

## **GMCS & WHES PSSC Minutes – November 9, 2015**

**Attendance:** Jenna Rideout (by phone), Lorianne Sveinson, Tony Hannaford, Sally Cogswell

**Regrets:** Hunter Park, Rose Hogenbirk, Courtney Budgell, Gina Urquhart, Kelly Stoddard

The meeting was called to order at 7 p.m. by Principal Sally Cogswell who agreed to chair until a chair could be appointed. Sally also acted as secretary for the meeting where other members in attendance were new. We need a secretary for PSSC; members in attendance were not interested. Sally will ask members at the next meeting – a minutes template will be created to make this easier (see page 2). A chair is needed as well. T. Hannaford would be willing but would prefer a parent do it if interested. We will revisit the roles of Chair and Secretary at the next meeting.

Sally Cogswell shared documents from the recent District PSSC Orientation with new PSSC members- the “Let Your Voice Be Heard” pamphlet (see attached) and the handout on what a PSSC does and what a PSSC does not do (also attached).

Norms- Meetings are held 3-4 times each semester; meetings are 60 minutes or less in length unless the group agrees to stay longer. An agenda will be sent out in advance with a reminder sent about 24 hrs in advance. A regular meeting day and time will be selected when we have more members in attendance. Monday seemed like a good night for those in attendance. Contact Info was circulated to ensure e-mail addresses and phone numbers were correct.

Principal’s Report- Principal Sally Cogswell reported on some of the high points of Sept, Oct. and the beginning of Nov. at GMCS. The school gained in about 20 new students. School photos, Emergency drills, Terry Fox Run were in Sept. In Oct, WHES gained 0.2 – a teacher will be going over on Friday mornings to assist with K-6. Our Kindergarten Registration week was done- 21 registered so far- with the Kick off to Kindergarten Night held. Science East came the first week of November. Also Grade 11/12 Students travelled for the Post- Secondary Career Expo.

Next meeting: November 30<sup>th</sup> at 7 p.m. . We will meet in the Resource Room – Rm 01.(This is the first door on the left in the elementary wing as we need phone access to connect with Jenna. Agenda items submitted: School Improvement Plan for 2015-2016 and GMCS Emergency Planning document.

MINUTES TEMPLATE:

**GMCS & WHES PSSC Minutes - \_\_\_\_\_ (date)**

**Attendance:** (anyone who attended)

**Regrets:** (anyone who was unable to make it)

1. Call to Order and Acceptance of minutes from previous meeting (minutes are sent by e-mail ahead of time).
2. Principal's report
3. Business arising from previous meeting (if any items required follow up)
4. New Business (agenda items submitted by PSSC members)
5. Next meeting? Set date.