**PSSC Meeting Minutes** October 28, 2014

**Attendance:** Sally Cogswell, Anna-Marie McLaughlin, Sherman Ross, Joanne Ingalls, Gina Urquhart, Pete Sesplankis, Courtney Budgell and Hunter Park

*Regrets: Tasha Bass, Morgan Cain, and Dwayne Green*

**New Business:**

* SCogswell went through the binder that was created for all PSSC (Parent School Support Committee) members. A complete handout of the PSSC was included in the binder with roles, responsibilities, and code of conduct. She mentioned that the PSSC acts as an advisory to the Principal from a parent’s perspective. The School Improvement Plan (SIP) generated by K-12 teachers at GMCS is one agenda item that will be looked at by PSSC members. This year, we’re drafting new SMART (specific, measurable, attainable, realistic, and timely) goals for the SIP incorporating school climate, community connectedness, and school wellness. This should be ready by the end of November to review. Other items at PSSC meetings are Tell Them From Me (TTFM) surveys which are filled out by grades 4-12 students looking at bullying, classroom environment, engagement, etc.
* SCogswell commented that PSSC will focus on the collective needs of students at GMCS. If there are individual concerns, a separate meeting can be booked with SCogswell to discuss.
* SCogswell would like to restart the Home and School program. The PSSC could be an avenue to reach out to parents
* General items discussed at the meeting:
	+ If a member can’t attend a meeting, call or email SCogswell. If we don’t have a quorum, another convenient night will be rescheduled and communicated to all.
	+ Last year, the Chair was Natasha Bass-Bokkers. A Vice Chair was mentioned and will be discussed at our next meeting.
	+ Absent member(s) will receive all information.
	+ There’ll be an agenda for meetings, please check through for information and make corrections if needed.
	+ Normally, PSSC meetings are open to the public unless discussion about renewal process for Principal and/or Vice Principal. This meeting is an orientation. Minutes will be posted on homepage and PSSC Facebook page.
	+ Meetings will take one hour.
	+ Follow rules of order, but be flexible.
	+ There’s a declaration to read through and sign.
	+ Best night to meet is Tuesday at 7:00pm. Our next meeting is scheduled for November 18th, 2014.
	+ Norms for meeting:
		- Have agendas ready when meeting starts
		- Meeting commences at 7pm, and if late, come in quietly
		- One hour in length
		- Call Sally/Office if can’t attend
		- Reminder of the meeting will be sent the day before
	+ Most of the PSSC budget goes to communication. $748.80 goes to Synervoice, which is the school’s talk mail.
* SRoss is the DEC (District Education Council) representative, similar to old school board. DEC members from ASD-S (Anglophone School District – South) meet monthly to discuss policies from the Province. DEC members approve the yearly budget, involved in different areas when closing schools, etc.
* SCogwell talked about positive referrals generated by GMCS staff for students this year. We have orange sheets to document students doing really well, and someone from the office will contact home. Once per month, the office will draw a name for a meal of their choice. It’s a nice way to end the day as an Administrator. A purple tracking sheet for misbehavior will be continued as well.
* Normally, PSSC members are elected. There was an election, but only current members came. Possible names were brainstormed from different grade levels and were invited to attend.