



School Council
École Whitehorse Elementary School
Kwanlin Kets'edan Ku
4181 4th Avenue, Whitehorse, YT Y1A 1J7
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Meeting Minutes

Tuesday, March 24, 2026 @ 6:30 pm – EWES Staff Room & Teams

Ashley O'Brien, Vice-Chair Kelly Jiang, Member Sheila Merkley, Member, via Teams Micah Quinn, Member Johanna Havelaar, Treasurer	Charmaine Cheung, Member, via Teams Nicole Stark, Secretary Sharon MacCoubrey, Principal Valerie Long, Vice Principal Shani Bishop-Rayner, via Teams
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1. Call to Order – 18:30

2. Land Acknowledgement

- We are meeting on the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council. We recognize their deep connection to this land and express our gratitude for the opportunity to live and work here.

3. Adoption of Agenda

- b. **Motion 26.03.01:** Adopt agenda as presented.
 - Moved by Ashley; all in favour.

4. Adoption of February Minutes

- a. **Motion 26.03.02:** Adopt February minutes as presented.
 - Moved by Ashley; all in favour.

5. Recognition of Community Members

- a. Shani Bishop-Rayner, EWES parent.

6. Selection of Chair

- a. **Motion 26.03.03:** Select Ashley as Chair for the remainder of the school year.

- Moved by Johanna; seconded by Kelly; all in favour.
- b. **Motion 26.03.04:** Select Micah as Vice-Chair for the remainder of school year.
 - Moved by Ashley; seconded by Johanna, all in favour.

7. Correspondence

a. Panago Pizza fundraiser – Nicole

- Fundraiser will be held April 13-19, 2026
- **Action 26.03.01:** Sharon will print copies of the poster for distribution around the school and wider community.
- **Action 26.03.02:** Ashley and Johanna will distribute the posters around Whitehorse.
- **Action 26.03.03:** Nicole will draft emails for Sharon to send out to the school community.

8. Reports

a. Administration Report – Sharon

- Staffing challenges continue; choir is cancelled for the remainder of the school year.
 - Ongoing difficulty retaining consistent substitute teachers.
 - A former administrator has agreed to return temporarily.
 - Hiring remains challenging as prospective teachers must be bilingual and able to communicate effectively with parents in English.
- The 2026/2027 dismissal bell will be at 3:06 pm.
 - The remainder of the bell schedule will remain the same as 2025/2026.

b. Financial/Treasurer Report – Johanna

- Signing authorities have been updated to Johanna, Ashley, and Sheila.
- The “School Needs” fund will focus on outdoor recreation equipment for classes.
 - Sharon will provide an itemized list at the next meeting.
- Council will discuss the allotment of council funds at the start of next year to support the development of a clear council vision.

9. New Business

a. Gift for outgoing Chair

- Johanna continues to explore options for an EWES print.

b. Grade 7 graduation

- Estimate for bags alone is \$1500, plus the cost of candy.
- Budget was \$1500
- Fundraising money from EWES can be used to cover the overage.

c. FH Collins pertussis exposure notice

- Exposure notice originated from Grade 7 orientation.
- Sharon distributed the notice immediately upon receiving it.
- Some questions were raised regarding the necessity of the notice when the expiration date was one day later.
 - The notice may still be helpful for parents whose children have been ill.

d. Radon Testing

- Richard advised that EWES is scheduled to be tested in the 2026-27 heating season (next winter).

10. Standing Business

a. French Second Language – Ashley

- Next meeting will be held in May.

b. Project Advisory Committee: New School Build

- Meeting held March 4, 2016.
 - Architects are concerned about permits and rezoning of sites other than the current EWES location.
- Meeting with Council held March 12, 2026.
 - Council communicated a preference for the Valleyview location.
- EWES open house
 - Sharon will contact Martin regarding a public information session at EWES on March 30, 2026, from 6:00–8:00 pm.
- Evaluation matrix
 - Ashley created a council input document outlining considerations and weighting for members to add to and expand upon.
 - **Action 26.03.04:** Ashley will create a shared Google Doc for council members to contribute to.
 - **Action 26.03.05:** Ashley will compile results and present them to Martin in April.

c. School Growth Plan – Sheila

- Sharon and a teacher are receiving training in a new reading intervention program.

d. Transportation Committee – Micah

- Next meeting is May 28, 2026.

e. Association of Yukon School Councils, Boards and Committees (AYSCBC)

- Meeting of AYCBC Chairs is March 25, 2026.
- Meeting of AYSCBC board is April 9, 2026.
- AGM is April 18, 2026.

f. Community Events

- School Dance
 - Possibility of a performance evening during the EWES open house in September; discussion to continue.
- School BBQ
 - BBQ has been rented for June 10.
 - Further planning will occur at the next meeting.

11. Next Meeting

- a. Tuesday April 21, 2026.
 - **Motion 26.03.05:** Moved by Ashley; all in favour.

12. Adjournment of Council Meeting – 20:40