



MINUTES
REGULAR SCHOOL COUNCIL MEETING

Date: December 15, 2020

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

In Attendance

Members: <ul style="list-style-type: none">• Cassandra Wheeler (Chair)• Amy McKinnon (Treasurer)• Jacquie Chambers (Councillor)• Marsha Sparvier (Councillor)• Millie Joe (Councillor)	Staff: <ul style="list-style-type: none">• Maggie Mann (Principal)• Brian Eleniak (Vice Principal)
Regrets: N/A	Guests: N/A
Minute Recorder: Laurette Sylvain	

1. Call to Order

The meeting was called to order at 5:34 p.m.

2. Adoption of Agenda

Cassandra Wheeler suggested adding "French curriculum" under New Business. It was moved by Amy McKinnon and seconded by Cassandra Wheeler that the agenda be adopted as amended. All approved.

3. Adoption of Minutes

It was moved by Jacquie Chambers and seconded by Amy McKinnon that the minutes of November 17, 2020 be adopted. All approved.

4. Principal's Report

Further to the Principal's report along with a draft copy of the 2021-22 school calendar and the COVID-19 Detailed School Health and Safety Operational Plan sent by email to Council members on December 14, 2020, M. Mann shared the following:

- Written progress reports and elementary written reports were sent out in November as well as pre-Christmas interim reports to prepare for mid-term and final exams to take place in January.
- Due to increase in external consultants from agencies or clinics such as Speech and Language Therapists and Occupational Therapists, many of whom are funded through Jordan's Principle, coordination of different visits was necessary to ensure adequate spacing and to ensure COVID protocols were followed, to keep everyone safe.
- Despite an increase in numbers of COVID cases in Yukon in late November and early December, teaching and learning continued as usual.

- Prepared for the virtual Christmas concert scheduled for Dec. 16th at 7:00 p.m.; there was less interruption to instructional time due to virtual Christmas concert.
- There has been a lot of positive energy in the last month with the upcoming Christmas concert, despite the darkness.

Information/Discussion items:

School year calendar (2021-2022):

- Information on the right-hand side of the calendar can be ignored as it will be updated once final changes are made.
- Both the school and Council had approved the calendar last year, but changes needed to be made, specifically:
 - Since the summer academy days of Oct. 28-29 were no longer being offered, adjustments had to be made to those 2 PD days and those were moved to Aug. 31st and the other on Oct. 8th.
 - Arctic Winter Games dates had to be revised.
- M. Mann highlighted some changes to the calendar as follows:
 - The school year will start August 30th and 31st for teachers; students would start Sept. 1st.
 - PD days are as follows: Oct. 8th which gives families a Thanksgiving long weekend; Nov. 12th; Jan. 24th; and April 29th (identified by DOE).
 - Spring break would be the 10th and 11th and the week of March 14th to allow families to fly out on the weekend if they wish.
 - **173** school days with 6 PD dates. Instructional hours add up to 57,000. Bell times would remain the same. The school year's end date has not changed.
- Amy McKinnon moved to approve the revised 2021-22 school calendar and C. Wheeler seconded. Approved unanimously.
- *M. Mann will send it to Lori Choquette and it will then get sent to the Minister of Education for approval.*
- M. Mann added that the 2024-2025 school year calendar will need to be created and reviewed this January or February.

COVID-19 Detailed School Health and Safety Operational Plan:

- The main changes made to the plan were:
 - wearing of masks
 - physical spacing which was reduced to 1 m in classroom
 - guidelines for running music classes and music programs.
- It is expected that all plans will be submitted by Dec. 21st and approved for January 4th.
- Amy McKinnon inquired as to the reasons that the Medical Officer of Health reduced the spacing requirements to 1 m since classrooms had already been set up for a 2-metre spacing. M. Mann shared that the MOH had initially said that 1.5-metre spacing would be fine. Since August, there has been an increase in students in a couple of classrooms, therefore this now allows for a little bit of growth within the rooms. The 1 m distance – with cohorts in a bubble, allowed for the relaxation to 1 metre, but M. Mann added that she was not aware of the rationale for the change.
- *The operational plan will be sent to the Superintendent and with her approval, it gets posted to the school webpage and shared with staff.*
- M. Mann added that her and Brian were pleased with how well the staff and students have adopted the mask policy.

Staffing – Update:

- [Sarah-Monique Chanona](#) from Hazelton, B.C. has been hired to replace Daniel Sharpe during his leave, which starts at the end of the week. While classes will start Jan. 4th, Ms. Chanona will start Jan. 8th following quarantine.

- The Special Education position has been posted and has closed. As soon as there is further information, an update will be provided to School Council. It is expected it will be staffed before Janet Rudzroga's departure at the end of January.

Christmas Concert:

- a memo was sent home today.
- the link to view the video can be found on the school's webpage.

