**SCHOOL NAME:** _Meduxnekeag Consolidated School_

**Address:** _200 School St, Woodstock, NB E7N 0G7_

**Parent School Support Committee**

**Minutes**

**Date:** _Nov 6th, 2018_  
**Time:** _630 pm_  
**Location:** _MCS Seminar Room_

<table>
<thead>
<tr>
<th>PSSC Members Present:</th>
<th>School/DEC Representation Present:</th>
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<tr>
<td>Candice Browse, Chair</td>
<td>Crista Sprague, Principal</td>
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<td>Kerri-Lynn Scott, Vice Chair</td>
<td>Heather Hogan, DEC</td>
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<td>Erica Elliott, Teacher Rep.</td>
<td>School/DEC Representation Regrets:</td>
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<td>Lane Findlater, Student Rep.</td>
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**Others:**
Cynthia Moser, Victor Bobarnac, Rhonda Alain, Stephanie Grant, Cindy Kimball, Kristy McCormick, Vice Principal - Angela Stephenson & Terri Mahoney-Walker

**PSSC Members Regrets:**

**Call to Order:** 635 pm by Candice B, Kerri-Lynn S - 2nd

**Approval of the Agenda:**
- Crista S added stakeholders meeting and a memorial committee/project, and coach’s handbook
- Rhonda wanted to add the Fall Symposium
- Candice & Cindy wanted to add pick-up
- Heather Hogan – Wanted to add DEC information

Kerri-Lynn – approved  
Stephanie G - 2

**Approval of the Minutes from Previous Meeting:**
- Made many typos adjustments and changing of spelling in names.  
Kerri-Lynn Approved minutes  
Rhonda 2nd – all approved.

**Business Arising from the Minutes:**
- Stephanie asked about the PSSC information in last minutes – Crista explained more detail of the question about PSSC covering the Back to School BBQ.

**New Business:**
- Stake Holders Agenda – Crista spoke on the topic (read the invitation letter). Asked how we could get people to respond to survey, best way to have it more published. Suggestions: PSSC,
Facebook Page for Home & School, Emails, Voice Mail, Retired Teachers Association, Public Libraries, Family Resource. Then discussed how it is presented to allow people to understand why they want to have feedback, and who they are trying to obtain feedback from.

Heather spoke on how DEC is looking at ways to get more people involved in the Education (from Coal’s Island - Boisetown - Edmundston). Anyone interested in Education - Outside Groups, school committees, students, etc. within the communities to share the invitation. Open from Nov 6th to on Nov 16th closed. To share your improvements, suggestions and ideas. Identity is confidential.

- Memorial Committee – Crista spoke on what the appropriate time frame is. Anglophone School District West is asking to have a committee that establish what is outlined or should occur in the scenario for a loss from within the School. What is more and less appropriate? IE: plaques, planting trees, etc. Jurisdiction have talked in regards of guidelines. Candice and Cindy K are both interested in joining the meeting.

- Coaches Handbook – Lisa Johnson is creating a handbook. Crista wanted to ask for permission to invite Lisa to next meeting to provide more information on the Handbook

- District Education Council Fall Symposium – Rhonda talked on the event. She was provided a jump drive with all information on the different breakout sessions that had different discussions. Weekend of meetings that target information from the DEC, what they do, workshops, etc. So many seats are available to go to this within each area. Rhonda highly recommended members should go to this next spring if available. Very informative.

- Heather talked about the DEC policies - DEC does not tell Superintendent how to do their job. DEC doesn’t deal with money or day to day operations. PSSC does not get involved with the School’s day to day operations either. PSSC is to speak to general concerns as a whole. PSSC can give advice, but it is the Principal’s overall and final decision. The role of PSSC member is on pg. 20 & 21 of the handbook.

- Cindy K and Candice spoke on the concern from many parents in regards to the after school pick-up policy. Concerns that were discussed: having to have to wait outside, parking lot confusion. Crista said it is an operational decision and that if any parents have a concern they are always recommended to come to speak with her or an admin staff member to discuss it. Suggestions such as: parents being allowed in Cafeteria, presenting protocols in a parent handbook to help with the parent’s to know how to proceed within these situations. Student Rep Lane spoke on how it is very busy and confusing for kids at dismal time already with K-2 students prepping to line up to leave, and older grades are heading back from their last class. These students have to cross paths currently, and with parents inside the school as well it will make it much more difficult. Also he mentioned that if parents met in the cafeteria then the custodians would have to clean that area again, as they have already cleaned the cafeteria at that time.

- Principal’s Report: Crista said she could not discuss the results of the gr. 3 literacy at this time.
  - Review of School Report Card: current gr 3 students 46/59 deemed appropriate, 13 students are on a lower level.
  - School Improvement Plan Progress: Refer to SIP, Crista spoke that is very difficult to make any changes to the assessment. There are many steps that have to be completed. Assessments were created on selected grades. The results are new, therefore it takes a couple of cycles in order to regulate the assessment properly. Teachers are using Learning Targets with students. Lane stated that this gets kids to focus on what they need to do. Core leadership Team is looking at Benchmarks that they will discuss in their meeting Nov 23rd.
  - Positive Working and Learning Environment Plan: In August teachers met. Teachers promote positive behavior. Home Room time was established to assist with Character
building. Staff handbook is in place. Students led announcements occur. (Internal use only)

- First Nation Strategic Plan progress: Crista & Terri spoke on this handout. Events that has occurred so far is: Orange Shirt Day is promoted and conversations at age level appropriate, Elders have been invited to class, New First Nation Coordinator (Sarah Frances) which is developing a survey, Rhonda & Crista meet to assist with needs of students. In the spring there will be discussions to assist with the Grade 8 transition to High School. NEAT meetings are currently occurring. The school plays O’Canada in Maliseet every Wednesday.

- PSSC Budget: BBQ confirmed cost was $400.00, left over is $1448.60. Kerri-Lynn asked if there was any communication items that the school needed. Cindy K suggested using some money to have a Parent Survey if the school is going to participate in the pilot program of the new APP that may be coming out or covering any other sessions that may be occurring or could occur. Suggestions were made and discussed.

**Correspondence:** Anyone that did not have the handouts (SIP, School Report Card, etc.) were handed out again.

**Closing Comments:** Next meeting members of the PSSC is asked to have a couple of ideas on what the PSSC budget can be spent or contributed to.

**Date of Next Meeting:** January 22\textsuperscript{nd} @ 630pm (Snow Date: January 29\textsuperscript{th})

**Adjournment:** 855pm – Kerri-Lynn motioned, Stephanie 2\textsuperscript{nd}.

Chair **Candice Brasse**

Member **Dinky McLean**