

**CAMBRIDGE-NARROWS COMMUNITY SCHOOL**  
**PSSC Meeting Notes**  
**2020-2021**



**C - Community N - Nurturing C- Creative S - Supportive**  
**The C-NCS community will strive to be Honourable and United**  
**in Strength. Knowledgeable, Inclusive and Engaged in being Successful.**

<b>Date</b>	February 24, 2021	<b>In Attendance</b>  Anita Lawton, Leanda Brujins, Ashley Lavoie, Stephanie Crouch, Emily Mercer, Sabrina McFarlane, April Wilson
<b>Time</b>	6:30	
<b>Location</b>	CNCS – Virtual Teams Meeting	
<b>Chair</b>	Anita Lawton	
<b>Recorder</b>	Jennifer Thomas	
<b>Regrets</b>	Patricia Dykeman, Carrie Wagstaff, Alexandra Torcat, Abby McGarity, Bethany Kennedy	

**DISCUSSIONS**

<b>Items</b>	<b>Issues Addressed/Points of Discussion/Action</b>	<b>Person Responsible / Date</b>
Call to Order	Anita, 6:30	
Approval of the Agenda	Motion 1 <sup>st</sup> – Ashely , 2 <sup>nd</sup> – Stephanie	
Approval of the Minutes	Motion 1 <sup>st</sup> – Jennifer , 2 <sup>nd</sup> – Sabrina	
Membership Update	<ul style="list-style-type: none"> <li>Two members missed meetings – Patricia Dykeman (no response to email from Anita), Alexandra Torcat (withdrew name in response to Anita’s email).</li> </ul>	
Correspondence	<ul style="list-style-type: none"> <li>Email received from DEC Rep., Faith Kennedy, stating that she has resigned from her position.</li> <li>Interested member – Kayla</li> </ul>	
PSSC Budget	<ul style="list-style-type: none"> <li>\$250 given to Marcy Malloy for printing in the Jemseg Newsletter.</li> <li>Budget needs to be spent by the end of March Break as information must be sent to District for processing while Sandra is out.</li> <li>Home &amp; School approved the purchase of a tablet for</li> </ul>	

	<p>the student fees fall incentive.</p> <ul style="list-style-type: none"> <li>• Anita will go to Staples over the break to price the printing of both the ballots and the postcards. Special meeting could be called to approve spending.</li> <li>• Leanda will do up a blurb about what fees are used for.</li> <li>• Motion to upload to Staples by end of March Break (max \$100 each) – 1<sup>st</sup> – Stephanie, 2<sup>nd</sup> – Jennifer</li> </ul>	
Operational Plan Update	<ul style="list-style-type: none"> <li>• Staff permitted mask breaks while distancing and not speaking.</li> </ul>	
Office Update	<ul style="list-style-type: none"> <li>• Sandra will be out of the office for at least 6 weeks beginning at the end of February. Jennifer Wilson will be replacing her for most of that time. Potential delays in the office should be expected.</li> </ul>	
School Plan Update	<ul style="list-style-type: none"> <li>• The staff discussed the results of Indicator 3 at the last staff meeting. The team’s school-wide goal focused on this Indicator has been updated. Both teams have updated their individual academic goals to reflect the most recent report card data.</li> </ul>	
Reports		
Next Meeting Date	Wednesday, March 24 <sup>th</sup> , 2021 at 6:30 pm	
Meeting Adjourned	Adjourned at 7:20 pm.	