



Carleton North High School: Parent School Support Committee Agenda

Date/Time: September 28-2026 at 6:30 PM

Location: CNHS Library

Agenda Items:

1. Welcome and Call to Order, Introductions
2. Celebrations
3. Approval of Agenda
4. Approval of Minutes -
5. Correspondence:
6. Old Business
 - Pilot Days & Feeder School PSSC's
 - PARTY Program & MADD Presentations for all CNHS students
 - First Aid training for students on Pilot Day
7. New Business:
 - Election Process and Completion
 - New Members
 - Chair, Vice-Chair
 - Orientation and sign-off of forms
 - Dates set for meetings this year
 - PSSC Budget
 - NB Lunch Program
 - Volunteer Leaders/Coaches orientation, directions, resources, communication
 - Current School Plan
8. School Reports
 - Principal's Report - Jason
 - SRC Report –
 - Staff Report – Derek Tracey
9. Other Business
10. Next Meeting:

Adjournment



Carleton North High School
30 School Street, Florenceville-Bristol, N.B.

PSSC Minutes

Date: September 28, 2026 Time: 6:30 pm

Location: Library

PSSC Members Present: Lisa Christie-Wolverton Corinne Kilfoil Connie Smith Raquel Adams Cindy Giberson Somer Drost Deborah Gilbert Megan Lowrie Angie Giggie-DeMerchant Sarah Southland Derek Tracey, Teacher Rep. PSSC Members Regrets: Karen Guest Erin Rozitis Jill Ebbett Kathryn Southan	School/DEC Representation Present: Jason Smith, Principal School/DEC Representation Regrets: Katelyn McGrath, DEC
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Call to Order: Meeting called to order at 6:33 pm. Everyone introduced themselves.

Approval of the Agenda: Corinne Kilfoil moved to accept the agenda. Raquel Adams seconded. Motion carried.

Approval of the Minutes from Previous Meeting: Connie Smith moved to accept the minutes and seconded by Raquel Adams. Motion carried.

Celebrations: No cell phones in school - is going very well, no major issues. Glad we started in September with no phones. New course being offered this year, Film 110 taught by Phil Davis.

Old Business

Pilot Days – positive increase in daily attendance. Activities at the DCN during these days with CN students volunteering.

PARTY Program – If this is something we want to do in the spring of 2027, we need to start planning now. Develop ad hoc groups. Not something for the PSSC to take on themselves but can help. Decision next month on what we are going to do.

First Aid – offered to students in May 2026, it was very successful.

New Business:

Election - Connie Smith was nominated as Chair. Vote taken, unanimously in favour. Corinne Kilfoil was nominated as Vice-Chair. Vote taken, unanimously in favour.

Orientation – Jason gave a quick orientation of what the PSSC is.

Dates set for meetings: October 26, 2026
November 30, 2026
January 18, 2027
February 22, 2027
April 19, 2027
May 17, 2027
May 31, 2027 (Group PSSC)

We have 5 new members joining us tonight, Somer Drost, Deborah Gilbert, Angie Giggie-DeMerchant, Megan Lowrie and Sarah Southland.

PSSC Budget – Budget is \$1,500.00. We have \$1,396.54 left to spend before March 31, 2027. We receive the budget of \$1,500 at the beginning of April each school year.

NB Lunch Program – Very few students using the free lunch program at CN. Codes are offered for all students to have a free lunch. We offered an information session/support for parents and students, no one came. Need to use the program.

Volunteer Leaders/Coaches – Question was asked if there were information packages given to new coaches/volunteers. Athletic Director does orientation with coaches. Financial information comes from Heather Nicholson. Fees are kept reasonable, but teams need to fundraise.

Current School Plan – Reviewed plan. 4 strategies
1/2 Cross curricular literacy/numeracy
3. School wide Wellness
4. PL Pilot Days.

- School Reports:**
- a) Principal’s Report – See attached document
 - b) SRC Report – See attached document
 - c) Staff Report – See attached document

Adjournment: Meeting adjourned at 8:18 pm

PSSC Chair

PSSC Secretary

Date

Date

Principal's Report

September 28th, 2026

✓ Staffing Updates

1. We have two new teaching staff to our building this school year. Mr. Reeve and Ms. Chase joined us at the beginning of the year and Mrs. Taylor/Grey has joined us for a maternity leave. The teacher's who are on leave this year are Ms. Boone and Mrs. Sullivan. We had three retirements in June.
2. In May, our enrollment indicated a reduction of 25 students, thus we lost a 1.0 FTE (one teaching position). Since this time, we have had approximately 20 youth come to our school.
3. We also have the BCS middle school youth coming to our school for middle level technology and other curriculum enrichment. We did receive a bump in FTE for this, but it is not connected to the loss/gain of students in point 2.

