SCHOOL NAME: Meduxnekeag Consolidated School

Address: 200 School St, Woodstock, NB E7N 0G7

Parent School Support Committee

Minutes

Date: June 11, 2019  Time: 6:30 pm

Location: MCS Seminar Room

PSSC Members Present:
___ Candice Browse ___, Chair
___ Kerri-Lynn Scott ___, Vice Chair
___ Erica Elliott ___, Teacher Rep.
___ Lane Findlater ___, Student Rep.
Others: Cynthia Moser, Victor Bobarnac, Stephanie Grant, Kristy McCormick, Vice Principal – Angela Stephenson & Terri Mahoney-Walker

PSSC Members Regrets: Cindy Kimball, Rhonda Alain.

School/DEC Representation Present:
___ Crista Sprague ___, Principal
___ Heather Hogan ______, DEC

School/DEC Representation Regrets:

Call to Order: Candice called to order @ 630

Approval of the Agenda: Candice approved, Kerri-Lynn 2nd approval of minutes

Approval of the Minutes from Previous Meeting: Candice approved, Kerri-Lynn 2nd approval of minutes, all approved.

Business Arising from the Minutes: Crista S stated handbook is not ready for updates.

New Business:
• Crista S stated handbook is not ready for updates.
• Crista S School Budget – explained where the money goes to that was obtained by the 3 book fairs this year. Reviewed amounts. Swimming is in the negative. Athletic accounts are good, except Varsity Boys is in negative by under 100. Angela said that all the fundraising went into the Girls and therefore it may not have been transferred over. Terri also mentioned there was not a boys team this year. Band is one account that they have to hire for, and therefore, it is currently in the negative. Drama is in the positive. Grade 8 trip will balance to 0 after all payouts. WE Act is in positive. Fundraising in general is just over 12000. This fundraising goes and assists all that accounts that are in the negative as needed. Any extra monies that come in from the community, there is a form that is filled out on what the money is going to be for. Stephanie made comment
in regards to the swimming fund that in previous schools the Home and School has paid for the swimming lessons funds. Crista stated there is lots in the fundraising account. Angela stated that home & school may be able to pay and cover it, as they have funds that will cover the playground equipment. Candice and Victor mentioned about donations for playground equipment – high school students etc. Terri stated that the High school previous did the flower beds outside.

- MCS rec'd an awarded for the “build the space” for the sensory hall. Terri stated that was partnership through NBCC.
- Crista S reviewed the school profile 2019-2020: this is in draft until October 15th. It may change overall. No changes in the Secretarial staff. Unsure of librarian. Sherry is on loan to the district. Custodial hours are staying the same, 7 FN support staff, teaching staff at 45.5, .5 is the sharing of the guidance counsellor. We are being staffed an extra one for the remainder of the year. Administrative team is not changing. Since Carleton north has surplus and MCS needed to hire one grade one, we will be obtaining Sarah A from that surplus. Explained different levels and teachers. 4/5 in both French and English classes. Need to hire a middle school music teacher. Stephanie asked to review what is available for grade 7/8. – French split classes. Comments on that from Kerri-Lynn and Lane. Candice inquired on who was the grade 5 teachers.
- Review of School Improvement plan: Crista reviewed SIP. Focus on walk through (spending 15 - 20 mins and documenting) on the assessment plan. 114 Walk-thru. 76% say evidence of the learning plan being used. 44% of observations saw evidence of a purposeful assessment plan. Lane commented on walk-thru. Review of baseline data. Comparison from 1 yr ago until now. Explained how the amounts vary from the beginning to the end because what they focused on is the questions at the beginning was their focus, in comparison to later questions were lower as it was not as high of focus. Victor commented on the percentages and inquired about provincial testing in comparison to local testing. Inquiring about the focus changing, Crista stated that the focus will adjust as they curriculum or changes are required. Candice inquired about a letter being sent out to families receiving a letter sent home in regards to the testing. Victor inquired about school messenger and any updates on the communication. An Admin team meeting it was discussed about how the school messenger is not working and currently unable to send emails. Crista will discuss with Donna tomorrow in their meeting. Lane & Angela commented on how the high school uses theirs. The school messenger app has more features, but is not working properly at the moment.
- Crista advised that the next steps were to articulate the learning targets and what the next steps can be. Erica commented that Math is the easiest one to do that with.
- Review of the Positive Learning & Working Plan: Expected behaviors was the focus in regards to playground and cafeteria. PG 2 – 79% of 114 Walkthrough observations by administration saw evidence of positive behavior intervention supports. Core Leadership met and wants to continue what they are doing and draft is to improve the classroom, to improve the empathy within the classroom. Improving social and emotional needs and teachers improvement. Victor questioned about Walkthrough are used for both plans and whether if the walkthrough was completed by someone other than the Crista or administration, would there be a different percentage? Crista commented about how they are not focusing on student behavior but the overall. Lane also commented on how students act while within the room. There other administrators that complete the walkthroughs versus just Crista. Crista also stated that here are other sources for the data on the plans, ie: from Teachers and students surveys in addition to the walkthroughs. Majority agrees with the focus on next year being the classroom as well as what they are doing currently.
- Review of the First Nation Strategic Plan – out of 47 actions, 41 have been done. Crista reviewed why all were not completed, school cancellations, and a new person within the role of the coordinator was not able to assist with some of these actions due to her schedule as she settled
into the role. Terri, Angela, and others went down for a couple of visits however not complete some of the actions. No current Next Steps because it is normally created with the FN coordinator (Sarah Francis-Subject Coordinator), however unable to be completed at this time.

- School BBQ – Angela spoke on this (Thursday – August 29th), with an adjustment, with how the parents meet the teachers in their classroom, and then mingle in the cafeteria. Lane questioned about how parents can find the teachers, however, there will be greeters to direct the parents as they enter. Crista asked if PSSC would still want to host it. Kerri-Lynn it forward, Victor second it. All approved. Victor asked about parent handbook being ready by then. – Crista stated it should be available that night. It will be available electronically as well. Stephanie suggested giving them a direction on where they can find the link to the Electronic version, discussed among everyone. Lane offered to help and BBQ.

- PSSC Elections: Cynthia is stepping down, Kerri-Lynn is stepping down, Cindy – not present, Stephanie – continuing, Victor- Continuing, Student Rep be next year, Kristy – depends if on Home & School, Candice – continues. 5/6 Spots need to be filled on PSSC for next year. There is nominating forms if anyone wants to take one, and it will be announced at the BBQ. Crista thanked the ones that have participated.

- PSSC Feedback to Superintendent: Crista spoke on education act. The district provides the duties of the PSSC. Answered the questionnaire.

- Kristy inquired about K leaving early. Crista stated it was a 3 year project. Crista explained the pros of why she liked the program. Kerri-Lynn asked about why Fredericton schools have half days (stated it was grandfathered in). Lane asked about the stairway access during a certain time. Terri stated that there was no supervision.

**Correspondence:** N/A

**Closing Comments:** N/A

**Date of Next Meeting:** Sept 24th, 2019

**Adjournment:** 8:02 pm

Chair: [Signature]

Acting Secretary: [Signature]