OurSchool Survey:

- *M. Mann will share with Council in the New Year.*

On behalf of B. Eleniak and staff, M. Mann wished all Council members a very Merry Christmas and Happy New Year!

5. Treasurer's Report

Further to the Treasurer's report sent by email to Council members on Dec. 14, 2020, A. McKinnon shared the following:

As of December 12, 2020, the School Council ledger account balance is **\$2,274.86**.

Year-end financial reporting for 2019-20 was submitted and once it is confirmed, funds will be released for this new fiscal year.

2019-20 amendment agreement

Cheque for \$1,125.00 for the additional months of operation to October 5, 2020 has been received and deposited.

Bank Account

The School Council currently holds a chequing account with TD. A. McKinnon has tried to contact TD bank in Whitehorse by phone and email to inquire about options and could not connect with a representative. During an in-person visit at the Whitehorse branch, a key to deposit after-hours was provided to deposit in the slot. Another option is to mail the cheques for deposits.

M. Mann shared that Shawn Allen has confirmed that there are no issues with depositing cheques issued from a different bank than theirs.

The outstanding cheque in the amount of \$300 was re-issued to Sadie Brown and once C. Wheeler signs as second signatory, it will be released.

To avoid unnecessary paperwork, Council members all agreed it would be best to continue using the services of TD as opposed to changing to CIBC.

M. Joe shared that there are no confirmed CAFN representatives yet, and she will send Denise Beattie an email to get an update.

6. Unfinished Business:

- a) Standing Items (refer to agenda)
All items have been completed, other than item d) which is ongoing. In terms of the ACYE representatives, Amanda Daub confirmed that there was no deadline to submit names.

- b) Advisory Committee on Yukon Education (ACYE) – Amy McKinnon

Deferred until new CAFN members join School Council.

- c) Bookkeeping Support – Amy McKinnon

Deferred this item to the next meeting to see whether any members would be interested in taking over the responsibility of Treasurer. If not, consider putting an expression of interest or call-out for a bookkeeper.

It was suggested that this item be discussed at our next meeting in January.

7. New Business:

- a) Members' Roles - Deferred to next meeting
- b) New Honoraria Rates – No further discussion
- c) Banking - TD/CIBC – covered during Treasurer's report
- d) Review on Inclusive and Special Education – 2 letters
 - **A letter was emailed by M. Mann on Dec. 15th which included a note from Nicole Morgan, Deputy Minister of Education and referred to an online tool launched as part of the inclusive and special education review:**

In the letter, the Deputy encouraged everyone to complete the survey before **January 24, 2021**. She noted that the school could assist families who may not have a computer at home. M. Mann said that a reminder to parents to offer to assist with completing the online tool could be sent out. The Deputy encouraged those over the age of 13 years of age to complete it. M. Mann said that a presentation in the classrooms could be offered with assistance to complete it. It can be completed more than once.

A. McKinnon encouraged school Council members to complete it in order to share issues as there have been some shared in the past; e.g. lack of response from the Department. She also encouraged everyone to promote it within the community and to complete as often as they wish. She asked if we could promote via social media on the webpage and include as an action item.

M. Mann said that Ms. Yee offered a full-day session for special education teachers and school counsellors and she and Janet participated in the session. It was led via Zoom and was a very comprehensive process with lots of dialogue and sharing of challenges and successes. M. Mann also encouraged all staff to complete the online tool. It will be on the school website.

C. Wheeler and J. Chambers expressed that they would be interested in participating in another session with Nikki Yee. *C. Wheeler will send Nikki Yee an email requesting another session for early January if possible.*

➤ **Letter to Premier Silver dated Dec. 3, 2020 re: Yukon Education Review of Inclusive Education – 2020/21:**

McKinnon raised her concern regarding the information on page 2 which notes that vulnerable students and youth from Yukon First Nations have been moved off IEPs and to STLPs, as they do not receive the necessary supports. In the letter, it notes that information gleaned through ATIPP, raises concerns around the lack of transparency in making this change.

M. Mann said that in the St. Elias school, no IEPs were transitioned to student learning plans. She shared that there was information shared at a Special Education conference which Eleanor would have attended. M. Mann does not recall being notified of any change and she first heard about the change about 4 weeks ago while attending a YTA meeting. While the Department of Education has been communicating in the last 3-4 years that student learning plans are viewed the same as IEPs, the Education Act which is legal document identifies them as IEPs. M. Mann expressed that she would voice her concern against the change and many other schools have also shared concerns with this transition. Some council members appreciated hearing that no changes had taken place at the St. Elias school, and some preferred that IEPs continue to be used. M. Mann added that those students who are on IEPs receive designated supports.

C. Wheeler expressed some confusion regarding grad certificates when attending N. Yee's session.

Can a student still graduate from high school if they were on an IEP? M. Mann responded that students can have an IEP with adaptations and even to a degree, modifications. As long as they are meeting the minimal curriculum requirements with support, they can fully graduate with the Dogwood diploma and be very successful. The IEP follows them when they go to post-secondary institutions and students can advocate for extra support. When students can no longer meet the minimum curriculum competencies, then it becomes an Evergreen certificate. Administration work hard in supporting students with IEPs to meet the requirements.

