

Pontiac High School Governing Board Meeting Agenda

April 23, 2026, 6:00 PM

1. Meeting call to order at 6:08pm

Present: Josh Beardsley, Debra Paquette, Chrissy Gibb, Luke McClaren, Angela Moffatt, Patricia Pringle, Tracy Huckabone, Taya Seguin, Tracey Moore (guest speaker)

Absent: Debra Stafford, Casey Corrigan, Paul Chevrier, Julia Bernier, Lily Nolan, Bessie Tsatoumas, Shelley Heaphy

2. Approval of the agenda

Motion to approve agenda for current meeting: motion made by Debra Paquette et Patricia Pringle. All in favour. Passed.

3. Approval of the February 17 meeting minutes

Request to adjust minutes from February meeting to use broader terms when citing comments made by people during the meeting. Going forward if someone makes a comment in the meeting, their name is not to be listed but instead their general title is used. For example, instead of "Bob said" it will state "a parent said"

Motion to adjust minutes from last meeting as listed above: Motion made by Paquette et Chrissy. All in favour. Passed.

4. Business arising from the minutes

-Update on social media status. Carolyn Barton is now responsible for the school's social media page. -Last meeting, it was discussed about getting specific graduating criteria to parents/guardians. Mr. McClaren has sent this information to all graduating students.

5. Chair report -

- ☐ Email March 10 Consultation - Policy F19 Recognition
 - o Want feedback on document and to relay said feedback to them.
Document pertains acknowledging employees' continuous service.
Feedback is:
 - ☐ Parent says it is "long overdue".
- ☐ That the 30- and 40-year recognition gifts seem on the lower side of properly recognizing that amount of service.
- ☐ Email School Board Budget Survey
 - o Idea to save for big ticket items (for example volleyball net posts that go for \$3500 a piece)
 - o Blinds for windows to aid with lockdown (recommended)
 - o Kitchen update (recommended)
 - o Buying more computers (currently limited based on student-to-

- computer ratio rule by Board)
 - o Improved ventilation system for the welding shop (repairs to be looked at instead of full renovation).
- Email Criteria for School Principal - 2026-2027
 - o Discussed without Mr. McClaren present.

Motion to approve definition of criteria for school principal. Moved by Debra Paquette and Tracey Huckabone. All in favour.

- Email Transportation Policy –
 - o According to the Transportation Policy, students in grades below grade 1 must have a parent/guardian present when leaving the bus. An older sibling is not acceptable replacement for that position. Bus drivers could be penalized for letting students exit the bus if a guardian is not present. Unescorted students would have to be returned to daycares and/or school buildings.
 - To be suggested:
 - Any one 12 years old and up may accept child off bus (to be reviewed)
 - A list of acceptable people provided to bus driver who can accept child (potentially too much work on driver)
 - If child is within a certain distance of their home, no guardian needed (to be reviewed)
 - o Currently students are not allowed to exit bus except for their designated bus stop. They are not allowed to exit bus earlier or later than their designated bus stop.
 - Suggestion that there is an app or message system to contact bus drivers from parents/guardians. Stated that you can call Dispatch to pass on any message to drivers.
 - o This policy is to be discussed by the Governing Board, and any feedback is to be sent to Rachel Vincent before this transport policy is finalized. Deadline is May 6th.
- Email Consultation Revised Policy C-5 – Policy Outlining the Discipline Policy. No feedback currently.
- Parent email Bathroom Access Policy and Disciplinary Approach
 - o Governing Board for the most part is in favour of grade-separated by bathrooms. If a student does not use their assigned bathroom, there are consequences in place.
 - o Email received by parent that their child was unjustly penalized for using a different bathroom as they used the other bathroom because they did not feel safe.
 - o Suggestion to renovate the bathrooms to individual stalls. Added to possible upcoming school renovation project list.
- Tracy PHS sports trips
 - o Rugby for the last 2 years has had wonderful trips. Suggestion that other sports could have equivalent kinds of trips.
 - o Response is that trips are teacher driven, but there is also a concern that the financial burden on parents/guardians may be too much if too many trips are considered.

- o Comment that commitment from students is lacking for several sports which dissuades teachers from planning sports trips.
- o Comment that too many sports being offered leads to students lacking the fundamental skills and mindsets to develop disciplined athletes.

6. Student Council report

- ☐ No students present and therefore no report given.

