



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

Tuesday, Aug. 25, 2026 @ 6:30 pm – EWES Staff Room

Ashley O'Brien, Member (acting Chair) Micah Quinn, Member (former Vice-Chair) Meera Bradshaw, Member Sheila Merkley, former Member Kaya Downs, Member (acting Secretary) Max Leighton, Member	Annika Palm, Member Charmaine Cheung, Member (former Member) Sharon MacCoubrey, Principal Valerie Long, Vice Principal
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1. Call to Order – 18:35

2. Land Acknowledgement

- a. 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

- a. **Motion:** Adopt agenda as presented.
 - o Moved by Ashley; Meera seconded *footnote

4. Adoption of June 2026 Minutes

- a. **Motion:** Adopt minutes as amended.
 - o Moved by Ashley; Micah seconded *footnote

5. Recognition of Community Members

- a. No community members present.

6. Correspondence

- a. Black street crosswalk - Ashley has been trying to connect with Pierre at the City of Whitehorse. The City agreed to amend the crosswalk lights to make it safer for pedestrians crossing.
- b. New school council liaison is Meagan Timmons – she couldn't attend today but will in the future.
- c. Transfer payment agreement – Ashley shared that councils get funding from the Dept. of Education each year. The \$9400.00 should be deposited into the CIBC account soon.

7. Reports

a. Administration Report – Sharon

- o June highlights – many field trips and events took place at EWES.
- o Staffing – 5 new staff starting the year. One teacher vacancy that's being filled temporarily as she will be returning at some point. New position to do mentoring for staff and 0.5FTE for VP.

b. School growth plan - Sheila

- o Sheila reviewed their June 18th meeting. Administration has drafted a new school growth plan for 2026-27.
- o Focus areas are structured literacy and numeracy for French language learners with priority on French oral language acquisition.
- o New English reading pilot this year for Gr. 2 students to prevent having to go to Wilson Reading Foundation.
- o Intervention for struggling students in English reading has moved away from Wilson to UFLI program.
- o Oral proficiency interview (OPI) is done for French oral language skills but results aren't shared with the school.
ACTION – French Language Advisory Committee member to advocate that OPI results are shared with the school for purposes of gathering data on student achievement.
- o Evidence suggests that EWES is making gains in instruction of English reading.
- o Next steps – improve student's numeracy and French oral skills outcomes.

c. Transportation committee – Micah

- o Meets three times per year at the Dept. of Education
- o They're piloting a bus tracking system like the city buses for school buses
- o Next meeting date is end of September.
- o Standard bus has one more year of their contract

d. AYSCBC – Micah

- o Approved hiring a consultant to create a manual/handbook on how to create a board.
- o October conference

8. New Business

a. Oat taking and swearing in of all council members for 2026-28 term

- New members need to get oath online and sign it at the Dept. of Education in order to be legitimate voting members.

b. Selection of Executive positions

- Chair – agreed to postpone to Sept. meeting to decide.
- Vice – chair – same as above.
- Secretary – discussion about how we can use council funds to hire a secretary and how this council has done that in the past. Kaya said she could do it if needed.
- Treasurer – Meera indicated interest

c. AGM September 2026

- Distribution of notices – Ashley will do the email with members' short bios
- Food – Micah
- Babysitter – Ashley will ask Johanna's daughters as they did it last year just for the AGM part of the meeting.
- Invitation list – Ashley will look at who was invited last year (e.g. Meagan Timmons, superintendant, parents)

d. Selection of EWES Council Representatives

- Project Advisory Committee – Annika, Kaya and Charmaine
- AYSCBC – Chair will represent
- Transportation committee – Max
- School growth plan – Max
- French Second Language committee – Meera
- Potential for a new committee focusing on mental health (e.g. parent info sessions on vaping, screen time, etc), events and fun – Ashley

e. Scholastic Book Fair

- Dates are Oct. 22-23 (Thurs-Fri) during parent-teacher meetings.
- Setup will have to be Monday in library. Tue-Wed – student viewings.
- Many volunteers will be needed. A lot of parents volunteered last year.

f. Add council members to Gmail and WhatsApp

- Ashley will create a new WhatsApp group
- Ashley will provide Gmail password to executive once decided at Sept. meeting

g. CIBC account – deferred to Sept. meeting

- New bank card
- New signing authorities – 3
- Current statement

h. Council goals for this year

- Ashley discussed how it would be good to start the year off with goals for our council for the next 2 years
- We should reach out to the school community to get input – Ashley will put this on the agenda for Sept. 16 meeting.
- Charmaine will do a survey to send out to parents and administration for the Sept. 16 meeting.

9. Next Meetings

- a. Monthly Wednesdays at 18:30 are preferred by this council (3rd Wed. of the month)
- b. Sept. 16 6:00pm AGM, regular meeting to follow

10. Adjournment of Council Meeting – 20:50

*Footnote: Motion(s) passed fully at October 14, 2026 school council meeting.