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## Devon Middle School

### PSSC Minutes

November 8, 2016

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Present: Bruce Good, Jacqueline Gordon, Randall Leavitt (Chair), Sandi MacKinnon, Peter MacWilliam, Catrina Marshall, Patty Oxford, Gary Gallant, Peter McDougall (Guest)

Regrets: Anne LeBlanc, Jane Buckley, Colleen Clarkson

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Meeting start: 6:30pm

**Report on Traffic and drop off issues** – Peter McDougall spoke about the traffic congestions and student safety issues in the morning drop-off area on School Street. He came with three options for discussion;

1. the construction of a designated pull-over lane on School Street on the side of the soccer field,
2. making School Street a one-way street for the period of time students are being dropped-off in the morning,
3. additional parking at the back of the school

Sandi and Peter will both talk to the City about options 1 and 2. Option 3 is not viable as that would be a District cost.

**Acceptance of Agenda** – Randall reviewed the agenda and asked if there were any additions. Sandi asked that financial training be added.

**Reading of last minutes** – Catrina read the minutes of the last meeting. There were no amendments requested.

**Report from Principal** – Gary reported that the updated draft School Improvement Plan is in progress along with the Positive Learning Environment Plan. Both will be finalized for January deadline. As part of the process, student opinion surveys are done twice per year, in the fall and again in the spring.

Students have settled in for the year and things are going well. Report cards go out this month. Report cards are very work intensive for Teachers. Looking into improved ongoing parent communication in order to alleviate the workload put in to report cards. Power Teach Pro system is currently being introduced for this reason.

**Finance** – Sandi brought information from the Credit Union about financial training for students. Teachers guide and student workbook.

Sandi reported she met with the Credit Union about a grant for the breakfast program.

Randall reviewed the budget request for the subscription to the Middle Years publication. Everyone was in agreement. It was suggested the question about it being read be added to the end of year parent survey.

**Discussion on Assessment Results** – Peter commented that we really need to see year to year comparatives in order to get a sense of how we are actually doing. Patty explained the complexity of the testing done, in math for example, to give perspective on how the results were affected. Gary reported that the 10 year plan has the goals for math and literacy at 90%. Sandi suggested a senior mentoring program. There is a great amount of knowledge from local seniors that could be tapped in to in order to help students. Discussion on the Assessment results will be kept on the agenda for next meeting.

**PSSC Training** – Randall gave an overview of the training session and the brought back information on the resources available to PSSCs. He reported that the 10 year education plan was discussed at the meeting.

**Discussion on 10 year Education plan** – moved to next meeting.

### **Next Meeting**

Next meeting will be held Tuesday, December 6<sup>th</sup>. This is the open day for PSSC members to visit the school.

### **Adjournment**

Meeting was adjourned at 8:00pm.