

JACK HULLAND SCHOOL COUNCIL
Minutes of Regular Meeting
May 1, 2024
School

“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.”

Present: Council Members:

Caitlyn Carey
 Aura-Lea Harper
 Lea Pigage
 Jesse Bouchard

Administration:

Jeff Hills, Principal
 Andrew Noble, Vice Principal

Guests: Geraldine Van-Bibber, Lori Choquette, Lauren Lester, Mckenna Garvie, Amanda Loyd, Karla Verville, Jeff Frizzell, Sharon Wilson

Regrets:

MEETING AGENDA:

#	Topic	Speaker
1.	Call to order	Taelor Mason
2.	Review & adoption of Agenda	Taelor Mason
3.	Review & adoption of Minutes – April 3, 2024	Taelor Mason
4.	Treasurer’s Report	Randi Lopushinsky
5.	Principal’s Report	Jeff Hills
6.	Committee Reports: 1. Transportation Committee 2. Health & Safety Committee 3. School Growth Plan	1. Jesse 2. All 3. Lea
7.	Old Business & Correspondence: 1. Centre of Excellence Update/2023 ESED a. Project Updates 2. Fundraising Planning & Updates a. Flower Baskets 3. Review & Update April Meeting Action Items 4. HASE Curriculum 5. School Allergy Policies	1. Lea/Jesse 2. All a) All 3. All 4. All 5. Caitlyn
8.	New Business: 1. PASS Vending Machine Proposal (Guest) 2. AYSCBC Updates (Guest) 3. Council Newsletter 4. 2024 ESED Applications 5. Fun Day/BBQ	1. All 2. All 3. Jeff Hills 4. All 5. All
9.	Other Business	
10.	In-camera Motion: Time In/Out:	Taelor

	Adjournment	Taelor
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1 Meeting called to order at 6:00 pm.

2 Adoption of Agenda:

Moved by Caitlyn seconded by Jesse that the agenda be adopted.

3 Adoption of Minutes:

Review of Minutes of Regular Meeting, April 3, 2024.

Moved by Caitlyn seconded by Aura-Lea that the minutes be adopted.

4 Treasurer's Report

- Deferred

5 Principal's Report

- Current enrolment is at 435 students.
- Lots of professional development activities through April with the staff. 4 staff did NME training.
- Lots of school field trips booked.
- A few minor incidents with 1 serious incident that resulted in an ambulance being called for a head injury. Incidents mostly related to warm weather and kids being adventurous again.
- The outdoor structure is almost completed.
- 2 primary teachers have been selected for next year. 9 applicants will be interviewed over the next few weeks to fill some vacant intermediate positions.
- The school admin team is estimating a loss of 120 kids and 8 staff due to the opening of Whistle Bend School.

6 Committee Reports

1. Transportation Committee:

- Chris Hanlin is no longer the YG contact for this and has been replaced by Jaime Curtis, the next meeting is scheduled for mid-May.
- No issues reported from the school admin team, there have been some capacity issues that the Depart of Ed has cleared up issuing older students City bus passes to free up seats for the younger kids.

2. Health and Safety Committee:

- No meeting was held in April. Council currently has no representation on this committee and will be provided reports from the committee until next school year.

3. School Growth Plan:

- With the loss of staff, students and posting of a permanent vice-principal position, the school admin team wants to wait until next year before further progress is made to the School Growth Plan.

