



## REGULAR SCHOOL COUNCIL MEETING

**Date:** April 20, 2021

**Time:** 5:30 p.m. (via Zoom call)

### In Attendance

<b>Members:</b> <ul style="list-style-type: none"><li>• Cassandra Wheeler (Chair)</li><li>• Amy McKinnon (Treasurer)</li><li>• Marsha Sparvier (Councillor)</li></ul>	<b>Staff:</b> <ul style="list-style-type: none"><li>• Maggie Mann (Principal)</li><li>• Brian Eleniak (Vice-Principal)</li></ul>
<b>Regrets:</b> N/A	<b>Guests:</b> Marilyn Marquis-Forster, Area Superintendent
<b>Minute Recorder:</b> Laurette Sylvain (Secretary)	

### 1. Call to Order

The meeting was called to order at 5:33 p.m.

### 2. Approval of the Agenda

It was suggested that Michael Allaway's item 8a) be presented before the Principal's report. It was moved by Cassandra Wheeler and seconded by Amy McKinnon that the agenda be adopted. All approved.

### 3. Approval of the Previous Minutes

It was moved by Amy McKinnon and seconded by Cassandra Wheeler that the minutes of March 9, 2021 be adopted. All approved.

### 4. Community Input (welcoming of guests/others from the community)

The Chair and members welcomed the new CAFN members and introductions were made.

## 5. Principal's Report

Further to the Principal's report emailed to Council members on April 20, 2021, M. Mann shared the additional information as follows:

- Culture camp attended by Grades 6/7 in early March at Kathleen Lake went really well.
- Amazing workshops were facilitated by BYTE but hosted by CAFN in March which applied well to the curriculum and courses currently being taught.
- At the Yukon/Stikine Regional Science Fair, out of 8 students, 7 of them either placed 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> in their Grade 4/5 category and many won prestigious awards such as the Yukon Transportation Award, BC Agriculture in the Classroom Award, etc. M. Mann expressed recognition to the teacher, Ms. Burton, and the students for their accomplishments.

### **Special School Events and Special Days** (*i.e. Parent/Teacher Interviews*)

For the Aboriginal Languages Day, M. Mann highlighted the following:

- Cole Pauls zoomed in from BC and led art classes for Grade 10 students and Serena Primozic led the language part of those sessions.
- Food classes in Grades 11/12 - had cooking lessons in Southern Tutchone.
- Younger grades had different activities that they were able to participate in, many of which were led by Grade 8/9 Southern Tutchone students who modelled the importance of language and culture.  
She added that she was very proud of all the students and staff.

### **Consultant Services:**

We were supported through YE's Student Support Services, CYFN, and YFNED in terms of bringing consultants and specialists to the community. Students are being well supported with services provided by external consultants.

### **Growth Planning and Assessment Activities:**

Two (2) informal reporting sessions were held:

- 1) with the high school whereby informal reports were sent and
- 2) with elementary school teachers during the first week of April, who completed informal communication and reporting on student learning through phone calls to the parents. Feedback from parents was positive.

This week, written formal report cards for high school (written progress reports as well as self-assessments of core competencies) were sent out. Every month, time for students to work with the teachers on core competencies is set aside. The students reflect on their learning and link those to core competencies. The new program, My Math Path, is anticipated to be implemented in the next school year. It will be reviewed at the April 30<sup>th</sup>'s Professional Development (PD) day.

A member asked how the interim progress reports went in terms of the phone calls from teachers. M. Mann commented that it was an important process in strengthening relationships with the families and to be able to do so in between report cards.

- Staffing Update:
  - Eleanor Charlton – returned in her role as Learning Assistance teacher.
  - Angie Charlebois – hired as a .7 School Counsellor working 3 ½ days a week.
  - Logan Robinson – EA – had to leave due to personal reasons and her last day was April 20<sup>th</sup>. It is anticipated that the position will soon be filled, and support will continue for those students.
- Driver Education Update:
  - It is expected that 12 students will start the program this Friday, April 23rd as support has been provided by CAFN and the St. Elias Lion's Club. Students will also do the in-car driving.
- Early Learning Programs – August 2021
  - Full-time kindergarten – The Superintendent is going to advocate on our behalf to seek an increase of a 1.0 teaching position so we can have K4/K5 program.
- Spring Assessments: School Wide Write (Gr 1-12); DART Reading Assessment (Grade 2-9) and Kindergarten Assessments (EYE and Boehm)
  - End of April/early May – assessments are of learning, so it is an opportunity to look at students' writing. Assessments are done in the fall which helps guide teaching and assessments, and in the spring to see growth over time. Those assessments will start next week and will run to the first or second week of May; those are shared with YE and comparisons can be done.
- 2021-2022 Planning: Transition Meetings, Timetable and Scheduling under way
  - Will keep council up-to-speed on that.
- Grad 2021 Update:
  - Since the last meeting, we have one (1) other grad from our community which means there will be 9 graduates instead of 8.
- Facilities Update: Spring Thaw and Portable Ventilation System
  - Worked with our Facilities Manager of YE, who was able to get smoke heaters that are portable ventilation systems. It was really needed with all the gas and fumes. These portables are greatly appreciated.
  - B. Eleniak added:
    - that the wood portion is not an issue but because small engines, ATVs, snow machines, etc are brought in, smoke heaters were needed in the shop.
    - He suggested that some capital projects in the future could include some permanent ventilation systems.
    - He acknowledged the efforts from Property Management to deal with leaks in the school due to snow melts.
- Student Learning Presentations:
  - WCB Health and Safety Presentations April 26 and 27<sup>th</sup> - Kg – Grade 12
  - Sexual Health Education Sessions: rescheduled to April 28, 2021 and notices were sent to parents informing them that they can opt out.
- April 30, 2021 – Staff Professional Development Day
- April 26, 2021 – Meeting for High School Awards selection

