

Parent School Support Committee (PSSC) Meeting Minutes

Date: Tuesday, September 9th, 2025

Set Time: 4:30 p.m. – 5:00 p.m.

Location: Dorchester Consolidated School

- Meeting opened at 4:36pm
 - Welcome
- Attendance/Regrets
 - Regrets: Drew Francis
 - Present: Marc Merhebi (principal), Robert Corkerton (PSSC Chair), Virginia Tingley (Teacher Rep), Brad McCormack, Lisa Lamb, Sally Ross, Robyn, Skye O'Dwyer, Jana Stone, Charles Dawson

1. Welcome and Introductions

- Brief welcome from the Chair/Principal
- Introductions, several new members introduced themselves

2. Paperwork, Declaration & Elections

- Review and signing of Declaration Forms
- Overview of roles, responsibilities, and guidelines
- Elections- to be had at a later meeting, many new members, want to see what it's all about

3. Budget Reminder

- Annual PSSC budget of \$200 (to be used before March, if needed)
- Discussion of what we've used the funds before in the past

4. Evacuation Protocol

- Review of school evacuation site: Trinity Anglican Church
- Review of lockdown procedures. Codes of "lockdown, lockdown" and "all clear, all clear".
- Review of Hold and Secure procedures

5. Set Future Meeting Dates

- Establish 4 meetings for the school year
 - Wednesday, October 22nd, 2025, 4:30-5:30pm
 - Wednesday, January 21st, 2026, 4:30-5:30pm
 - Wednesday, April 22nd, 2026, 4:30-5:30pm
 - Wednesday, June 3rd, 2026, 4:30-5:30pm

7. Closing

- Final comments
 - Question- do parent's ever help with fundraising? Answer: that would be a Home and School committee
- Adjournment
 - 5:04pm meeting adjourned