

**SCHOOL COUNCIL MINUTES**

Robert Service School Council Meeting Minutes

Wednesday, December 11, 2019

**Present:**

Brian Lewthwaite, Principal

Helen McCullough, VP

Melissa Flynn, VP

Jorge VanSyke, Council Member (new)/Chair

Lisa Favron, Council Member

Simon Nagano

Suzanne Crocker, Council Member

Allie Winton, Council Member (new)/Recorder

**Regrets:**

Ashley Bower-Bramadat, Cecile Fage, Carrie Breneman, Kate Crocker (Student Council)

Agenda	Recommended Action
<p><b>1. Call to Order at 6:35pm</b></p>	
<p><b>2. Acceptance of Agenda</b>                      With addition of 4) note re: KPMA (Klondike Placer Miners Association) Contribution (L. Favron), 6.3) Cell Phone policy (S. Crocker) and 6.4) Communicating Student Learning.                       Approved by S. Crocker and J. VanSyke</p>	
<p><b>3. Correspondence.</b>                      L. Favron circulated letter email from MLA, Scott Kent, Education Critic for Yukon Party.                       Content summarized by J. VanSyke:                      Yukon Government delay in communicating issues with portables, will bring it up in the Legislative Assembly.                       Discussion about portables, timeline shared by H. McCullough.                       S. Nagano asks why government in power took so long to act.</p>	<p>No recommended response to email</p>
<p><b>4. Delegations/Presentations</b>                      L. Favron – KPMA will donate \$10, 000 for the RSS shop (not specific to welding)                       J. VanSlyke - how do we recognize contribution?                      Write letter of thanks.</p>	<p>Present letter of thanks to KPMA (jointly signed by Principal and School Council), once funds received in spring.</p>
<p><b>5. Review and Acceptance of Minutes of November 13, 2019</b>                      S. Crocker requested deletion of section about “roundtable discussion”, as this is in camera.                       L. Favron Approves, S. Crocker Seconds</p>	<p>Delete notes from roundtable discussion. Roundtable should be in square brackets [ ].</p>
<p><b>6. Business Arising from Minutes</b></p>	

**6.1**

B. Lewthwaite followed up in response to concerns from parent delegates (Nov. 13). Time allotted for lunches is consistent throughout school. 25 minutes protected for eating. Requests that care givers first take concerns directly to teachers and if not able to resolve, then request to be a delegate at Council meeting. SC Chair vets delegate requests.

Discussion re: microwaves, cold vs. hot lunches, how council should respond to delegates.

**6.2 Vaping Policy Discussion**

B. Lewthwaite shared draft Substance Use Policy with Council in advance. As policies come up, reviewing and sharing with both School Council and Student Council. Policies must be in line with general school principles.

S. Crocker suggests that smoking be disallowed within visual distance of school. Boundaries of School Property could have more teeth? Is this enforceable?

Important that parents are informed upon first violation of this policy.

#7 in Policy – should be more explicit that substance use counselling will be recommended.

S. Nagano – should label this as a draft.

L. Favron – Like the preamble. Perhaps some “wobble room” in ‘actions’ section, but understand each situation is unique. Don’t want a blanket policy. Parent contact first is paramount.

J. VanSlyke - Policy is difficult. Can’t be too vague or too specific. This works.

**General Discussion:**

Procedure #4 – add “While on school property”

Each student will have an individual action plan, involving parents, School, T.H., and student; as appropriate.

“Retribution” may not be appropriate word, use

“Progressive discipline” instead.

Add definition of restorative justice.

S. Crocker – when do we revise policies?

B. Lewthwaite - always open for change. Next will review Behaviour Support Policy.

Create and make public, proper protocols for communication of caregiver concerns.

**C. Brenneman** – email reminder to Council members that our job is to listen, not respond to delegates. Discussion can come later.

Council Chair should respond to delegates re: decisions

**B. Lewthwaite** to make suggested edits and changes.

Policy to be reviewed by Student Council and again by School Council.

Communicate to School staff and students.

Deferred

**6.3. Cell Phone Policy / Electronic Policy – Tabled**

**6.4 Communicating Student Learning**

B. Lewthwaite - Key is looking for additional reporting time. Parent feedback has been positive. Written report, then meeting.

S. Crocker – more communication needed re: open house for high school. Perhaps a reminder from admin staff?

Issue – Numbered Grades – different answers from different teachers. Some students need to know % grades as early as Gr. 9 and Gr. 10, so they can adjust study/work habits to meet secondary education goals.

B. Lewthwaite – Dept. of Ed. Makes clear that a mark won't appear until Gr. 10.

H. McCullough – Staff will meet so that all on same page re: translation from % grades to verbal marks. We would like to see Gr. 10-12 getting % grades.

Action for next meeting– Need clarity re. what is in school's ability to decide.

**7. New Business**

**7.1 Individual Learning Plans – Update**

B. Lewthwaite - Not enough communication last year. Decided last year there would be three meetings between staff, students, and parents, early, middle and late in the school year.

S. Crocker – Why didn't the 1<sup>st</sup> meeting come earlier in the year?

B. Lewthwaite – Dept. of Ed policy was followed.

Get clarity re. what was agreed upon for meeting dates vs. what is now enforced.

School Council requests that first parent/teacher meeting occurs at the beginning of the school year (to who, Dept. of Ed?)

**7.2 School Facility Working Group – Update**

L. Favron – Trying to determine replacement for portable. Library, School, Y.G., Municipality involved. Two meetings so far, Nov. 12 & Dec. 10. As rep for School Council stressed that RSS students are first priority.

School initially designed with boxes to put students in, but no longer teach/operate that way. Does RSS still serve 300 students?

Has a Facility Use Study been done? Yes, a Functional Assessment.

Even if portables are replaced, RSS needs renovations (library, kitchen, change rooms).

Leaning towards an addition to the current school.

H. McCullough – We want all issues to be addressed in the larger project.

What is our strategy for this project?

School Council stand by for more info and possible contributions to project.

<p>J. VanSlyke – How to prioritize what to ask for?</p> <p>L. Favron – Pleased with process so far.</p> <p>B. Lewthwaite – Reinforce that RSS needs an additional as well as renovations.</p>	<p>Look up previous letters, requests, etc. re: portables.</p>
<p><b>8. Reports</b></p> <p><b>8.1 Principal's Report</b> B. Lewthwaite - emphasized the amount of support RSS students have. Discussed article in Sourdough, which helps to serve as Principal's report. *Attached to minutes</p> <p><b>8.2 TH Report</b> S. Nagano – TH supper on December 14, 3:30 @ RSS.</p> <p><b>8.3 Chair's Report - Absent</b></p> <p><b>8.4 Student Council Report – Written Progress Report submitted. *Attached to minutes</b></p>	<p>Written reports attached to minutes</p>
<p><b>9. Community Concerns</b></p> <p>L. Favron – KPMA will fund First Aid training for students, in whatever format works for school.</p> <p>S. Crocker – Gwaandak Theatre experience – heard that performer was treated poorly when Grades 5-12 attended performance at DZCC.</p> <p>B. Lewthwaite &amp; H. McCullough explained that students had not been well prepared by teachers or by theatre company (study guide for play came late). Poor behavior was limited to a few students; the rest were well-behaved.</p>	<p>Better preparation in future and ensure performance is age appropriate.</p>
<p><b>10. Roundtable [In Camera Discussion]</b></p>	
<p><b>11. Next Meeting: Wednesday, January 8, 2019, Dawson City Library.</b></p>	
<p><b>12. Adjourned at 9:30 pm</b></p>	