



Carleton North High School
30 School Street, Florenceville-Bristol, N.B.
PSSC Minutes
Date: October 27, 2020 Time: 7:00 pm
Location: MS Teams Virtual Meeting

<p>PSSC Members Present: Sarah Oakes, Co- Chair Shelley Hunter, Teacher Rep.</p> <p>Others: Tanya Mitham Heather Chase Sherry Brennan Monica O’Neill Karen Guest Carrie O’Neill – SRC Rep. Elliot Derrah – SRC Rep.</p> <p>PSSC Members Regrets: Lisa Wolverton</p>	<p>School/DEC Representation Present: Jason Smith, Principal Jana Brennan, Vice-principal</p> <p>School/DEC Representation Regrets: Andy Saunders</p>
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Call to Order: Meeting called to order by Sarah Oakes at 7:03 pm.

Approval of the Agenda: Sherry Brennan moved to accept the agenda as circulated; Tanya Mitham seconded. Motion carried.

Approval of the Minutes from Previous Meeting: Sherry Brennan moved to accept the minutes as circulated and seconded by Tanya Mitham.

Celebrations:

- I. Shelley Hunter spoke on behalf of staff saying it was a very good decision by District to take Friday, October 30 as a PL Day. It is greatly needed by teachers and staff.
- II. Jason Smith acknowledged the politeness shown by students. SRC doing great things for the students in getting them involved in activities.

Correspondence:

Jason received an email from a former graduate of CN, Rachel Derrah. David McTimmony and Margaret Johnston (our MLA) were copied in on the email. She has a relative who attends school here. She was questioning the dialogue about Indigenous culture that we are teaching here. Indicated we were not teaching relative or current topics in our aboriginal curriculum. After discussion with Mr. McTimmony, Jason was given the go ahead to respond. Jason reflected over the last 5 years on what has been taught at CN. The Blanket Exercise, residential home school education, legal affairs. Grade 10 has a unit on aboriginal education which we have worked closely with Donna White, First Nations Education Coordinator, on this. Ms. White is now a teacher in our building. She teaches a grade 9 Social Studies curriculum in aboriginal education. She discusses the historical context using the word “Indian” and why this terminology is offensive. A reply was sent to Ms. Derrah explaining all these aspects. Ms. Derrah was satisfied with this explanation.

Business Arising from the Minutes:

I. Power School Live – PSSC members will be the first to have access to PowerSchool Live.

A request has been made to Richard Green for this. PSSC members will have to come to the school and sign the form and provide ID in order to receive the password. The goal is to make it more transparent for parents and students with regards to attendance and grades.

This also should reduce the work load for teachers. Parents would have access to their student's grades and can inquire with their student as to why grades are what they are. Can see if assignments are complete and passed in.

II. Community Member Vacancy: Voice mail was sent to homes today looking for interest.

Tabled until next meeting.

III. Parent Member Vacancy: Voice mail was sent to homes today looking for interest.

Tabled until next meeting.

New Business:

I. Support for Students – Where we are with curriculum gaps. Last school year there

was no obligation placed on students to continue their schooling. Teachers were to look at each student at the beginning of the year and do a pre-assessment. There may be a need to reteach some topics. It will require all of us (students/parents/educators) to find best solution to gaps in learning. Extra support is being offered by teachers during class, at noon and afterschool.

Jana has been checking in with students, asking how they are feeling about the school year. Have had some very honest conversations. Students have expressed they would like the teachers to slow down. Flip side, teachers feel pressure to speed up to get through curriculum. Would be nice to find a happy medium. Students thought there would be a "catch up period" from what they missed last year. Mr. Muise has done videos for missed material. Other teachers have offered website links to missed material. Students are feeling rushed and overwhelmed at times, as are teachers. The grade 9 math teachers met with the grade 8 math teachers to find out what outcomes were not met due to the shutdown. Discussion was had on what the DL day is to look like.

II. Essential Skills: Second Cohort – At present we are generating names/applications for students next year. We have received more tools and work stations this year.

III. Student Engagement: Survey and Data – Survey was sent out last week to grade 9 students. Will be sent to Grade 10, 11 and 12 next week. Have heard back from 60 students.

