



# Southern Victoria High School

13 School Street  
Perth-Andover, NB  
E7H 4T4

## Parent School Support Committee Minutes

**Date:** April 8, 2026

**Time:** 5:30 pm

**Location:** Southern Victoria High School

<p><b>PSSC Members Present:</b> Jeremy Dube Trena Hafke Andrée Gagnon-Bouchard (Teacher Representative)</p> <p><b>PSSC Members Regrets:</b> Joe Bailey Lisa Kitchen Lori Kennedy Abigail Fitzherbert (Student Representative)</p>	<p><b>School/DEC Representation Present:</b> Justin Tompkins, <b>Principal</b> Sofia Rodriguez-Gallagher (DEC representative)</p> <p><b>School/DEC Representation Regrets:</b></p>
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**Call to Order:** *Called to Order by Andrée Gagnon-Bouchard at \_\_ 5:49 \_\_ pm.*

**Approval of the Agenda:** *Approved by Trena Hafke.*

- Membership Status
- School Improvement Plan
- School Highlights: Tire Changer, Kitchen Equipment, Trophy Cases, Viking Valor Recognition, Hello Crows, TNB
- Parent Teacher Meeting
- ELPA/R Results
- NB Public Health Vaccine Clinic
- PSSC Budget
- DEC Updates

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

*Approved by:* Andrée Gagnon-Bouchard

**Business Arising from the Minutes:**

## **New Business:**

### **1. Membership Status**

- Joe Bailey has taken a temporary leave of absence.
- Jeremy Dube will act as chair during the interim.

### **2. School Improvement Plan – Attendance Strategies**

- Community Engagement has not been fruitful for recruiting afterschool club leadership.
- Daily AM homeroom periods were not as successful as we had hoped. Students were deliberately skipping homeroom, coming to school late, or engaging only with their personal device. Teachers were unable to get buy-in from students.
- Catch-up periods have had mixed results. Many mature students have shared that they appreciate the opportunity to have extra time during school hours to complete assignments, study, or work directly with a teacher. Some students are skipping this period and others do not use it appropriately.
- Positive Contacts: Teachers are not completing this task. Idea for new methods of positive communication (post-cards).
- Social Media: a positive social media presence has been embedded.

#### **Attendance Data Snapshot**

##### **End of Year (2024-25)**

- Chronic Absenteeism (10%+) = 61%
- Severe Absenteeism (20%+) = 35%

##### **End of Semester 1 (2025-26)**

- Chronic Absenteeism (10%+) = 45%,
- Severe Absenteeism (20%+) = 27%

#### **School Improvement Plan – Attendance Strategies**

-Data from PowerTeacher shows that common course teachers are still struggling to align assignments. However, category weights have been consistent. A lack of common planning time is still a concern for teachers.

-An increase in formative assessment has been noted. Students struggle to understand the purpose of formative assignment, and some have refused to complete practice activities if they are not receiving a grade for them.

-Further data will be presented from Student Perception Survey at a later date.

- SIP has been posted on school website as requested by Superintendent and DEC.
- Teachers and staff began exploring data for 2026-27 SIP Goals and Strategies on April 2, 2026.
- Feedback will be requested from PSSC on 2026-27 SIP Goals and Strategies before the next PSSC meeting (see attached document).

### **3. School Highlights Creative Pre-Cal Assessments using community locations.**

**School Highlights New Equipment** (Heavy Equipment Simulators, Cul-Tech Upgrades, Trophy Cases)

4. **School Lunch Program**

- Chartwell's will continue to provide services.
- Option #1 – Reduced Price Meal Option (price TBD)
- Option #2 – Free Meal Option
- Ordering details not yet finalized
- Needs Assessment TBD

5. **Parent/Teachers Conference**

- Low Engagement
- Parent/Guardians of 9 Students Scheduled Meetings (less attended).

6. **ELPA Results**

- 60% Appropriate or Above

**ELPA-R Results**

- 56% Appropriate or Above

7. **Public Health Vaccination Clinic**

- 35% of Gr 9 students did not complete vaccination consent forms.
- NB Public has requested a second vaccination clinic to increase vaccination rates.
- This data does not include students who completed non-consent.
- Targeted communication will be sent to students' guardians for second vaccination clinic held as SVHS on April 28<sup>th</sup>.

8. **PSSC Budget Update**

- Travel Expenses
- Meeting Expenses
- Communication Costs
- Opening Balance: \$1000
- Current Balance: \$767.05
- Food & Drinks for our meetings are the only items that PSSC has purchased this year.
- 2025-26 budget has been dissolved as of March 31, 2026.

9. **DEC Updates**

- DEC has requested that all schools provide their school improvement plans on their school website.
- Principal has updated much of the school website and posted the SIP. The school librarian was previously tasked with website editing, but that position has been cut.

10. **Updates from DEC Rep**, the government gave money to the districts that had a deficit and told them that they will have to budget better next year. She also mentioned that the district has come up with a new formula for EA allocation.

**Correspondence:** *NA*

**Closing Comments:** *NA*

**Adjournment:** *Meeting adjourned by Jeremy Dube at \_\_7:05\_\_pm.*