



# Whistle Bend School

## Board Meeting Minutes

February 6, 2023

<b>Attendees:</b> Brian Laird, Patricia (Tia) Campbell, Rebecca Hutchings-Archibald.	
<b>Guests:</b> Trevor Justason ( DOE Facilities Project Manager) Lori Choquette	
<b>Missing:</b> Andrea Oldridge, Cassandra Malach	
<b>Meeting Date:</b> February 6, 2023	<b>Meeting Start Time:</b> 7:00pm
<b>Meeting Location:</b> 1000 Lewes Blvd, Whitehorse	
<b>Zoom info:</b> Meeting ID: 87811065482 Passcode: 384607	
<b><u>Agenda Items:</u></b>	
<b>1. Welcome and Check-in</b>	
<b>2. Approval of January 9 Minutes</b> Motion: Tia Seconded :Brian	
<b>3. Approval of Agenda</b> Motion: Brian Seconded: Tia	
<b>4. General Board Update &amp; Communication - Chairs</b> <ul style="list-style-type: none"> <li>● Council Training follow-up with elaine (Cassandra)</li> </ul>	
<b>5. Treasurers update (Rebecca in absence of Andrea)</b> <ul style="list-style-type: none"> <li>● Brian and Andrea attended bank Feb 3</li> <li>● Bank requested registration # as council is incorporated. Same requested from Lori Choquette</li> <li>● Brian and Andrea signed document stating two signatures required over \$500. Debit card to be issued</li> <li>● If WBSC implements bylaws they will need to be provided to bank</li> <li>● Bank documents provided to Secretary and uploaded to google drive</li> </ul>	
<b>6. Update from Tia regarding letter to KDFN/YFN</b> <ul style="list-style-type: none"> <li>● Tia drafted a letter to each nation and provided to council members to review. Lori agrees with working to notify nations of the new council and welcome participation</li> </ul>	
<b>7. School briefing from Trevor Justason:</b> <ul style="list-style-type: none"> <li>● Facility overview-2 tier (2 classes each grade K-7) 16 classrooms + language, STEAM, Home econ, Learning Commons, 60sq metre classrooms</li> <li>● Internal furnishings- CDI spaces, Yukon Office Supply</li> <li>● Playground Equipment- Timeline end of March 2023</li> </ul>	



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- School Name-Need input ASAP as signage needs to be completed. End date March 31. Policy on naming YG facilities provided to council.
- School Mascot-no deadline
- School colors- to be picked
- Principal hiring- progressive thinker very important. Work with Marilyn Marquis Forster and HR. Likely happening sooner than later. Part of hiring panel. Posting made in and out of Yukon
- Catchment- projected 368, up to 420 kids maximum
- School opening- Substantial completion Dec 2023-Jan 2024 followed by 3 months for deficiencies. Projected opening Aug 2024
- Hiring-

### 8. Website status update (Tia, Rebecca)

- As per Lori Choquette. Will speak with Jane Downing to establish a school website on the department domain.

### 9. Action Items:

- (5) follow-up required with Lori and Alicia Rice (RBC) to obtain and provide registration number for the account
- (6) Letter to nations to be brought forward at next Feb meeting for further discussion and approval
- (8) Lori to follow-up with council with website update from Jane Downing
- Tia to reach out to Whistle Bend place for availability to host community engagement session

**Next Meeting: February 13, 2023**

**Meeting End Time: 8:54pm**