- 1) How students are feeling? 3½/5
- 2) Is technology working for you? 96% working well
- 3) How much time are you spending on homework on DL days?
 - more than 7 hours – 10%
 - 5-7 hours – 23%
 - 3-5 hours – 26%
 - 1-3 hours – 31%
 - less than an hour – 10%

4) Any specific things gone better than you thought? Masks, on-line studies, grades and the things setup with COVID restrictions in place.

5) Able to keep up with school work?

68% - Yes

13% - No

20% - most/somewhat keeping up

6) Only connecting face to face every other day, how to keep connected?

-enjoy every other day

-wants things back to normal

-feel teachers do not understand how overwhelmed they are

-feel more connected if friends were switched to attend the same days

More results will be available at next meeting.

IV. School Report

a) Principals Report (see attached document)

b) SRC Report (see attached document)

c) Staff Report (see attached document)

Date of Next Meeting: November 24, 2020

Adjournment: Meeting adjourned by Sherry Brennan and seconded by Tanya Mitham at 8:09 pm.

PSSC Chair

Date

PSSC Secretary

Date



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Jason Smith
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Jana Brennan
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Principal's Report:

- **Workload:** Students and staff alike are adjusting to the challenges of every other day learning, where blended learning is the mode. It brings with it an increase in workload for all and requires balancing workload and other responsibilities. We try hope that a few changes in technology will help with communication but also limit the excessive email and phone calls that are currently occurring between parents and staff. As we open up Powe School Live to our initial cohort and teachers begin to activate the use of School Messenger, better information and communication should be the resultant. We continue to encourage parents to sit down with their students, examine their work, rubrics and process the progress together before reaching out to staff too quickly. The volume of email and calls is impeding the ability of staff to adequately prepare and assess. It creates an overall lag time in responsiveness across three areas: Planning, Assessment and Communication. As such, I asked in an email this week that all parents understand that return time on calls and emails may be as much as three work days, excluding weekends and planned holidays.
- **PL Day Adjustment:** Our district as you know decided to bring a PL day from the spring to the fall, and allow teachers the opportunity to be better equipped as an online facilitator both in blended learning and fully online should the need arise. Jana reset the learning days to reflect this so that one group did not have too many more days of face to face contact than one another.
- **Parent Teacher:** We have been mandated to only conduct parent teacher via phone or Microsoft Teams. Our philosophy regarding parent teacher is that it occurs in an ongoing basis and is continuous not just a few evenings or morning each semester. Having said this, it is important that if you need to reach out to a teacher, you do so and they will make time for you. The focus of staff will be to contact those who are under performing or at a marginal level so that we increase engagement and success with these students and do not lose them like we did last spring.
- **Assessment/Learning Week:** The trend in the province is to move away from the term "Exam Week" as we recognize a varied assessment approach for our students. Over the last 6 years, the school has been providing opportunities for re-assessment, completion of work and offering opportunities for students to recover their mark/success in a course. Exam week in the past has been used as a means to do so by teachers contacting students and parents to ensure that students came to school full days or partial days and evening into evenings to complete or redo work necessary to prove they met the outcomes of courses. We will continue to do this and Exam week will start bearing the name Assessment Week.
- **Custodial Service:** The contract with Pam Lebel expires on October 31st. I was unaware of this and was informed a little over a week ago that the tender had been posted some time ago and that a new company was awarded the contract. Apologies were made to me, but none the less, I was caught off guard and the staff have been also. This means a change in custodial staff, as none of the previous employees have chosen to remain under the new company Dexterra, which is out of Halifax and their supervisor (Heather King) operates between Halifax and

Oromocto. Two of the five employees needed were hired as of Monday. They assume responsibility as of November 1st.

- **Cafeteria Services:** Our services have been cut to one person, Betty-JO and they reduced her hours to five hours per day. She may not remain with the company with this reduced time. We are in dialogue about this issue and may end up pulling out of the contract and/or they pulling out of the contract. In the mean-time, discussions have occurred with Suzie Anderson about having our culinary technology students prepare food for our students as this practice is now being done in Nackawic, Canterbury, Woodstock High School and St. Mary's Academy. This would be our first contingency plan in the event that services continue to dwindle.

