

**JACK HULLAND SCHOOL COUNCIL**  
**Minutes of Regular Meeting**  
**September 6, 2023**  
**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  
Taelor Mason  
Rachel Hrebien  
Randi Lopushinsky  
Lea Pigage  
Aura-Lee Harper

**Administration:**

Jeff Cressman, Principal  
Andrew Noble, Vice-Principal

**Guests:** Trevor Ratcliff, Lori Choquette, Kevin Cameron

**MEETING AGENDA:**

#	Topic	Speaker
1.	Call to order	Taelor Mason
2.	Review & adoption of Agenda	Taelor Mason
3.	Review & adoption of Minutes – May 3, 2023 & June 7, 2023	Taelor Mason
4.	Treasurer’s Report	Randi Lopushinsky
5.	Principal’s Report	Jeff Cressman
6.	RISE Updates/Presentation	Shanna Epp, DOE
7.	2023-24 Council Planning & Assignments	All
8.	Committee Reports: 1. Transportation Committee 2. Health & Safety Committee 3. School Growth Plan	1. Jesse Bouchard 2. Rachel Hrebien 3. Lea Pigage
9.	Old Business & Correspondence: 1. Centre of Excellence Update 2. Fundraising Planning & Updates 3. School Handbook/Code of Conduct 4. Creation of Student Support Fund 5. Fall Speaker	1. Lea Pigage 2. All 3. All 4. All 5. Lea Pigage
8.	New Business: 1. Every Student Every Day 2023-24 Planning 2. YFNED Nutrition Program 3. School Sports 4. Privacy Commission Report on Education	1. All 2. Jesse Bouchard 3. Randi Lopushinsky 4. Randi Lopushinsky
11.	Other Business	
12.	In-camera Motion: Time In/Out:	Taelor
	Adjournment	Taelor

**1 Meeting called to order at 6:33 pm.**

**2 Adoption of Agenda:**

Moved by Rachel seconded by Lea that the agenda be adopted.

**3 Adoption of Minutes:**

Review of Minutes of Regular Meeting, May 3, 2023

Moved by Randi seconded by Rachel that the minutes be adopted.

Review of Minutes of Regular Meeting, June 7, 2023

Moved by Randi seconded by Aura-Lee that the minutes be adopted as amended.

**4 Treasurer's Report**

- We have around \$9,000 to start the year off this year.
- Financials were circulated at the meeting and reviewed at the AGM.

**5 Principal's Report**

- 403 kids were on the roster in June and 442 kids are registered right now.
- Another FTE was approved for the school because of the increase in students.
- There are 4 kindergarten classes – 60 kids. All other classes are close to being full.
- Council inquired about the Grade 3&4 split class as it seems like an odd split between primary and intermediate students – this was decided with the previous superintendent. It's going well so far. This class is on the primary side of the school and the Grade 4's go to the intermediate playground for recess.
- 3 incidents, 1 broken arm and 2 concussions.
- 3 bus incidents, nothing major
- The trail around the perimeter of the school is done, some mulch is needed to fill some areas. Action: Get the holes left by tree removal along fence line filled so it is ready for fall.
- The cell phone booster is being installed this week.
- There is a lot of wood stockpiled, council was asked to donate to other schools in porter creek (PCSS and Holy Family). Noted: Council is okay with some donations if teachers are okay with it.
- The annex was demolished this summer. The 2 sea-cans on the intermediate side were supposed to be moved around the back of the school, this has yet to be done. Action: Randi to get sea-cans moved when the new one gets delivered.
- Some staff changes and some staff have returned from previous years. There are 16 EA's currently, working on hiring 2.5 more EA's.
- The French position is still open, there was an applicant, but they don't speak French, however we will try and get the individual hired anyways.
- There was a message sent out about an incident, not all parents got it as there was an issue with the messenger. Action: School admin to look into the school wide notice communication program.

- Council inquired about student learning plans and IEP's. Did all plans get passed on to the new teachers? The new "file collab" will get sent around next week, this has been pushed since the beginning of the school year.
- Council inquired about the ASPEN training – this was supposed to be organized and addressed by the previous superintendent. Andrew has reached out to the DOE regarding this training already this school year as this was not done. Action: Andrew/Jeff to request ASPEN training for all staff.
- There has been some impact of bus cancellations. Some parents are still not getting notices – the notices are coming late. Action: Jesse to address communication issues through transportation committee.
- Council inquired about principal budget training. This was not done yet. Council is supposed to be involved in the school budget and that has not happened the last few years. The previous superintendent was supposed to set up training and that was not done. Action: Council to check in with Jeff to see if principal budget training has been completed at the next council meeting.

## 6 RISE Updates/Presentation

A presentation from Shanna Epp from the DOE regarding the initiatives and the work being done.

