



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

April 14, 2026 – 6:30 PM
In-person and online via Google Meet
(in camera 6:30 - 7:00 PM)

Note: Everyone present attended this meeting online.

Trustees Present: Barbara Bell, Michelle Peters, Terry Brookes, and Tina Drew
Regrets: Allan Shortt, David Wasylciw and Jason Snaggs
Administration Present: Shirley Zouboules, Lisa Vass, Landon Kowalzik,
Jordan Martin and Pat Thagard
Regrets: Graham Arts
Guests present: none
Meeting Chairperson: Trustee Barbara Bell
Meeting Minutes by: Pat Thagard

1. Call to Order

The meeting was called to order at 6:30 PM.

Four (4) Trustees were present. Quorum was met.

Motion #: 01/04-14/25-26

I move that the Yellowknife Education District No. 1 (YK1) Board of Trustees move into in-camera at 6:32 PM.

Moved by: Trustee Snaggs Seconded by: Trustee Peters

Carried

Motion #: 02/04-14/25-26

I move that the YK1 Board of Trustees move out of in camera at 6:58 PM.

Moved by: Trustee Snaggs Seconded by: Trustee Drew

Carried

The Board meeting was called back to order at 7:01 PM

2. Land Acknowledgement

Chairperson Bell 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 Bell welcomed everyone and thanked Trustee Shortt, Superintendent Zouboules, Assistant Superintendent Kowalzik, and Regional Inclusive Schooling Coordinator Lori Bailey for their YK1 presentation to the Standing Committee. She also thanked those who contributed in any way to data collection and providing responses. And, the presenter originally scheduled for this evening's meeting will present at the May Board meeting.

4. Declaration of Conflict of Interest

None declared.

5. Adoption of Agenda

Motion #: 03/04-14/25-26

I move that the YK1 Board of Trustees adopt the April 14, 2026, Regular Board Meeting agenda, as presented.

Moved by: Trustee Terry Seconded by: Trustee Peters

Motion #: 04/04-14/25-26

I move that the YK1 Board of Trustees amend the April 14, 2026, Regular Board Meeting agenda, by moving the Policy & Governance Committee Report & associated policy approval to item 10.1; and add an item 11.6 titled Ratepayers Meeting.

Moved by: Trustee Terry Seconded by: Trustee Drew

Carried

Main motion **03/04-14/25-26** **Carried**

Trustee Brookes asked that the Board Meeting minutes reflect something that occurred during the in camera session. Trustee Drew called a **Point of Order**, stating that proceedings during the in camera portion of a Board meeting should not be discussed outside of the in camera session.

Chairperson Bell upheld the Point of Order.

6. Delegations & Presentations - deferred to May Board meeting

7. Review and Approval of Minutes

7.1. March 10, 2026 Regular Board Meeting Minutes

Motion #: 05/04-14/25-26

I move that the YK1 Board of Trustees approve the March 10, 2026, Regular Board Meeting minutes, as presented.

Moved by: Trustee Brookes Seconded by: Trustee Peters

Carried

8. Business Arising from the Minutes

None

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 No trustee statements were received by the Secretary Treasurer for this meeting.

10. Unfinished Business

10.1. Policy & Governance Committee Report

Motion #: 06/04-14/25-26

I move that the YK1 Board of Trustees approve Policy 13 - Staff Reductions, as presented, which was tabled at the Feb 10, 2026 Board Meeting.

Moved by: Trustee Drew Seconded by: Trustee Brookes

Carried

Motion #: 07/04-14/25-26

I move that the YK1 Board of Trustees approve Policy 8 - Committees of the Board, as presented.

Moved by: Trustee Drew

Seconded by: Trustee Brookes

Carried

Discussion included:

- The need for the removal of the sections of the policy related to PAC speaking notes and reference to the Communication Officer. Committee Chairperson Drew asked that the policy be approved with the removal of the items noted above being made and then brought forward for approval at a later date. Approval as is, would allow the Facilities Committee to meet now that their terms of reference have been separated out from the former Finance & Facilities Committee terms of reference.
- Secretary Treasurer Vass noted that she and Director of Operations Martin are working on facilities due to budget considerations and will advise the Board of facilities priorities at a later date.
- The Committee will remove reference to PAC speaking points and change the reference to a Communication Officer in the policy, then bring the policy forward again for approval.