PSSC Principal's Report: Submitted 10-27-2020

Jason J. Smith

Student Council Report October 27, 2020

Given by Elliot Derrah

- In an attempt to raise school spirit, this year we have implemented a participation-based competition between the two teams where points are awarded for people's participation in events we hold
- We are currently holding all our Halloween events which include boo grams, quizzes in the theatre at noon, and a mask decorating contest
- We are currently considering starting up a group or club of volunteers who make lunches for students in another school before the school day starts

PSSC Teacher Representative Report – October 27, 2020

Submitted by Shelley Hunter

Academics:

- Mr. Tracey's Dramatic Arts 120 class are producing Video Announcements on Mondays, Thursdays, and Fridays. Feel free to check them out on Carleton North's YouTube channel. These are very popular with staff and students.

Athletics:

End of Seasons

- **Golf:** We had a new team (including coach); it was the only sport to have any sort of provincials. All the kids enjoyed it and may end up being lifelong golfers which is really the point of all sports.
- **Varsity Boys Baseball** finished as of October 25th.
- **Varsity Girls and Boys Soccer** finished as of October 25th.

Current Sports

- **Cheer** is continuing.

Upcoming Sports

- **Basketball** tryouts start this week for our **JV Boys and Girls**, and our **Varsity Boys and Girls** teams. Numbers permitting there will be an **Exhibition Boys** team
- **Hockey** are starting tryouts this week for our **Girls and Boys** teams

Guidance:

- **Grade 12: Class of 2021 Team** was established to provide information regarding :1) grade 12 updates, 2) post-secondary connections including virtual sessions, open houses, tours info, and recruitment connections, 3) scholarship information, 4) Grad info, 5) Virtual sessions/meetings with guidance, 6) AARAO Tour information, etc. etc. Students were asked to check this frequently, and they will be able to see alarms that indicate we have posted updates or new information.
- **AARAO Tour:** Atlantic Association of Registrars and Admissions Advisors can not come to the gym for their annual post secondary expo, so there will be 3 things happening in its place: 1) AARAO Resource Guide with a one page reference for each college and university in the Atlantic Region for students to review/use as research, 2) AARAO Tour website – click of the button access to all of these post secondary schools and recruiters, and 3) AARAO VIRTUAL SESSIONS taking place in November. Information has now been posted at www.aarao.ca/fairs . This is the webpage where the public registration link will be once it is available (next week). It is important to register in advance. All events are open to anyone in Atlantic Canada, and all 34 AARAO college and universities are expected to be present at each fair, delivered via Zoom Webinar, and there will be online break out rooms where students can connect with a recruiter directly. All of this was presented to grade 12s and is accessible on TEAMS.
- **Grade 12** students have a packet of info (also available on school website and Teams). This packet has important graduation and post secondary info. It also contains a timeline of grade 12 to dos to help keep them on track and organized.
- **Grade 12** students had a presentation on review of post secondary options, how (and when) to apply to post secondary schools, and how to connect with post secondary schools. Students were given a document that lists many (4 pages) of questions students might have when they are communicating with a post secondary representative, such as questions about the programs, campus, residence, meals, financial aid, student services, clubs and sports, tutoring services, etc. etc. This presentation and these documents are also available to them on Teams and on the CNHS website under guidance.
- In November, our first **virtual grade 12 meeting** will focus on Scholarships Tips (details on how to find them, how to apply, and great tips for success). Students will attend online at home. The

PSSC Teacher Representative Report – October 27, 2020

Submitted by Shelley Hunter

meeting will be recorded so they can come back to it, and both days can view the recording. Files and tips and presentation will also be saved for them in Teams after this.

- **Grade 9:** a Grade 9 Team is currently being created. TOKTW information will be posted on this Team to start, and English teachers can guide students to complete the VIRTUAL TOKTW assignments, and then have follow up assignments regarding this as a chance to reflect and learn about careers and the work environment. Virtual TOKTW day will take place on students at home days this year on Nov. 4th and 5th.
- **Sexual Health PL for teachers** of courses that have sexual health units. On Tuesday, October 27th, these teachers will have a virtual PL session with Roberta Knox, Public Health Nurse on updates and the “how tos” to deliver this information to students.
- Our **Sexual Health Nurse**, Holli Leblanc is at CNHS each Tuesday morning, so she can catch each group – both Carleton and North groups of students. Students are using the texting option and reaching out to guidance to reach her for appointments, which is positive. Unfortunately, Holli has accepted a new position in the Fredericton area, but has made arrangements to continue service to CNHS until a replacement has been hired, which is wonderful. Holli is an amazing asset to CNHS.