



**YELLOWKNIFE EDUCATION DISTRICT NO. 1
BOARD OF TRUSTEES
REGULAR BOARD MEETING
MINUTES**

January 13, 2026 – 6:30 PM
In-person and online via Google Meet
(in camera 6:30 - 7:00 PM)

Trustees Present: Allan Shortt, David Wasylciw (online), Jason Snaggs (online), Michelle Peters, Terry Brookes (online) and Tina Drew

Regrets: Barbara Bell

Administration Present: Shirley Zouboules, Lisa Vass, Landon Kowalzik, Graham Arts, Jordan Martin and Pat Thagard

Regrets: none

Guests present: Stephen Dunbar, Chief Electoral Officer, Elections NWT (Presenter)

Meeting Chairperson: Trustee Allan Shortt

Meeting Minutes by: Pat Thagard

1. Call to Order

The meeting was called to order at 6:35 PM. Six (6) Trustees were present. Quorum was met.

Motion #: 01/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees move to in camera at 6:36 PM.

Moved by: Trustee Drew Seconded by: Trustee Peters **Carried**

Motion #: 02/01-13/25-26

I move that the YK1 Board of Trustees move out of in camera at 7:01 PM.

Moved by: Trustee Peters Seconded by: Trustee Drew **Carried**

The Board meeting was called back to order at 7:07 PM

2. Land Acknowledgement

Chairperson Shortt respectfully acknowledged that we live, work, and learn on Chief Drygeese Territory in the Akaitcho region, the traditional territory of the Yellowknives Dene First Nation.

3. Chairperson's Opening Remarks

Chairperson Shortt welcomed everyone and then noted that Trustee Bell is not able to attend the meeting this evening; therefore, he will chair the meeting.

4. Declaration of Conflict of Interest

None declared.

5. Adoption of Agenda

Motion #: 03/01-13/25-26

I move that the YK1 Board of Trustees adopt the January 13, 2026, Regular Board Meeting agenda, as presented.

Moved by: Trustee Brookes Seconded by: Trustee Drew **Carried**

6. Delegations & Presentations

6.1. Elections NWT - Stephen Dunbar, Chief Electoral Officer

The presentation is included in the agenda package.

Elections NWT is proposing a joint City and School Boards election for the October 2026 municipal and school Board elections. The primary goal is for YK1, Yellowknife Catholic Schools (YCS), and the City of Yellowknife (the City) to collaborate on election administration.

Voters would use a single ballot for both City Council and School Board Trustees. The use of programmable tabulators would allow for faster, more accurate results compared to manual counting. A central mandate for Elections NWT is removing barriers; a joint election typically increases turnout by simplifying the process for the public.

The transition to a shared model is driven largely by the high costs and the complexity of running independent elections. In 2020, the estimated cost for YK1 to run its own election was \$70,000. Renting a single tabulator costs approximately \$3,000. The tabulator rental fee would remain even if candidates are elected by acclamation.

If a fully joint election is not pursued, Elections NWT can still provide support, including electors' lists, ballot boxes, and training materials.

YCS has already moved toward "concurrent" elections with the City to improve efficiency. A preliminary YK1 meeting with City officials in November was positive.

Next steps would be to collaborate with City officials to ensure a consolidated ballot is implemented, formalizing an agreement with the City and/or Elections NWT (as required) and continuing discussions at the next YK1 Board meeting.

7. Review and Approval of Minutes

7.1. October 31, 2025 - Special Board Meeting Minutes

Motion #: 04/01-13/25-26

I move that the YK1 Board of Trustees approve the October 31, 2025, Special Board Meeting minutes as presented.

Moved by: Trustee Brookes Seconded by: Trustee Peters **Carried**

7.2. December 9, 2025 - Regular Board Meeting Minutes

Motion #: 05/01-13/25-26

I move that the YK1 Board of Trustees approve the December 9, 2025, Special Board Meeting minutes as presented.

Moved by: Trustee Peters Seconded by: Trustee Brookes **Carried**

8. Business Arising from the Minutes

8.1.0. Action Items

Motion #: 06/01-13/25-26

I move that the YK1 Board of Trustees defer the action item list to the next Regular Board meeting.

Moved by: Trustee Snaggs Seconded by: Trustee Peters **Carried**

8.1.1. Draft Letter Bill 32 - An Act to Amend the *Public Service Act* No. 2 (Chairperson Bell)

Chairperson Short called for comments on the draft letter. There were no comments.