Motion #: 08/04-14/25-26

I move that the YK1 Board of Trustees amend motion # 7/04-14/25-26 to read "...approve Policy 8 - Committees of the Board, with the removal of the requirement to develop Trustee PAC speaking points after Board meetings and changing any mention of "Communication Officer" to a broader term.

Moved by: Trustee Drew

Seconded by: Trustee Brookes

Trustee Drew **withdrew** the amending motion

Withdrawn

(Main motion #: 7/04-14/25-26 - Carried - see above)

Motion #: 09/04-14/25-26

I move that the YK1 Board of Trustees reinstate Policy 21 - Duty to Report, as presented, with no changes.

Moved by: Trustee Drew

Seconded by: Trustee Brookes

Carried

Motion #: 10/04-14/25-26

I move that the YK1 Board of Trustees approve Policy 26 - Naming and Renaming of School Buildings & School Areas, as presented, with no changes.

Moved by: Trustee Drew

Seconded by: Trustee Brookes

Carried

Motion #: 11/04-14/25-26

I move that the YK1 Board of Trustees approve Policy 27 - Student Engagement with the Board, as presented, which was tabled at the February 10, 2026 Board meeting.

Moved by: Trustee Drew

Seconded by: Trustee Brookes

Carried

Motion #: 12/04-14/25-26

I move that the YK1 Board of Trustees table Policy 29 - Visual Identity, for Trustee review and feedback by May 3, 2026.

Moved by: Trustee Drew

Seconded by: Trustee Brookes

Carried

Motion #: 13/04-14/25-26

I move that the YK1 Board of Trustees table Policy 30 - Information Technology, for Trustee review and feedback no later than May 3rd.

Moved by: Trustee Drew

Seconded by: Trustee Brookes

Carried

Trustee asked to provide feedback on the content and whether this policy should be a standalone policy or if it should be included in *Policy 10 - Role of the Superintendent*.

11. New Business

11.1 Strengthening Trustee Oversight (Trustee Bell)

Chairperson Bell noted that there is no clear process for the use of trustee professional development funds. The discussion resulted in the following motion.

Motion #: 14/04-14/25-26

I move that the YK1 Board of Trustees bring this subject to the Policy & Governance Committee for review, in consultation with the Secretary Treasurer and bring their suggested process to the May Board meeting for further discussion.

Moved by: Trustee Drew

Seconded by: Trustee Brookes

Carried

11.2 Upcoming Engagement - Yellowknife MLAs (Trustee Bell)

Trustees suggested including information celebrating positive things that have or are happening within YK1 at the Yellowknife MLA meeting. Discussion about topics for the upcoming meeting resulted in the following motion.

Motion #: 15/04-14/25-26

I move that the YK1 Board of Trustees accept the recommendations as agreed for the upcoming Yellowknife MLAs meeting and Education Leaders meeting, including: the funding formula, surplus and inclusive schooling as 1 item, Jordan's Principle as a second item and timely responses to information requests as the third item.

Moved by: Trustee Drew

Seconded by: Trustee Peters

Carried

Trustees suggested the creation of a list of items that YK1 has been awaiting a response from the GNWT for the MLAs. Trustees also suggested encouraging the GNWT to be vocal about the legality of the Federal government's changes to Jordan's Principle funding. Administration noted that another NWT DEA has filed a lawsuit against the Federal Government. Speaking notes will be shared with trustees.

11.3 Yellowknife Tradeshow (Trustee Bell)

The Public Engagement & Advocacy Committee suggests that trustee discussions focus on the upcoming election. There was some discussion about whether or not to have an election advocacy table. Trustee Brookes' daughter will attend the Trade Show to make balloon animals for YK1. Trustees noted that it is incumbent on trustees to make potential trustees aware of the upcoming election and encouraged trustees to attend the Trade Show to spread the word about the upcoming election. Trustees suggested that YK1 staff direct people interested in running for the election to talk to trustees. A schedule will be shared for trustees to sign up for the Trade Show.

