



## Yellowknife Education District No. 1 (YK1) Board of Trustees Regular Meeting MINUTES

April 11, 2023 @ 7:00PM

District Office Boardroom & Video Conference

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

Absent: none

Regrets: Allan Shortt

Administration Present: Jameel Aziz, Shirley Zouboules, Tram Do, Jordan Martin, Pat Thagard and Tessa Elliot

Guests present: Sean Daly, students from NJ Macpherson School (NJM) for presentation and NJM parents

Meeting Chairperson: Chairperson Wasylciw

1. Meeting called to order at 7:00PM. Six (6) Trustees were present, quorum was met.
2. 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. Everyone was welcomed to the meeting.
4. Conflict of Interest - No conflict declared

**5. Motion #: 04-01-22/23**

*I move to accept the agenda as presented.*

Moved by: Trustee Drew; Seconded by: Trustee Bell

**Motion #: 04-02-22/23**

*I move to amend the agenda by adding Policies 20 & 22 to the agenda as item 11.4.*

Moved by: Trustee Drew; Seconded by Trustee Peters

**Carried**

**Motion #: 04-01-22/23 Carried**

**6. Presentation by NJM students**

Mr. Sean Daly and his students from NJ Macpherson School introduced themselves. The students then displayed the pottery they had created in Mr. Daly's art class. Mr. Daly described the pottery class process which was supported by a parent who is also a potter.

Trustees asked the students about their pottery design. The students gave an explanation of the story behind their piece of pottery.

Mr. Daly and the students then brought in clay for Board members to work on with the students' assistance.

The presentation and hands-on project was appreciated and greatly enjoyed by all.

**7. Motion #: 04-03-22/23**

*I move that the YK1 Board of Trustees adopt the minutes of March 14, 2023 as circulated.*

Moved by: Trustee Wasylciw; Seconded by: Trustee Brookes

**Carried**

**8. Business Arising from the Minutes**

- a. Trustees asked about updates to the Action Item list; Administration indicated the list would be updated before the next board meeting.

**9. Trustee Statements - none**

**10. Unfinished business**

**10.1 Busing**

The busing situation has not improved. Chairperson Wasylciw will follow up with Yellowknife Catholic Schools (YCS) on the proposed increase to bus driver pay. Administration was tasked with getting information about what route numbers represent (either geography or streets as a visual representations) for the Board of Trustees. Only 9 routes are currently active. Parents in old town expresses feeling like they are being targeted because they tend to be more wealthy and asked if routes could be rotated. Administration indicated the bus company has shared that they will not rotate routes and has turned down all suggested solutions provided by parents. This is due to familiarity of ridership with drivers and routes, safety on buses, etc. Trustees will add a statement to information shared with school PACs. A meeting with the new owners of the bus company has been scheduled for April 24<sup>th</sup>. No feedback has been received on busing communiques however, some parents say they only see info on the District website but don't receive anything from schools. Administration to follow up with schools.

**10.2 Policy 16 – Parent Advisory Councils**

**Motion #04-04-22/23**

*I move that the Board of Trustees for Yellowknife Education District #1 give final approval to the changes to Policy 16 (Parent Advisory Councils) as presented in the Board Meeting Package.*

Moved by Trustee Brookes; Seconded by Trustee Bell

Terry appreciated feedback by PACs

Friendly amendment: Correction to Revision history - change PAK to PAC **Carried**

**10.3 Policy 5 - Board By-Laws**

Changes have been made to the date for the Organizational Meeting in non-election years.

**Motion #04-05-22/23**

*I move that the Board of Trustees for Yellowknife Education District #1 give first reading to the proposed changes to Policy 5 (Board By-Laws) as presented in the Board Meeting Package.*

Moved by: Trustee Brookes; Seconded by: Trustee Peters

The Organizational meeting has been moved to September so that PAC reps can be assigned at the start of the school year. It was suggested that the meeting be moved to August as suggested in the Board work plan.