Motion #: 07/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees direct the Chair to send the letter as presented.

Moved by: Trustee Drew Seconded by: Trustee Snaggs **Carried**

9. Trustee Statements

Per By-Laws: *Trustee Statements are individual opinions and are not intended to represent the views of the Board.*

Trustee statements are not debatable and there will be no opportunity for rebuttal or questions.

9.1.0. No Trustee statements were received.

10. Unfinished Business

10.1. Deferred Agenda Items - from December 9, 2025 Board Meeting

10.1.1. Committees

10.1.1.1. Finance Committee, Chairperson: Trustee Brookes

Motion #: 08/01-13/25-26

I move that the Yellowknife Education District No. 1 Board of Trustees set a preliminary direction for a balanced budget to Administration in their initial development of the 2026-2027 District Budget, and for Administration to come back to the Board with options to achieve this goal.

Moved by: Trustee Brookes Seconded by: Trustee Drew **Amended**

Trustees expressed a desire to, if possible, keep a bit of a surplus as a contingency in case of emergencies. This resulted in the following amending motion:

Motion #: 09/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees amend the motion that the balanced budget include a contingency fund of a reasonable amount to be determined by Administration.

Moved by: Trustee Wasyliciw Seconded by: Trustee Drew **Carried**

Amended Motion # 08/01-13/25-26 (amended):

I move that the Yellowknife Education District No. 1 Board of Trustees set a preliminary direction to Administration to draft a balanced 2026-2027 budget, which should include a contingency fund of a reasonable amount to be determined by Administration, and for Administration to come back to the Board with options to achieve this goal.

Carried

10.1.1.2. Facilities Committee, Chairperson: TBD

The Committee members are waiting for the finalized Terms of Reference (TOR). The Policy & Governance Committee will bring the TOR to the next Board meeting for formal approval.

10.1.1.3. NWTTA Teacher-Board Committee, Chairperson: TBD

The Committee has not met.

10.1.1.4. Policy & Governance Committee, Chairperson: Trustee Drew

Motion #: 10/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees approve the amended Policy 3 - Role of the Trustee, as presented to the Board.

Moved by: Trustee Drew Seconded by: Trustee Snaggs **Carried**

This policy was presented to the school PACs for feedback. No feedback was received.

An appendix to the policies will be created that will contain the cumulative revisions made to each individual policy. A suggestion was made to have a brief description of the changes included at the end of the policy with reference (link) to the Appendix section. The Committee will put this suggestion into practice.

Motion #: 11/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees approve the amended Policy 7 - Role of the Board Vice-Chairperson, as presented to the Board. No changes recommended to this policy.

Moved by: Trustee Drew Seconded by: Trustee Snaggs **Carried**

Motion #: 12/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees approve the amended Policy 9 - Board Delegation of Authority, as presented to the Board. No changes recommended to this policy.

Moved by: Trustee Drew Seconded by: Trustee Peters **Carried**

Motion #: 13/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees approve the amended Policy 11 - Recruitment, Selection & Recognition of Personnel, as presented to the Board. No changes recommended to this policy.

Moved by: Trustee Drew Seconded by: Trustee Snaggs **Carried**

Motion #: 14/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees approve the amended Policy 12 - Hearings on Teacher Matters, as presented to the Board. No changes recommended to this policy.

Moved by: Trustee Drew Seconded by: Trustee Snaggs **Carried**

Motion #: 15/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees accept Policy 6 - Role of the Chairperson for first reading, with recommended changes from the Committee.

Moved by: Trustee Drew Seconded by: Trustee Snaggs **Carried**

The Committee asked that trustees review *Policy 13 - Teaching Staff Reductions* and provide comments to the Committee by or before January 27th.

10.1.1.5. Public Engagement & Advocacy Committee,
Chairperson: Trustee Wasylciw

The Committee to report at the February meeting.

10.1.1.6. USW Board Advisory Committee, Chairperson: TBD
No meeting has been held.

10.1.2. Ad Hoc Committee Reports

10.1.2.1.Negotiations Committee - NWTTA, Chairperson: Trustee Peters

The collective agreement was finalized. Therefore, the work of

the Committee has now concluded.

