



**Nackawic Elementary School**  
**110 McNair Drive, Nackawic, NB E6G 1A8**  
**Parent School Support Committee Agenda**  
**Date: September 25, 2025 Time: 6:00 pm**  
**Location: NES Library**

<p><b><u>PSSC Members Present:</u></b> Kelsey Davidson, Chair Eden Tootoo, Vice Chair Miranda Callaghan Kellie Morehouse Scott MacMillian</p> <p><b><u>Regrets:</u></b> Peter Sawatzky</p>	<p><b><u>School/DEC Representation Present:</u></b> Larry Graham, Principal Nicole Priest, Teacher Rep.</p> <p><b><u>Regrets:</u></b> DEC Tanya Cloutier</p>
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**Call to Order:** 6:05pm

**Approval of the Agenda:** Kelsey approved the agenda and Eden seconded

**Approval of the Minutes from the Previous Meeting:** Eden approved the minutes and Miranda seconded

**Business Arising from the Minutes:**

- none

**New Business:**

- **Election of New Officers-** welcome Scott, Peter will also join and will be at the next meeting. Scott will speak with Katie (his wife) and see if she will join as well. All other members agreed to stay in their positions as listed above.
- **Role of PSSC PPT-** Larry shared the PPT with the members
- **Handbooks-** everyone was given a handbook to take home for review
- **Meeting Dates-** tonight, Nov. 20<sup>th</sup>, Jan. 22<sup>nd</sup>, Apr. 23<sup>rd</sup>, June 11<sup>th</sup> all at 6pm.
- **Staff/Student Stats-** 13 homerooms, 0.7 Music teacher, gym teacher, resource, guidance- school counsellor is 3 days a week here, Behavior Intervention Mentor, Academic Support Teacher, 211 students, most staff stayed the same except no Librarian, 8 EAs, admin assistant, 2 full custodians and one part time.
- **Meet the Staff-** We do it the first week before the kids start so kids can meet their teacher and bring some school supplies. 46% of families were represented. We try to coordinate it with the middle school.
- **SIP-** It is in the handbook to look at. We have 2 goals, and we are academically looking at writing to improve on. We will support teacher learning with a new curriculum and use the AST (academic support teacher) and district leads to support the new learning. The other goal is geared towards behavior and the use of PBIS (Positive Behavior Intervention Strategies). Students also indicated they lost valuable class time due to student disruption in the classroom on the grade 4 and 5 classrooms. We are going to focus on consistency with staff for expectations. Larry will attend meetings this year to be part of the PBIS Group model with the district and we will look at our strategies and what we will do as a school to improve at our Core Leadership meetings. We will be looking at making new posters to put around the school for expected behaviors. We will focus on kindness lessons in classrooms and at monthly assemblies. We also have a new STEP program we are using to document behavior, have meetings at school with parents to develop a plan to help the student then if the behavior continues, we may have to look at in or out of school suspensions.

- **Attendance-** The district has a focus on attendance as well as the province. Absences need to really be investigated. There is a "Standard Protocol for Chronic Absenteeism" to schools to follow, so we developed a letter that went home so parents are aware.
- **EDU Spaces-** this the platform that teachers use to communicate with parents, we tried to pilot it last year, but we did not get enough parents sign off last year. This is our second year as a pilot school, and more parents are on board. Teachers have classrooms set up and have parents connected. The end goal is that teachers can get the class set up so that kids can post to their parents within their own portfolio. Hopefully most teachers can get to this point.
- **Assessment Results-** We did quite well in terms of comparative data with the district and province. We actually got a shout out from the district literacy leads on our English Reading results.
- **Playground Update-** Still collecting money for a new playground structure, they new have about \$35 000 now. The GaGa Ball pit is going, and Mr. Dunn does it with the K-2s as intramurals and they all learned the rules in gym class. There is a lot of fundraising to try to get the money.
- **PSSC Budget-** \$818.82
- **Fundraising Report-** The Java Moose fundraiser is going on right now and will be for technology, specifically to replace 2 smartboards in classrooms.
- **Calendar of Events-** Oct.- Terry Rox Walk, Cross Country Run, Kindergarten Registration, Fall Fun Night, UNB Science Unbound, Halloween Parties, Nov.- Remembrance Day Assembly (7<sup>th</sup>)

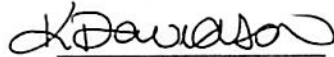
**Correspondence:**

- None

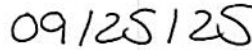
**Closing Comments:** parents are looking for drama dates LOL.

