

# Minutes of Blacks Harbour PSSC

Held on September 11, 2017 @ 6:00  
Location: Blacks Harbour School Conference Room

**Present:** Jo-Ann Schwarze (Principal)  
Crystal Wilcox (Co-Chair)  
Cheryl Stewart (Co-Chair)  
Joelene Aymar (Teacher)  
Keri Lyons (Parent)  
Larry Boudreau (DEC)

1. Passed out and approved minutes from last meeting.
2. Welcome and Introductions of members
3. Discussion of the difference between Home and School and PSSC
4. Mrs. Schwarze shared a Powerpoint Presentation outlining:
  - Structure of PSSC
  - Roles and Responsibilities
  - Members Code of Conduct
  - PSSC officers: Crystal and Cheryl will co-chair, Joelene will keep notes
5. Summary of expected meetings
  - Early Fall – Orientation Meeting [September 11, 2017]
  - Late Fall – SIP Review [November 2, 2017 ]
  - Early Winter – School/Provincial Report Card [January 2018]
  - Mid-Winter – Check-in Review of school initiatives [March 2018]
  - Early Spring – School Improvement Plan Review [April 2018]
  - Late Spring – Wrap up [June 2018]
  
  - Please also remember that other meeting may be scheduled at any time at the request of members or as needed
6. PSSC member declaration forms – signed and witnessed
7. Adjournment 7:00 p.m.