

**SCHOOL NAME:** Bliss Carman Middle School

**Address:** 615 Kimble Dr. F’ton, NB, E3B 0N4

**Parent School Support Committee**

 **Minutes**

**Date:** February 6, 2019 **Time:** 6:30pm

**Location:** BCMS library

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| **PSSC Members Present:**Joey Bernard**, Chair**Dale Chisolm**, Vice Chair**Gretchen Murray,  **Teacher Rep.****Others:** Karen Tamlyn, Susan Gaines, Charlotte Burhoe, Natasha Akhtar, Mike Pope, Tara Beaven**PSSC Members Regrets:**Ginger Nicholson, Cam Barnhill, Tara Pringle, Noor Habib Farhad, Heather Ingalls, Tammy Shaw-Reynolds | **School/DEC Representation Present:**Chantale Cloutier**, Principal** Terry Pond**, DEC****School/DEC Representation Regrets:** |

**Call to Order**: 6:35pm

**Approval of the Agenda:** Proposed by Mike Pope and seconded by Dale Chisolm

**Approval of the Minutes from Previous Meeting:** Proposed by Susan Gaines and seconded by Charlotte Burhoe

**Business Arising from the Minutes:**

* **Previous minutes:** Minutes from November are still incomplete. As soon as Joey receives them, he will send them to all members for approval**.**
* **Crosswalk issues:** Mike Pope reported that by the end of the week the city is going to put additional lights at eye level that will flash when the crosswalk lights are activated. The concrete divider/ stop sign at the end of the school driveway have been in place for a few weeks. Chantale reported this has created a snow clearing problem. Chantale will contact the contractor (Admiral) to work out a solution.

**New Business:**

* **SIP**-Chantale and Gretchen provided an overview of the School Improvement Plan- see attachment. This document will be available on the school website.
* **PSSC Budget**- There is 866.08 remaining in the budget which must be spent by March 31, 2019. Terry reported that DEC is currently questioning what the PSSC budget can be spent on. Chantale suggested the following possibilities: the celebration planned for Harold Phalen on March 29, contributions for the speaker during wellness week (Feb 25-March 1), or contributions toward the new projector for the cafeteria. The projector has already been ordered. There will be an email communication sent out in the next couple of weeks to all PSSC members with a request for an electronic vote to finalize decisions on the allocation of these funds.

Terry mentioned the funds could also be used for professional development of PSSC members.

**Correspondence:** None to report

**Principal’s report**: See attachment

**Teacher’s report:** See attachment

Dale Chisolm left the meeting at 7:35 pm.

**DEC Report:** See attachment

**Home and School report:** Tara Beavens reported that the committee is busy with preparations for Teacher appreciation week (Feb 11-15) and the Spring Fair (March 15th).

**Parent communication:** Chantale clarified if a student brings medication to school, it needs to be in the original labelled bottle/container and kept at the office. Also a note signed by the parent or guardian must be attached with clear directions for usage.

Other Business: Note the PSSC meeting scheduled for June 5th has been changed to **June 12th, 2019**. The location is TBA.

**Date of Next Meeting:** Wednesday March 13th, 2019.

**Adjournment:** 7:55 pm, proposed by Susan Gaines and seconded by Charlotte Burhoe