



PSSC Minutes

Chair: Candace Muir

Meeting Room: HES Library

Date: Monday September 16, 2019

Meeting Time: 6:30 PM

Present (✓) Regrets (R)

✓	Mrs. Blanchard	✓	Kristia MacDonald (Recorder)	✓	Kathy LeBail
✓	Ms. Jen Salgado	✓	Andrea Hughes	✓	Melissa Adams
R	Richard Malone (DEC)	✓	Elisha Dickinson-Mills	✓	Sarah Brannon
✓	Candace Muir (Chair)	✓	Kathleen Clark	✓	Shelly Tupper

Agenda Items

Discussion / Action	Owner
1.0 Election of Chair <ul style="list-style-type: none"> Candace Muir was nominated and agreed to continue as the HES PSSC Chair. 	Mrs. Blanchard
2.0 Call to Order <ul style="list-style-type: none"> Candace called the meeting to order at 6:38 PM. 	Candace Muir
3.0 Approval of Agenda <ul style="list-style-type: none"> Approved as presented Approval of Last Meeting Minutes <ul style="list-style-type: none"> Non-applicable as most PSSC members from the last meeting (June 2019) were not in attendance. 	PSSC members
4.0 PSSC Manual/PSSC PowerPoint Presentation <ul style="list-style-type: none"> Mrs. Blanchard reviewed the PSSC manual and PSSC PowerPoint presentation which was emailed to the PSSC members in attendance on Tuesday, September 17th. Roles and responsibilities of PSSC members were also reviewed and members signed the acceptance Declaration form. The School Improvement Plan (SIP) was touched on as well as where to locate the SIP and PSSC minutes on the school website. 	Mrs. Blanchard
5.0 Principal's Report <p>Open House: 77% were in attendance. There was discussion around on how to improve the Principal's address in the gym for future years as well as possibly having class lists posted in the main entrance in addition to classroom doors to help with the flow of traffic.</p> <p>Student Fees: 220/303 Paid to Date</p> <p>Demographics: 303 students, 15 Homerooms, 6 English (2 intensive French Grade 5), and 9 French</p> <p>Staffing: Review of new staffing</p> <p>Attendance Policy Update: <i>Why Attendance Matters?</i> Was reviewed and PSSC members were advised that students will be sent home with a fridge magnet that will help track student absences.</p> <p>Health and Safety Procedures: <i>When is sick too sick for school?</i> and <i>We're Allergy Aware!</i> was reviewed as well as immunization updates were given. Due to the extensive drilling required for the new playground, the schools well was disturbed which resulted in water discolouration however all water testing has been clean and potable. Until the discolouration is remediated, water coolers have been placed in the school. Over the next month the staff and students will be practicing safety procedures including fire drills (6 per year), secure the building, lock down and building evacuation.</p> <p>Office Referrals: Nothing to mention</p> <p>Skill Streaming: Over the next two months all staff will be working on classroom skills to provide coordinated approach to explaining and modelling classroom/school skills.</p> <p>Fundraising: School based fundraising will take place throughout the year however the school does want to be mindful to not overload students and families.</p> <p>Forms/Documents: Volunteer forms have been received for use and distribution. The school is still waiting on the Agenda Scavenger Hunt.</p>	Mrs. Blanchard
6.0 Home and School	Mrs. Blanchard

Discussion / Action	Owner
<ul style="list-style-type: none"> Playground update: The playground is available for use. The roping still needs to be installed to prevent vehicles from driving too far onto the play area. 	
<p>7.0 New Business:</p> <ul style="list-style-type: none"> ASD-South School Calendar 2019-2020 can be located on the ASD-S website. PSSC Orientation Workshop is on Wednesday, September 25th at the Hampton Middle School. Each session starts at 5:30 PM. with a light supper and a chance to visit the “INFO FAIR” booths. Teacher reps are welcome to attend as well. Due to time constraints, the End of Year survey results were reviewed at a high level but can be revisited if PSSC members wish to go more in depth. 	Mrs. Blanchard
<p>8.0 Upcoming Dates: September/October</p> <ul style="list-style-type: none"> Week of September 16th – 2nd Fire Drill September 26th – Lock Down Drill October 2019 - Emergency Evacuation Practice for HES 	Mrs. Blanchard
<p>9.0 Next Meeting:</p> <ul style="list-style-type: none"> Monday, October 21st at 6:30 PM 	Recorder
<p>Adjournment:</p> <ul style="list-style-type: none"> 7:35 PM 	Recorder

Minutes submitted by: *Kristia MacDonald*