**Motion #04-06-22/23**

*I move to amend Policy 5 (Board By-Laws) to read that the organizational meeting will be held in August in non-election years.*

Moved by: Trustee Wasylciw; Seconded by: Trustee Drew

**Carried**

**Motion #04-05-22/23**

**Carried**

**10.4 COVID-19 Updates**

No updates. Administration will continue to work on spending COVID-19 funding by the June deadline. Administration is confident all the funding will be spent.

## 11. New Business

### 11.1 *Education Act*

The proposed changes to the *Education Act* and the *Daycare Act* have been tabled for feedback.

Trustees suggested it is important to be aware of all the proposed changes and possible ramifications. It was also suggested the Board develop a strategy.

Administration indicated there is currently a perceived shift of authority to the Minister. There is a historical and ongoing lack of trust and serious concerns which will be taken up with MLAs. There is also a concern that feedback deadlines have not been consistent with DEA schedules making feedback difficult.

Some Trustee concerns include:

- i. Changes that imply the Ministry will have access to student files without prior parent/guardian approval;
- ii. Changes to transportation implies DEAs will have to provide transportation for JK students which raise safety and liability issues for DEAs as well as concerns about the cost of providing this service.

Trustees asked if there are subject matter experts that could give the Board guidance.

The inclusion of mail-in voting was welcome change to the *Education Act*.

It was suggested the Board develop a briefing note with a list of concerns to put forward.

A letter for parents to send their MLA was also suggested.

Administration to provide a cost estimate for transport of JK students.

Board to inquire about consultation dates in order to work within the timelines set.

This topic will be added to the April 29<sup>th</sup> meeting agenda.

**Action:** PR committee to collect information before the April 29<sup>th</sup> meeting.

**Action:** Board discussion on April 29<sup>th</sup> about changes to Education Act

The concerns around the changes to the *Child Day Care Act* resulted in the following motion.

**Motion #04-07-22/23**

*I move that Yellowknife Education District No. 1 (YK1) develop and submit a submission regarding the importance of aftercare services for YK1 families and concerns regarding training requirements to the consultation on the amendments to the Child Day Care Act currently underway.*

Moved by: Trustee Drew; Seconded by: Trustee Snaggs

**Carried**

**Action:** Chair Wasyliciw to prepare a letter outlining the Board's concerns about aftercare.

### 11.2 2022/2023 Calendar Adjustment

**Motion #04-08-22/23**

*I move that as Yellowknife Education District No. 1 recognized, by its labour contractual obligation, the recent announcement by the City of Yellowknife for a half day Civic Holiday on Friday March 31st, resulted in the District closing schools for a half day on the afternoon of March 31st.*

Moved by: Trustee Brookes Seconded by: Trustee Bell

Trustees heard many complaints about the late notice of the closure.

Administration indicated initially it was decided not to close schools however, the United Steel Workers (USW) contract requires administrative assistant, maintenance and custodial staff to get any civic holidays off. The ADM was consulted, they indicated that as long as YK1 would meet instructional hours an afternoon school closure could be acceptable to the

Ministry. Given YK1 would still meet instructional hour requirements coupled with concerns about the safety of operating schools without administrative assistants and custodians, schools were closed for the afternoon.

**Motion #04-08-22/23**

**Carried**

**Motion #04-09-22/23**

I move the meeting take a 5-minute biological break.

Moved by: Trustee Wasylciw Seconded by: Trustee Bell

**Carried**

11.3 Approval in Principle of March 2024 France and Italy Trip

Administration has no concerns around what has been proposed in the Field Trip form for the above mentioned trip. Trustees indicated that parents usually organize fundraising and school leadership often also suggest students take on a part time job to earn funds for the trip. Trustees also noted that this topic often comes up at the Board and PAC meetings.

**Motion #04-10-22/23**

Motion that the YK1 Board of Trustees approve, in principle, the École Sir John Franklin High School 2024 trip to Paris, France, French Riviera, Florence, Italy and Rome, Italy.  
Moved by Trustee Brookes; Seconded by: Trustee Snaggs

Trustees discussed the educational value of the trips. It was decided to leave the decision to take part in these types of trips to schools and educators to decide because students usually return enlightened and having grown.

