St. Francis of Assisi Catholic Secondary School Council

Regular Meeting Minutes

Monday, August 24, 2026

6:30 pm – 8:30pm

Location: SFACS Learning Commons

Council: Chris Potvin, Katherine Williams, Ryan Sikkes, Corrie LaLonde, Monica Best

Guests: Jeanette Gallant

Administration: Principal Alethea Wallace, Vice Principal Tanner Cassidy, Vice Principal Erik Gray

Secretary/Treasurer: Nancy Legault

Regrets:

1. Introductions / Welcome to guests / land acknowledgement:
   Ryan called meeting to order at 6:38 pm. CARRIED.

We acknowledge the land on which we stand is the ancestral territory of the Kwanlin Dun First Nation, and the Ta'an Kwach'an Council, and is a common home to everyone in virtue of God, the Creator's gracious gift.

Each member of the school council introduced themselves for the new members.

2. Our Father / Gospel of the day / Brief reflection on the reading / Prayers of thanks & intercession

3. Election of (co-) chair

Ryan opened the floor for volunteers to Co-Chair or not. Chris said he would co-chair again this year. Council voted Chris Potvin to continue to Co-chair with Ryan Sikkes. CARRIED.

4. Adoption of Agenda

Ryan discussed main agenda points to new members of council. Motion to strike in camera session and move up old business. Discussed adding a standing agenda item of business arising from minutes to ensure we are reviewing action points and following through. Ryan moved to adopt agenda with amendments. CARRIED.

5. Special Thanks / Acknowledgements

Thanks to staff and students for Grade 8 orientation that went smoothly.

Thanks to Jeanette Gallant and Rod Bagaslao for serving as last years council members.

Welcome to new staff at school this year and welcome to new Vice Principal Erik Gray.

Thanks to new YFNED cook staff that had food ready first day of school and introduced National Food School Pilot Program.

6. Minutes from Previous Meeting

Ryan moved to adopt as presented. CARRIED.

7. Old Business.

Updates to student handbook need updating for this school year before being finalized. Revisit handbook next month for final approval. ACTION.

8. Standing Reports

a. Administration Report

a. General Report

471 students in enrollment. Projected enrollment was 467. There are those on the waitlist for grade 8 and 9 but numbers are at full capacity at this time. Staffing Allocation at 40.5 FTE. EA Allocation for this year: 16 EAs. Currently in the process of hiring a library clerk and one EA position. Welcome barbeque for new teachers with date TBD. Top three Capital Priorities: 1. Space: Replacement of portables and cafeteria upgrade to teaching cafeteria. 2. Safety: Chem lab hood fan replacement and metal shop eye wash station installation (eye wash station has been ordered). 3. Risk Mitigation: Interior flooring removal in the upstairs weight room (music room flooring replacement completed today).

Katherine mentioned that she is not pleased with policy development and the lack of communication and collaboration with council in the development of cell phone policy for the record. Admin said the cell phone policy is still in draft mode and will be brought to the attention of council members before finalized.

b. School Growth Plan

Monica suggested that a Council member join the School Growth Plan committee to stay in the loop. Monica Best agreed to join the School Growth Plan committee as a council member. CARRIED.

Ryan suggested to change School Growth Plan electronically so it can be shared to all council members.

c. School Data

Nothing to report at this time.

b. CEAY

AGM council orientation on Saturday. CEAY meeting on September 16, 2026. Council needs to designate someone for council's votes adoption on minutes, etc. Ryan and Chris voted in to serve as directors at CEAY. CARRIED.

Katherine mentioned that Administration should put out in the newsletter next week to see if there is parent interest in the role of director of CEAY. Katherine will send a write up to send to Alethea to put out in newsletter. ACTION.

c. ACSTA

Katherine is planning to attend upcoming Board of Directors meeting.

d. Secretary-Treasurer

The Minister of Education agrees to pay funds to council of $13,760. 00 from July 1, 2026 to June 30, 2028. Funds for deposit are to be transferred into bank for council for 2 year funding. Bank card needs renewal (expired) with signing authorities present at bank. ACTION.

Current Bank balance at $3,955.48.

8. Standing Business / Council Priorities

a. Religious Education Curriculum update (grade 12)

Ryan recaps the main points of mitigations and course approval of updates from previous meetings for new council members. Katherine inquired if information letter to parents of what Catholic Education is all about were sent out. Admin said letter still not sent out. Still in process of being communicated and being finalized. Council asked admin to let council know if there will be a delay in sending out letter and also to speak to Minister about this item of concern.

b. Art work for school – update

Katherine gave update on Art work mosaic. Student input was collected in the spring and the data was collated of over 200 responses from SFA students and staff. The responses from parishioners will be gathered in the coming weeks. Council did not receive any funding from the Yukon Arts Fund and Foundation Grants that were applied for. Katherine suggests that council reach out to businesses outside that might donate some funds for Mosaic. Katherine requests for parent fundraiser committee for the mosaic in the newsletter. Tanner Cassidy (VP) mentioned that the School Legacy has funds for contribution and will talk with those involved to make the suggestion to contribute to mosaic.

c. Territorial standards / normative comparisons for our school across BC / YT

Council continues to seek more data collected on students in reading, writing, and arithmetic.

9. New Business

a.Discussion of complaint letter received in June

Chris read letter aloud from parents to council who are concerned about school flying pride flag. Alethea met with the Bishop and parents and heard their concerns. Admin explained the policy is coming from department of Education to the schools. Admin agreed to read letter to council to address how parents feel in this regard.

b.Upcoming Events and Meetings

1.Reschedule Yukon Independent Education Review engagement

Rescheduled for Monday September 28, 2026 at 5:45 pm for one hour. Location at Saint Francis Secondary School.

c.Determining Regular Meeting Schedule for 2026-2027

Council agreed to have Regular Meetings on the 3rd Monday of each month at 7 pm. Next Meeting will be Monday September 21, 2026 at 7 pm.

11.Closing Prayer:

Saint Francis, our brother, you who eight hundred years ago
went to meet Sister Death as a man at peace,
intercede for us with the Lord.

In the Crucifix of San Damiano you recognized true peace,
teach us to seek in Him the source of all reconciliation
that breaks down every wall.

You who, unarmed, crossed the lines of war
and misunderstanding,
give us the courage to build bridges
where the world erects borders,

In this time plagued by conflict and division,
intercede so that we may become peacemakers:
unarmed and disarming witnesses of the peace that comes from Christ.
Amen.

12. Adjournment

Ryan motioned to end meeting at 8:45 pm. CARRIED.

Next Regular Meeting Date: Monday, September 21st, 2026 at 7 PM.