- 10.1.2.2. Negotiations Committee - USW, Chairperson: Trustee Shortt
The collective agreement was finalized. Therefore, the work of the Committee has now concluded.

- 10.2 Draft Letter Bill 32 - An Act to Amend the *Public Service Act*, No. 2 (Chairperson Bell)
Copy of letter provided for information purposes.

11. New Business

- 11.1 Letter - Consultation on Amendments to *Education Staff Regulations* - Bill 81
(Chairperson Shortt)

Administration believes these changes will directly benefit students by ensuring transparency. The importance of knowing if a teacher has lost their tenure or had their license suspended or cancelled in another jurisdiction was emphasized. This would help to prevent them from simply moving to a new location. A formal system might prevent confidential agreements that allow problematic issues to go undetected. Trustees noted that many other jurisdictions already publicly disclose when a teacher loses their certification.

Both Trustees and Administration suggested involving the Privacy Commissioner to ensure the recommendations are legally sound. Administration questioned whether the NWTTA (Northwest Territories Teachers' Association) has also been contacted regarding these changes.

Trustees expressed specific concerns regarding individuals who have already served time for a crime, and the potential for individuals to bypass these checks by changing their names.

The Board asked for feedback from the Administration regarding any specific concerns or comments. There is a clear consensus on the need for more information, with a desire to balance that with legal privacy requirements and union consultation.

- 11.2 2026-2027 Auditor (Secretary Treasurer Vass)

Finance has been working to develop an RFP; however, other factors have taken precedence. Therefore, Secretary Treasurer Vass recommends extending the contract with Crowe MackKay LLP by one year.

Motion #: 16/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees approve the appointment of Crowe MackKay as the Auditor for the fiscal year ending June 30, 2026.

Moved by: Trustee Peters Seconded by: Trustee Drew

Carried

- 11.3 2026-2027 Draft Calendar (Assistant Superintendent Arts)

The draft calendar for JK-Grade 8 and Grades 9-12 were reviewed. The final versions must be submitted to Education, Culture, and Employment (ECE) by February 16th. Overall, the Board reacted very positively.

There was a recommendation to include a half-day civic holiday for efficiency. Administration noted that a ½ day civic holiday cannot be included until the City declares it a holiday. However, the ½ day is factored into the number of teaching days in case it comes to pass.

Trustees inquired about the number of consecutive short weeks. Administration confirmed there are three 4-day weeks in October, and short weeks in June that

are due to legislated requirements. The school year is set to begin on a Thursday. This is due to a combination of legislative and collective agreement constraints and provide the benefit of allowing students to "ease back in" to school.

Administration noted that parents are primarily interested in four dates: the start date, winter break, spring break, and the final day of school.

Assistant Superintendent Arts credited Kim Lee for her extensive work in gathering the data and pulling the calendar together.

The calendar will be shared on the District and school websites, Facebook and X as well as being sent via email to all staff with a request for feedback by February 1st.

11.4 Approval of International Travel SJF 2027 (Superintendent Zouboules)

A brief overview was given about the trip and a change to the itinerary since the Field Trip Form was submitted. Administration recommended Board approve the trip in principle to allow the documentation to be submitted to ECE for approval.

Motion #: 17/01-13/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees approve the trip in principle, with final approval to occur in the fall of 2026.

Moved by: Trustee Snaggs Seconded by: Trustee Brookes

Carried

12. Reports

12.1. Chairperson's Report (Trustee Bell)

The report is included in the agenda package.

Chairperson Shortt had nothing to add, and there were no comments or questions.

12.2. Trustee Reports

12.2.1. No reports were submitted.

12.3 Canadian School Board Association Report (Trustee Brookes)

Trustee Brookes noted that the next CSBA meeting is scheduled for February 3rd & 4th. He will submit a report for the February Board meeting.

12.4 Superintendents Report (Shirley Zouboules)

The report is included in the agenda package.

The Tier 4 Stabilization funding has been approved. A letter from ECE confirming this is to follow. Trustees praised the team and remarked that the Tier 4 Stabilization program seems highly effective.

The core Priorities approved by the Board of Trustees will guide the development of the Strategic Plan. The list of priorities will be provided to trustees. The final document will focus on assessment metrics (where we are vs. where we want to be). The team is currently refining these items to ensure alignment with the priorities. Trustees requested that this topic be added to the February Committee of the Whole (COW) meeting agenda for more in-depth discussion.

