

**ELIJAH SMITH SCHOOL COUNCIL  
Minutes of Regular Meeting  
September 5, 2023  
MPR**

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

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|-----------------|--|---|
| <b>Present:</b> | <b>Council Members:</b><br>Megan Cromarty: Chair<br>Andrew Macleod<br>Lauren White<br>Doris Anderson<br>Jerry Zahora: Secretary Treasurer                  | <b>Administration:</b><br>Jim Snider: A/Principal |
| <b>Regrets:</b> | Haily Bill: Council Member   |   |
| <b>Absent:</b>  | Linda Moen: Council Member   |   |
| <b>Guests:</b>  | Trevor Ratcliff: A/Superintendent<br>Lori Choquette: School Council Liaison<br>Kelly Tobalt: ESW, KDFN (Replacing Christine Pottie)<br>Shelly Sear: Parent |   |

1. **Call to Order:** Meeting was called to order at 6:58PM
  
2. **Adoption of Agenda:** Moved by Lauren, seconded by Andrew, THAT the agenda be adopted with the addition of:
  - #11.1 Update on Emails (Andrew)
  - #11.2 Board of pictures (School Council members)
  - #11.3 Staffing process CARRIED
  
3. **Adoption of Minutes:** Moved by Andrew, seconded by Lauren, THAT the Minutes of Regular Meeting, June 6, 2023 be adopted. CARRIED
  
4. **Parent Concerns:**  
Staff are still finding glass residue in classrooms which were broken into in June. It is an ongoing issue and is being addressed continuously.

Guidelines or permission slips going home. If they are not returned back signed, how is it being tracked? If permission form does not come back student cannot go on field trip. If missed the first time, is there a process for a second time? Teachers sends out again.

## 5. School Administration Report:

- Enrolment 292
- 14 classes
- PD Day learning: Connected North, Learn different, to become better at teaching  
4 schools – LAT to meet and discuss how to do better (this happened today)
- Salmon in the school today
- A staff member passed away this summer, staff got together to do a “Celebration of Life”. School council came and provided food and the Dept. of Education provided support and food as well
- Consultants have been at the school.  
Supports from Dept. YFNED
- LDAY – Tutoring to be offered after school and at lunch time
- Weekly school based meeting was held on Friday. Working on their plan
- Break in at the school in June. PA System was destroyed (computer), and wires on speakers outside were cut. In process of being repaired. Computer/Monitor has been replaced.  
School is to pay for repairs out of their budget. It is not a big ticket item
- Mice: Under control
- Kitchen needs to be upgraded
- Gordon Miller – to fill in temporary VP position until Jan. 2024
- .5 Outdoor Ed teacher to be hired.  
LA teacher to be hired  
Jackie Fisher has been hired: Math/French  
C. Tamara – Neurodiversity room  
Pam Booth: ¼ reading recovery / science  
Ms. Knutson position has been filed  
Sense of Belonging:
  - Reading practice;
  - sharpening teachers perspective;
  - “Ready to learn school” – is a book written by Bruce Perry,  
Developmentally appropriate – looking at students through a different lens.October 26: PD Day to be at PC
- 17 EA positions. Additional 2 more = 19 EA’s

## 6. E.S.C.

Kelly Tobalt introduced herself to council. She is replacing Christine Pottie as the new ESC for KDFN. Has worked previous with KDFN youth rec for 2 years

- Bryan Laloge is now in the role of Learning Support Coordinator for KDFN and will oversee the co-ordination of tutoring services. (is currently on Paternity leave, but returning in October)

- Kelly to attend canoe trip with Ms. McArthur's class on Sept. 7
- KDFN has provided beading kits for pins and mini moccasins, colouring pages and ribbon pins for students and staff to acknowledge Orange Shirt Day. ESC and Language Culture Connectors will help teachers/students with the project throughout the month
- Continue to connect with youth and families to maintain and foster relationships. As well will advise them of the transition as Christine Pottie has taken on a new role within KDFN Education department

**7. Reports:**

- 7.1 Transportation Committee:  
Meeting to be held Sept. 27. Issues with cancelation of buses to be discussed
- 7.2 School Growth Plan: Discussed under Principal's Report
- 7.3 Health and safety: Meeting to be held later in the week

**8. AYSCBC:** A fall conference to be held: Nov 3 and Nov. 4. At the Yukon Inn

A draft agenda,

Nov 3 session: To start at 12:00PM , with discussions on whats new in Education,  
Panel discussions on Student wellness

Nov 4 session: Start at 8:00AM, invite Minister McLean,  
Overview of the Strategic Planning Initiative by Dr. Deb Bartlette  
Presentation on Territorial Youth Strategy, Communities building Youth futures  
Promoting Skilled Trades and Tech presentations,  
Performance Evaluations: Teacher and principal evaluations to be discussed.

More info to be provided once received

**9. Treasurer's Report:** Balance in account \$2,613.66

Contribution Agreement was completed and forwarded to Dept. for processing

**10. Old Business and Correspondence:**

**11. New Business and Correspondence:**

11.1 Update on Emails: Andrew discussed the camera updates. A privacy assessment was completed. Raymond T. is the person to be working with. Public Tender; to be done; mapping of the technical info was done. Project to be between \$50,000. to \$75,000. To be done early next calendar year.

Andrew will keep council updated.

He also advised that he will send an email – and if there is no response within a week, he will start calling.

11.2 Board of School Council members pictures:  
A snapshot of current council members to be put on board at the school so that parents and students can see their council. To be done.

11.3 Staffing Process: Council has been asking for a timeline from HR with reference to hiring. Has received no response.

ACTION: Trevor to reach out and get information.

Megan will keep council updated once information is received.

Flagpoles: Has been discussed with Chief Smith.

ACTION: Andrew will send a letter to Chief Smith requesting flagpoles at the school. Will cc: Jim Snider on letter

Doris to remain on school council.

**12. Adjournment:** Meeting adjourned at 8:19PM  
Next Regular Meeting: October 3, 2023

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Megan Cromarty:  
Chair

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Jerry Zahora:  
Secretary Treasurer