- Staff will be meeting for the High school awards selection. Two (2) awards that Council sponsors are:
  - shop (\$100) and
  - top grad academic (\$400).

**Action:** M. Mann will share those names with Council once she has them.

➤ April 29 – Grade 6/7 class – annual St. Elias Heritage fair.

- The Historical Society has changed and they are no longer hosting the territorial heritage fair. The fair is proceeding from 9:00-11:00 a.m. and judges will come in and judge students' projects. In the afternoon, the displays will be left up in the gym and individual classes will be able to tour the work students have done.
- In the past, school council has sponsored 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> winners (\$50 for 1<sup>st</sup>, \$40 for 2<sup>nd</sup> and \$30 for 3<sup>rd</sup>). The classroom teacher would then do 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>. M. Mann requested that Council consider sponsoring those like they have done in the past. The Treasurer commented that Council can support the prizes for the Heritage Fair.

With regards to the grad, a member asked if details around events to honour the graduates could be provided such as the date, gifts, etc.

M. Mann confirmed the following:

- date is June 3<sup>rd</sup>.
- community parade is planned for 3:30 p.m. or 4 p.m.
- grads and their families will gather on the school field where an outdoor ceremony will take place and where 100 can attend.
- could have speakers and gift cards per family where they can buy food for a special dinner or where families can gather on their own.
- grads like the idea of the banners on the highway street lights.
- a meeting is scheduled for early next week.

## 6. Treasurer's Report

Further to the Treasurer's report sent by email to Council members on April 19, 2021, Amy McKinnon shared the following:

She suggested we may need to get creative with purchasing of grad gifts as we were unable to do the silent auction in December as a fundraising event, due to the pandemic. C. Wheeler said she shared an email to Council regarding an online silent auction site. There are discretionary funds available for gifts and awards, although it may not be possible to offer the same amount as last year such as the gifting of moccasins.

C. Wheeler shared that Lori Choquette suggested that we could use Professional Development funds to:

- a. purchase our own Zoom account, either on a monthly or annual basis.
- b. organize a Council retreat with catering and link it to growth plans.

C. Wheeler got a note from the bank for upcoming changes on June 1<sup>st</sup> re: increasing fees for stopping payments. If you cancel online, there is no change to the fee. She will forward to the Treasurer.

**Action:** Everyone will email C. Wheeler their PD and fundraising ideas which will be discussed at the meeting in May.

The Treasurer's report was accepted as presented.

Since the Superintendent had another meeting at 7 p.m., she requested that item 8b) be discussed before item #7 on the agenda. Everyone agreed.

## **7. Business Arising from Previous Minutes:**

### **a) Standing Items (refer to agenda)**

- 1) **All members:** brainstorm how to make use of our professional development (PD) and breakfast club funds. (Ongoing)
- 2) **L. Sylvain** will draft a letter regarding shortage of technology to YE on behalf of the Chair and copy AYSCBC. (Done).
- 3) **L. Sylvain** will amend the proposal for "Every Student, Every Day Attendance Initiative" to include expanding the opportunity to include other community members in making the bannock. (Done)
- 4) **School Council** to let M. Mann know if we can contribute dollars towards the Driver's Education Program. (Pending any financial needs from the school)
- 5) **C. Wheeler:** will research how to do online silent auctions. (C. Wheeler sent an email with some information)
- 6) **C. Wheeler:** to follow up re: CAFN guaranteed representatives (done and looking forward to having everyone sworn in)

### **b) Advisory Committee on Yukon Education (ACYE) representatives – C. Wheeler/L. Sylvain**

L. Sylvain sent an email to Amanda Daub and the response was that there was no decision made regarding the representatives nor the meeting date.

### **c) Bookkeeping Support – A. McKinnon**

It was suggested that this item be included within the item of "members' roles" on the next agenda.

### **d) St. Elias Technology Refresh for 2021**

It was suggested that this item remain on the agenda. Members continue to have concerns. With the change in Government and possibly Minister, there may be an opportunity for dialogue and possibly get a different response.

## **8. New Business:**

### **a) Financial Support for the WISE Program (Michael Allaway)**

M. Allaway expressed that the WISE program is quite active and doing very well. He shared some activities and events which were offered such as Avalanche Training, bison hunting and trapping as well as a field trip to Granite Lake. They will be doing a bike trip to Tatshenshini camp to do a day of rafting, which is new this year. We will offer swiftwater training and be involved in bird banding.

