



PRINCESS ELIZABETH SCHOOL

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PES PSSC Meeting Minutes

16 November 2021 – Virtual (Microsoft Teams)

	PES PSSC MEETING	SPECIAL NOTES	
Attendees:	→ Greg Norton, Gina Fifield, Steven Robar, Amber Teakles, Sarah Cleveland	• Next Meeting Nov. 16th • No meeting in December	
Time:	→ 5:30-6:00PM		
Chairperson	→ Amber Teakles		
Secretary	→ Sarah Cleveland		
Key Points Discussed			
Topic No.	Topic	Highlights	
1	School Improvement Plan	Topic postponed due to operational interruptions during strike action. Assessments are main focus for staff at the moment, will revisit topic when staff has been able to meet and discuss SIP items.	
2	PSSC Budget	Budget of approximately \$1300 needs to be allocated with approval from members of PSSC. Options for allocation outlined in “PSSC Budget Guidelines” document discussed. Amber Teakles (parent/chairperson) proposed that a portion of the budget be allocated towards paper costs for PES – due to strike action, work packets sent home in preparation for Covid mitigation measures were used while students were home for two weeks. More materials will be needed to replace these and the burden of this extra cost is falling on the school. Amber moved to allocate up to \$500 of the budget towards paper, Sarah seconded, motion was carried.	
3	PES Updates	Handed out 60 machines to families to connect students with teachers during strike action – these are due back by Friday, November 19 th . School administration and staff is thankful to parent community for support during strike. Parents encouraged to monitor school website – changes to some dates and events due to operational interruptions. Good compliance with Covid safety measures from school community.	
Topic No.	Action Item(s)	Owner	Target Date
2	Discuss allocation of the remainder of the PSSC budget.	Parent members of PSSC	Next meeting

"A community of learners respecting each other, embracing differences, and realizing our potential."