



## Southern Victoria High School

13 School Street  
Perth-Andover, NB  
E7H 4T4

### Parent School Support Committee Minutes

**Date:** November 25, 2025

**Time:** 5:36 pm

**Location:** Southern Victoria High School

<b>PSSC Members Present:</b> Jeremy Dube Lisa Kitchen Lori Kennedy  <b>PSSC Members Regrets:</b> Joe Bailey Trena Hafke	<b>School/DEC Representation Present:</b> Justin Tompkins, <b>Principal</b> Andrée Gagnon-Bouchard (Teacher Representative) Sofia Rodriguez-Gallagher (DEC representative)  <b>School/DEC Representation Regrets:</b> Abigail Fitzherbert (Student Representative)
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**Call to Order:** *Called to Order by* Andrée Gagnon-Bouchard *at* 5:38 *pm.*

**Approval of the Agenda:** *Approved by* Lisa Kitchen.

Snow Day Information  
School Improvement Plan (SIP) Update  
Trophy Case  
Youth Check-In Results  
Provincial Assessment Results

**Approval of the Minutes from Previous Meeting:**

*Approved by:* Jeremy Dube

**Business Arising from the Minutes:**

1. Justin mentions that we are struggling to find supply teachers and educational assistants. PSSC asked about minimum requirements to be a supply teacher and if the school could advertise on their social media pages. PSSC members shared that the application process seems complicated.
2. Sophia has information from the DEC. The Education Plan for the next 10 years is in progress. There was an online survey, there are focus groups in various places in New Brunswick. The

DEC was asked about the focus. Sophia will look for the survey and send it to us for input if she can find it. Chronic Absenteeism protocol – tackle this from different perspective, increasing after school activities, overcrowding is an issue in some schools, plans for new school have been approved by the DEC but went to the department again and it was changed. There might be an expansion to a school in Edmundston.

3. Discussion about food insecurity among students; food bank, breakfast, and lunch programs. PSSC asked about how the programs needed support. Principal shared that money for lunch programs is difficult to secure and volunteers for the programs are difficult to find.

## **New Business:**

### **1. Snow Day Information**

#### **Teacher Duties:**

- Teachers and staff are expected to work on snow days. They may work from home (with internet and device access) or from school.
- Pre-approved work plans for the first five snow days have been submitted to the Director of Education.
- No direct contact or virtual meetings with students will occur on snow days.

#### **School Closure Notifications:**

- The school is moving away from phone calls for closure notifications.
- The district is supporting schools in making this decision to improve consistency and reduce issues with multiple calls and technical limitations.
- A school-based message will reiterate the district's instructions on how families can access closure information.
- Received support from the PSSC for moving to this method of families accessing school closure information in a format that meets their needs (radio, ASDW website, toll-free number).

### **2. School Improvement Plan (SIP) Update**

#### **Focus Period:**

- A bi-weekly intervention block began on Nov 20th to help students catch up on work, receive extra help, or engage in enrichment.
- This initiative was requested by students during last year's feedback sessions.

#### **After School Clubs:**

- We plan to recruit community members to lead non-sports clubs to promote school connectedness.
- PSSC members are encouraged to help spread the word.

#### **Student Absenteeism:** After 47 school days:

- 114 students have missed more than one week (on track to miss over a month).
- 24 students have missed less than one day.
- Total enrollment: 264 students.

#### **Staff Absenteeism:**

- Current absence rate: 13% over 37 instructional days (average 4.8 days per staff).

- Challenges include workload, stress, and classroom management.
- Recommendations: workload management, wellness & morale, policy & incentives, communication & support.

### 3. **Trophy Case**

- Two new black trophy cases have been ordered to replace the one removed in 2012.
- Installation is hoping to be done over the Christmas break.
- All stored trophies will be displayed in the main lobby.

### 4. **Youth Check-In Results**

- School relevance and relatedness improved (better adult support and sense of belonging).
- Mental health concerns increased (higher rates of anxiety and depression).
- Recommendations: include expanding mental health resources and counseling, enhancing peer support programs to foster student connections, continue efforts to integrate cultural inclusivity in curriculum and maintaining and strengthening adult-student mentorship initiatives. A partnership with Wolastoq Education is being revisited to assist with this.

### 5. **Provincial Assessment Results**

- ELPA (Grade 9 English Language Proficiency Assessment):
  - o 2024–25: 68.5% at appropriate or above
  - o 2023–24: 65.5%
  - o 2022–23: 70.3%
  - o Trend: Improvement over last year, but below provincial average of 80.9%.
    - o DEC member asked about how students who are exempt affect the results. Exempted students count as failures in the assessment results, therefore results are potentially better than presented by EECD.
- FSL Reading PIF (French Second Language):
  - o 2024–25: 50%
  - o 2023–24: 43.5%
  - o 2022–23: 50%
  - o Trend: Maintaining consistent level. Above provincial average of 48.7%.
- FSL Reading FI (French Immersion):
  - o 2024–25: 71.4%
  - o 2023–24: 50%
  - o 2022–23: 85.7%
  - o Trend: Close to provincial average of 72.9%.

**Correspondence:** *NA*

**Closing Comments:** *NA*

**Adjournment:** *Meeting adjourned by Jeremy Dube at \_\_6:45\_\_pm.*