Local people who have been involved and have been a great asset included Dan Drummond, Paul Miller, TJ Grantham, Ryan Sealy, and Julie Bauer.

The following organizations who have provided support include Yukon University, Tatshenshini Expediting, Yukon Canoe, Skookum Background Adventures, Icycle Sports, Village of Haines Junction, Yukon Fish & Game Association, the ARRC and CAFN.

Mr. Allaway wanted to update School Council on the WISE program and express that it has been a positive experience for himself and the students.

A member asked how many students were in the program and Mr. Allaway responded that there are six (6) and he added that everyone who applied had been accepted in the program.

It was then asked how much financial support was needed. Mr. Allaway responded that there has been fundraising such as selling of Purdys' and appreciated the support from the school. The WISE program is continuing and is a little different than it was in the past in terms of what is being offered to the students. With a new budget for next year, it will have to be determined in the upcoming school year as to what is required.

### **b) Staffing of Temporary Principal – Marilyn**

Marilyn Marquis-Forster, the Area Superintendent began by congratulating the Science Fair participants and all those who contributed to its success. She expressed that the school's environment is one full of energy and a lovely ambience. She spoke of the My Math Path program and that teachers will review it on April 30<sup>th</sup>. The program is ready to be offered to Kindergarten to Grade 3 and materials are ready to go; they are in the field testing stage for Grades 4-8. FH Collins is looking at testing material and are interested in My Math Path for Grade 8. Diagnostic assessments are good to have. Teachers can access assessments as they move through the program material. Golden Horn and the school in Old Crow are ready to try it.

The Superintendent also mentioned the move to expand Kindergarten in rural communities, which was an announcement made prior to going in election mode.

With more than 18 students, it will mean having two (2) classrooms of kindergarten instead of 1. The Superintendent will advocate for additional teachers once the “caretaking mode” has passed. There was consultation with the Principal and community members on the roll-out, and discussions have taken place with Property Services. As soon as approval is received, she will move plans forward.

Staffing – As M. Mann is proceeding with her deferred leave next year, she wished her all the best in her travels and other plans and described the process in how to find a replacement for the 2021-22 school year. She provided an overview of Council’s responsibilities under the Education Act and members’ right to participate in the selection of the A/Principal. The Act does not differentiate between Principal and A/Principal. A description and priorities to guide in the selection of the position was sent to members. She asked us to consider priorities and noted that staff will also be given an opportunity to provide input in identifying priorities. This will help the committee to understand the priorities within the community. She offered that we could complete these on an individual basis or as a group, but that feedback must be submitted before the end of April.

In response to a member’s questions about the staffing process, the Superintendent explained that the Principal can provide her input about priorities, although she will not be involved in the hiring process. Rather, it will be the HR Department who will take the lead. Many School Councils choose to assign two (2) representatives to sit on the hiring committee and that would be done with a motion made at a School Council meeting.

The job posting will go external, candidates will be shortlisted, and selection will take into consideration the priority given to the different groups (Group 1-4). She explained that once the selection committee is established, they will be provided with further details on the staffing process. The Superintendent provided a general overview of the staffing process. She anticipates that the job posting will be the first part of May and complete the process before the end of May.

It was decided that a meeting would be scheduled with members and the Principal to complete the form.

**Action:** L. Sylvain to email School Council members including the upcoming CAFN Council representatives and M. Mann with an invitation to attend a get-together on **April 23rd at noon** at the Muffin’s Gazebo to review and complete the document entitled “Establishing an Ideal Candidate Profile”. This needs to be submitted to the Superintendent **before April 30<sup>th</sup>**. The goal will be to prioritize statements to be able to staff an ideal candidate as Principal and submit one single submission on Council's behalf. These requirements will then be reviewed and help to develop the upcoming job posting to staff the Acting Principal position while M. Mann is away on a 1-year deferred leave.

#### c) Member’s Roles

Deferred to next meeting.

- d) Full-time Kindergarten  
(discussed above)
- e) AYSCBC's AGM

The AGM will be held this **Saturday, April 24, 2021** at 9:30 a.m. to 11:30 a.m.

C. Wheeler, A. McKinnon and M. Sparvier have all registered online. ***A reminder that only one individual can register to vote on behalf of their School Council. All other participants should register as non-voting.***

Some interesting topics include presentations for transitioning from School Councils to School Boards and presentation from Chief Dana Tizya-Tramm, Vuntut Gwitchin First Nation.

**Action:** C. Wheeler will send out an email to the upcoming school members providing them with the registration link, inviting them to pre-register, and encouraging them to participate.

#### **9. Correspondence**

None.

#### **10. Next Meeting**

Date: May 12, 2021  
Time: 6:00 p.m.  
Location: TBD

#### **11. Adjournment**

C. Wheeler moved to adjourn the meeting. The meeting was adjourned at 7:10 p.m.

Respectfully submitted by:

Cassandra Wheeler, Chair

Approved at meeting held on May 12, 2021.