# PORTER CREEK SECONDARY SCHOOL COUNCIL
# Minutes of Regular Meeting
# September 9, 2026
# School Library

*"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."*

**Present:**

**Council Members:**
Misty Ticiniski: Chair
Jessie Dawson
Sarah Kitz
Brice Harding
Marcel Holder Robinson
Jennifer Floyd
Neil Salvin
Jerry Zahora: Secretary Treasurer

**Administration:**
Nicole Cross: A/Principal
Brad Gustafson: A/Vice Principal
Maria Gray: A/Vice Principal

**Guests:** Meagan Timmons: School Council Liaison: DoE
Cody Benard: KDFN, ESW

1. **Call to Order:** Meeting was called to order at 6:55PM

2. **Appointment of Chair, Vice Chair, Secretary Treasurer**

**MOTION:** **Moved by Jessie, THAT the PORTER CREEK SECONDARY SCHOOL COUNCIL makes a MOTION to appoint MISTY TICINISKI as Chair. CARRIED**

**MOTION:** **Moved by Marcel, THAT the PORTER CREEK SECONDARY SCHOOL COUNCIL makes a MOTION to appoint JESSIE DAWSON as Vice Chair. CARRIED**

**MOTION:** **Moved by Marcel, THAT the PORTER CREEK SECONDARY SCHOOL COUNCIL makes a MOTION to appoint JERRY ZAHORA as Secretary Treasurer. CARRIED**

**Meeting dates and times:** Meetings to take place 2nd Wednesday of each month at 6:30PM.

3. **Adoption of Agenda:** Moved by Jessie, THAT the agenda be adopted. CARRIED

4. **Adoption of Minutes:** Moved by Marcel THAT the Minutes of Regular Meeting ,

June 10, 2026 be adopted. CARRIED

5. **Parent Concerns:**
Bullying issues at the school were discussed. Perhaps report on the outcome of the bullying issue or how it was resolved. And have a learning support center at the school where students can come when they need to and they will be supported.
There are resources in place to help.

6. **Reports: Committees:**
6.1 Transportation Committee: A tentative meeting is scheduled for Sept. 24.
Bus passes have been received.
Online registration can be an issue if there is no computer at home
My Bus App is not accurate
6.2 AYSCBC: The upcoming School Council Working Group is to meet on Sept. 10 to discuss proposed dates and timing of conference, location,
Also to be discussed the theme for the conference, workshops/ presentation topics. Once a decision is made, it will be forwarded to all.

7. **Principal's Report:**
- Enrolment: 670

<u>Staffing Changes/Updates:</u>
- welcome back teachers and welcome new hires.
Maria Gray is the A/Vice Principal and Shared Resource
Ariel Durant – Wellness Support(started in May)
EA hires: Komalpreet Kaur, Jane Eccelston, Nicholas Morgan and Ezra Baker
One more EA to be hired. Should be fully staffed by end of September
Candice Deo (VP) is back from leave
Library Clerk: Rachel D'Salvia, (Rebecca is extra support
Kitchen helper: May Giron
Terry Milne is on leave starting Sept. 18 to Dec. 11th;

<u>Social/Emotional/Spirit:</u>
- Gr. 8 orientation was a success. Held in August on a non-instructional day
- First year offering for Gr. 8 retreat! Was great success, went to Robert Service Campground
- Mini Assemblies were completed last week at the fire pit
- Cafeteria is fully up and running next week, but food has been provided since the 1st week of school
- New Rainbow Room: Located in the old/new conference room off the cafeteria
Space is also used as a te3acher prep space during instructional time
- Last Friday of every month will be Spirit Day – first one was "Crocs Day"

- Cell phone policy implementation was smooth to start. Refining approach relating to access to headphones for inclusive purposes
- Nurse comes 2 x / month

- There was a break in during the summer and one bike was stolen
- Kwaga Trail Building Initiative: Mountain biking trail project in swing: Students are building trails around the school loop
- In house 1st Aid Training has been completed for staff (10 received certification/ re – certification with in house 1st Aid Instructor
- Working on opening online store for students to purchase PCSS apparel via Yukon Built. Store will hopefully be open within next month. Will be open for a 2 – 3 week window

Academic/Academic Support:

- Teachers and Admin working on attendance reminders and support systems
- Met with other Principal's of High schools to collaborate on attendance policies
- Most sections of ELL offered ever at PCSS -0 there is an ELL caseload of 42 students!
- Core academic classes are full or working with large numbers of students. 2 elective classes were collapsed due to low enrolment: (Leadership 12), 3 students Drama 10 – 12, 7 students. This allowed to deploy FTE to classes that have max students in it
- Informal progress report update by phone or email during week of Sept 21-25th
- Tutoring is up and running, and includes some student tutors as well
- Numeracy Intervention 8 will start in Semester 2, is in development now
- All baseline assessments will be completed week of Sept 21-25th (Math, Gr. 8, School Wide Write, Literacy and Assessments)
- First Student Advisory Support Panel will be held Sept. 17th