**Carried**

11.4 Policy 20 & 22

**Motion #04-11-22/23**

I move that Both Policy 20 and Policy 22 be revoked as they have been replaced by Policy 28 – Safe, Caring, and Respectful Working and Learning Environments.

Moved by Trustee Drew Seconded by: Trustee Peters

**Carried**

**12. Reports**

12.1 Chair Wasylciw's report in agenda package – no questions

12.2.1 Finance Committee – Committee Chairperson Snaggs

Finance Committee minutes included in agenda package were reviewed by Chairperson Snaggs. Assumptions associated with budget reviewed. These included: increase in market share, increase in GNWT funding, 4.5 staff on reserve, if required. Information has been requested from the City regarding funding for students living on Ingram Trail.

Enough funds to cover organization chart changes are included in the budget. A request has been made to ECE for windows at Mildred Hall School (MHS). ECE will fund replacement of day tanks. The committee suggested the creation of reserve fund for maintenance vehicles. Trustees were asked to send any questions for the CoTW Budget Meeting be submitted to Director Do in advance of the meeting.

Budget figures associated with the new organization chart will be provided at the CoTW Budget Meeting, to be held tomorrow (April 12).

Windows at MHS will not go through COVID funding. Administration will ask ECE to do a study and then the Board of Trustees will ask ECE for funds to make the changes.

Administration will raise replacement of day tanks as a risk which usually gets projects moved up in priority. The committee noted that there are many critical items that need to be addressed and there is only so much we can do. Sometimes we will need to ask ECE for support to get the projects done.

The committee will work with Administration to create a risk register for all the repairs needed. If ECE denies requests for funding the Board will have the register to determine what to move down the list in order to get the necessary repairs completed. Administration will also be asking ECE to fund YK1 appropriately for all of YK1 assets.

Trustees asked to get figures for GNWT per sq. foot funding so that it could be included in correspondence with ECE. Administration has this information and will make it available to trustees.

Administration explained that a day tank is used to move from an outside tank to an inside (day) tank located closer to the boilers.

With regard to phone systems for schools the GNWT has been asked to take on the process for a quote or tender. This has been done because of the GNWT expertise. With the GNWT doing the due diligence it makes it easier to ask for funding. Scopes of work will be detailed to ensure enthusiastic replies to requests for quotes/tenders.

#### 12.2.2 Public Relations (PR) Committee

Committee Chairperson Bell indicated a meeting has been scheduled for Thursday, April 13<sup>th</sup>. Sacred Feather nominations to be returned to Pat at the District Office. Going forward the PR Committee will meet 2 days after every Board meeting PR will have a meeting. No questions for the Committee.

#### 12.2.3 Policy Committee

Committee Chairperson Brookes indicated the committee report was included in the agenda package. A work plan for the next year is in place and work will continue on it. Chairperson Brookes will share the work plan with trustees.

12.2.4 Audit Committee – no meetings have been held since last Board meeting.

#### 12.2.5 Committee of the Whole (CoTW)

Chairperson Brookes indicated a CoTW meeting was held at noon today. Minutes of previous meetings were included in the agenda package.

#### 12.2.6 Facilities Committee

Chairperson Drew indicated no meetings have been held since the last Board meeting. A meeting will be held soon to work on 5-year plan.

#### 12.2.7 NWTTA

The next meeting is tentatively scheduled for Monday, April 24<sup>th</sup>.

12.3.1 Strategic Plan Committee will meet next week.

#### 12.3.2 Negotiations Committee

Trustee Drew indicated a tentative agreement is in place with the USW. The tentative agreement will go to union members for ratification. The tentative agreement calls for the creation of a new committee to be formed. Work on the new committee must start quickly for approval in May and selection in June.

#### 12.4 Superintendent Aziz's - report in agenda package

The trip to Alaska was highlighted as a great, broadening experience. The students won 3 bronze medals and were all very grateful for opportunity.