11.4 Trustee Handover Documents (Chairperson Bell)

Trustees suggested that the handover documents should be submitted sometime in early fall.

Motion #: 16/04-14/25-26

I move that the YK1 Board of Trustees remove the item about handover documents from the current Action item list.

Moved by: Trustee Drew

Seconded by: Trustee Peters

Carried

Administration noted that the timeline will be tight if this is left to the end of the current Board term. Trustees suggested the last handover document be left closer to the end of the term so that the information provided is as up to date as possible.

It was noted that the Public Engagement & Advocacy Committee is responsible for the creation of the trustee orientation binder; therefore, this item should be added to their next agenda.

Recess from 8:31 to 8:36 PM

11.5 Trustee Finances (Trustee Brookes)

Trustee Brookes gave a notice of motion regarding an internal audit. Trustees indicated that internal audit rules must be put in place before an internal audit can be done.

Chairperson Bell moved the meeting to the next agenda item per the YK1 Board By-Laws.

11.6 Ratepayers Meeting (Trustee Brookes)

Trustee Brookes brought forward a discussion about a date for the Ratepayers meeting. He also suggested having a more aggressive advertising campaign.

Motion #: 17/04-14/25-26

I move that the YK1 Board of Trustees go in camera at 8:49

Moved by: Trustee Drew

Seconded by: Trustee Peters.

Carried

Motion #: 18/04-14/25-26

I move that the YK1 Board of Trustees move out of in camera at 9:05 PM

Moved by: Trustee Brookes

Seconded by: Trustee Peters

Carried

Trustees suggested inviting PAC Chairs to attend the Ratepayers meeting.

Historically, the Ratepayers meeting has usually been held in early May. Tax rate information from the city was delayed. Information will be presented to trustees at the May 1st Finance Committee meeting. The Ratepayer meeting was tentatively scheduled for the week of May 11th.

12. Reports

12.1. Chairperson's Report (Trustee Bell)

The report is included in the agenda package. There were no questions.

12.2. Trustee Reports

12.2.1. No reports were submitted.

12.3 Canadian School Board Association Report (Trustee Brookes)

The report is in the package.

Trustee Brookes noted: Health and wellness is a very big topic for school boards across the country. Feedback received regarding Jordan's Principle funding letter has been sent to the CSBA.

Motion #: 19/04-14/25-26

I move that the Chair of the YK1 Board of Trustees be directed to write a letter to the Chair of the Canadian School Boards Association (CSBA), Allan Campbell, following the next Education Leaders meeting. This letter shall outline the points to be included in the forthcoming CSBA letter regarding Jordan's Principle.

Moved by: Trustee Drew

Seconded by: Trustee Brookes

Carried

12.4 Superintendents Report (Shirley Zouboules)

The report is included in the package.

Responses to questions:

- Work on the strategic plan is ongoing,
- Joint Occupational Health and Safety (JOHS) training is scheduled for next week
- a follow-up session will be done on restorative practices at the end of April,
- The narrative portion of the food funding report will be shared with the Board.

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

The report is included in the agenda package.

Responses to questions:

- In British Columbia (BC), the graduation assessment is a literacy and numeracy assessment to ensure students have the necessary skills to be successful after they graduate.
- Students at Mildred Hall School (MHS) had a great time with the National Ballet program sessions held at their school.
- The Operating Plan template was received from the Department of Education, Culture and Employment (ECE) last week. Schools have started working on their reports. and,
- School Improvement Plans continue to be worked on. A report will be presented in the fall.

12.4.2 Assistant Superintendent of Human Resources & Learning Report (Landon Kowlazik)

The report is included in the agenda package.

The CASA program at ȩtł'ò may be one factor in the high junior kindergarten registration at École ȩtł'ò, along with the community getting to know about the new school.

