

**Fredericton High School**

**300 Priestman St, Fredericton, E3B 6J8**

**Parent School Support Committee**

**MINUTES**

**Monday, November 27th, 2023, 5:00pm**

**fhs.pssc@gmail.com**

**Room C22**

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| --- | --- |
| **PSSC Members Present:** Charlotte Burhoe, Jennifer Ouellette, Mika Solway Jacqueline Reid.  **PSSC Members Regrets:** Brad Sturgeon, Amber Bishop, Andrea Addison | **School Representation Present:**  Andrew Rutledge (5:25pm arrival)  **Principal:** Jason Burns  **DEC Representation:** n/a  **Student Rep:** Hanna Connors |

**Call to order:**

* + 5:08pm

**Approval of the agenda:** Jennifer 1st, Jacqueline 2nd

**Approval of the minutes from previous meeting:** Jennifer 1st, Jacqueline 2nd

**Student report (Hanna Connors):**

* Homecoming went well but wished there were more sales.
* Alumni game happened and had a good turnout
* Sold flowers during Production and SOLD OUT
* Remembrance Day assembly went well and only 1 cadet fainted so will be looking at ways to prevent this next year.

**Principal’s report:** *refer to attached document*

* + School profile is up to 2245 (3 new students this week); enroll every week.
  + District has approved a 6th VP; applications have closed and interviews will start on Friday. As part of that we have been trying to decide how to implement the new VP the best way. Taking referrals from resource and guidance (greatest impact felt). Maybe we don’t follow alpha-assignment (A’s are high) but transition to grade level but Gr10s are high demographic. Looking at how other schools are doing it. All admin meeting on Monday coming to discuss with mentors on ways to best role this out.
  + Brittany Polchies joined the team as Frist Nations Guidance. Need a new name for the “Kingsclear First Nations” Room so that it is more inclusive.
  + Reports cards went out on Nov 20th and there were a few hiccups in booking PT Conferences. Idea proposed (Mika) to include the link in the memo section of the report cards so that people have another reminder to use the booking tool.
  + Nov 22nd – FHS musical was a huge success! Larger crowds than previous years. Even with having to postpone opening night there was an excellent turnout. Well done!
  + Admin team have been assigned mentors.
  + A few procedural changes have occurred:
    - The timing of SRC meetings have been adjusted from Friday mornings as they are the first line of help filling gaps and absences which happen this time of year.
    - Due to safety issues, doors are now locked. They are only open during bus times. Entrance doors are now open by admin office only (main doors) during the day. We want people in the building to be safe.
  + Will be meeting with Darla Day to talk about teacher needs.
  + Start date of the community Police Officer has not yet been confirmed.

**Teacher’s report (Andrew Rutledge):** *refer to attached document*

* One issue is recruitment for staffing. Looking at better safety on a classroom basis there are red emergency folders and yellow vests. Will be looking at adding an yellow binder with emergency lesson plans.

**Business arising from the past minutes**:

* PSSC Budget: Ideas have been put forward of needs that could fall under the assigned budget:
  + Course Guide
  + Colourful and animated billboard like at ESA
  + Electronic message boards in the schools (software on current TVs to be fixed by January)
  + Better signage in hallways:
    - Guidance
    - Resource (D19)
    - Music Department
  + Healthy dieting signage in bathrooms (could be done on the school level)

***ACTION: pricing on signs (wish list)***

***ACTION: what is PSSC Budget  
ACTION: how much was the course guide and check previous budget expenses***

**Other business:**

* Welcome to FHS Document
  + Need updated wording regarding “MS Teams”

***ACTION: Revise and remove formatting – send out to group***

**Date of Next Meeting:**

* + January 29 - TEAMS
  + February 26 - TEAMS
  + March 25 – TEAMS
  + April 29
  + May 27

November 30, 2020

o December - none

o January 18, 2020

o February 22, 2020

o March 29, 2020

o April 26, 2020

o May - none

o June – hold off on scheduling date at the moment due to situation being fluid

**Approval to end the meeting:**

* + Jennifer moved to end meeting, Mika 2nd

**Adjournment:**

* 6:06pm