

**JACK HULLAND SCHOOL COUNCIL**  
**Minutes of Regular Meeting**  
**December 4, 2024**  
**School Council**

*“School Council would like to acknowledge that we are on the lands of the Kwanlin Dün First Nation and the Ta’an Kwäch’än Council and would like to thank them for allowing us to live and work on their traditional land.”*

<b>Present:</b>	<b>Council Members:</b> Jesse Bouchard, Chair/Treasurer Caitlyn Carey, Co-Chair Cristi Frittaion Scott Holliday Micah Olesh, Secretary	<b>Administration:</b> Jeff Hills: Principal
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**Guests:** Richard Poirier, School Council Liaison - Dept. of Ed.  
Annette Kenyon, prospective Council member

**1 Meeting called to order at 18:00.**

**2 Adoption of Agenda**

**Motion 1:** Scott Holliday/ Caitlyn Carey  
To approve the agenda as presented.  
Passed by: Consensus

**3 Adoption of Minutes**

**Motion 2:** Caitlyn Carey/Scott Holiday  
To approve the minutes of the 6<sup>th</sup> of November, 2024 meeting with two amendments – to eliminate action item on deciding to raise table fees for the Haunts and Holly Craft Fair since this is an administrative decision and to revise the action item related to the allergy policy.  
Passed by: Consensus

**4 Treasurer’s Report**

- Jesse reconciled the bank statements.
- Accounts payable needs to be increased by about \$8,000. The regular funds have not been released because the Finance department needs some additional information on submitted statements from Council.
- **Action Item: Richard to convey finance questions to Jesse.**
- Council received \$3,600 to give to the school to subsidise skiing lessons.
- Jesse looked into online banking vs. the existing cheque system. \$250 is the cost for a large amount of cheques likely to last for two or three years. Getting an account that allows electronic banking is \$25 per month which would allow only 25 interactions after which there is a per transaction fee.
- Council questions – are other schools set up for e-transfers? Could the Council be set up as a non-profit to take advantage of better account offerings? The schools do e-transfers and don’t pay additional fees.
- **Action Item: Richard to look into what can be done to facilitate online banking for School Councils.**
- New \$57 cheque received from Mabel’s Labels.
- **Action Item: Jeff to remind parents about Mabel’s Labels and about looking to see if their children have items that don’t belong to them and returning any items found to the school.**

**5 Principal’s Report**

- Some staff turnover at the higher administrative levels. Linda Lamers has moved from the superintendent position to be principal in Haines Junction. Trevor Ratcliff is also no longer a superintendent. Gordon Miller is acting and Devon Roberts is newly hired from the Beaufort Delta, but hasn't reported in for the job yet. On the Public Works side, Jayme Curtis is no longer in his position as school director and a replacement for him has been hired. Another school director has moved into a position as an LAT.
- Enrolment remains steady at 313.
- An Outside firm put on some social media training for staff.
- The student led conferences had a 70% attendance rate.
- Out of 8 students recommended for Ed Psych evaluations, 5 students were evaluated and there will be another round of evaluations in the Spring.
- Jeff and Andrew are currently evaluating teachers, watching them in the classroom.
- Note that an ambulance was on premises this week due to a child who hadn't slept feeling weak. This was in December though so will be included in next month's report.
- Bus #2 was hit on Burma Road. No children were reported injured.
- Longest time to evacuate the building in a fire drill to date is 7 minutes.
- Radon tests will be ready to send out on Jan 6<sup>th</sup>.
- **Action Item: Jesse to contact Gord Miller to find out where the canvas and snow stops are for the framed-in wall tent (outdoor structure).**
- The school cannot currently open its skylight blinds and room 8 (gr 2) has no functional blinds.
- Fire alarm covers were ordered but not installed although Council was told last year that they were. The primary side is done, but not the intermediate side.
- Fire extinguishers are due to be tested.
- **Action Item: Jeff to ensure that the fire extinguishers are tested.**
- Bed bugs were found in one room which was subsequently sprayed.
- The position for a French teacher remained posted, but the old French teacher will return after Christmas so the job isn't really open.
- 22 applications were received for the library clerk position.
- PASS has shared their resource pages.
- The video on dysregulation has been posted on the school website, but no communication has yet gone out to parents.