**Date of Next Meeting:** Nov. 20<sup>th</sup>, 2025 at 6pm

**Adjournment:** 7:45pm



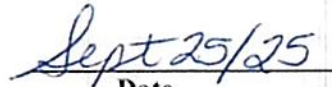
PSSC Chair



Date



PSSC Secretary



Date



**Nackawic Elementary School**  
**110 McNair Drive, Nackawic, NB E6G 1A8**  
**Parent School Support Committee Agenda**  
**Date: November 20, 2025 Time: 6:00 pm**  
**Location: NES Library**

<p><b><u>PSSC Members Present:</u></b>  <b>Kelsey Davidson, Chair</b>  <b>Eden Tootoo, Vice Chair</b>  <b>Miranda Callaghan</b>  <b>Kellie Morehouse</b>  <b>Scott MacMillan</b>  <b>Peter Sawatzky</b>  <b>Katie Keetch (guest)</b>  <b>Holly Chiarelli (guest)</b></p> <p><b><u>Regrets:</u></b></p>	<p><b><u>School/DEC Representation Present:</u></b>  <b>Larry Graham, Principal</b>  <b>Nicole Priest, Teacher Rep.</b></p> <p><b><u>Regrets:</u></b>  <b>DEC Tanya Cloutier</b></p>
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**Call to Order:** 6:04 pm

**Approval of the Agenda:** approved by Miranda, seconded by Eden

**Approval of the Minutes from the Previous Meeting:** approved by Eden, seconded by Peter

**Business Arising from the Minutes:**

- **Assessment Results-** we had 81.1% in Literacy, 81.2% in Science, Math was 69%, French reading was 80%. We feel these are good compared to the rest of the province. These are done in grades 4 and 5.

**New Business:**

- **SIP-** Larry gave everyone a copy and explained the process. We have 2 goals- writing and behavior. Larry shared the strategies we use to reach our goals. Writing- we use the Literacy leads to support us with the new curriculum at our PLC meetings, common marking for assessment for report cards, using our AST to support classes as needed, use of the Writing Guide that goes with the curriculum, pop up writing center to travel to classes still being looked at, at least an hour of writing per day and doing this cross curricular helps to get the minutes in with writing. The second goal focuses on behaviors. We have developed a STEP plan to help with this. There seems to be a lot of disruption in the classroom setting as stated by teachers and students from last year. We have joined the PBIS program in the province which has a consistent way to address behaviors. It is a 3-year program, and we are in year 1. Larry meets online once a month and has a contact person to help us develop our plan for PBIS. There is also a website we can use to support us. We are currently working on a behavior matrix which delivers a consistent message to everyone in the school. By the end of the year, it will be finalized and posted on posters around the school. We look at kindness and have a website for teachers to use to support in the classroom and we discuss kindness monthly at an assembly. Currently we use expected and unexpected language. We will change for PBIS next year and just use expected language. There is also a kindness club to help spread kindness. Eden talked about the idea of doing a kindness chain.
- **Long Term Recommendations-** This was sent out by the government, and everyone was given a copy to review. Absenteeism is a focus. Technology is big as AI is becoming useful. At schools they would like us to include movement every day, right now we do have every class have gym every day, but it is very difficult to manage effectively for the doubled-up classes. The PL model is being trialed upriver.
- **Chronic Absenteeism Update-** This is a focus for the government, each school receives a booklet of what they would like schools to do, but in the end, there is really nothing punitive in the end. We can do a lot of things to encourage kids to get kids to school, but in the end, there is nothing we can do with chronic absenteeism. We do have a method for addressing it. Once a student misses 5 days then the teacher is supposed to make contact if there has been no reason for the child being absent. After 10 days a letter goes home from the principal to make the parents aware. There have been 55 students who have missed 5 days, and 12 letters have been sent. This is data

until the end of October. There are 2 students whom we have had meetings for. Those students have missed 15 days.

