



Caldwell School PSSC Minutes

Date: December 9, 2015

Vision: *"To foster a community that encourages our youth to dream, believe and achieve within a 21st century world."*

School Mission: *"JCS is a learning community that encourages success for all in a caring, challenging, supportive and safe environment."*

Members in Attendance:

Michelle Ouellette (Chairperson)

Otani Hansen

Michelle Dixon

Irma Mulherin

Gabriel Beaulieu (Student Representative)

Crista Sprague (Principal)

Robin Daley (Vice-Chairperson)

Barb Moran

Lynn McClure

Marcelle Theriault-Michaud (Vice-Principal)

Darlene Gallant (Teacher Representative)

Sheila Gallagher

Members Absent with Regrets:

Grace Dixon

Melessa Moreau-Perley

1. Call to order- Michelle Ouellette called the meeting to order at 6:16pm at La Marina restaurant.



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2. Approval of the agenda- with amendment of addition of approval of previous minutes and business arising from previous minutes was moved by Barb Moran and seconded by Otani Hansen
3. Approval of previous minutes- with amendment of Barb Morin should read Barb Moran moved by Michelle Dixon, seconded by Lynn McClure
4. Business arising from the previous minutes-
 - PSSC Budget- There was a discussion as to where the Hockey money should be distributed and the suggestion was made by Michelle Ouellette to table this decision until the March meeting after the Athletics Policy is firmed up. This was moved by Irma Mulherin and seconded by Gabriel Beaulieu. The members voted unanimously to do this.
5. Review meeting norms- Michelle Ouellette led the members through the Review of meeting norms.

Meeting Norms

- Begin and end on time. Begin 7:00pm and end 8:30pm.
- Set dates a year in advance
- Stick to the agenda, keeping on track and on topic
- Address the Chair one at a time
- Agendas and past minutes sent out on the Monday before the Wednesday meeting (same week)
- Respectful collaboration



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- Ask questions and clarify your understanding by rephrasing or paraphrasing

6. Correspondence-No correspondence at this time

7. Principal's Report

- School Improvement Plan-Crista Sprague presented the members present with a copy of the John Caldwell (SIP) School Improvement Plan. Crista Sprague then read through and explained the School Improvement goal and the changes made to the plan by teachers working in a collaborative manner to the members present.
- Positive Learning Environment Plan- Crista Sprague also presented the members present with a copy of the Positive Learning Environment Plan (PLEP). Crista Sprague then explained the PLEP goal and the changes made to the plan by the teachers working in a collaborative manner to the members present. Crista Sprague introduced the members present to the John Caldwell School Pyramid of Intervention.
- School Report Card- Crista Sprague presented the School Report Card for Provincial Assessment results for 2014-2015. Crista Sprague explained the assessment process, the marking process and the results as pertains to John Caldwell School

8. JCS Code of Conduct- Crista Sprague introduced the "Knights Code" which is a draft of a list of attributes that the JCS Golden Knights should exemplify.



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Crista Sprague has asked for a PSSC representative to attend 2 meetings with the committee working on this "Knights Code". Michelle Dixon volunteered to be this representative.

9. Electronic Device policy review and forward plans- Crista Sprague asked for a volunteer to represent the PSSC on this committee for an estimated 3 meetings. Crista Sprague also reminded the committee that the current electronic device policy is no electronic devices at all during instructional time. Parents have been supportive. Students are still grumbling. Lynn McClure has expressed an interest in this position.
10. Athletics Handbook- Crista Sprague is meeting with the Athletics Director to create the Athletics Handbook and have a draft ready for review by the PSSC committee by March. Crista Sprague asked the committee if they had any priorities to be included in this handbook. Suggestions were made to have the coaches carry first aid kits to all practices and games, all teams to require medical forms for every athlete, norms for behavior, travel and supervision. Crista Sprague then asked for a volunteer to assist with the drafting of this handbook. Irma Mulherin volunteered to assist with this task.
11. Playground Update- Marcelle Theriault-Michaud gave a playground fundraising update. The report included the decision to stay with the land that is currently being used as a playground and buy new equipment to make it the best playground possible. More funds are required. They are hoping to have something installed by September 2016.



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12. Friends of JCS- Crista Sprague expressed an interest in exploring the creation of a "Friends of JCS" which would be a group of people in the community who would like to donate and support JCS and our students and their families.
13. Parent Survey- Crista Sprague expressed an interest in the school providing the supplies for all students K-8 for a flat fee. Crista Sprague would like input on this idea and on the idea of creating a survey.
14. Power School Pilot Update- Marcelle Theriault-Michaud stated that the parent sign-up has not been highly successful so we are looking for ways to connect with parents to make them aware of this program and to have them sign-up.
15. PSSC Budget- \$1 348.00 minus the Christmas meal bought at tonight's meeting. It was decided that some money would be given to the school newspaper for a PSSC communication column and that food would be provided at the PSSC meetings from now on.
16. Next meeting: Wednesday, March 16th at 7:00 p.m. at the John Caldwell School Library.
17. Adjournment – at 8:59pm moved by Barb Moran.

Minutes respectfully submitted by Darlene Gallant