

## **Harkins PSSC**

### **Meeting Minutes**

**October 15, 2014**

*Present:* Kathleen Clancy, Marc Hare, Jennifer Doucet, Kevin Russell, Stephanie Anthony, Cheryl Richardson, Jennifer Sullivan  
*Absent:* Natalie Forrest, Glenda O'Neil Woods, Angela Sheasgreen, Jamie Morrison, Ken Blacquier, Stacey McFarlane

*Next meeting:* Wednesday, November 26, 2014 at 6:30 PM

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#### **I. Announcements**

Approval of Agenda for October 15, 2014  
Approval of June 2014 minutes

#### **II. Matters arising from last meeting**

Introduction of new members of PSSC.  
New Secretary – Kathleen Clancy

#### **III. Discussion**

Principal's Report

- a) Staffing – four new staff members added
- b) China trip – presentation on Jennifer's trip to China – we will be hosting a Chinese Cultural Teacher later this term for the remainder of the year.
- c) New School Planning – Mrs. Sullivan showed an overhead of an architect's drawings and floor plans for the new Miramichi West K-8 school and discussed suggestions made in relation to the utilization of the space. Mrs. Sullivan also answered questions from the floor in relation to the building plan.
- d) Assessment Calendar – An update from the ASD-N Assessment Branch was shared with the PSSC by Mrs. Sullivan. Changes to assessments were highlighted and discussed.
  - o This will be the last year for the Grade 8 assessment - 20% sample as it is being phased out.
  - o Provincial Grade 7 Literacy Assessment has been phased out this year.
  - o ASD-N will be conducting an assessment at the district level as it is believed that valuable data can be derived.
  - o Grade six will have a full assessment at the provincial level covering math, science and reading language arts (English or French by program).
- e) Mrs. Sullivan also noted that Math operations are checked three times a year for each grade level.
- f) Further, Mrs. Sullivan informed the PSSC that Harkins Middle School would be having its School Review conducted during this academic year. The review will take place May 4-6, 2015.
- g) School Improvement Plan – Mrs. Sullivan indicated that owing to the large number of items on the agenda that a full and detailed review of the SIP would occur at the next PSSC meeting.

- h) Breakfast Program – Mrs. Sullivan informed the PSSC that the school Breakfast program had been expanded from three to five days a week this year. She noted sponsorship offered by RBC, Rotary Club and Lions Club as well as the efforts of the volunteers. She stressed the importance of this program, which runs on a grab and go format, in providing a breakfast option for students who might otherwise be starting class each morning hungry.
- i) Sports and Clubs - Mrs. Sullivan outlined for the PSSC the vast array of extra-curricular activities being supported by Harkins MS. She noted that the school currently supported three boys and two girls competitive soccer teams along with the cross country running team.
- j) She outlined the various clubs operating at Harkins MS, including drama, sewing, choir, band, chess and the Gay – Straight Alliance. This last club generated some questions from PSSC members regarding its format and mandate and these were answered by Mrs. Sullivan and Mrs. C Richardson.
- k) Mrs. Sullivan also noted that approximately 15 staff members are participating in a book study titled How to Create a Culture of Achievement In Your school and Classroom.
- l) Mrs. Sullivan also highlighted other events that have or are going to occur at Harkins MS, including: The School Spirit basketball game against the Miramichi Timberwolves that happened on October 8/2014, the Science East – Illuminate event occurring on October 22/ 2014, the Bathurst Titan motivational speakers visiting the school in the upcoming week, as well as various field trips, and the presence of two exchange students from Columbia.
- m) Volunteers – Mrs. Sullivan outlined the ongoing need for volunteers to assist with extra-curricular activities and programs for the students.

#### **IV. Housekeeping items**

Mrs. Sullivan led a discussion regarding the best time and day of the week for future PSSC meetings for this academic year. It appeared that Wednesday evening worked well for those members present for discussion. It was decided to schedule the next regular meeting for Wednesday, November 26, 2014 at 6:30 PM. Future meetings will be scheduled at that time.

#### **V. Adjournment**

It was moved by Mark Hare and seconded by Cheryl Richardson to adjourn the meeting approximately 7:45 PM. The vote showed unanimous consent.