✓ School Planning

1. September 18th was our first PL day, with the focus on the school plan. Staff evaluated our loose goals from last May/June with current data and expectations with the education plan. Some realignment was determined to be needed. We submitted three goals on Friday, the 25th, but these will still need to be refined. We hope to have a fully articulated version by October 9th.
2. Pilot Professional Learning Days
 - a. Each day will have a focus determined by our own professional needs. We have identified some themes for these days.
 - b. Previous to each day, a brief will be released to parents via school messenger and posted on our website.

✓ Facilities Updates

1. We had a couple items upgraded this summer:
 - a. Teacher parking lot had some patching

Carleton North High School Student Representative Council

Student Activities & Initiatives Update

- **Early Start to the School Year**
 - Our Student Representative Council (SRC) has taken initiative early this school year.
 - Before school even started, our student council presidents and advisor, Ms. MacIntosh, worked hard to plan activities and opportunities for students.
 - We have focused on creating a more engaging, welcoming, and student-led school environment.
- **Grade Nine Day**
 - Planning for Grade Nine Day began as early as **June 2026**.
 - While Grade Nine Day may seem like a simple one-day event, a lot of preparation went into making it run smoothly.
 - SRC members and teachers worked together to:
 - Help students find their lockers and classrooms.
 - Welcome and guide new students throughout the school.
 - Organize a schoolwide scavenger hunt.
 - Provide volunteers and classroom supervision.
 - The scavenger hunt helped Grade 9 students become more familiar with the school while having fun and meeting new people.
 - **Overall, Grade Nine Day was a great success!**
- **Fundraising & Community Market**
 - We began exploring new fundraising opportunities for the SRC.
 - After seeing the success of markets in our community, we decided to explore hosting a market as a school fundraiser.
 - We reached out to the **District of Carleton North** to learn more about what would be involved.
 - We are currently waiting to hear from additional potential vendors.
 - Our goal is to create a fundraiser that not only supports our school but also connects **Carleton North High School with our community**.
- **Teacher & Staff Appreciation**

- **PILOT Day Volunteering**

- Our school continues to offer many volunteering opportunities through **PILOT days**.
- Students regularly volunteer within our community, including:
 - Helping at the hospital.
 - Volunteering at the Dun Vasey Centre.
 - Spending time entertaining and helping younger children.
- These opportunities allow students to give back to our community while gaining valuable volunteer experience.

- **Overall Student Engagement**

- We are seeing a strong turnout and growing participation in student-led activities.
- Students are becoming more involved in school events, leadership opportunities, volunteering, fundraising, and community activities.
- Our SRC is working together as a strong team to make this school year one filled with **student voice, school spirit, and engagement**.
- We are excited about the opportunities still ahead for the SRC this year.

- **Thank You**

- We would like to thank our administration, teachers, staff, volunteers, and students for supporting our initiatives.
- A special thank you goes to our administration for their continued support and for working tirelessly to help make student-led activities possible.
- We are looking forward to continuing to build on this momentum throughout the school year!

PSSC Teacher's Report – September 28, 2026

Submitted by Derek Tracey

Classroom:

- Philip Davis was awarded a \$2000 an Experiential Learning grant that will be used for the purchase of camera equipment for his new Film 110 course.

School-wide:

