



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

February 11, 2025 – 6:30 PM
In-person and online via Google Meet
(in camera 6:30 - 7:00 PM)

Trustees Present: Allan Shortt, David Wasylciw, Terry Brookes, and Tina Drew
Regrets: Barbara Bell, Jason Snaggs, Michelle Peters
Administration Present: Shirley Zouboules, Lisa Vass, Landon Kowalzik, Jordan Martin, and Pat Thagard
Regrets: Graham Arts, Jean-Marie Mariez
Meeting Chairperson: David Wasylciw
Meeting Minutes by: Pat Thagard

1. Call to Order

The meeting was called to order at 6:40 PM. Four (4) Trustees were present.
Quorum was met.

Motion #: 01/02-11/24-25

I move that Yellowknife Education District No. 1 Board of Trustees move to In Camera.

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

Motion #: 02/02-11/24-25

I move that Yellowknife Education District No. 1 Board of Trustees out of in camera at 7:16 PM.

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

2. Land Acknowledgement

We respectfully acknowledge 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 noted that February is both Indigenous Languages Month and Black History Month and encouraged everyone to celebrate and learn more about both subjects.

4. Declaration of Conflict of Interest

None

5. Adoption of Agenda

Motion #: 03/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees adopt the February 11, 2025, Regular Board Meeting agenda, as amended.

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

(amendments: added item 11.5 - Strategic Planning)

6. Delegations & Presentations

6.1. Inquiry Based Learning, Randy Caines, Principal, NJ Macpherson School

The presentation is included in the agenda package.

Trustees asked how this approach complements different learning styles.

Mr. Caines indicated that it works very well with a variety of learning styles and gave some examples.

7. Review and Approval of Minutes

Motion #: 04/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees adopt the January 14, 2025 Regular Board Meeting minutes, as presented.

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

8. Business Arising from the Minutes

8.1. Action Items

Motion #: 05/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the updated action item list as discussed.

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

9. Trustee Statements

Per Bylaws: 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.

None

10. Unfinished Business

10.1. 2025-2026 Draft School Calendars

All feedback was taken into consideration. It was noted that YK1 must also adhere to the guidelines and directives provided by the Department of Education, Culture and Employment.

Motion #: 06/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the draft 2025-2026 School Calendar as presented for submission to the Department of Education, Culture and Employment.

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

Trustees asked if the PD on November 3rd could be moved to November 10th. Administration indicated that most schools recognize or hold Remembrance Day assemblies the day before November 11th. Also, moving the PD to the 10th could create an issue with staff attendance at the PD.

Trustees asked if the conference is only held for Yellowknife staff. Administration indicated that it is an NWT wide conference.

Trustees asked why the calendar does not end later in June and return after Labour Day. Administration indicated that it is difficult keep students engaged as the weather gets warmer. Also, the *Education Act* specifies hours of instruction which equates to a specific number of days of school that must be captured in the calendar which must be factored in. Administration also indicated that STIP days are prescribed.

11. New Business

11.1. International Professional Development (PD)

Motion #: 07/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the international travel of one staff member as presented.

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

11.2. Ndilo DEA - YK1 Superintendent Services Contract

Motion #: 08/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve Ndilo DEA - YK1 Superintendent Services Contract as presented.

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

11.3. Dettah DEA

Motion #: 09/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the Dettah DEA - YK1 Superintendent Contract as presented.

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

Trustees discussed the contractual obligations regarding insurance and WSCC.

11.4. NWTTA Negotiating Mandate

Motion #: 10/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the negotiating mandate as discussed by the Negotiations Committee.

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

11.5. Strategic Plan

Motion #: 11/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees establish a contract with Elk Willow Consulting for Strategic Planning Services as proposed.

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

The Board is not creating a new Strategic Plan but updating the current Plan. The changes made to the current Plan will capture the context of what is happening in the District. Trustees asked to have deliverables included in the Strategic Plan.

12. Reports

12.1. Chairperson's Report

Chairperson Wasylciw gave an update on the Education Leaders discussion on student record requests. The privacy of student records is important to the Board.

He also provided an update on a Federal consultation he participated in on minority-language education and second-language instruction in the Northwest Territories.

He also noted that it is PowerSchool's responsibility to follow up directly with those impacted by the privacy breach.

12.2. Standing Committee Reports

12.2.1. Finance & Facilities Committee

Report included in the agenda package.

12.2.2. Policy & Governance Committee

Report included in the agenda package. Policy 5 will be included in the next meeting package.