7 Old Business & Correspondence

1. Centre of Excellence Update/2023 ESED:

- The outdoor structure has arrived. Wayfair shipped 2 & 1/3 structures so whoever erects the structures will need to pay attention to the labelled pieces. Council and admin decided that we will wait until next fall to put the structures up so they don't get damaged over the summer without the kids being able to use them. The teachers have not yet provided feedback on placement of the structure (Council provided a topo map of the school and it's posted in the staff room). **Action: Figure out placement of outdoor structure. Action: Jeff to reach out to wood class at PCSS in the fall to see if they can help with erecting the structures.**
- The pic-nic tables have arrived and are being stored in the garden area. The pic-nic tables need a good sanding and painting/staining. Jeff will let Council know if the school needs help with these, mostly the teachers will work on them with the students. **Action: Jeff to let Council know if they need to help with pic-nic tables.**
- The designs for the activity path and signs are well underway, drafts were circulated to the attendees with minimal comments. We are hoping to have the designs completed and signs printed by the end of the school year. The signs will be printed on aluminium with holes drilled so the signs can be zip-tied to the fence.
- Taelor indicated that a form needs to be completed for Kevin Cameron's garbage pick up fundraiser. **Action: Lea to fill out and submit form for garbage pick up. Lea to coordinate garbage pick up with Kevin Cameron.**
- Lea reminded the returning Council members that the original tracking sheet for the Centre of Excellence is on the Google Drive.

2. Fundraising Planning & Updates

- Flower Baskets: Randi and Rachel will still help with this. A pick-up ad will need to be created and circulated at a later date. **Action: Jesse to draft flower basket pick up notice.**

3. Review & Update Action Items from April 3, 2024 Meeting:

- Action items were deferred and removed as applicable.
- **Action: Jeff Hills to reach out to Jaime Curtis about getting the trail along the fence line graded – even out the holes left from last year that were never filled.**
- **Action: Lea to test out parent concern form link on website to ensure it works.**

4. HASE Curriculum

- The is deferred until the fall.

5. School Allergy Policies

- Council will review the results of the survey and defer until the June 2024 meeting. **Action: Council to review the school allergy survey results.**

8 New Business

1. PASS Vending Machine Proposal

- Removed from agenda.

2. AYSCBC Updates

- Deferred.
- Council will invite the AYSCBC Guest to the next meeting. **Action: Lea to reach out to AYSCBC – Elaine Shorty, and invite her to our June meeting.**

3. Council Newsletter

- Council spoke about issuing a newsletter for the end of the year to celebrate the success and share the work that has been done over the 2023/24 school year. **Action: Caitlyn will draft a newsletter and send to Lea to design into a newsletter.**

4. 2024 ESED Applications

- Council submitted a joint application with a previous staff member. Council has not heard back on this yet, but will monitor the Council Gmail for the news.

5. Fun Day/BBQ

- Council asked the admin team if anything support was needed for the Fun Day/BBQ in June. **Action: Jesse to source 500 popsicles for June 11th.**

5. Other Council Business

- Year-End Financial Reporting: Randi indicated that she can help out with the year end reporting and financial duties for the rest of the school year. Lori will send Lea the funding templates and Jesse will check in with Randi to see that reporting is completed. **Action: Jesse to follow up with Randi on Treasurer duties and action items.**
- Resignations/Vacant Council Positions: There was discussion regarding KDFN's request to have a First Nation representative on the JH School Council. Lori will forward the appointment letter from the Minister to Lea regarding this. Council discussed advertising to the school community the vacant positions to see if we can fill them for the next term. Council also discussed advertising a Secretary/Treasurer position. **Action: Jesse to draft up position advertisements. Action: Lea to search up our previous post/job description for the Secretary position.**
- Council discussed inviting the new council members to our June meeting for an introduction. Action: Jesse to invite new council members to the June meeting.
- Lea will act as chair for the rest of the school year.
- Lori is retiring as the School Council Liaison in June, there is no named replacement for this year.
- Dept of Ed will be renting and hosting an orientation for new council members at the Beringia Centre in mid-August. This will be an opportunity for all council members to get sworn in and have a brief orientation.

9 In Camera 6:41 Jesse/Caitlyn

Out of Camera 7:35 Caitlyn/Aura-Lea

10 Motion

- Council put a motion forward to change bank signatories. **MOTION: To remove Taelor Maeson and Rachel Hreiben as signatories at TD Bank and to add Jesse Bouchard and Caitlyn Carey to replace them.**
- **Action: Jesse and Caitlyn to reach out to Randi regarding signatory changes.**
Moved by Lea seconded by Aura-Lea.

Meeting adjourned at 7:50 PM

Next School Council Meeting: June 5, 2024 at 6:00pm