**MINUTES**

January Meeting of the Parent School Support Committee (PSSC) 2014-2015

Bernice MacNaughton High School (BMHS)

Office Conference Room

Monday, January 12, 2015

7:00 p.m.

**Attendees**

1. Carolyn Baer (Chair) 6. Shirley Smallwood
2. Judy Roper (Principal) 7. Dale Hughes
3. Alaina Bui (Student Rep) 8. Jane Coleman (Secretary)
4. Mary-Lynne Borsella
5. Linda Taylor

**Regrets**  **Absent**

1. Heather Lewis (Teacher Rep) 1. Clinton Davis
2. Jen Steylen 2. Saly Davis
3. Pascale LeBrasseur 3. Anna Kelly

**Guest**

* + - 1. Alan Jones

**Call to Order**

Carolyn welcomed all members at 7:01 p.m.

January’s agenda was approved. Career Day was added.

Moved Accepted: Linda Seconded: Mary-Lynne Motion carried

* + - 1. **Approval of Minutes**

November’s meeting minutes were approved.

Moved Accepted: Mary-Lynne Seconded: Dale Motion carried

* + - 1. **Principal’s Report**
* Update to renovations in culinary arts department: The course is running in second semester, but the renovations for the level four kitchen have hit a road block. The estimates that recently came in are much higher than the funds that Judy had allocated, so she has gone to plan B: She and the district have discussed the possibility of partnering with Chartwells and having the culinary arts classes share the large kitchen with them. (The school owns 90% of that equipment.) The promise is that this project will be put on the capital budget project and bumped up so that it will be completed by June 2016.

Mary-Lynne will ensure that the stainless steel table from NBCC gets to BMHS and will ask if the college has other equipment they are getting rid of.

* Grade 10 students in the district are invited to visit the four Irving Plants. BMHS will be taking one class per week for four weeks: three weeks in February and one week in March.
* Course selection is in March.
* The PSSC budget is $855.00 to be spent on communication.
* Carolyn sent a letter to Aubrey Kirkpatrick about the need for funds to help pay for the $8000 cost to finish the installation of video surveillance around the school. This request has been placed on his list of projects.
* Exam week starts January 19.
* The *Tell Them from Me* (TTFM) survey 2013-2014 was sent out to PSSC members by Carolyn. This year’s survey will be completed in mid-February. The results are on the district portal.
* The Power School is a new student database. It is being used in the western part of the province. BMHS was supposed to be trained this month, but the high schools that are using it are experiencing some problems, so the training has been postponed. K to 8 schools will be receiving training and will start to use it in September 2015.
* Computer labs have been updated: room 102 has 29 new computers. A gentleman is coming from Fredericton to redesign the layout. The upstairs computer classroom that is used by those teachers who teach accounting is up-to-date. Judy is creating a new computer lab - 29 new computers - in a teacher’s classroom that used to be a computer lab and, as such, already has the drops. Six new computers will be put in the library.
* Staffing for next semester is finalized: Miss. Fash, who teaches chemistry, is going on leave and Mr. Allison, who only teaches first semester, will be out on leave. Ms. Hamer is out on maternity, and Ms. Layden will be back from maternity leave.
* Staff had PD the first day after Christmas break. The guidance department conducted a needs assessment survey with staff to see if the services it provides meet the students’ needs or if anything needs to be revamped. They also talked about co-teaching. which is when two teachers are teaching in a classroom at the same time. Those who have participated have been pleased.
	+ - 1. **Teachers’ Report**
* Heather was absent but she had told Judy that she has purchased a $6000 salad bar cart. The culinary students do the preparation for that cart. She has also started the smoothie project.
	+ - 1. **Student Report**
* Breakfast program: very helpful for students who do not have breakfast**.**
* Because of so many snow days, students are having to write tests and quizzes at lunch. This is hard for those students who are in the intensive classes.
* There may be a grad sleep over coming up in January or February, but the organizers are running into trouble to find supervisors and students who would like to come.
* There is a Valentine’s Day match making program for students.
* The winter formal dance was fun.
* Exams are starting next Monday, one per day each morning. The buses will be running at the regular times.
	+ - 1. **Committee Reports**
1. **Health and Wellness**
* National non-smoking week is next week. This is typically the week the ‘Did you knows…?’ start. Linda would like to update them. She has heard that smoking among NB youth is on the rise. E cigarettes should be included: Carolyn will research this. Mary-Lynne mentioned that the college had to add a policy to deal with them. Shirley added that the E cigarettes are more than just a fad. It was decided that the non-smoking info would be shown on the Wednesday, Thursday and Friday after the turn around days.
* February is National Heart Month; the PSSC focuses on physical activity, and this year they will add something about cigarettes.
* Linda will send the ‘Did you knows…?’ to Bob Bowser who will put them on the website. The school admin assistant will put them on talk mail, and Judy will give them to the student who puts info on the school TV screens.
* Linda will send Carolyn and Shirley all the ‘Did you knows…?’ so they can revamp them.
* Dale asked if the sexting info had been shown to the students.
* Carolyn noted that the number of emergency room visits because of students drinking energy drinks has gone up.
* Mary-Lynne suggested that a ‘Did you know…?’ on alcohol could be added to the month on drugs.
* Alan Jones mentioned that he had put a motion on the floor of the DEC to have in-service training for all staff in the district and in-service in grades nine and ten on the stigma of mental health. Dale mentioned that there is a pilot program in the elementary and middle school for parents called ‘Kids have stress too.’ Certain students have been chosen for the program as it is thought that they can benefit from it. Alan was aware of this program. He mentioned that Anglophone East is the only district in the province that is undertaking this mental health training/initiative. As a result, Alan is receiving inquiries and interest from other districts. Judy wondered if more guidance counsellors will be hired. Alan wasn’t sure, but repeated that the reason all staff will receive this in-service training is because not all students will go to the guidance counsellors.
* Dale wanted to know if, in the event of a suicide (as happened late last year), resources/support are available in all the schools. The answer is yes. For example, Judy would advise her leadership team, so they can be ready if needed. That said, when such tragedies occur, it is important to maintain the routine as much as possible.
1. **Education Outcomes:**
* The grad/alumni survey results were discussed.
* Mary-Lynne mentioned that the major concern was that there had not been enough training in life skills and financial matters. The group thought that many of these concerns came from older alumni who would have been students at BMHS before these topics were part of the curriculum.
* Judy suggested that the survey should be put in the graduation package and that the PSSC could contact the district to find out if the class of 2005 had booked time at the school during their reunion. Shirley mentioned that the class probably has a Facebook page, too.
* Jane wondered who organized the reunions. She will check with Sue Lockwood who has a list of which groups are renting the school.
* Mary-Lynne noted that very few of the careers that the respondents had required a university degree.
1. **Communications:**
* No report
1. **Environment:**
* No report
1. **Exceptional Students:**
* No report
	+ - 1. **Career Day**
* It was decided that Career Day would be held in April. Linda will speak with Steve Harris.
	+ - 1. **General Business**
* No general business.
	+ - 1. **Next Meeting**
* The next meeting will be Monday, February 23, from 7:00 p.m.-8:15 p.m. in the office conference room.
	+ - 1. **Adjournment**
* The meeting was adjourned at 8:25 p.m. by Linda and seconded by Shirley.