- **STEP Plan / PBIS-** Larry shared it again as it is our parent handbook. We have behavior tracking sheets and the data gets put in PowerSchool and it is there for the school career. Once a student receives 3 of these, we have a parent meeting through a referral from the teacher. At this time, we make a plan and try to put some supports in place to help the child change their behavior. Most meetings are successful, but sometimes the student still falls back into the unexpected behaviors. It is a living document, and we may revamp it as needed. Larry showed the matrix based off what we input in our groups as teachers. It will be taken back to teachers for finalization, maybe with gym added. We will have to have lessons in each of these areas and teach the kids. It all must be positive phrasing. Larry will be asking for students for their input as well. Peter suggested we could add the outdoor classroom. Eden suggested moving some bathroom words to effort as well.
- **EDU Spaces Update-** 2130 log ins for Sept. and Oct. We feel like it is going well. Some teachers are better at using it more than others.
- **Weather Days for Staff-** it is required that we work during snow days. There is no contact with students these days. Everyone must check in with Larry on these days; each school has their own 5-day plan and it just cycles if there are more than 5 snow days. Staff may work from home or school.
- **Perception Surveys-** teachers have until the end of November to do theirs, and grade 4 and 5s are doing theirs currently.
- **Report Cards** – go home on Dec. 1. There will be an attachment stating when scheduled conferences are going home in the report card.
- **Kindergarten Registration-** There are 27 registered already.
- **Playground Update-** Mr. Morehouse has replaced broken things in the outdoor classroom, the map for the food forest has been completed by him as well, the GAGA Ball pit was built by Mr. Morehouse, and the tether ball is fixed. There is \$35 000 plus in the account.
- **PSSC Budget-** \$744.12
- **Fundraising Report-** Java Moose- \$1262- we may need to change it up (maybe a different coffee company, paper, soup) Poinsettias- \$653. We need to rotate them.
- **Calendar of Events-** Nov.- basketball, chess, art, choir, friendship club, peer mediators, Assembly to give prizes from the Legion from Remembrance Day, skating, enrichment, Sports Fun Day- by student council, b-day cupcakes, drama club to see the Nutcracker, popcorn sales, shout out rewards at each assembly. Dec- staff will do undercover dress up days, report cards, SLC, Christmas dinner Dec. 10<sup>th</sup>, last day for caf. is the 12<sup>th</sup>, contest for best decorated classroom, concert rehearsal on Monday, Christmas clues, concert on Tuesday the 16<sup>th</sup>, Art Richard the next day, round robin stations, K-2 are doing a STEM rotation, k-2 are also going to see the Grinch in Woodstock, Friday frolic and talent show on the 19<sup>th</sup>.

**Correspondence:**

- **None**

**Closing Comments:**

**Date of Next Meeting: January 22<sup>nd</sup> at 6:00**

**Adjournment: 7:56 pm**

*K. Davison*  
PSSC Chair

*Nicole Priest*  
PSSC Secretary

*11/20/2025*  
Date

*Nov. 20/25*  
Date



**Nackawic Elementary School**  
**110 McNair Drive, Nackawic, NB E6G 1A8**  
**Parent School Support Committee Agenda**  
**Date: January 22, 2026      Time: 6:00 pm**  
**Location: NES Library**

<p><b><u>PSSC Members Present:</u></b>  Eden Tootoo, Vice Chair  Kellie Morehouse  Scott MacMillan  Peter Sawatzky</p> <p><b><u>Regrets:</u></b>  Kelsey Davidson, Chair  Miranda Callaghan</p>	<p><b><u>School/DEC Representation Present:</u></b>  Larry Graham, Principal  Nicole Priest, Teacher Rep.</p> <p><b><u>Regrets:</u></b>  DEC, Tanya Cloutier</p>
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**Call to Order:** 6:00 pm

**Approval of the Agenda:** Larry has added the Hold and Secure Protocol at the end. Kelly moved as amended and Peter seconded.

