#  Hampton Middle School PSSC Meeting Minutes

**Date: December 2nd, 2019 6:30pm**

**Attending** (**✓**) **Regrets (R)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **✓** | Theresa Ketchum Boudreau (principal) | **✓** | Candace Muir(chair) | **R** | Tracey Marshall |
| **✓** | Krista Webb | **✓** | Janice Linden (teacher rep) | **R** | Pam Wallace(recorder) |
| **R** | Shelly Tupper | **R** | Sue Delong  | **R** | Dorothy Price |
| **R** | Jackie Parks | **R** | April Sullivan | **R** | Jasmine Belding |
|  |  |  |  |  |  |

**Agenda Items**

| **Discussion / Action** | **Owner** |
| --- | --- |
| 1.0 | **Call to Order**: Meeting called to order at 6:35 and all welcomed by Candace.  | Candace Muir  |
| 2.0 | **Approval of Agenda:** Motion to approve agenda as presented, moved by Candace, second Krista.  | Candace Muir  |
| 3.0 | **Principal’s Report:** **Demographics:** HMS has had the addition of three new students.Population 335 (Prime - 135, Late FI - 58, Early FI - 142)6 – 114, 7 – 116, 8 – 105**Academic:** * Wildcat 30 – the present groupings for the Wildcat 30 block will run until the winter break.
* HMS hosted a career fair. There were a variety of professions represented at the event including: nurse, firefighter, banker, town worker. It was not as large as previous years, but feedback was all positive. To increase student engagement in the event each child was given a card with questions to answer. Cards were collected and will be sent to the PD teachers.
* Parent-Teacher conferences went well. Attendance was good. Some parents needed a gentle reminder that meeting times longer then 10 minutes would need to be arranged for another time as there were lots of parents for teachers to meet.
* The OurSchool Survey had been completed. HMS will receive the data collected from this in the new year.
* HMS has had lots of district leads in the building. The process for accessing this type of support has changed. This is a way to keep everyone informed and accountable. There has been a math lead working with the Grade 6 teachers helping to bridge gaps in the student’s knowledge. Language Arts lead has been working with PLC’s in Grade 7 prime and collaborating with the Diversity and Respect lead to work on social skills. French Language Arts leads have been working with Grade 7 teachers for interventions. There has also been a Fine Arts lead contributing to HMS student success.
* Reading mentoring has started at HMS volunteers from Lutz and other community members come in weekly to read with students.

**Extracurricular Sports and Clubs:*** Basketball teams have been picked and coaches have been found.
* Librarian – the school librarian Mrs. Long is exceptional, she has started Library Club, which features book talks and book wars as well as a spotlight on new books in the library. There will also be a book exchange. Web/Techie Wednesdays and Traditional Craft Thursdays. HMS is very appreciative of all Mrs. Long’s contributions.
* Art club, Peer helpers and many more programs are up and running.
* The HMS WE group was nominated by the PRUDE organization for Diversity Champion. ASD-S was also nominated. Mrs. Ketchum-Boudreau, Mr. Foote and an HMS student attended. The evening provided a great opportunity to understand what PRUDE does and the impact it has. The keynote speaker was very moving. HMS won the award.
* During the staff meeting it was decided that prior to March break the focus will be on Innovation convention and science fair projects as the Science Fair is March 13th,2020. After March break students will focus on their Heritage fair projects. The Heritage fair is scheduled for May 13th, 2020.

