



**YELLOWKNIFE EDUCATION DISTRICT NO. 1
BOARD of TRUSTEES
BOARD MEETING
MINUTES**

**December 10, 2024 – 7:00 PM
In-person and online via Google Meet**

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

Regrets: None

Administration Present: Lisa Vass, Landon Kowalzik, Graham Arts, Jean-Marie Mariez, Jordan Martin, Pat Thagard, and Bronwyn McPhail

Regrets: Shirley Zouboules

Meeting Chairperson: David Wasylciw

Meeting Recorder: Pat Thagard

1. Call to Order

The meeting was called to order at 7:07 PM. Seven Trustees were present. A quorum was met.

2. Land Acknowledgement

Chairperson Wasylciw 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 Wasylciw welcomed everyone to the meeting and congratulated Trustee Peters on her team's recent recognition by earning the Mining Reclamation Outstanding Achievement Award at the 2024 Mining and Exploration (MAX) Awards.

4. Declaration of Conflict of Interest

None

5. Adoption of Agenda

Motion #: 01/12-10/24-25

I move that Yellowknife Education District No. 1 Board of Trustees adopt the December 10, 2024, Regular Board Meeting agenda as presented.

Moved by: Trustee Brookes Seconded by: Trustee Shortt

Carried

6. Delegations & Presentations

6.1. Presentation YWCA - Afterschool Program, Rachael Gray & Sarah Butt

Highlights:

- The YWCA Afterschool Program currently does not have any children waitlisted for the program;
- Their staffing has gone well and they are in a good position to expand if the need increases;
- Currently, there is a need for more childcare spaces in Yellowknife for children from infant to 3 years of age. The YWCA is working to establish an infant to 3 year olds program. If they are successful they plan to give YK1 staff first access to spaces. They are working with the City. It has been a much longer process than expected; and,
- The YWCA gave a heartfelt thank you to Jean-Marie Mariez and Shirley Zoulboulos for their open communication, availability and support from other district office and school staff.

Trustees feel YK1 has a good, symbiotic relationship with the YWCA.

Trustees asked about the training ECE was going to introduce. Sarah indicated certification involves an onerous application process that can take up to 4 months to complete. A lot of staff are frustrated with the process.

Trustees asked what is needed for the opening of a new daycare. The YWCA needs a space and land that meets the ECE requirements. They continue to work with the City trying to overcome the hurdles they have encountered.

Trustees thanked the YWCA for the presentation and everything they do for YK1 families. Trustees look forward to more collaboration with the YWCA. Preparing children for school was a highlight at the recent BCSTA conference. The YWCA infant to age 3 daycare would help with preparing children for school. The YWCA was encouraged to continue to work with District Office staff to develop & work on more collaboration to ensure children are prepared to enter school.

7. Review and Approval of Minutes

7.1. Minutes of November 12, 2024, Regular Board Meeting

Motion #: 02/12-10/24-25

I move that Yellowknife Education District No. 1 Board of Trustees approve the November 12, 2024, Regular Board Meeting minutes, as presented.

Moved by: Trustee Wasylciw Seconded by: Trustee Shortt

Carried

8. Business Arising from the Minutes

None

8.1. Action Items List

Trustees asked about the Safe and Caring Workplace requirement. Administration indicated that the Department of Education, Culture and Employment (ECE) has asked for clarification on Safe School Plans. In response Administration referenced Board Policy 28.

Motion #: 03/12-10/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the updates, as discussed, to the Board's Action Item List.

Moved by: Trustee Drew

Seconded by: Trustee Shortt

Carried

9. Trustee Statements

None submitted

10. Unfinished Business

None

11. New Business

11.1. Request for Student Support Funding

A cover sheet and letter are included in the agenda package.

Motion #: 04/12-10/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the allocation of \$30,000 from surplus funds to create a half-time Education Assistant position for the 2024-2025 school year.

Moved by: Trustee Drew

Seconded by: Trustee Bell

Carried

Trustees suggested that the Board establish a process which would allow Administration to be more reactive in cases like the one that brought about motion #04/12-10/24-25 (above). Trustees recognized that they have a fiduciary responsibility but the district also needs to support children with needs as they present themselves. Trustees indicated that this is an easy request to support.

11.2. School Improvement Plans Report

A cover sheet and associated report are included in the agenda package.

All of the schools have reported on their improvement plans which all reflect the Strategic Plan even though the content of the school plans may vary. The report is an executive summary for the Board. A more fulsome report will be provided later in the year.

Trustees asked what indicators are used as baseline data. Administration indicated some schools may already have baselines while some are in the process of collecting baseline data now.

11.3. Draft Calendars 2025-2026

A cover sheet and associated documents are included in the agenda package.

The calendars will be shared with the community in mid-January for feedback by January 31, 2025. Administration noted that Professional Development (PD) days are bound by the collective agreement.

11.4. NWT JK-12 Curriculum Renewal Fact Sheet

A cover sheet and associated documents are included in the agenda package.

Administration provided an update on the renewal process which is in its third year. This included timelines and progress toward completion of the NWT curriculum renewal process.

Trustees asked what the status is on resources related to the curriculum change. Administration indicated there are never enough resources however the flexibility of the BC program allows for better use of existing resources. The resource of time is one area schools find challenging. It is a resource that is hard to find but the schools are coming up with creative time management strategies. Administration is impressed with how the schools are working to make the transition with the resources currently available.

11.5. Interim Results Update Report Discussion

A cover sheet and associated documents are included in the agenda package.

This report was tabled for a future discussion. Trustees were asked to email any comments on the report to the Superintendent and cc'd to the Board.

11.6. IT Department Annual Report

A cover sheet and associated documents are included in the agenda package.

