

**Champlain Heights School  
PSSC Meeting  
Minutes of Meeting October 15th, 2018**

**Present:**

Kathy Young, Brian Gaudet, Shauna Hooper, David Flemming, Julie Jeffery, Amanda Bennett, Jennifer Eagles, Paula Boudreau, Lindsay Grant, Melissa Harrison, Angela Johnson, Patience MacLean, .

**\* Meeting Called to Order by Kathy at 5:30pm.**

1. **Approval of Agenda:** Amanda seconded by Paula.
2. **Approval of Minutes:** Jennifer seconded by Paula.
3. **New member declarations** - Signed and submitted
4. **Nominations:**
  - Brian – Chair – Nominated by Jennifer and seconded by Amanda
  - Amanda – Co-chair – Nominated by Shauna and seconded by Jennifer
  - Shauna – Secretary – Nominated by Amanda and seconded by Paula
  - (Alternates – Lindsay and Melissa)
5. Review of **PSSC Roles**
6. **Norms** set for meetings:
  - Start and stop on time
  - Cell phones muted
  - Sticking to agenda
  - Respect for person talking
  - Basic etiquette
7. Reviewed/gave input on **SIP draft**
8. Tabled for next meeting:
  - Parent’s Feedback Survey
  - PSSC Budget – Suggestions for projects to focus on in 2018/2019
  - Breakfast program – Suggestions for menu items and ideas to generate donations
9. **Once around the table** – No concerns brought forward
10. Next meeting scheduled for **Monday, November 5<sup>th</sup> @ 5:30pm**
11. Meeting was Adjourned at 6:30pm.