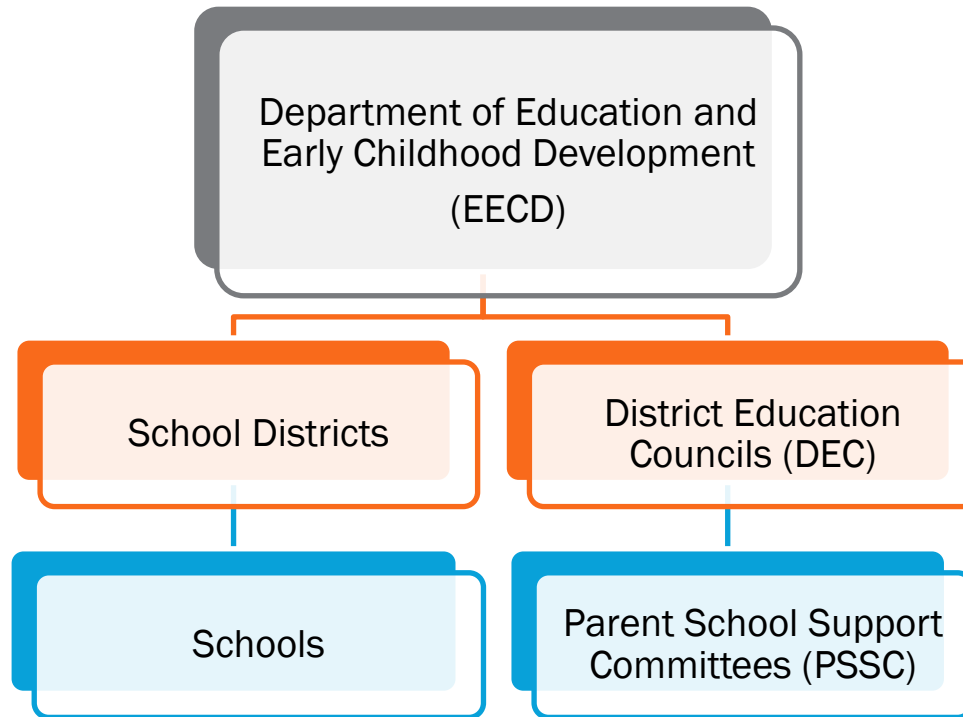


# Introduction to the Parent School Support Committee

# Welcome to the PSSC



# EECD Mission Statement

To have every learner develop the attributes needed to be a life-long learner, to achieve personal fulfillment, and to contribute to a productive, just and democratic society.

# Who are the Members of the PSSC?

The members of the PSSC participate in all meetings and every member has the right to vote and participate in all discussion and decisions.

## A PSSC must have

- A majority of parent members.
- A teacher

## A PSSC may have:

- A high school student
- A representative from the Home and School Association
- Community members

# Election of PSSC Officers

On, or after, October 1st of each year the PSSC will elect a Chair and may elect a Vice-Chair.

**CHAIR:** is appointed from among the parent members

**VICE CHAIR:** may also be appointed from among the parent members, to assume the duties of the Chair should s/he be unable to perform duties

# Other Participants in PSSC

## Principal

- The principal of your school must be involved in your PSSC meetings.
- They are not a member and do not vote.

## DEC Members

- Any DEC Member may attend and participate at your PSSC meetings.
- DEC Members provide a link between the PSSC and the DEC.
- They are not a member and do not have a vote.

# What are the PSSC's Responsibilities?

Communicating with the District Education Council

Nominating members of the schools appeal committee

Communicating with families and community

Developing a positive school climate

Developing and Monitoring the School Improvement Plan

# What are the PSSC's Responsibilities?

Community use of the school

Preserving language and culture

School Mission statement

Establishing school policies



# What are the Limitations of a PSSC?

Teacher and staff issues

Individual student behaviour or academic issues

Day-to-day operations

Fundraising

# PSSC Funding

The PSSC funding can only be used for expenses that relate to the mandate of the PSSC.

These may include:

**Reimbursement of appropriate travel expenses for PSSC members.**

**Costs for PSSC meetings and PSSC sponsored education workshops for parents.**

**Communication costs directly related to PSSC responsibilities.**



# PSSC Meetings

## Quorum:

A PSSC can only make decisions at an official meeting with a quorum present. A quorum means that there are a majority of members present.

Quorum is based on the total number of positions and not the number of positions which are currently filled.

### Example:

Your PSSC has 8 positions including teacher, student and community members.

How many members do you need to hold a meeting?

If there are 2 vacancies on your PSSC how many members do you need to hold a meeting?

# Decision Making

PSSC members should strive to work together to make decisions that are in the best interest of the school.

## Consensus:

Achieving consensus means finding the highest level of agreement without dividing members into factions. Although they may differ on some aspects of the decision, the PSSC members agree that the overall decision best meets everyone's needs, and members support it on that basis.



## Majority Vote:

If consensus cannot be reached a vote is taken. The Chair will call for a vote on the motion. Voting is by a show of hands. All members should vote unless excused by the chair for conflict of interest. Silence is consent; if you choose not to vote you are agreeing to go along with the decision made by the majority. The majority vote rules.

