



Carleton North High School
30 School Street, Florenceville-Bristol, N.B.
PSSC Minutes
Date: October 2, 2024 Time: 6:30 pm
Location: Library/Virtual

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



Carleton North High School: Parent School Support Committee Agenda

Date/Time: October 2, 2024 at 6:30 PM

Location: CNHS Library

Agenda Items:

1. Welcome and Call to Order
2. Introduction of new DEC representative – Connor Brennan
3. Approval of Agenda
4. Approval of Minutes
5. Celebrations
6. Correspondence:
7. Annual Documents:
 - Governance documents and model
 - What role of PSSC and members are
 - Declaration Form
 - Dates for meetings
 - Chair/co-chair
 - Ratification of new members
 - Terms for each member
8. New Business:
 - Bus late arrivals at school
 - School composition and staffing
9. School Reports
 - Principal's Report – **Jason Smith**
 - SRC Report – **Kiersten Orchard/Alanna Cullins/Sarah Harvey**
 - Staff Report – **Derek Tracey**
10. Other Business
11. Next Meeting:

Adjournment

PSSC Principal's Report

Carleton North High School

October 2nd, 2024

1. Facilities Updates- nothing to report, no current plans for upcoming projects/work.
2. Staffing Updates-
 - a. New Teaching staff: Meenu Yadav, Wes Jordan, Bridget Nugent
 - b. New EA's: Christine Mulroy, Nancy Kinney, Vicky Black *Broad*
3. Referral Process for School Staff and Student Services Team - Attendance
 - a. Staff will submit concerns with attendance through the ESS Request for Services process to inform school based ESS (School Counsellor, Resource & Admin)
 - b. ESS members will be able to easily track these documents to intervene and support when necessary.
4. Career Life Plan – SPR Amy MacIntosh, in collaboration with project lead at district office, Sarah McLellan – skills, tools, strategies and graduation requirements to prepare students with transitioning from High School into their futures.
 - a. 6 times this year, students will meet in Grade-level advisory groups, 12-15 students in each group, to work through these requirements and teachings.
 - b. First session was September 27th. It went well!
 - c. All teachers have an advisory, including ESS team members.
5. Enterprise Site
 - a. New on-site alternative education setting, in the old RCMP room across from the library.
 - b. Angel Antworth is here 2 days a week to help support students in their online classes to ensure their success. Students can choose to attend as much as twice weekly, or as little as one ½ day. All Enterprise students have access to online learning when they are out of the building as well.
 - c. Enterprise start-up meetings with parents have been ongoing for the past week.
 - d. Orientation meetings – individually scheduled with student and Angel will begin on Tuesday, October 8th, and the first official day of Enterprise will be Thursday, October 10th.

Student Council Report

October 2nd 2024

Fundraisers

Student Price Cards happening currently

Boo Grams starting in the middle of October

Events

New Brunswick Leadership conference happening this October- we have members attending who will hopefully learn leadership skills for next year.

Fall Sports Pep Rally happening end of October, date to be determined. We want to focus on bringing cheer to the fall sports teams and encouraging others to join sports as well as have activities to include the student body.

There will be a spirit week full of theme days leading up to this pep rally.

The District of Carleton North is looking for student volunteers to help with the haunted trail and pumpkin carving.

PSSC Teacher Report – October 2, 2024
Submitted by Derek Tracey

Academics:

- Philip Davis is teaching Psychology 120, a new course to CNHS. Two sections of it are full and it's going really well.
- Karen Brooks's two Grade 10 classes for displayed their "multimedia" (text plus images about why he was an inspiration) posters on the Terry Fox bulletin board.

Guidance:

- Grade 9 orientation day the first day of school went well again this year. It is a nice transition to welcome the grade 9s into the high school where they get a chance to attend classes, open lockers, play some games and more.
- The first Grad class meeting took place last Thursday. Students were given folders with startup grade 12 information for setting the year in the right direction to move toward post-secondary, work and other choices after CNHS. Students were given yearbook superlatives, Grad Class Executive information, and encouraged to have their guardians/parents help out with prom and safe grad. Cinderella's Closet came and spoke with all the grads about their service of offering prom dresses and tuxedos to students if they need some financial help.
- Last Friday, September 27th, the first CLP (Career Life Planning) Advisory classes took place. There are plans that are established for the grades 9-12. The grade 12s focused on a review of post-secondary options available to them and how to apply to school and preparation for this morning's AARAO Tour (post-secondary expo) on October 2nd.