12.4.1 Assistant Superintendent of Curriculum & Learning Report (Graham Arts)

The report was shared as a separate document and will be added to the final version of the agenda package.

What is being done in the area of numeracy was reviewed. It was also noted that we are working through a substantial change in the mathematics curriculum. The new Foundation Skills Assessment (FSA) now implemented in

the NWT was reviewed. Data from YK1 was compared to data currently available from BC. The comparison of YK1's results shows a very positive outcome for the district.

Trustee Wasylciw left the meeting 8:58 PM

- 12.4.2 Assistant Superintendent of Human Resources & Learning Report (Landon Kowlazik)
The report is included in the agenda package.

Motion #: 18/01-13/25-26

I move that the YK1 Board of Trustees move to in camera at 8:59 PM.

Moved by: Trustee Drew Seconded by: Trustee Peters **Carried**

Motion #: 19/01-13/25-26

I move that the YK1 Board of Trustees move out of in camera at 9:08 PM.

Moved by: Trustee Peters Seconded by: Trustee Drew **Carried**

There were no questions on the report.

- 12.4.3 Secretary Treasurer Report (Lisa Vass)

The December report and this month's reports are included in the agenda package.

Discussion resulted in the following motion:

Motion #: 20/01-13/25-26

I move that the YK1 Board of Trustees direct Administration to coordinate an election procedure process with the City of Yellowknife and the Yellowknife Catholic School Board for the October 2026 YK1 Board of Trustees election.

Moved by: Trustee Brookes Seconded by: Trustee Peters **Carried**

- The Transdev contract is up soon. The RFP is being worked on, and all three boards are doing their analysis of fees for the next year. The analysis will inform the structure of the RFP. A meeting has been scheduled by the three districts, without Transdev, for January 16th.
- Trustees ask that the Finance Committee bring the variance report forward at the next Board meeting.

- 12.4.4 Director of Operations Report (Jordan Martin)

The report is included in the agenda package.

Trustees asked for a report on projects that have been completed and those still outstanding. It was noted that an RFP may need to be done for some projects if we are not able to use the GNWT Standing Offer list of suppliers.

Trustees asked if ECE has given any indication on a permanent fix for the schools with high lead levels in their water. No permanent fix has been brought forward by ECE as of yet. Trustees suggested adding this topic to the agenda for the next meeting with MLAs.

13. Standing Committee Reports

Committee chairpersons asked to advise Board Chairperson Bell of their meeting dates.

- 13.1. Audit Committee, Chairperson: Trustee Peters

The committee has not met yet. The first meeting will be in February.

- 13.2. Committee of the Whole (COW), Chairperson: Trustee Shortt
The report and minutes are included in the agenda package.
The meeting was held yesterday.
- 13.3. Finance Committee, Chairperson: Trustee Brookes
The Committee last met in December. The next meeting is scheduled for January 27th.
- 13.4. NWTTA Teach-Board Committee, Chairperson: Trustee TBD
The Committee has not met. Administration to confirm the date of the next meeting.
- 13.5. Policy & Governance Committee, Chairperson: Trustee Drew
The Committee will meet again on January 15th and on the 28th.
- 13.6. Public Engagement & Advocacy Committee, Chairperson: Trustee Wasylciw
The committee report was deferred to the February Board meeting. The next meeting is scheduled for January 19th.
- 13.7. USW Board Advisory Committee, Chairperson: Trustee TBD
The Committee has not met.

Chairperson Shortt noted that the Negotiation Committees have concluded their work and will be removed from the agenda until the next negotiation cycle.

14. Announcements - events calendar attached

15. Date and Time of Next Meeting

January 20, 2026	6:00 PM	Board Education Information Session
February 9, 2026	12:10 PM	Committee of the Whole Meeting
February 10, 2026	6:30 PM	Executive Session (In camera)
February 10, 2026	7:00 PM	Regular Board Meeting
February 24, 2026	6:00 PM	Board Education Information Session

16. Chairperson’s Closing Remarks

Chairperson Shortt thanked everyone for attending.

17. Adjournment

Motion #: 21/01-13/25-26

I move that the YK1 Board of Trustees, January 13, 2026, Board meeting be adjourned.

Moved by: Trustee Peters

Seconded by: Trustee Snaggs

Carried

The meeting adjourned at 9:28 PM

Chairperson Bell

Secretary Treasurer Vass