Minutes

QMS PSSC Meeting Minutes

Date | time April 19, 2021 | 6:30 – 8:00 pm

# In Attendance

|  |  |  |
| --- | --- | --- |
| Name: | Present | Regrets |
| Jeff Nelson, Principal |  |  |
| Kelly Blakney, Chair |  |  |
| Jason Green, Vice Chair |  |  |
| Monique Lesser, Secretary |  |  |
| Michelle Boutlier |  |  |
| Natalie Folster |  |  |
| Nicole Hamming |  |  |
| Bridget Miller |  |  |
| Jen Roberts |  |  |
| Amy Wear |  |  |
| Roger Nesbitt, DEC |  |  |

# Welcome/Introduction & Approval of Minutes

* Minutes reviewed and approved by Jason, seconded by Natalie

# Plans for End of Year 2020-21

* Staff meeting is taking place tomorrow to discuss plans for end of year activities.
* Going to plan for student orientation:
  + Grade 8’s will work on “tours” of segments of the school. This will be done as projects with best work being used to tie together an orientation video.
  + Would like to get the tour video out to parents prior to end of year session.
* Looking at approximately week of June 7th for parent café.
  + Not sure what the participation will be like in a virtual format.
  + Perhaps utilize frequently asked questions to stimulate discussion.
* Q&A package to be sent out to grade 5 families prior to parent session.
  + Jeff to send out FAQ document to PSSC for review and feedback.
* Welcome session tentatively to have high-level overview of school and introduction to PSSC, then open for questions.
  + Can include school map during the session to help orient parents to the school.
* As long as COVID restrictions allow (yellow phase), children with special needs/considerations will have arrangements made to orient to the school in person.

# Principal’s Items

* No change to COVID operational plan
* No major change to projected enrollment. Still on track for 22 homeroom classes with a total of 541 students enrolled for next year.
  + This gives us back the library and the science lab
  + Late FI numbers continue to be low (currently 13 enrolled)
  + Approximately 65% of the school is enrolled in FI (both early and late)
* SIP – will look further at this at next meeting.
  + Social-emotional learning continues to be a big factor in the SIP
* Student surveys (tell them from me) are being conducted – results to be shared at next meeting.

# Principal Feedback Survey

* Kelly conducted the survey with the membership after Jeff left the meeting

|  |  |
| --- | --- |
| ACTION ITEMS | |
| 1. | Jeff to send FAQ document to PSSC for review and feedback |

# Adjournment

Kelly moved to adjourn the meeting, seconded by Monique.

Meeting was adjourned at 7:40 pm.

# Next Meeting

May 25, 2021 | 6:30pm