12.2.3. Public Engagement & Advocacy Committee

Report included in the agenda package.

A draft Communications Plan was provided for feedback.

The Committee will begin working on more advocacy.

12.2.4. Audit Committee

There will be an Audit Committee meeting tomorrow.

12.2.5. Committee of the Whole

Report included in the agenda package.

12.2.6. NWTTA Teacher-Board Committee

A meeting has been called for February 19th.

12.2.7. USW-Board Advisory Committee

The USW rep will be in Yellowknife in April and a meeting will be set during that time.

12.3. Ad Hoc Committee Reports

12.3.1. Negotiations Committee

A meeting was set for February 17th; Admin has prepared a draft package which will be updated for the meeting on the 17th.

12.4. Superintendents Report

Report included in the agenda package.

Administration elaborated on what "using AI to capture learning" means.

Trustees asked for information about the longevity of Jordan's Principle funding for future discussion about risk management given it is a large portion of our budget income.

12.4.1. Assistant Superintendent of Curriculum & Learning Report

Report included in the agenda package.

"Talking bags" are cloth bags containing a variety of materials for Indigenous language learning.

12.4.2. Assistant Superintendent of HR & Learning Report

Report included in the agenda package.

Administration noted that during recruitment trips people think very highly of Yellowknife and YK1.

Trustees would like to see a long-term enrolment strategy developed so that the district can be more proactive.

Administration also noted that the recruitment video was very well received.

12.4.3. Secretary Treasurer Report

Administration indicated the Finance team has been working to improve their processes, timelines and services. They are also working to reduce risk. The budget process has been delayed. Updates will follow.

Motion #: 12/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the expenditure additions as presented.

Moved by: Trustee Brookes

Seconded by: Trustee Shortt

Carried

Trustees asked what the expenditure additions are. Administration indicated the approvals were brought forward to the Finance Committee (Page 68 of the agenda package). All expenditures must be approved per legislation, therefore this is a formal step as required to comply.

Motion #: 13/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the purchase of financial reporting software, ARLO, as presented with costs spread out over the next three fiscal years with the first-year costs to be budgeted from surplus funds.

Moved by: Trustee Brookes

Seconded by: Trustee Drew

Carried

Trustees asked if there is an ideal time to implement the software.

Administration hopes to have it in place as soon as possible to use for financial reporting.

The Administration team will also be incorporated in the future to allow for collaboration on the reports.

Trustees asked what procurement process was followed to select the

software.

Administration indicated this is the only provider in Canada that provides this software, which is specifically designed for smaller organizations. They are very specialized and that is why the software was sole sourced.

12.4.3.1. Director of Operations Report

Report included in the agenda package.

Additional update: the VFD (variable frequency drive) should arrive soon.

The leak at MHS has been isolated. Work to finish the repair Will move quickly.

Trustees are concerned about the potential danger to pedestrians in the parking lot at WMS. Administration indicated that the Principals from both schools are discussing possible solutions.

Action Item: Administration to provide an update on WMS parking lot at the next Board meeting.

12.5. Trustee Reports

12.5.1. Reports are included in the agenda package. No questions.

12.5.2. Report included in the agenda package.

12.6. Trustee PAC Meeting Reports

12.6.1. École Ît'ò

Trustee Peters was not able to attend per her Trustee Report.

12.6.2. Mildred Hall School

Trustee Bell attended the meeting on January 29th

12.6.3. N.J. Macpherson School

Trustee Snaggs attended the NJM PAC

12.6.4. Range Lake North School

Trustee Brookes attended the RLN PAC.

Administration noted they have hired an accomplished musician for the RLN Music program.

12.6.5. École Sir John Franklin High School

The PAC meeting is scheduled for Thursday (February 13th).

12.6.6. École William McDonald Middle School

Trustee Drew attended the WMS PAC meeting.

13. Announcements - events calendar attached

14. Date and Time of Next Meeting

March 10, 2025	Committee of the Whole
March 11, 2025	Executive Session (In camera)
March 11, 2025	Regular Board Meeting

15. Chairperson's Closing Remarks

YCS recently hosted a social event with YK1 and CSFTNO which was well received.

Chairperson Wasylciw thanked Bronwyn for her time at YK1.

16. Adjournment

Motion #: 14/02-11/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees adjourn the February 11, 2025 Regular Board Meeting.

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

The meeting adjourned at 9:16 PM

Chairperson Wasylciw

Secretary Treasurer Vass