7. School Council Report

- ☐ Quebec City trip cancelled.
- ☐ Chocolate bars sales for trip next year.
- ☐ Language concern by students
- ☐ Holly Richardson is running peer/mentoring program
- ☐ May 1st meeting to set school calendar for next year
- ☐ Teacher concerned about time spent on trips by students
 - o Council's verdict was that trips benefitted students more than time from class missed.
- ☐ Open House incoming (April 30th)
- ☐ Trip for graduating trip (1-day)

8. Support Staff Report

- ☐ No support staff present. Deferred to next meeting.

9. Teachers Report

- ☐ Athletics: Pontiac Cup (girls got bronze), Rugbyfest, track and field starting up, soccer-baseball intramural
- ☐ Trips: Italy trip, Excellence trip, Rugbyfest
- ☐ Grounds Clean up (today for Earth Day)
- ☐ IEPs in progress, exam schedules coming out

10. Principal/Vice Principal Report and motions

- ☐ Sex education/personal competencies document
 - o Most content covered during Grade 9 or CCQ classes. Holly Richardson has offered to lead a conversation on some concepts. Advisory to cover all other concepts.
- ☐ Elevator update
 - o Estimated to be done end of June.
- ☐ Budget update
- o Remaining money to be spent on personnel to supplement student learning.
 - ☐ School trips
 - o Staff have discussed what is offered to students and ensuring that parents/guardians have ample time to plan for trips.
 - ☐ Tara trip 2028
 - o Seeking approval to go to Spain & Portugal trip for 2028. Information

packet handed out. Willing to make trip grades 9 to 11 with some discretion. Principal has final say if grade 9 is mature enough to attend trip.

Motion to approve trip to Spain & Portugal for 2028. Motion made by Paquette et Chrissy. All in favour. Passed.

- ☐ Musical acknowledgement
 - o Acknowledgment by Mr. McClaren for all parties involved in the musical: Phil Holmes, Debra Paquette, Dick Doussett, and Kate Vandermeulen.
 - o Stage has been extended. Seats have been taken out. Some individuals unimpressed that seats were taken out that they had donated. Comment that those seats were taken out for a previous performance to ensure it was accessible for community members. This was mentioned in a Health & Safety report.
- ☐ After school Dance
 - o Incoming dance workshop hosted by Kate Vandermeulen.
- ☐ Staff update
 - o Phil Sweezey back Monday (April 27th). Josh did a great job supplying for him.
 - o Paul Chevrier still off for awhile. J.P. to help his supply with planning.
- ☐ Term 2 data, June 2025 data
 - o Good position going into exams. Attendance concerns still exist. Math in better position than last year. Science and English on par with Board's average. Effect of support from tutoring noticed.
- ☐ Excellence trip
 - o 84ish students attending.
- ☐ Summer School
 - o Planning on running summer school at PHS. Different courses at different rates. Change, if other school's students come here, the other school will pay for it. No transportation potential.
- ☐ Camera update
 - o Ordered and paid for. All the lower floor will have cameras. Bathroom entrances will be covered.
- ☐ Student voice survey
 - o When compared to other schools: well.
 - o Student satisfaction: positive
 - o Engagement: strong scores
 - o School Climate: negative
- ☐ Student support is high. Student happiness is high. Rules and Consequences is middle. Physical comfort is low.
 - o Discipline: positive
 - o Deviant behaviour: negative (disruptive students in class)
 - o Bullying: 14% (good comparatively)
 - ☐ Top area of bullying was on appearance
 - o Belonging: strong 87%
 - o Comfort about talking to Advisor: positive
- ☐ Website updates

- o Worked on “as we speak”
 - ☐ Exam schedule
- o Released. Some details still need tweaking. To be released within the week.
 - ☐ School fees 26/27
- o To be presented at a later date. Option sheets for Grade 11 course options.

11. Parent Council Report

- ☐ Attendance an issue. Quorum not met for last few meetings.
- ☐ Staff recognition initiative
- ☐ Discipline Policy
- ☐ Transportation Policy
- ☐ May 1st – at Hadley-Philemon from 9am-12pm trying to create a Framework for Equity.
Email to be sent to Desirée.

12. New Business

- ☐ No new

13. Adjournment - Next Meeting May 28th, 2026

Motion to adjourn at 8:32pm. Motion made by Paquette et Chrissy. All in favour. Passed.