No questions

##### 12.4.1 Assistant Superintendent Zouboules - report in agenda package

Trustees happy to see preparations are underway for the curriculum change.

Trustees noted that the number of students with mental health issues in Alberta are now double what they were before the pandemic. Administration feels those numbers are probably similar in the NWT.

Trustees indicated it is great to see that there are many adult activities and ILE is setting the best practice in Canada. They are very proud of that.

Trustees suggested a one-page submission and/or a lunchtime information session before end of school year to find out what has been done in preparation for next fall. Administration will endeavor to do both.

Key staff have gone to BC to see what curriculum changes will be coming including competency teaching and learning and assessment. Administration is working to temper teacher apprehension. It is important to note that we are already doing 90% of what will be needed and there is no significant shift that Administration is concerned about.

Administration to provide a brief summary of plans in place for professional development.

**12.4.1 Assistant Superintendent Kowalzik - report in agenda package**

Trustees raised concerned that a lot of subs have limited availability which means sometimes there aren't enough subs which may result in teacher burnout. Administration asked what is/can be done to reduce burnout.

**12.4.2 Director of Corp Services – report in agenda package**

Administration indicated that as of end of March a better deficit figure is being forecasted and we have a healthy surplus going into 2023/2024.

The new sign at ıťı'ò will be installed in May (delay was due to weather).

Briefing note on mill rate will be presented at CoTW Budget meeting, tomorrow.

Information on sole sourcing will be provided at May meeting.

There has been some discussion about bulk buying menstrual products and storing it for school needs in order to make use of the funding.

Some budget items listed appear to be underspent. This is due to the timing of entries for 12-month and 10-month staff.

Administration figure is a little higher as a result of resignations that took place this year.

All of COVID funding will be used to cover substitute costs and COVID supplies.

**12.4.2.1 Director of Operations - report in agenda package**

Staff at ıťı'ò have been proactive in listing deficiencies. Operations will have to be sticklers during walkthrough.

Operations asked to review deficiency list prior to walk through and ensure a list of outstanding key items that will require longer timelines be brought to the attention of the GNWT Dept. of Infrastructure with a timeline to address those items.

**12.5 Trustee Reports - none**

**12.6 Trustee PAC Meeting Reports**

**12.6.1 ıťı'ò - meeting deferred**

12.6.2 MHS Trustee Drew indicated a parent asked why she has never received a request to find out if her child will be returning (parent thinks it makes YK1 look disorganized).

Administration will work to do a better job at explaining reason for what we do.

12.6.3 NJM Trustee Peters is very happy to have speaking notes for PAC meetings. Parents were unhappy with the short notice for the half day off. There were also questions around busing to which Trustee Peters indicated there has been no change.

12.6.4 RLN Trustee Bell indicated the PAC meeting focused on work in preparation for Family Fun Night which will be held on May 12.

12.6.5 SJF - no meeting in March due to Spring Break

12.6.6 WMS – no meeting in March

**13. Announcements –events calendar in agenda package**

Added:

Family Fun Night on May 12<sup>th</sup>

Earth day is April 23<sup>rd</sup>

Long Term Service Awards on April 15<sup>th</sup>

Rate payers meeting scheduled for April 24<sup>th</sup>

**14. Date and Time of Next Meetings**

April 12, 2023, 12:00 PM

CoTW Budget Meeting

May 9, 2023, 12:00 PM

CoTW Meeting

May 9, 2023, 7:00 PM

Regular Board Meeting

**15. Chairperson's Closing Remarks**

Chairperson Wasylciw thanked everyone for attending and gave a special thanks to Mr. Daly and his students for a great presentation.

**16. Adjournment**

**Motion #: 04-12-22/23**

*I move that this board meeting of the YK1 Board of Trustees be adjourned*

**Carried**

Moved by: Trustee Drew    Seconded by: Trustee Snaggs

The meeting adjourned at 9:50 PM

Pat Thagard, Secretary

**Signed after update, as required and approval:**

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**Chairperson Wasylciw**

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**Tram Do, Director of Corporate Services**