

**Woodstock Middle School – PSSC Meeting
Monday, October 7, 2013**

Attendance

→ Mark Dykeman	→ John Slipp
→ Pat Thorne	→ Steven Jones
→ Andrea Everett	→ Michelle Nowlan
→ Tammy Orlando	→ Andrew Garnett
→ Joanne Lenehan	→ Jennifer Burpee

Absent

→ Angie Godin
→ Lynette Smith-Emberly

Meeting Minutes

1) Welcome & Introductions

🚧 Mark called the meeting to order at 7:00pm

2) DEC update –

- 🚧 John thanked all the parent volunteers for agreeing to volunteer and sit on the WMS PSSC
- 🚧 October 9, 2013 – Barbara Coloroso, John extended an invitation to attend the day long session. If anyone is interested, please let him know
- 🚧 Cyberbullying and Cyper Safe Awareness Presentation – taking place in Fredericton on October 21st
- 🚧 DEC schedule is out – Pat circulated to PSSC members. The next DEC meeting in the Woodstock area will be November 21st. John encouraged PSSC members to come to the meetings
- 🚧 Naming of New School Committee
 - Ad Hoc Committee will be put in place, John talked briefly on the process and at the end the Ad Hoc Committee would put forth their recommendation for the names of the two new schools. Although they may be recommended – the Minister has a right to not accept their recommendations.
 - they were looking for a balance of members to sit on this committee – PSSC Rep; DEC Rep; WEC Rep; Admin Rep; Teacher Rep; School Rep; etc.
- 🚧 Staffing of the two new schools
 - John mentioned that naming of the admin would need to take place before moving forward with the naming of the new school committee
 - John suggested that only one Principal and one Vice Principal for each school
- 🚧 PSSC Orientation Training
 - The PSSC Orientation is to help inform the new PSSC members of their role – John encouraged all PSSC members to come out that night (both new and returning PSSC members)
 - This will take place on Wednesday, October 16th at WHS – it will start at 7:00pm
 - If you are unable to make this night then you can attend the orientation meeting that is taking place at CNHS on Monday, October 21st
- 🚧 Transitioning of moving WMS students and staff to the two new schools in the middle of the 2014-2015 school year – there was a fair amount of discussion on this point
 - Question – are there options being considered – the PSSC members were asking John to take their concerns to the DEC. John expressed to the members that he could do this informally or they could prepare a written document to formally express their concerns
 - John suggested that they outline their concerns and/or recommendations to David McTimoney
 - PSSC will meet on November 6th at 7:00pm to outline and put forth their recommendations to the DEC at the November 21st DEC meeting (being held in Woodstock)
 - John thought inviting other area schools to seek their input might be a good idea
 - Mark added that inviting a member of the Home & School to sit in on this would be a good idea as well
 - Mark Dykeman asked John to please have the WMS PSSC added to the agenda for the November 21st DEC meeting

3) PSSC Orientation & Elections – September 25th , 2013

- 🚧 Pat thanked the members for “jumping on board” to represent WMS, parents are major stakeholders in our school and administration welcomes their input
- 🚧 The Declaration Statements were completed and sent to Office of the Superintendent

4) PSSC Orientation Meeting (planned by the Office of the Superintendent & DEC)

- 🚧 This will take place on Wednesday, October 16th – it will take place at WHS starting at 7:00pm
- 🚧 John recognized that this might not be the best night for all area schools. He also said that for those who could not make this orientation session, then they could join the orientation session being held at CNHS on Monday, October 21st

5) School Update (Pat reported on the following areas):