## 6 Committee Reports

### 1. Transportation Committee:

- Scott attended via Zoom.
- A new person is in charge of bussing for education – Luke Moar. Issues this year were due to inexperience and won't be repeated next year. Luke used to work for Standard so is very familiar with the fleet and operations.
- This was the first meeting since March of last year.
- There is a new system for bus routes.
- The committee seems to be aware of all issues and committed to working to resolve them.

### 2. School Growth Plan:

- Jeff sent the old school growth plan to Jesse.
- **Action Item: Jesse to send old school growth plan to the School Council.**
- After reading the school growth plan, please let Jeff know if there are items Council members want added or other feedback.

## 7 Old Business & Correspondence

### 1. ESED Project Updates

- Council reviewed the per item cost and to vote on contributing \$3,000 toward the furniture for the library after the in-camera session.

## 2. Fundraising Planning & Updates:

- Purdy's Chocolate:
  - \$1,600 was raised for sales plus an unidentified minor rebate.
  - This money was raised specifically for swimming lessons for the grade 2s and 3s and should be enough for this purpose.
- Pancake breakfast
  - Waiting for Brenda Stehlin's estimate on materials.
  - Fire fighters cannot do this, as discussed in the last meeting because their own charity pancake breakfast event is too near.
- Flower baskets – reach out to Yukon Gardens in March.
- TP Skiing fundraising
  - The last day is December 20<sup>th</sup>.

## 3 Review & Update Action Items from 6<sup>th</sup> November, 2024, Meeting:

- Items 9, 10, 11, 12, and 15 can be eliminated.
- Item 18 to be changed to 'Jeff to coordinate meeting with WBES and Holy Family principals to discuss allergy policy details and subsequent possible roll out.'

## 4 School Allergy Policies

- Holy Family School Council is going to purchase epipens for each teacher and will be responsible for replacements when these pens expire or are used. Note that each student with a potentially fatal allergy is expected to have their own epipen (supplied personally).
- **Action item: Richard to send EET's existing allergy policy to Council and to Jeff**
- **Action item: Jeff to coordinate meeting with WBES and Holy Family principals to discuss allergy policy details and subsequent possible roll out.**

## 5 KDFN Rep/ FN Language Position

- **Action item: Jesse to contact Krista Strand at KDFN and get an update.**

## 6 HACE Curriculum

- This has been completed for the Grade 7's.

## 7 Ready to Learn Schools Initiative

- JHES is in this pilot programme.
- The contractor is to host a parents' night.

## 8 AYSCBC Council Letter to YG

- There is no letter yet, but it should be out before Christmas.

## **8 New Business**

### 1. Food for School Questionnaire

- Jesse to fill out and return questionnaire sent out.
- **Action Item: Jeff to send Jesse the completed similar questionnaire that the school recently completed.**

### 2. Garbage pick up fund

- Council will do this as in previous years.

#### **Move In-camera**

#### **Motion 3:**

**Caitlyn Carey/Scott Holiday**

To move in-camera for discussions on funding.

Passed by: Consensus Unanimous

Moved in-camera – 20:00

**Move out of camera**

**Motion 4:**

**Micah Olesh / Caitlyn Carey**

To end the in-camera session.

Passed by: Consensus

Moved in-camera – 20:30

**To contribute money for the school.**

**Motion 5:**

**Scott Holiday / Caitlyn Carey**

To contribute \$3,000 for the learning commons furniture purchase and to contribute up to \$200 for raffle prizes.

Passed by: Consensus

Meeting adjourned at 20:35

Next School Council Meeting: January 8<sup>th</sup>, 2025, at 18:00

**Signed off by:**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_