Woodstock High School

Parent School Support Committee (PSSC) Meeting Minutes

Date: October 6, 2026
Time: 6:30 p.m

1. Call to Order

The meeting was called to order at 6:30 p.m.

2. Welcome and Introductions

Members were welcomed and introduced themselves.
Chelsea Couture will be joining the committee as the new student representative
Regrets: Chelsea Couture, Dan Gallagher, Joanne Guthrie, Katrina Howe and Carrie O'Kane.

3. Approval of Agenda

The agenda was approved by Scott and seconded by Matt.

4. Approval of Previous Minutes

N/A

5. Old Business

N/A.

6. New Business

a. Future Meeting Dates

The committee established the following meeting dates:

- November 24, 2026
- January 19, 2027
- February 23, 2027
- April 6, 2027
- May 25, 2027 – Dinner meeting

b. Chair and Vice-Chair Elections

Jane Jones was renominated as Chair and Secretary. Andrea Markey was renominated as Vice-Chair.

c. PSSC Guidelines and Budget

General guidelines for PSSC members were reviewed, emphasizing that the committee considers the needs of the whole school rather than focusing on individual teachers or students.
Key points included:

- The committee has a $1,500 budget that must be spent by March 31. *(Funds cannot be used for gifts, gift cards, hiring or donations.)*
- The committee is encouraged to engage with the community.
- Non-members may attend meetings but do not have voting privileges.
- Members were encouraged to review the PSSC handbook available online through PSSC New Brunswick.

d. District Education Council Update
Jane read an email to the committee from Candace Browse, District Education Councillor for Sub-District 3, hoping for information on the school lunch program and an upcoming public council meeting in Fredericton.

e. School Goals and Improvement Plan
Nicole reviewed the school's goals and improvement plan.
A leadership team of Vice Principals + eight staff members reviews school data, including results from the Planet Youth survey, to identify priorities and guide school improvement.
This year's focus is on **academic rigour and academic focus**. Following challenges with student focus after COVID, the school is working to re-establish academic rigour while recognizing the varying needs and abilities of students.
The approach is to determine each student's current level and build from there, pairing **high expectations with high support**.

f. Course Selection and Parent Resources
Yasmine asked how parents can support their children in choosing courses. Nicole identified the following resources:

- **Parent Portal:** View changes and student information.
- **MyBlueprint:** Supports course and pathway planning beginning in Grade 9, including Personal Wellness; accessible from home.
- **School website:** Provides information on courses offered at Woodstock High School.

Nicole also highlighted the various communication channels available to students and families, including Teams, E-mail, Messenger and PowerSchool.

g. Student Attendance and Participation
The committee briefly discussed absenteeism, participation and unexplained student absences.

h. School Staffing and Resource Support
Nicole provided an overview of school staffing and student support services:

- 45 teachers
- 3 administrators
- 2 guidance counsellors, plus one First Nations guidance support
- 4 resource staff
- 18 Educational Assistants, primarily supporting student safety

Approximately 240 of the school's 671 students are connected with Resource.
Support services include medical and allergy considerations, accommodations and Personalized Learning Plans (PLPs), justified modifications and short-term intervention plans.

i. School Lunch and Breakfast Programs
Sammie asked for information about an open house….it was thought to be the NBCC event
The school lunch program will be discussed further at the next meeting.
Nicole noted that additional volunteers are needed for the Breakfast Program, particularly during the morning period between 8:15 and 8:22 a.m.

j. Cell Phone Policy and Student Concerns
Members asked how the school's cell phone policy was working. Administration reported that it was going well overall, although some unclear rules were still being worked through.
The committee also briefly discussed student concerns regarding restrictions on gathering in the parking lot and an issue involving the senior Facebook page.

7. Closing Remarks
No additional closing remarks were recorded.

8. Announcements and Next Meeting
The next meeting will be held on **November 24, 2026**.

9. Adjournment
Meeting adjourned at 7:43pm