

**Carleton North High School**

**30 School Street, Florenceville-Bristol, N.B.**

**PSSC Minutes**

**Date: October 2, 2024 Time: 6:30 pm**

**Location: Library/Virtual**

|  |  |
| --- | --- |
| **PSSC Members Present:**  Tara Orchard  Sherry Brennan  Karen Guest  Connie Smith  Victoria Hutt  Heather Chase  Lisa Wolverton  Corinne Kilfoil  Kiersten Orchard, SRC  **PSSC Members Regrets:** | **School/DEC Representation Present:**  Bridget Nugent, Vice-Principal  **School/DEC Representation Regrets:**  Jason Smith, Principal  Connor Brennan, DEC  Derek Tracey, Teacher Rep. |

**Call to Order:** Meeting called to order by Tara Orchard at 6:42 pm.

**Introduction of new DEC Representative:** Connor Brennan was unable to attend due to potato harvest.

**Approval of the Agenda:**  Karen Guest moved to accept the agenda. Victoria Hutt seconded. Motion carried.

**Approval of the Minutes from Previous Meeting:** Lisa Wolverton moved to accept the minutes and seconded by Heather Chase. Motion carried.

**Celebrations**: Bridget Nugent is the new Vice-Principal. Welcome to Carleton North. The start up to the school year has gone smoothly.

**Correspondence**: PSSC budget has increased to $1500.00.

**Annual Documents:**

Declaration Forms were handed to each PSSC member to sign.

Role of PSSC – The Parent School Support Committee (PSSC) is a group of parents and community members who work in an encouraging, advisory, and collaborative fashion with the School Principal and staff to ensure the best possible learning opportunities for students of their school.

Dates for meetings – October 2, 2024, November 6, 2024, December 4, 2024, February 5, 2025, March 12, 2025, April 17, 2025 and May 14, 2025.

Chair/Co-Chair – Karen Guest nominated Tara Orchard for Chair, seconded by Heather Chase. Vote taken, unanimously in favour. Heather Chase nominated Lisa Wolverton as Vice-Chair, seconded by Victoria Hutt, vote taken, unanimously in favour.

Angie Graham has expressed interest in joining the PSSC.

**New Business:**

**Late Buses**: concerns around students arriving late from other schools due to drop off times. Beginning of school year there were 2 buses, we are now down to one. Transportation told Mrs. Nugent they were not aware of start time changes at the schools. Those who are late due to buses arriving late are not penalized. Mrs. Nugent to reach out to transportation.

**School Composition and Staffing**: We have 428 students at CN. We have 32 teachers with 6 being ESS. All teaching positions are filled with certified teachers. Mrs. Jurczak is off, and Mr. Wes Jordan is filling her position. Mrs. Kilfoil is off, and her position is being filled by Meenu Yadav.

**School Reports:**

a) Principal’s Report – see attached document

b) SRC Report – see attached document

c) Staff Report – see attached document

**Other Business:**

NBCC Junior Achievement mobile unit here October 10 for grade 9 students.

Thoughts on what to spend the PSSC budget on.

Staff Goals – Tardiness and cell phone free.

**Date of Next Meeting:** November 6, 2024 at 6:30 pm in the Library

**Adjournment:** Meeting adjourned at 7:56 pm

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PSSC Chair Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PSSC Secretary Date**