- There is an overlap on RISE and Student Support Services.
- Updates on Confidence and supply agreement: Reimbursement program being implemented for parents paying out of pocket for ed psych assessments if they are not completed in a timely manner by DOE.
- One of the priorities of Student Support Services last year was psychological assessments and 2.5-day workshop was completed with community member's last fall.
- 78 ed psych assessments have been completed since January. The DOE is planning on completing another 25 this month alone for referrals.
- The Student Support Manager has been working on the school-based team and referral process to centralize the process to see who is waiting.
- Council inquired about the students falling through the cracks, that aren't necessarily getting flagged as the more concerning students are getting priority, so parents are paying out of pocket for external services. Are parents aware that there are new resources and opportunities for these services?
- A 3-year contract is going out to tender for ed psych assessment services.
- The DOE is working with the YFN Education Directorate and coordinating with Disability Services on formal agreements to address student needs.
- Ready to Learn Program: There is lots of training needed for teachers and EA's for all Yukon Schools. 2 certified neuro sequential model individuals are training 10 teachers each this year – 4 from Jack Hulland.
- LAT positions will be getting greater clarity around the job descriptions.
- School Councillors will be now called Wellness Teachers. This change needs to be communicated and updated in school documents.
- The DOE has allocated 81 positions between Student Wellness Specialist, specialized in 6 categories, work over a 3-year period. These are 5-year term positions and any positions not

filled will get rolled into the next year. There will be an evaluation of the program to make sure it's working as intended.

- A new training program for EA's and teachers on call is being coordinated with many Departments and educated professionals, with a goal to be implemented by 2024. Clarified: The intention is to have the program designed with some implementation by 2024.
- Council inquired about clinical trauma informed councillors in the school, the option is there if it's needed. There are the supports there if needed for students and teachers.
- EA allocation process: Last year the DOE met with every LAT to go through every EA request, as well as school administrators. The DOE is looking at a contract to review the EA allocation process. The DOE is also looking at other avenues for student supports outside of EA's.

## **7 2023-24 Council Planning & Assignments**

- Deferred to in-camera portion of meeting.

## **8 Committee Reports**

### 1. Transportation Committee:

- It has been reported that the communications for bus cancellations is widespread as well as lack of bus drivers.
- First meeting of the 2023 Year is at the end of September.
- Action from a previous agenda item\*

### 2. Health and Safety Committee:

- The cell phone boosters are being installed this week.
- The PA systems were being repaired over the summer.
- The fire alarm covers were not installed over the summer, but they have been purchased. There are 6 covers coming for the primary end first.
- There is a new tracking system being implemented for action items this year to keep track of action items.
- Some things that did not get done:
  - FOB's on Door #6 is not fixed; this has been outstanding for over 2 years.
  - No doors should be actively open during the day, there is one door that is unlocked on the primary end. This may be related to the wheel-chair button or a timer issue.
  - Action: Rachel to contact HPW to get this security issue resolved.
- The work on Fir Street was completed over the summer to direct traffic to more of a single lane for drop off safety.
- Council inquired about playground monitoring before and after school. Are the vests we provided being used?

### 3. School Growth Plan:

- There will be a meeting within the next week, lots of staff have signed up for this.
- Action: Jeff to email meeting date to Taelor to distribute to Council's rep for this after we reallocate duties.

## **9 Old Business & Correspondence**

### 1. Centre of Excellence Update:

- The primary playground funding will be a priority for the DOE within the next few years. Action: Lea to check in with Chris Hanlin on this.
- Large outdoor classroom: HPW is in the process of awarding this – substantial completion has been pushed to December 31. The schedule will get distributed to Council when it's available. Action: Council to ensure that this classroom is built on a cement pad. Lea to check in with Chris Hanlin on this, the existing cement pad was not supposed to be removed with the annex demolition.
- Tree Assessment: Council suggested to the superintendent that they think about implementing a wind advisory to students out at recess for all schools.
- Natural elements piece (earth mounds, etc) – not done.
- Teeter-totters have been removed.
- The tetherball pole from the back side of the school is still going to be relocated. Action: Jeff to follow up on the relocation of the tetherball pole from behind the school to the Grade 5 side.
- FN outdoor learning area: Council secured funding for this through Every Student Every Day. A structure was found and was ordered, but there were issues with shipping. Action: Lea to follow up with Carla on solutions for the FN classroom structure.
- LED upgrades: Within the next few years, Jack Hulland is on the list.
- Peace Path: In progress; there will be an update at the next meeting.
- 2022 Year Funding: tour of Quiet Room at the beginning of the next council meeting. Action: Jesse to confirm a tour of the quiet room and send invites.
- Kick sled/ Sea Cans: The sea-can price has dropped; Pacific NW can move the other sea-cans when they drop the new one off. Action: Jeff to confirm location for sea-cans.
- Greenhouse Upgrades: The PASS teacher leading this has left the school. Action: Jeff to talk to the new PASS teacher to see if she can take over this project.
- This has been a huge project overall with substantial volunteer time contributed: Council's goal is to wrap up the Phase I items and table the rest of the Phase's for future councils to implement. Some of the future implementation items are reliant on outside factors such as the opening of Whistle Bend School. Action: Lea to issue a summary table for Phase I to council for planning before or at the next meeting.
- ESED open funding agreements need to get wrapped up.