- CNHS was awarded a Harrison McCain Foundation grant of \$20,247 to use for the purchase of a two-bay swing set. JIL Engineering & Construction of Fredericton will excavate and install the swing and protective surface in spring of 2027.
- This week our STARS had the opportunity to listen to a presentation from RCMP and Valley of Courage on Intimate Partner Violence, Sexual Violence, Consent (the ages of consent, and what consent looks and sounds like), and Healthy Relationships vs. Toxic Relationships. Students also learned about available resources in our local communities. MLA Margaret Johnson spoke about the local statistics and encouraged students to participate in Walk a Mile in Her Shoes on October 3rd starting at Florenceville Middle School at 11am to help bring awareness to IPV and to raise funds for the Sanctuary House. Thanks to our STARS who were respectful and engaged in learning about the importance of these topics, and how they can help themselves and others.
- We have welcomed 22 new students to CNHS this year so far. We have two newcomers from India this week, sisters in grades 10 and 12. We also have two newcomers from the Philippines, siblings in grade 12, and we have an international student from Germany.
- Our first grade 12 Class of 2027 meeting is taking place on Tuesday, Sept 29th to welcome them to an upcoming exciting year of fun with lots of grad information for them, including post-secondary application information.
- A grad class meeting will be held on the evening of October 1 in the library from 6:30-7:30 for parents and graduates to discuss safe grad and prom fundraising.

Athletics:

- Carleton North will be starting a Special Olympics Unified basketball program which will be inclusive of all students. Sports & Rec Leadership 120 student, Sydney Thomas, will be responsible for this program. Derek Tracey will act as the teacher representative.
- CNHS raised \$1064 in support of the Terry Fox Foundation - much of it raised through a "pie in the face" fundraiser which resulted in a pie in the face for Mr. Kinney delivered by grade 9 student Brett Raymer.
- Seven sports teams are currently running at CNHS: boys' and girls' soccer, cheer, baseball, cross country, swimming, and golf.

Data Snapshot Summary:

Goal: Improve targeted-schoolwide instructional practices in literacy, numeracy and wellness by June 2027.

Positive Learning and Working Environment Component: ☐ Safety ☒ Relationships ☒ Teaching and Learning ☒ Institutional Environment ☐ Improvement Process

Indicators of Success:

STRATEGIES/ACTIONS			MONITORING PLAN			MONITORING UPDATES	
Strategy/Action (List the strategies and actions for realizing this goal, each in a new row.)	Responsibility (Who is implementing this strategy/action?)	Timeframe (In what timeframe/date range will implementation occur?)	Evidence (What evidence will be examined?)	Accountability (Who is examining the evidence?)	Frequency (At what frequency will the evidence be examined?)	Impact (What has been the impact of this strategy/action toward achievement of the goal?) Start each impact statement with a monitoring date.	Next Steps
1. Cross-curricular Literacy Plan: Building Student Stamina	- Literacy Team (PI) - Core Leadership Team - All Educational Staff	September 2026-June 2027	- ELPA Results - OP/FSL Reading Results - Final Work Products - Course Failure Reports - Walkthroughs - Scoreboards	- ELPA Team - FSL Team - All Teachers - ESS Team	- Monthly - Bi-weekly - Monthly	- School wide posters located in each class highlighting focus - Teachers across curriculum observed teaching mini-lessons with Stamina focus. - Brief sent to parents - Score-boarding results in team huddles bi-weekly	☐ embedded ☐ continue ☐ refine or revise ☐ abandon ☒ not yet implemented
2. Cross-curricular Numeracy Plan: Number Sense & Reasonableness, Common Language and Practice for	- Numeracy Team (PI) - Core Leadership Team - All Educational Staff		- Grade 9-10 Math Common Assessment Results - Final Work Products - Course Failure Reports - Walkthroughs	- Math Team - All Teaching Staff - Leadership Team	- Monthly - Bi-weekly - Monthly	- Student Wellness 46% checking for understanding - District common assessment results - CARR/Student Efficacy	☐ embedded ☐ continue ☐ refine or revise ☐ abandon ☒ not yet implemented

Checking for Understanding			Scoreboards				
3. Schoolwide focus on mental/physical well-being for staff and students			- Youth Check-in Data (frequency of anxiety/depression) - Staff Impact				
4. PL Targeting Individual/Group needs during Pilot Days.	- PL Committee - Administration	Bi-Weekly Monthly	- Teacher and Student Survey Data - Student Achievement Data - PL Day pre/post surveys - Walkthroughs	- PL Committee examine surveys while planning. - Leadership Team use data to guide and support PL - Administration Committee corroborate data and planning	Monthly	- Teacher PL surveys show positive uptake and request for further development. - Walkthroughs and classroom visits show progress and teacher/student focus.	☐ embedded ☒ continue ☐ refine or revise ☐ abandon ☐ not yet implemented

incorporating high and consistent expectations through differentiation, intentional planning, targeting the diverse needs of students in our classrooms. evidenced by academic assessment scores and student self-reporting.