Trustees asked that future reports be at a higher, governance level and include more about security. They would also like to see a % of equipment that has been or will need to be replaced and end-of-life data along with the cost associated with replacements in a 5 year plan. The Risk and IT/IM policies being developed will include what the Board would like to see in these reports. Trustees asked about cyber attack training availability. Administration will investigate and report back.

Administration noted that IT Manager Male has done well with his current staff and budget but this may not be sufficient in the future.

12. Reports

12.1. Chairperson's Report

A cover sheet and associated documents are included in the agenda package.

There were no questions.

12.2. Standing Committee Reports

12.2.1. Finance & Facilities Committee

No report in the package.

Committee Chair Snaggs indicated that the funding for the student, sole source, and procurement were topics at the November Committee meeting. More information will follow in the coming months as Secretary Treasurer Vass gets up to speed.

12.2.2. Policy & Governance Committee

No report in the package.

Committee Chair Peters reviewed the Committee's work to date on the update to *Policy 5 - Board By-laws*. She thanked everyone for the work going into the

robust changes to Policy 5. The Committee is working towards having a completed Draft of Policy 5 to table at the January Board Meeting.

12.2.3. Public Engagement & Advocacy Committee

A cover sheet and associated documents are included in the agenda package.

Committee Chair Brookes indicated an updated draft Communication Plan has been distributed for comments.

Action - Public Engagement & Advocacy Committee to bring the draft Communication Plan

forward to the next COW for discussion.

12.2.4. Audit Committee

The Audit Committee has not met since the last meeting on Sept. 19, 2024.

12.2.5. Committee of the Whole (COW)

The meeting agenda and minutes are included in the agenda package.

12.2.6. NWTTA Teacher-Board Committee

A cover sheet is included in the agenda package.

There were no questions

12.2.7. USW-Board Advisory Committee

The USW representative has asked to see the terms of reference (TOR) for the committee. He will be back in February and would like to have a meeting then. Administration will respond to the request and schedule a meeting.

12.3 Ad Hoc Committee Reports

12.3.1 Negotiations Committee

Meetings will begin in the new year. Trustee Drew indicated she is required to provide her employer with four (4) weeks of advance notice to participate in the negotiation meetings.

12.4 Superintendent's Report

A cover sheet and report are included in the agenda package.

Administration indicated that the big focus last month was on wellness. The training that has happened in the past month was reviewed along with the incorporation of Indigenous Learning Education (ILE) in classrooms which follows the changing of the seasons. Foundation Skills Assessments are completed. Grade 10 assessments will take place in January, April/June.

12.4.1 Assistant Superintendent of Curriculum & Learning

A cover sheet and report are included in the agenda package.

Trustees asked what the ʔori program is. Administration indicated that the ʔori program (which translates to "spruce bough" program) is an Indigenous land-based program delivered at NJ Macpherson School.

Trustees asked if parents will be able to access the new online Individual Education Plans (IEPs). Administration indicated parents/guardians play a role in the development of an IEP.

12.4.2 Assistant Superintendent of Human Resources and Learning

A cover sheet and reports are included in the agenda package.

The reasons for differences in student numbers in the enrolment were reviewed. They are usually attendance related. To mitigate issues with attendance the high school offers alternative learning through Route 51. Administration is working on other alternative learning models. This includes how to get students that left school before graduation back to school. Trustees look forward to supporting these initiatives.

The Trustees were invited to watch a new recruiting video after the meeting.

12.4.3. Secretary Treasurer Report

Nothing to report at this time.

12.4.3.i Director of Operations Report

A cover sheet is included in the agenda package.

Some weather related issues have come up and they are working on them. There were no questions.

12.5 Trustee Reports

Reports from Trustees Wasylciw and Brookes are included in the agenda package.

Chairperson Wasylciw offered to present a lunch and learn about the Canadian School Boards Association (CSBA) if Trustees are interested.

Trustees have attended some winter concerts and look forward to attending more.

12.6 Trustee Parent Advisory Committee (PAC) Reports

12.6.1. École Îtî'ò

Trustee Peters attended the École Îtî'ò PAC. It was a very robust meeting with a number of attendees joining online. Parents were asked to send questions to the Principal and letters should be sent to the Board. She feels they will be a strong PAC.

12.6.2. Mildred Hall School

No meetings as of yet.

12.6.3. N.J. Macpherson School

Trustee Snaggs did not attend the PAC and suggested the Board discuss attendance at PAC meetings.

12.6.4. Range Lake North School

The RLN PAC was held last Thursday.

12.6.5. École Sir John Franklin High School

Trustee Shortt indicated the biggest conversation during the PAC meeting involved the implementation of the BC curriculum. Trustee Shortt indicated that Principal MacInnis did a very good job of answering parents' questions.

12.6.6. École William McDonald Middle School

Trustee Drew was unable to attend the MHS PAC.

13. Announcements - events calendar attached

Trustee Drew gave a big congratulations to SJF for winning both cups at this year's Challenge Cup.

14. Date and Time of Next Meetings

Committee of the Whole (COW)	January 13, 2025	at 12:10 PM
Board In-Camera Session	January 14, 2025	at 6:30 PM
Regular Board Meeting	January 14, 2025	at 7:00 PM

15. Chairperson's Closing Remarks

Chairperson Wasylciw thanked everyone for attending the meeting. On behalf of all the Trustees, he gave a big congrats to SJF for winning both cups at the Challenge Cup. He wished everyone happy holidays and well deserved time off.

16. Adjournment

Motion #: 05/12-10/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees adjourn the December 10, 2024 Regular Board Meeting.

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

The meeting adjourned at 9:03 PM

Chairperson Wasylciw

Secretary Treasurer Vass