- 🚧 Good start to the year
- 🚧 New staff members
 - Steven Jones (VP)
 - Trevor Foesenek (guidance) – Danielle Moffatt is replacing Trevor, he is home on sick leave
 - Katelyn Smith (library); Rosanne Purinton & Katelyn Smith (office); Evelyn Paquin, Amelie Theriault, Janice Hughes (replacing Lisa Thomas); Mark Hughes (replaced Artie Taylor); Stacey McCarthy (Stacey Adams – married)
 - Community School Coordinator – JoAnn Boone. JoAnn is worth her weight in gold, she plays a key role at WMS and brings so much more to our school, just two of the events she helps to coordinate would be:
 - Slammers – connection to our school
 - Volunteers coming in and reading with our students
- 🚧 Current enrollment 392 students
 - 3 students from Columbia (all in grade 7)
 - Principal came for a visit on October 4th
- 🚧 Athletics (up and running) – Pat wanted to point out that we are looking for volunteer coaches in quite a few areas
 - Varsity Girls Soccer – Stacey McCarthy & Jessica Brewer
 - Varsity Boys Soccer – Matthew Sheen & Richard Burton
 - Badminton (boys & girls) -
 - JV Boys & Girls Soccer – Jim Slip
 - Boys Varsity Basketball –
 - Boys JV Basketball –
 - Girls Varsity Basketball – John McKay
 - JV Girls Basketball -
- 🚧 After school clubs are starting to kick into high gear:
 - Varsity band – Alyson Hubbard
 - Drama has started
 - Drama – Gloria Yachyshen, Dayna Hanson, Debbie Rae,
 - December 12 & 13 (will be the two shows)
 - Andrea Bell will be school contact
 - Running Club – Andrea Bell & Sarah Mahar
 - Art Club – Evelyn Paquin
- 🚧 Parent newsletter went home (September & October)
- 🚧 Student Leadership Team (Trevor, Admin)
- 🚧 Beyond the Hurt Program will be starting up once again

- 📌 WMS website – updated (Alyson Hubbard) it is kept updated with current information
 - Student handbook
 - Teacher contact (work email)
 - SIP (once it has been updated)
 - Parent newsletter
 - Bell schedule
 - PSSC contact info
- 📌 Emergency response plan
 - The school has been practicing fire drills, school evacuation to alternate site, secure the building – we have had the Fire Chief Ronnie Nicholson come up and monitor for us as well
 - We will have the police come to do walk through for school lockdown (this was done on Wednesday, October 9th)
- 📌 Teachers communiqué to home – done by end of September
 - 📌 a way of reaching out to parents – one thing on our perception survey results that we needed to address
- 📌 teachers asked to set up email distribution list – another way to communicate with families
- 📌 Harveys' Pictures – here already (retakes will be October 29th)
- 📌 Grade 7 & 8 boys and girls immunization program

6) Citizen of the Month (male & female) – sponsored by the Town of Woodstock

7) Athlete of the Month (male & female) – sponsored by McDonalds

8) Thunder Express – Pat encouraged the PSSC members to log onto our school website and catch what is going on in our schools. This is extremely popular – we are looking to archive each of our productions so that parents or visitors to our website would be able to access them. The Thunder Express is not able to be accessed by way of iPads, Mac due to the type of school software that is used

📌 Josh Hoyt & Steven Jones

📌 Sarah Mahar

📌 About 40-45 students are involved in this

9) Safe Schools Week

📌 Fire drills, evacuation to alternate site, secure the building, school lockdown

10) Meet the Teacher Night – last week – already took place on September 17th (6:30pm-7:30pm)

📌 We had a good response – approximately 200

📌 Parents first met with their child's teachers – then to the gym for a few brief remarks

11) Budget

📌 School raised funds

📌 PSSC budget

→ \$1,189.64

→ the school could use help to purchase paper, postage, etc. for communication home

12) Home & School Association

📌 Lynette Smith-Emberly is the coordinator

📌 Organizational meeting on Wednesday, October 2nd (6:30pm) at WMS

13) Fundraising Initiatives

📌 Magazine Campaign – John Irvine & Holly Jones (up and running)

📌 Cookie Dough Campaign (will be done in the Spring)

