Champlain Heights School - PSSC Meeting minutes –November 6, 2023

Standing Agenda items:

In attendance: Kathy Young, Matthew Martin, Lillian MacNeil, Amanda Abbott, Emma-Lee Evans, Noha Rabie, Jillian Good, Lindsey Rees, Berlee Alonzo.

Meetings will be face-to-face with the option of virtual as well.

1. Welcome – Call to order. Encouraging that every member is in attendance. 😊
2. Minutes were approved as read.
3. Agenda is of the same format every month – if members would like to have an item added to the agenda, e-mail Kathy to add at anytime between meetings.
4. Chairperson and Secretary – if any committee members would like to take on one of these roles, please send Kathy an e-mail.
5. Principal report.
	1. School Improvement Plan – In progress – as soon as the draft is completed, Kathy will send out to members.
	2. Committee voted on spending the PSSC budget ($877) – supporting family and community engagement events. Parent teacher; Family literacy night, multi-cultural fair, Welcome to Kindergarten events. Mostly to purchase snacks and beverages but may also be for some small other items needed. When a portion is spent, Kathy will inform the committee of the expenditure.
	3. Parent/Student wellness and perception survey ongoing during the month of November. 27 parents have filled out the online survey so far.
6. News from the DEC – Matthew Martin –
	1. There has not been a DEC meeting since our last meeting.
	2. Matthew inquired about the completion of the window work. Yes, all classrooms are now completed. Still waiting for the all the outside doors to be installed, hopefully before winter.
7. Agenda items from members: No items.
8. Once around the table – no items.
9. Setting date for next meeting – Monday December 4th at 6pm.
10. Adjournment – 6:30pm