Can a student graduate with a Dogwood certificate if they are on a SLP? Yes. M. Mann commented that unless the Education Act identifies student learning plans in these legal binding documents as being able to provide support to students after they graduate from Grade 12, she would prefer to use IEPs.

How does a school determine if a student has an IEP or Learning plan? M. Mann responded that the Education Act stipulates that the decision is made in collaboration with Special Education Specialists, and it is one of the Principal's duties to identify students who need IEPs. For many years, YE says that unless students have been assessed and identified as having a disability, they are not designated as needing IEPs. There have been times when disagreements have occurred, and the Education Act is then referred to as the guiding document.

How can we identify a language disability when a criteria is not identified? Teachers raise the issues and evaluations are done and consultants are asked to do observations. Assessments are requested and results received which helps move it forward. It is not an easy process. A student will typically have a student learning plan for a couple of years before we even look at an IEP.

Amy McKinnon added that the Association of Yukon School Council boards and committees were asked to sign the letter addressed to the Premier but declined since they had not received any reports. She suggested reporting back to AYSCBC notifying them that the St. Elias school did not make the transition away from IEPs but that we would be interested in monitoring the situation. The Department appears to have different views than school administration on IEPs and SLPs. A. McKinnon will share that the school Special Education teacher, Counsellor, and Administration have different views than the DOE with regards to the term used, and they would prefer to use the language from the Education Act.

e) School Council Training Tool

A. McKinnon, C. Wheeler and M. Sparvier participated in the session. A. McKinnon mentioned that the training tool has not yet been published. She suggested that school staff be invited to participate as it was informative. Printed copies should be available soon and there will also be access to electronic versions. A great road map was included and lots of good information. There was a break-out session facilitated by Lori Choquette on members' responsibilities which was good. M. Sparvier added that she really enjoyed the session and looks forward to receiving the manual as it would be helpful, especially for herself as a new member.

C. Wheeler and A. McKinnon said there was a clear process laid out in the event of a need to release a teacher which included a template. M. Mann asked whether the manual could be made available to administration. C. Wheeler responded that it would be online and that hard copies would also be provided to School Council. School council will ask for additional copies if needed.

f) Review of School Attendance

The above was the review being done by the Child & Youth Advocate office. There was no further information to share. Information should be coming in February or March and a report anticipated for May or June 2021.

g) Current COVID-19 measures

It was A. McKinnon's understanding that some parents had decided to keep their children home from school since November and inquired as to whether school administration were able to support those families and if so, how. M. Mann agreed that it was an area of concern with YE. Schools were canvassed to see how many families decided to keep kids home. At St. Elias school, when there was an increase in COVID cases in the Yukon, twelve (12) families (about 20 students from K4 to Grade 12) decided to keep their children home. The school committed to sharing homework and assignments to the school, and pictures of the work was accepted and marked. While it was not an ideal situation, administration understood parental concerns and did their best to support the families. Some families asked if we could do what we did in March with remote learning, but staff could not offer both face-to-face and remote learning. The school did their best to reassure families that safety practices were being followed, although did their best to support all students. When COVID numbers declined, those students who were staying at home began returning to school. She added that there is always some type of learning in classrooms that you cannot replicate and send home.

h) French curriculum

C. Wheeler shared a request from a parent asking if core French could be offered at lower grades. M. Mann said that within B.C. curriculum, core French needs to start at Grade 5 level. Grade 4 students have the opportunity to take it because it is not feasible to separate those. M. Mann would give this consideration and do some research, although it would require a need for more FTEs to deliver the program and would likely impact the instructional minutes in a day. She offered that she could inquire with some other K-12 schools and other schools that do not offer French in the school. In the last school year, the school was unable to offer it to students in grades 4-5.

J. Chambers left the meeting as her computer started doing an upgrade.

C. Wheeler clarified that it was a family with more than one child who was inquiring. It was felt by some Council members that during this busy time, this might not be a priority, although M. Mann can certainly look into it if the parent contacts her.

J. Chambers joined the meeting again at 6:55 p.m.

Whenever possible, future meetings will be held the third Tuesday of the month at 5:30 p.m. and members of the public will be invited to attend. Notices will be posted in the school's newsletter and on the school's webpage. The zoom link will be provided upon request.

8. Correspondence

- a) Letter to Premier Silver dated Dec. 3, 2020 re: Yukon Education Review of Inclusive Education – 2020/21 – covered above in item 7.d).

9. Next Meeting

Date: January 19, 2020
Time: 5:30 p.m.
Location: via Zoom

10. Adjournment

The meeting adjourned at 7:05 p.m.

Respectfully submitted by:

Cassandra Wheeler, Chair