**Approval of the Minutes from the Previous Meeting:** Kelly has approved and Scott seconded

**Business Arising from the Minutes:** none

**New Business:**

- **SIP-** Larry shared the monitoring updates recorded on the SIP. We are working on them all.
- **Attendance Update-** There have been 34 letters sent for kids that have missed more than 10 days. We have had 9 requests for meetings, but only 2 in person meetings have happened. Some do not want to come in and respond by email.
- **PBIS Update-** We have worked on the matrix with our staff, and we finalize things at our Core Leadership meetings. It is not finalized yet as we still need to discuss wording. We will get PSSC input, student input and our district liaison input after this process. It does not need to be finalized until next year to start with it.
- **Report Card Tracking Update-** teachers do some reflection after the reporting period as compared to June. Some reading and writing data were up a bit and some were down a bit. It is hard to compare June marks with first term marks due to many factors. We will likely see growth overall as a school at each grade level the next reporting period.
- **Conference Attendance-** 56% of families were represented as compared to 40% last year. We discussed strategies to try to get more parents in. We do send a lot home, so some may feel that they know what is going on.
- **FI Info Night-** There are 2 Teams calls, 1 is tonight for those entering grade 1 and 6. The other one is on Jan. 26<sup>th</sup> from 6:30-7:30.
- **Staff Appreciation Week-** it runs the week of staff appreciation week. Larry is thinking of a resort theme this year and is going to make a very peaceful spot for everyone to have a 30-minute slot to relax and a supply teacher will cover for them. Eden and Kelly will talk to Kelsey and see if she would like them to organize or if she would like help. Larry can help with getting messages out to parents.
- **Kindergarten Registration-** there are 28 registered so far

- **Playground Update-** last meeting was in November. The next meeting is in February. There will be a spring craft fair to be run in the gym and cafeteria. Phyllis will help organize this as she is a crafter. Forms will be approved at the meeting to be handed out. Money will be raised by selling tables to vendors. There will be a Value Village fundraiser, and we will take the stuff to the store, Yard Sale to happen, an envelope fundraiser will be done, and you pay by the envelope and will raise around \$5000, they have gotten money from the Bingo's. Currently there is \$39 946.80 in the account!
- **PSSC Budget-** there is \$686.15. The school will buy paper with the money.
- **Fundraising Report-** 1598.33 is what is left from all the fundraisers so far. We will spend this on special events coming up.
- **Calendar of Events-** January- books for bikes kick off, Family Literacy Day, Harry Potter Family Literacy Night, birthday cupcakes, Twin Day. February- Get Caught Being Kind Week, Staff Appreciation Week, curling for grade 4 and 5, Valentines Day parties, Magician performance, Winter Carnival. March- report cards, Velveteen Rabbit.
- **Hold and Secure Protocols-** Larry shared the protocol with the parents

**Correspondence:**

- **Breakfast Clubs of Canada-** partnership with EECD, supporting 120 additional schools in the province. Support with some in year one and more after. By the end of 2027 all schools will be covered.

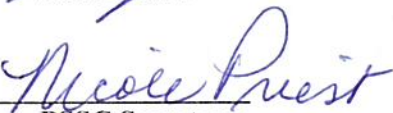
**Closing Comments-** none

**Date of Next Meeting (conflict with DEC):** April 16<sup>th</sup> if that works for Kelsey

**Adjournment:** 7:30 pm

  
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 PSSC Chair

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 PSSC Secretary

  
 \_\_\_\_\_  
 Date