### 2. Fundraising Planning & Updates

- Council is interested in focusing on additional sensory room and robotic funding this year.
- **Pancake breakfast** will happen in January. Action: Jesse to ask YFNED to support the pancake breakfast. Randi to source coffee maker for pancake breakfast. Taelor to circulate ad's for pancake breakfast before Christmas break. Jeff to check and see if we are booked to use the kitchen for the pancake breakfast.
- **Flower Basket Fundraiser.** We will do this again this year, with some extra organization. Action: Randi and Rachel to coordinate the flower basket fundraiser.
- **Cookbook Fundraiser.** Action: Jesse to coordinate the cookbook fundraiser.
- **School designed Christmas Cards.** The profits would be donated to Student Council. Action: Rachel to coordinate and check with David on a school holiday card fundraiser idea.

- **The \$300 Grant for garbage clean up.** Action: K. Cameron will take on the garbage clean up. Taelor will coordinate and do the application.
- **John Heaton would possibly do a band night fundraiser.** Action: Jeff to ask John Heaton and see if he wants to do a concert with Council doing a concession.

### 3.School Handbook/Code of Conduct

- The handbook review is done, not circulated yet. The code of conduct is being worked on with staff feedback. Action: Jeff to send handbook out tomorrow morning to Council. Jeff to put changes together for the code of conduct and try to circulate to Council by the end of September.

### 4.Creation of Student Support Fund

- Council was interested in giving some kind of contribution to students having issues accessing field trips, pizza lunches, etc. Pizza lunches aren't an issue, the bigger issue is field trips and bus expenses. A school bus is around \$96/hour. Action: Jeff to double check the trust funds to ensure that a student support fund from Council is no longer needed and will report back.
- Council is open to supporting additional field trips submitted to Council for approval by teachers.

### 5. Fall Speaker

- Hannah Beech was going to come to the school piggybacking off another YG contract. That contract is no longer being renewed so unless we can coordinate this another way this will no longer be happening. This was promised by the previous superintendent.
- Action: Taelor look into Paul Davis regarding online awareness & educate parents, kids, etc.
- Lori suggested to reach out to AYSCBC – the association has funding for speakers. Action: Lea to reach out to AYSCBC about hosting/funding a speaker.

## **10 New Business**

### 1.Every Student Every Day 2023/24 Planning:

- Action: Jeff to check with teachers to see if they have ideas on the Every Student Every Day funding for the 2023/24 Year.
- Council may back out from this to let the teachers submit this year.

### 2.YFNED Nutrition Program

- YFNED is only allowed to do up to 100 meals a day, based on an initial FN student count at the beginning of the school year.
- It's been noted that this program creates division within students.
- The decision for not offering this support to all students was made by YFNED, and the notice was issued by YFNED.
- Council wants to work on a more inclusive approach to school food programs. Action: Write a letter to Minister of Education, Minister of Health about a recommendation of inclusion of lunches for all students Taelor to draft a letter.

### 3.School Sports

- Council inquiring about which grades were offered extracurricular sports. Why is this isolated to only Grade 7.
- Coaches, referees, and gym time are all limiters to offering sports to more grades. This is dependent on teachers/parents volunteering their time.
- This is a yearly conversation.
- Council noted that there are several parents willing to step in to help coach and coordinate if that would help. All would be willing to obtain a vulnerable sector check.

#### 4. Privacy Commission Report on Education

- A parent was heard by Council about a privacy commission report and the outcome was that the DOE was not compliant with privacy laws regarding photo's being taken and shared. This concern was not brought forward directly to council by the parent. It was relayed through one council member as the wish of the parent was that it be passed along informally at this stage.
- It was also noted that there is a risk to teachers holding children's pictures on their personal devices. The consent form for photo's was supposed to be updated for the 2023 school year and it was not. The wrong form was sent out and a new one is in the works to be circulated. Action: Council has requested that all teachers be reminded about using their personal phones for school communications.
- In the privacy commissioners report, schools are not allowed to post pictures etc anymore.

**11 Other Business: Nil.**

**12 In Camera**

Motion for in camera at 9:27 pm:

Moved by Taelor seconded by Jesse that Council moves into camera.

Motion out of camera at 10:30 pm:

Moved by Randi seconded by Taelor that Council moves out of camera.

**Meeting adjourned at 10:30 pm**

Next School Council Meeting: October 4<sup>th</sup>, 2023, at 6:00pm