12.4.3 Secretary Treasurer Report (Lisa Vass)

The report is included in the agenda package.

Additional information and responses to questions:

- JOHS training will be ongoing over the next few months,
- We are waiting to hear from the City Clerk regarding the upcoming election,
- Current legislation may prohibit school boards from using tabulators,
- The interim audit was scheduled for 5 days, but was wrapped up in 3.5 days,
- A letter to the Government of the NWT (GNWT) regarding YK1 procurement practices has been left to the GNWT to reply; YK1 does have a procurement process which we follow.
- Administration was commended for their work to bring YK1 into compliance with OHS legislation; trustees suggested the Policy & Governance Committee report on OHS each month, and
- The Secretary Treasurer will highlight any variances of note at the next Finance Committee meeting.

Motion #: 20/04-14/25-26

I move that the YK1 Board of Trustees include, as of May 2026, actions taken toward Workers' Safety and Compensation Commission regulations and Occupational Health and Safety Act compliance in future Policy & Governance Committee agendas.

Moved by: Trustee Peters

Seconded by: Trustee Drew

Carried

Motion #: 21/04-14/25-26

I move that the YK1 Board of Trustees extend the meeting by 15 minutes.

Moved by: Trustee Drew

Seconded by: Peters

Carried

12.4.4 Director of Operations Report (Jordan Martin)

The report is included in the agenda package.

No questions.

13. Standing Committee Reports

13.1 Audit Committee (Chairperson: Trustee Peters)

The committee has not met since the meeting on February 12th.

An interim progress meeting will be scheduled for sometime in May.

13.2 Committee of the Whole (COW) (Chairperson: Trustee Shortt)

The agenda for yesterday's meeting and the March meeting minutes are included in the agenda package.

No questions.

13.3 Finance Committee (Chairperson: Trustee Brookes)

The minutes for the March 13th and 31st meetings are in the package. The next meeting is scheduled for April 28th.

A variety of projects are being worked on to use the surplus. The projects were reviewed. The current plan is to have the projects underway in the summer. The projects include an accessibility study.

- 13.4 Facilities Committee (Chairperson: TBD)
The Committee has not met.
- 13.5 NWTTA Teach-Board Committee (Chairperson: Trustee TBD)
There is no update at this time. The next meeting will be held in May.
- 13.6 Policy & Governance Committee, Chairperson: Trustee Drew
Moved to item 10.1
- 13.7 Public Engagement & Advocacy Committee (Chairperson: Trustee Wasylciw)
Due to calendar conflicts, the Committee did not meet in March. The next meeting will be held next week.

Trustee Drew to provide samples and information about Canadian North pins for Administration to follow up on.
- 13.8 USW Board Advisory Committee, Chairperson: Trustee TBD
The Committee has not met.
- 13.9 Action Items
Action Item lists included in the agenda package.

Trustees asked Chairperson Bell to resend the info for item VII.

Motion #: 22/04-14/25-26

I move that the YK1 Board of Trustees accept the updates to the action items as discussed.

Moved by: Trustee Drew

Seconded by: Trustee Peters

Carried

Trustees asked that the Committee action items be reviewed at future Board meetings. Trustees feel there is value in YK1 having a small asset registry for management and budgeting purposes moving forward.

14. Announcements - events calendar attached

There were no questions or additions to the calendars.

15. Date and Time of Next Meeting

May 11, 2026	12:10 PM	Committee of the Whole Meeting
May 12, 2026	6:30 PM	Executive Session (In camera)
May 12, 2026	7:00 PM	Regular Board Meeting

16. Chairperson's Closing Remarks

Chairperson Bell thanked everyone for attending. She looks forward to seeing everyone at the upcoming YK1 Long Term Service Awards.

17. Adjournment

Motion #: 23/04-14/25-26

I move that the YK1 Board of Trustees, April 14, 2026, Board meeting be adjourned.

Moved by: Trustee Drew

Seconded by: Trustee Peters

Carried

The meeting adjourned at 10:15 PM

Chairperson Bell

Secretary Treasurer Vass