



Carleton North High School
30 School Street, Florenceville-Bristol, N.B.
PSSC Minutes
Date: December 4, 2024 Time: 6:30 pm
Location: Virtual

<p>PSSC Members Present: Tara Orchard Karen Guest Sherry Brennan Connie Smith Heather Chase Lisa Wolverton Corinne Kilfoil Derek Tracey, Teacher Rep. Alanna Cullins, SRC</p> <p>PSSC Members Regrets: Angie Graham Victoria Hutt</p>	<p>School/DEC Representation Present: Jason Smith, Principal Connor Brennan, DEC</p> <p>School/DEC Representation Regrets: Bridget Nugent, Vice-Principal</p>
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Call to Order: Meeting called to order by Tara Orchard at 6:32 pm.

Approval of the Agenda: Sherry Brennan moved to accept the agenda. Corinne Kilfoil seconded. Motion carried.

Approval of the Minutes from Previous Meeting: Sherry Brennan moved to accept the minutes and seconded by Corinne Kilfoil. Motion carried.

Celebrations: Celebrating students in their fund-raising efforts. Grad Class has raised around \$6,000.00 so far for Prom and Safe Grad. Student body has been raising money for Emma P’s PJs. Friday will conclude this fund-raising. We have our first Students of the Month that will be announced by the end of the week.

Correspondence: from Facilities on upgrade to school, this summer replacing windows in the C and D wings due to deficiencies.

Business Arising from Minutes:

Update on Bus Issues – District says they were not aware of the time change, Jason says they were made aware before the start of the school year as it was mandated. Bus late due to transfer at FMS according to Transportation. What is the District’s plan when the buses are unable to operate due to bus driver shortage. District is trying to assure that if it is the same driver/route that they alter the routes where the drivers go so it is not the same route that is hit all the time.

PSSC Budget – Budget has increased to \$1500 and needs to be spent before March 31. Derek Tracey confirmed a guest speaker for February 2025, Alvin Law. He spoke at the Youth Empowerment Summit. Mrs. Albright has applied for a grant through Horizon Health but it will not cover all the costs. The cost is \$1500.00 for the speaker. Another suggestion would be for the Student of the Month Recognition Wall. Maybe a banner to hang on the wall. Motion made to spend money on Guest Speaker in February 2025 and toward the recognition of the Student of the Month. Voted to spend \$500.00 on Alvin Law, guest speaker in February 2025. And \$500.00 to be spent on the recognition program of the Student of the Month. There is \$500.00 left to discuss and finalize spending at the February meeting.

New Business:

Use of Weight Room -Connie Smith – Several parents have reached out to Connie asking why the weight room cannot be used afterschool. Students have asked and have been denied. It is only used at noon by the student body. Probably told by the Athletic Director, Jay Doherty that it cannot be used afterschool due to supervision. Coaching staff and teams would have access. Jason to talk with Mr. Doherty about this.

Update from DEC – Connor – going over staffing, bussing issues and budget stuff right now. Jason asked about the proposed new school, Conner confirmed it is going ahead. So out of the DEC hands now and into DTI hands. The site of the school has not been set in stone. Jason asked Connor about FI students going to Hartland Community School instead of Florenceville Middle School. Connor is going to take this back to the DEC.

Policy/Process on Transfer Requests – Transfer requests have 3 steps:

- application prior to commencement of school year
- apply every year (end of June)
- Director reviews over the summer to grant or not grant

Update on Inclement Weather Plan – Staff were to be focused on professional learning and other professional responsibilities during inclement weather days and the plan was sent to district on what it would look like. As of Thursday afternoon last week, that was all reversed by political decision. Staff is not required to perform professional learning or other professional responsibilities on inclement weather days.

School Improvement Plan – Jason discussed, the type of data collected is academic, behavioral and perception. School Process is data collection and review with District Lead. Professional Learning Days to go over the data. This year’s goal is to positively increase student behavior in halls and classrooms by 50% by June 2025.

School Reports:

a) Principal’s Report – Staffing for 2nd semester. We have 2 staff members on leave right now and are not sure if they are returning for 2nd semester. We have a potential staff member transferring. Peter Carswell’s family moved to the Grand Lake area in the fall and Peter is looking to transfer to that area. He has been with CN for 25 years. I will fully support his transfer and have a plan in place to replace him. There is a teacher going on maternity leave in April 2025.

- b) SRC Report – see attached document
- c) Staff Report – see attached document

Other Business:

Date of Next Meeting: February 5, 2025 at 6:30 pm in the Library

Adjournment: Meeting adjourned at 8:00 pm

PSSC Chair

Date

PSSC Secretary

Date



Carleton North High School: Parent School Support Committee Agenda

Date/Time: December 4, 2024 at 6:30 PM

Location: Virtual via Teams

Agenda Items:

1. Welcome and Call to Order
2. Approval of Agenda
3. Approval of Minutes: [PSSC Minutes November 6, 2024 – Carleton North High School](#)
4. Celebrations
5. Correspondence
6. Business arising from Minutes:
 - Update on bus issues
 - Align on ideas for PSSC budget spend this year
7. New Business:
 - Use of weight room after school (Connie)
 - Update on the Inclement Weather Plan (Jason)
 - Update on DEC plans, issues under review, etc (Connor)
 - Policy/Process to address school transfer requests (Tara)
8. School Reports
 - Principal's Report – [Jason Smith](#)
 - SRC Report – [Kiersten Orchard/Alanna Cullins/Sarah Harvey](#)
 - Staff Report – [Derek Tracey](#)
9. Other Business
10. Next Meeting: February 5, 2025 @ 6:30 PM

Adjournment

Student Council Report

Dec 4, 2024

- Started elf on the shelf for the month of December with prizes for students who find the elf.
- Theme week for the last week before Christmas break, student council will also do a dance in the variety show.
- We are hoping to do another pep rally in January to kick off the new semester, and a dance in the second semester.
- Last Emma's PJ drive day will be this Friday to make up for the snow day.
- The student council will also be selling candy cane grams during December.

PSSC Teacher Report – December 4, 2024

School-Wide:

- The Youth Empowerment Summit students are planning their multicultural fair for next semester. They are planning on having various samplers of foods from various cultures, play music from various countries and display art or flags at tables. They are reaching out to MACC and other places to see about suggestions and support. Another part of this is for the events committee to have Alvin Law, motivational Diversity and Respect Speaker, speak to all students that day. We are looking for funding for this. Sophie Albright has applied for a grant through Horizon Health, but it won't cover all the expenses. If PSSC is aware of funding, we would much appreciate being considered for to help with the expenses of the guest speaker and food ingredients for their samplers.
- We are currently preparing for supporting families in need for Christmas. We are teaming up with TrueNorth Baptist to help get Christmas day food boxes to these families. We are also looking to have turkeys or hams donated to help offset costs. Staff is donating toiletries so we have some extra gifts to give out to students in need as well.
- The Youth Empowerment Student group is starting to plan a multi-cultural fair held at our school next semester (date TBD), consisting of food, art, music and more, representing a variety of cultures in our school community. For the food, they are considering having "Costco" size samples of food from various cultures. This would be set up at a table "booth" and students would visit the various tables to sample it. The idea would be that the tables would also have a representative flag and perhaps some art as well.

Sports:

- Swimming provincials are being held this coming Saturday in Saint John.