→ John noted that the DEC is reviewing the fundraising protocols to ensure a greater consistency across the district

14) Preparation for Grade 7 LA Provincial Assessments

- 🚧 Help from Sarah Mahar – to coordinate some extra help in preparing students for these assessments
- 🚧 October 22, 23 & 24
- 🚧 Admin have plans to bring in supply teachers for 3 teachers to mark these assessments with Sarah (best form of PD) hands-on and great discussion as they mark (ensuring everyone on the same page)

15) SIP Update & Monitor Report

- 🚧 Pat brought copies but also will send the documents electronically. Both Pat and Mark thought it best that the members have a chance to read and digest the documents and we put this on the December agenda for a SIP Monitor Report
 - New PIP & DIP → SIP (a whole new change)
 - Update on data trends
 - PLEP

16) New School Update – further to the discussion points brought up in John’s presentation

- 🚧 Pat brought up that both she and Steven will be attending a meeting on October 16 with David. David will outline the timelines and procedures for staffing of the two new schools
- 🚧 Pat also mentioned that the 4 administrators visited two schools in the Fredericton area for ordering equipment for the two new schools (things are moving forward)

17) Breakfast & Lunch program

- 🚧 McCains has donated pizza pockets
- 🚧 The school purchases product for both the “grab& go breakfast” along with food items to help feed students at lunch hour
- 🚧 Pat asked if the PSSM members knew of any contacts to help with the purchasing of food items for our students – please let her know

18) Quebec Immersion Trip

- 🚧 Lynette Emberly-Smith has taken the lead on this
- 🚧 Plans are in the works – organizational meeting is planned for Monday, October 21st @ 7pm

19) Cyberbullying & Cyber Safety Awareness

- 🚧 Free Public Event – Monday, October 21, 2013
- 🚧 6:30pm-9:30pm @ Delta Hotel – Fredericton, NB (Grand Ballroom, Rooms C,D,E)
- 🚧 The Atlantic Canada Chapter of the High Technology Crime Investigation Association (HTCIA) is pleased to host a free evening presentation on cyber bullying and cyber safety awareness for parents and children 12 years and older (adult accompaniment required).

20) Grade 8 Farewell –Thursday, June 13, 2014

- 🚧 This went well last year – we will be following the same format for this upcoming year as well
- 🚧 The format looks like this - family BBQ, students dress as they like, power point presentation and then dance. It will go from 6:30pm-9:30pm

21) Science East – November 19, 20, 21

22) Calendar of PSSC Meetings

- 🚧 Monday, December 9th, 2013
- 🚧 Thursday, November 21, 2013 (new school meeting)
- 🚧 Monday, February 10th, 2014
- 🚧 Monday, April 14th, 2014
- 🚧 Monday, June 2nd, 2014 (supper & wrap up meeting)

23) Other Items for discussion:

- 📌 Teachers sending home emails – use BCC on emails
 - Concern of the privacy of parent emails being displayed for everyone to see
 - Steve will work with the teachers to ensure they know how to do this
- 📌 Noon detentions
 - Members are asking about protocol and procedures to inform parents if their child had noon detention (communication to parents)
 - What is the criteria (rules & guidelines) for a student to receive a noon detention – it seems to be different for French Immersion students and English Prime students
 - Is their communication home to parents – as to how many noon detentions would their child have
 - Pat & Steve spoke briefly to the concerns of the PSSC members – and that they needed to gather more information to them on this discussion item – stay tuned
- 📌 SCES New School Playground Committee
 - There is a committee in place that is raising funds to support the playground for the new SCES
 - Mark thought that there should maybe be a school rep on this committee to keep WMS informed as to what is happening on this committee
 - Mark also asked if WMS could help promote the fundraising initiatives – Pat said that can be easily done

24) Next meeting will take place on Monday, December 9th at WMS (7:00pm up in the staff room on 2nd floor)

25) Adjournment @ 8:50pm