration form.
- Mrs. Schwarze shared with PSSC the current student enrollment and answered questions with regard to changes to classes and teaching assignments prior to school starting.

- Parents expressed concern with regard to higher class numbers (full classes) and the effect of last minute changes on the children. Members are in agreement that reconfiguring classes and teaching assignments was unfortunate and made for a difficult beginning. Mrs. Schwarze gave a brief description of the contractual obligations of the district and reported the current situation is district-wide and largely unavoidable under the funding formulas. District officials and DEC members share in this concern and are working through class size issues as they arise. BHS is currently staffed in compliance with the collective agreement. Mrs. Schwarze is very confident in the staff of BHS and their ability to adapt and deliver quality instruction to all. Members asked to be updated on changes to class sizes and/or assignments regularly.
- Concern was expressed with the lack of qualified French teachers. BHS currently has two classes requiring intensive French. With the one qualified French teacher scheduled to be out on maternity leave in November, members want to know what the plan is for replacement. Mrs. Schwarze indicated, no replacement teacher has been hired at this time.
- Questions arose with regard to how schools are funded through the department. Jo-Ann briefly reviewed the way in which the global budget is broken down. The majority of global budgets would be spent on operations and instructional materials. Schools are not funded for extras such as playgrounds, class trips, breakfast programs, after school programs, etc. and rely heavily on fund-raising efforts and the Home and School to sustain these services.
- Members were given breakdown of how school fees are used at BHS. Parents questioned whether extra monies could be added to the school fee for other purposes (ie: field trips, etc.). Jo-Ann explained that 100% of the school fee is spent on consumable items the students use in the classroom. Each teacher is required to give a breakdown of supplies purchased and this is shared with PSSC in the spring.

Commented [SJ(1):

#### Enrollment:

Kindergarten = 21

Grade 1 = 21

Grade 2 = 20

Grade 3 = 24

Grade 3/4 = 21

Grade 4/5 = 19

Grade 5 = 22

Next meeting TBA