**Wellness/Social/Community:*** The first “Way to GO” assembly was held. This is a part of HMS’s PBIS approach. The purpose is to celebrate student success and motivate them. Prior to the next assembly there will be meeting to discuss how to increase student engagement. Students are also celebrated with PURR awards.
* Wacky Wednesday – The next Wack Wednesday, December 4th, will be plaid/flannel day.
* There needs to be both a fire drill and lockdown practiced. These events are weather dependant.
* HMS will participate in the Ring a Bell campaign for children’s mental health. This will include an assembly as well as activities all week long.
* On December 5th, select students will visit the Dr. Snow center for a Christmas activity.
* Santa’s Workshop will take place again this year with grade 2 students from DATL and HES visiting to choose a gift for a family member and Christmas activities.
* Grade 5 students from HES will also be visiting for a sing along.
* Holiday Hampers - Staff have been asked to fill hampers in the office. Letters have also been sent to business and organizations in the community. Prior to winter break students are randomly selected to receive the hamper full of supplies.
* Food bank collection has also started and will run through December.
* HMS is collecting sock for the Rotary Club during the month of December.
* There will be a Varity show host by the students for the students. It is not possible to accommodate all families for a Christmas concert, so the students preform for each other.
* On the last day of school before the break, Friday December 20th, there will be a pancake breakfast. It will also be PJ day. If time permits there will be a staff vs. student basketball game.

**Professional Learning:*** Staff are completing their profession growth goals. Half have been completed and they will be reviewed this week.
* Staff are participating in a book study focusing on social emotional learning.
* November 22nd PL was focused on growth mindset.
* SIP the core leadership will analysis data for the SIP planning process on December 5th.
* PLC’s are meeting frequently.
* There are new and revised provincial policies that will be reviewed with all staff.

**Other:** * A notice about inclement weather was sent out informing parents of where to access information and things that could be done a home that are educational. At a previous principal meeting this type of communication was encouraged.
* ASD-S Wabanaki Powwow will take place on June 6th, 2020 an invitation has been extended to all ASD-S schools.
* An inspection by WorkSafe NB was completed at HMS. There were a few recommended actions and WorkSafe will be back on the 5th to see that they were completed.
* The new signage put up indicating flow of traffic and a more detailed talk mail message has resulted in a noted improvement to traffic during student drop off.
* 40 students have expressed interest in ski club.

  | Theresa Ketchum- Boudreau |
| 4.0 | **School Improvement Plan (SIP):** HMS is currently using 2018/2019 data to inform the SIP. On December 5th, select staff at HMS will participate in core leadership data analysis to dive into the new SIP process. The information gathered at this meeting will be used in the staff wide PD day on January 6th.  | Theresa Ketchum- Boudreau  |
| 5.0 | **Newsletter:** Instead of a newsletter, there is a student produced newspaper that is available online. Mrs. K-B will also attach the newspaper to an email so parents who are not on the HMS PSSC FB page will be able to view it.  | Theresa Ketchum-Boudreau |
| 6.0 | **DEC Report:** No DEC rep present. Candace to send Mr. Malone an email letting him know when our next meeting will take place and to extend an invitation.  | No Representative  |
| 7.0 | **New Business:** No new business.  | Candace Muir   |
| 8.0 | **Round Table Discussion:**  | Members  |
| 9.0 | **Upcoming Dates:*** All Month we will be collecting
	+ non-perishable food and hygiene items for the Hampton Food Basket
	+ new socks for the Hampton Rotary Sock Drive
* December 4 – Wacky Wednesday – Plaid/Flannel Day
* December 4 – Selected grade 7s visit the Snow Seniors Center
* December 6 – HMS We students offer Babysitting service to fundraise for school equipment for children in Ecuador.
* December 12th -HMS hosts grade 2 students at Santa’s Workshop.
* December 12 – Christmas Dance – Festive theme -6:30-8:30pm
* December 19 – In-house variety show by and for students
* December 20 – PJ day and Pancake Breakfast.
 |  |
| 10 | **Confirmation of Next Meeting:** There will be no PSSC meeting in the month of January. Regular meetings will begin again in February. If there are any concerns during this time, please advise Candace or Theresa. We will meet February 3rd,2020 at 6:30.  |  |
| 11 | **Adjournment of Meeting:** Motion to adjourn at 7:25. Moved by Candace, second Krista. Adjourned.  |  |

**Next Meeting: February 3rd, 2020 6:30pm**

**Topics for next meeting:**

* SIP update