

**ELIJAH SMITH SCHOOL COUNCIL**  
**Minutes of Regular Council Meeting**  
**May 7, 2020**  
**Via ZOOM**

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

|                 |                                   |                            |
|-----------------|-----------------------------------|----------------------------|
| <b>Present:</b> | <b>Council Members:</b>           | <b>Administration:</b>     |
| ]               | Jeff Hunston: Chair               | Jeff Cressman: Principal   |
|                 | Sean Smith                        | Jim Snider: Vice Principal |
|                 | Richard Bradford-Andrew           |                            |
|                 | Rosemary Waugh-Wilson             |                            |
|                 | Rachel Sutherland                 |                            |
|                 | Amanda Leas                       |                            |
|                 | Jerry Zahora: Secretary Treasurer |                            |

**Regrets:** Linda Moen: Council Member

1. **Call to Order:** Meeting was called to order at 6:39PM.
2. **Adoption of Agenda:** Moved by Rachel, second by Rosemary, THAT the agenda be adopted. CARRIED
3. **Adoption of Minutes:** Moved by Rosemary, second by Richard, THAT the Minutes of Regular Meeting, April 7, 2020 be adopted. CARRIED
4. **Parent Concerns:** A question was asked as to when students would be going back to school. There has been no decision made yet, waiting for a response and advice from the Dept.
5. **School Administration Report:**
  - week 3 of new delivery of education
  - teachers are delivering materials to student door to door
  - Easter chocolates were delivered to all homes of students
  - 16 families received an Easter gift
  - this week, Mother’s Day, school is doing something to make it special
  - Food for learning, gift cards, spaghetti, soups to families
  - Chris Gleason, KD CELC has a list of students who need help
  - Jeff C met with KD to help students
  - School does not want families of students to miss out, is working on
  - Jim is helping with providing board games, card games, puzzles to families

- to help them out. \$'s used to help families to do things together!
- Staffing: A position has been cut, from 22.5 to 21.5, transition position  
Classes are full as follows:
  - 5/6
  - 3/4
  - 2/3 are all at maximum
  - As of today, there are 32 registered for Kindergarten,  
Maximum K class is 18,  
There are 12 – 13 K students who are on a plan with CDC  
K – Gr 1 split – is maxed out at this time  
There are 4 split classes in total at this time!  
Class maximums are at 25 and even more at times
  - 2 grade 7 classes are a bit smaller  
6/7 split class – not an ideal situation  
There are 39 Gr. 7 students leaving  
Being discussed on how to resolve this issue
- EA allotment for next year is not known as of now. There are 16.5 EA's now  
Sean inquired as to how are bigger classes impacting students?  
Split classes are also more work to be done  
There seems to be higher needs this year than before. This will and should  
impact the EA allotment for the school
- Enrolment is at 260 plus new students and there are more students coming  
Elijah Smith would like to grow, however, due to the staffing and staffing  
allocation will be having an impact! Projection was at 230 -232 as per the dept.  
School needs more staff not cut backs at this time. Administration has done  
what they can to make sure #'s of staff are there to help the school.  
School Council could and can help if necessary. It is to where there will be cut  
backs to programs, such as PE, Music, which are not an option!  
The staffing formula is not working at this time!!!!
- Jeff H. inquired as to class sizes, if school lose staff.
- Suggested that MLA, Dept. of Ed. be invited to discuss this serious issue further!

**ACTION:** Jeff C. to email Rosemary with info re: staffing and enrolment

- Retirement: Pat Cooper is retiring tomorrow
- Gr. 1 teacher to be leaving in Sept.
- Waiting for reply from department re: Capital projects
- Colour for school to be discussed??
- PA System is still being worked on!
- Portable: ½ is used as lockers for snowshoes, sleeping bags,

Sean asked about the food program at the school and the kitchen upgrade-  
build-up at the school.

Jeff C. met with KD and it is being worked on

6. **CELC:** Deferred to next meeting

7. **Reports:**

7.1 Transportation Advisory (Busing):  
Committee met via Zoom on April 30.

Discussions held were:

- City of Whitehorse now has a signage committee: all signs that will be on School property are to be sent to the Student Transp. Committee for review prior to installation
- Update on Lewes Blvd. City has responded that the crosswalk will be done in 2021. In the meantime, vegetation will be removed to improve sightlines and reflective stripping will be added to poles
- Electronic registration process: this work is process but not yet complete a letter will be sent to Nicole Morgan outlining concerns
- Update on bus registration: earlier registration is better to arrange routes: possibility of denying transportation to any student not registered; possible to redistribute advertising funding (proposal of \$300 to go to each school to develop their own incentive); currently registrations have to be inputted manually – other options to be looked at
- update on attendance sheets: drivers currently find them cumbersome and difficult; usage will be made mandatory on next bus contract for 2021-2022 year
- update on school bus monitors (issue is students who require EA support during the day and on field trips do not have the same support to/from school); this has been deemed by the dept. to be a school responsibility; could be performed by a volunteer if no funding is available to provide the EA for this time.

7.2 School Diversity: No report

7.3 School Growth Plan: (Sean): Jeff C. to advise when info is available

8. **AYSCBC:**

8.1 Spending of \$2000. Received: Deferred  
Due to COVID 19, school may provide some issues that may need to be prioritized. More discussions to be held

9. **Treasurer's Report:** Balance in account \$6,417.09 as of end of April.

10. **Old Business and Correspondence:**

11. **New Business and Correspondence:**

There were discussions on the funding formula. Jeff H. provided a background as to

when the formula came into effect (2006).

There were roundtable discussions on the impact of the staffing at the school and all schools.

**MOTION: Moved by Sean, second by Rachel, THAT the Elijah Smith School Council request from the Dept. of Education, Nicole Morgan, DM. to provide a copy of the funding formula and description on how it is and was used for next year. As well, request the EA and staffing allocation formula as well.**

**CARRIED**

There is a handbook on line for the staffing formula if council would like to review.

**ACTION:** Invite KDFN to a special meeting with the DM.

**ACTION:** School Council to set up meeting  
Jeff and Jerry to work on for early next week,  
Rosemary to be involved

**12. Adjournment:** Meeting adjourned at 8:20PM  
Next regular meeting, June 2, 2020

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Jeff Hunston:  
Chair

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Jerry Zahora:  
Secretary Treasurer