# PSSC Meeting Minutes

Minutes are usually taken by a recorder appointed by the PSSC members and normally include:

- Date, time and place of meeting
- Kind of meeting (regular or special)
- Name of the Chair
- Names of PSSC members in attendance
- Approval of the agenda
- Approval of minutes of the last meeting
- Summary of reports
- Summary of consensus reached, and
- Recording of votes on motions

# Annual Cycle

PSSC meetings are held, from September to June of each school year. There will be a variety of items for information, discussion, and input throughout the year. The PSSC will have to consider the following:

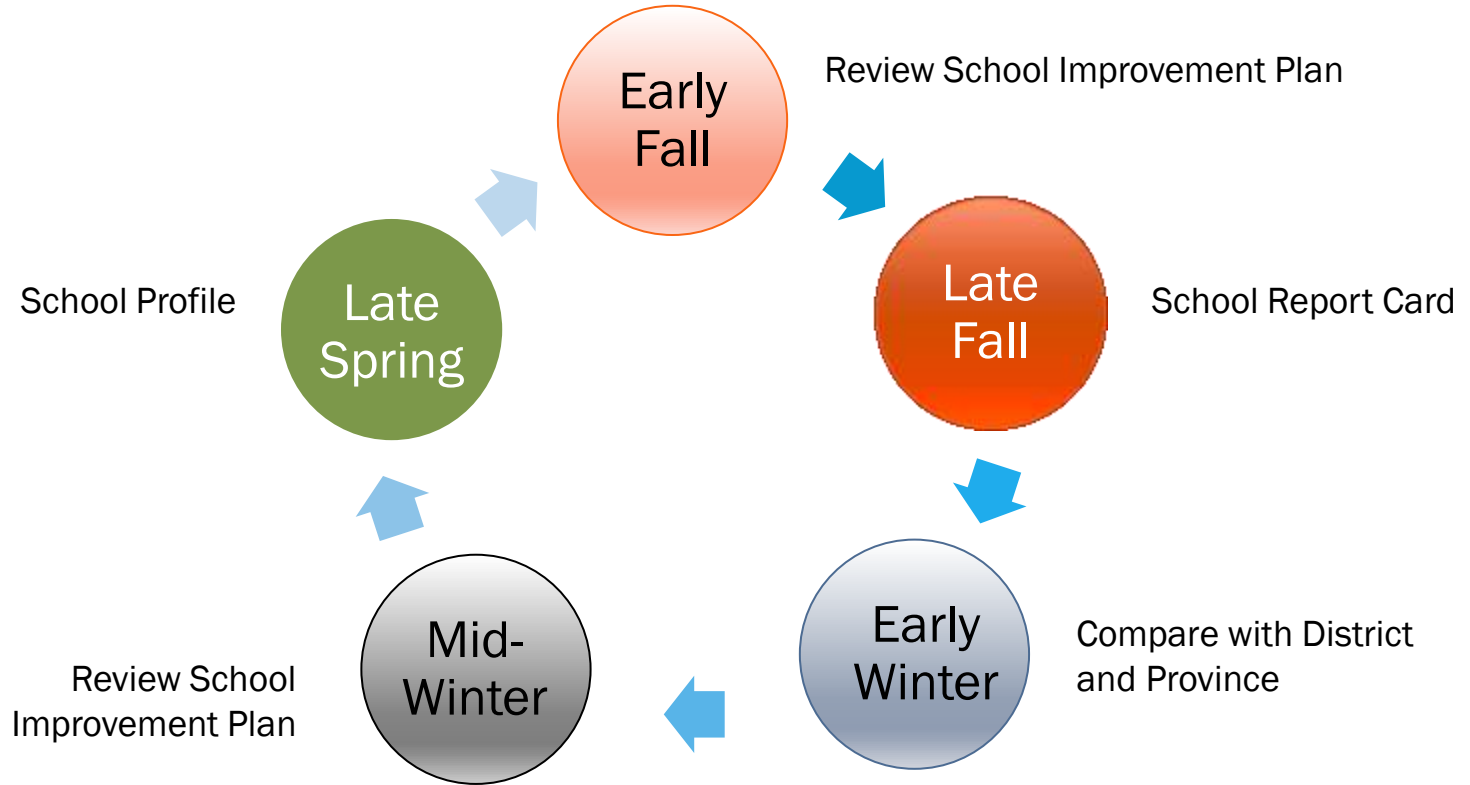
With the resources that our school has, what is being done to improve student success?

What is the level of student success in our school?

How does our level of student success compare with the district and provincial levels?

What changes would improve student achievement?

# Annual Cycle



# The School Improvement Plan



## Common Components

- Purpose
- Goals
- Measures
- Standards
- Objectives
- Actions
- Resources
- Monitoring
- Assessment and Evaluation



# Engaging with Parents and Community

PSSC can create community awareness of their activities by:

Posting minutes of PSSC meetings in the school, on the school website and accessible public places.

Distributing a PSSC or School newsletter or an annual report.

Encouraging local media to report on PSSC activities and developments through public service announcements.

Using talk mail, e-mail or other electronic means.

# Questions?

PSSC  
Handbook

Education  
Act and  
Regulation  
2001-48

PSSC  
Members,  
Principal,  
and DEC

**Thank you for attending the PSSC Orientation.  
You are playing a key role in student success  
at our school.**