Arts/Athletics:

- Volleyball has started, coachers in place for all teams
- Soccer Fest Sept 8
- Volleyball has initiated a fundraiser for the purchase of new volleyball equipment
- RIVT Volleyball tournament is schedule in Watson Lake, Sept 22-24
- Many clubs are starting up: Dungeons & Dragons, Fly Fishing Club, Cross Country Running club

School Growth/Curriculum/Assessment:

- PC hosts August PD for all teachers. PC Staff and Students catered event, and did set up and tear down
- First PLC – Sept 16th
- PCSS is participating in UDL coaching program. Dr. Jennifer Katz will be working with about 40 Yukon teachers to train in Universal Design for Learning Techniques. PCSS will be sending 3 teachers, one LAT and an Administrator to this training
- Attendance Policy: as a result of the code of conduct review with Dr. Nikki Yee, Policy has been adjusted and is now in the final stages of collaboration. Should have it to school council to review by end of month
- Current data shows at approximately 83% attendance rate since school started

Facility/Health and Safety:

- Regular mtgs scheduled – first one Sept. 21st
- Power poles and breakers to be updated – being worked on
- PEST control in "old wing" is ongoing
- FOBS – still only have staff access to the school through one door requesting multiple doors be fobbed for safety reasons
- Fixing PA system is an ongoing situation
- Have to independently purchase and install window coverings for Kenji as per lockdown protocol
- Inconsistent internet access is an ongoing concern. This includes data ports in office that do not work

Field Trips:
- Day trips happening around school property and with Land Based teacher
- SASE canoe trip – Sept 8 – 11 – Takhini River
- SASE: IBEX Valley Bike trip – Sept 22-25

Budgets:
- Capital Budget: buying wood shop spindle sander, ring making kiln for Metals, Hall furniture and benches to create more spaces for students, more student tables and chairs for classrooms where there isn't enough proper seating for a number of students (Senior Chemistry & Biology) and updating power poles and breakers in FADS and Aesthetics classrooms
- Capital reclamation requests: Due Sept. 30th: will request new gym floor mats and FADS sewing machines
- Met with Finance officer, Will Friesen from DoE to review School Growth Plan and ensure budgets reflect schools goal areas. DoE is making a more concerted effort to have finance staff connect more with Admin.

First Nations and Cultural Inclusion:
- Fall Culture Week - Sept 14 – 18th
- Orange shirt day fundraiser FADS: Bethany Jim and Alessandra Mason are designing shirts for the fundraiser. All funds go to C.A. I. R. S.
- First Nations Advisory Panel meeting is Sept. 23. Will continue this year

Upcoming/Invitations/Council Requests Follow-up:
- Open House and Honour Role: Oct 6 – BBQ and Honour Role Awards
- Terry Fox Run: Sept. 18th: running during period 2; food sales (Julia Ward)
- Orange Shirt Day: Sept. 29. Short Assembly will be hosted as well as continuing to create our Calls to Action Gallery as well
- REQUEST: School Council collaboration with JHES to purchase First Aid equipment

Construction Scope Doc. Nicole created: re: building outdoor Kitchen – to get design: $18,000.00 to commit to.

8. **Treasurer's Report:** Balance in account: $21,769.54. Funding of $11,200.00 has been

received.
Jat's has also agreed to do another fire smarting.

**MOTION: Moved by Marcel, THAT the PORTER CREEK SECONDARY SCHOOL COUNCIL makes a MOTION to reimburse Jerry Zahora in the amount of $240.14. (Ink purchase: $150.14, Services of a Notary Public: $90.00)**

**CARRIED**

9. **Old Business and Correspondence:**

10. **New Business and Correspondence:**

10.1 Vacancy on school council (3):

**RESOLUTION: Moved by Jessie, seconded by Marcel, THAT the PORTER CREEK SECONDARY SCHOOL COUNCIL makes a RESOLUTION to have the Minister of Education appoint the following to school council due to vacancies on council: (3)**

**Neil Salvin**
**Sarah Kitz**
**Jennifer Floyd** **CARRIED**

ACTION: Jerry to complete paperwork and forward to DoE for completion.

10.2 Fundraising Opportunity:
Panago Pizza has reached out to provide opportunities to the School and School council for fundraising. Paperwork was given to administration.

11. **Adjournment:** Meeting adjourned at 7:55PM
Next Regular Meeting: October 14, 2026

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Misty Ticiniski: Jerry Zahora:
Chair Secretary Treasurer