



YELLOWKNIFE EDUCATION DISTRICT NO. 1

BOARD of TRUSTEES Regular Board Meeting MINUTES

October 10, 2023 – 7:00 PM

District Office Boardroom & Google Meet

Trustees present: Allan Shortt, Barb Bell, David Wasylciw, Michelle Peters, Terry Brookes, Tina Drew

Absent/Regrets: Jason Snaggs

Administration Present: Jameel Aziz, Tram Do, Shirley Zouboules, Landon Kowalzik, Jean-Marie Mariez, Jordan Martin, Pat Thagard and Conor Holick

Others present: Principal Jeff Seabrook, École William McDonald Middle School
One member of the public – David Abernethy

Chairperson: David Wasylciw

1.0 Meeting called to Order at 7:09 PM. Six (6) Trustees were present, quorum was met.

2.0 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.

3.0 Chairperson's Opening Remarks

- New District Office staff member Conor Holick was welcomed to his first Board meeting;
- Everyone present was thanked and welcomed to the meeting; and
- Trustee Brookes was thanked for his time as the Vice Chairperson of the Board and welcomed Tina Drew as the new Vice Chairperson for the 2023-2024 school year.

4.0 Declaration of Conflict of Interest - none

5.0 Adoption of Agenda

Motion #: 01/10-10/2023

I move that the Board of Trustees of Yellowknife Education District No. 1 adopt the agenda as presented for the October 10, 2023, Regular Board Meeting.

Moved by: Trustee Drew; Seconded by: Trustee Bell

Question: Should item 11.2 read "Out-of-Territory?"

A friendly amendment was made to have agenda item 11.2 changed to read Out-of-Territory Field Trip Approval.

Motion #: 01/10-10/2023

Carried

6.0 Delegations & Presentations – none

7.0 Review and Approval of Minutes

- 7.1 June 13, 2023
- 7.2 June 28, 2023
- 7.3 August 16, 2023
- 7.4 August 22, 2023
- 7.5 August 29, 2023
- 7.6 September 5, 2023
- 7.7 September 26, 2023

Trustees requested the opportunity to review the minutes further. All Trustees will review the minutes using track changes.

Motion #: 02/10-10/2023

I move that the Board of Trustees of Yellowknife Education District No. 1 defer the approval of minutes as listed, 7.1 to 7.7 on the agenda, to allow additional time for review.

Moved by: Trustee Drew; Seconded by: Trustee Peters

Carried

8.0 Business Arising from the Minutes

8.1 **Action Items**

Item deferred to November meeting as a result of motion 02/10-10/2023.

9.0 Trustee Statements - none

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

10.0 Unfinished Business

10.1 **Bussing Update**

Currently, 12 of 13 bus routes are in operation. The reviewing of bus pass applications is a lengthy process which has been delayed by the evacuation. The bus company will need until the end of October to complete processing applications. Once that process is completed appeals for bus passes that were denied will be reviewed. To date, less than ten (10) appeals have been received. However, more appeals may be received once all the applications have been processed. Administration is optimistic that responses to those families will be positive.

Overall 95% of this update is positive. The bus company is still recruiting. We have done a number of positive things to assist with the hiring of new drivers. Yellowknife school boards have done the due diligence required to address existing transportation issues. The bussing issue has settled significantly therefore a bussing update is not planned for this week unless the Board feels one should be sent. Kudos to the bussing company and Secretary-Treasurer Do for all their work. In the future, the age of students riding school buses may also be reviewed.

Trustee question: Are the distances sidewalk distances?

Distances are based on sidewalk walking distance. Shortcuts across fields are not considered in the distances.

Trustees directed Administration to send a communique that Transdev is having staffing issues which is impacting the time it's taking to process applications. Administration will distribute a communique to parents on Friday which includes this information.

10.2 USW & Board Advisory Committee – Policy 8 & TOR

A rough draft of Policy 8 was submitted by the Policy Committee in June. An updated version is in the package (page 33). The large highlighted section in the copy in the agenda package is the major change to the policy.

Motion #: 03/10-10/2023

I move that the Board of Trustees of Yellowknife Education District No. 1 accept the updated version of Policy 8, which includes the terms of reference for the USW Board Advisory Committee, with the friendly amendments included below.

Moved by: Trustee Brookes; Seconded by: Trustee Drew

Trustee suggestion: Eventually, this committee should become an Operational Committee as it is usually not the governing body that is part of this kind of committee.

Friendly amendments:

1. Leave the former title for the Secretary-Treasurer in item #3 of the Revision History table.
2. Include, in full, what USW means before using the acronym.

Motion #: 03/10-10/2023

Carried

11.0 New Business

11.1 Changes to CYC Program Update

Last week the Superintendent took part in 2 days of meetings with other NWT superintendents and the Department of Education, Culture and Employment (ECE). There was a lot of discussion about the Child and Youth Care (CYC) Program. Memorandums of Understanding (MOU) will have to be put in place because of Federal government budget cycles to allow for the hiring of counsellors for the CYC Program. The timelines for this transition are quite complex. Work is being done to make sure the transition is smooth so as not to dramatically impact students and families.

One serious consideration for YK1 is that current CYC counsellors are UNW workers. This was not considered by ECE. We cannot compel someone to become a USW or Northwest Territories Teachers Association (NWTTA) union member in order to be hired by YK1. This will have to be worked out. Once these and other complexities of this transition are settled YK1 will likely have seven (7) CYCs. The transition may take some time. YK1 will work collegially with other jurisdictions to find solutions. It is hoped that once the new model is in place it will provide better communication with schools.

Another consideration will be whether CYC services will be available during the school calendar or all year long. Thoughts on this have been discussed with YK1 leadership and will be brought to the Board in a future in-camera session.

Trustee suggestion: Have a Committee of the Whole (COW) about the CYC Program because this is a huge backtrack on what the program was meant to do.

This was a very political topic and with the late start, there were many challenges. Time will be needed to sort this out. It was noted that with the upcoming Territorial election, this program may unfold very differently.

Trustee question: Will the government control the salary for CYC Counsellors?

There is a gentlemans agreement in place but we would ultimately be responsible, it is a complex issue.

Administration suggests more information will be forthcoming and suggested a meeting in 3 – 4 weeks, once more information is provided by ECE and the new government is in place.

11.2 **Out-of-Territory Field Trip Approval**

The Field Trip form indicates the travel is to Ft. Smith therefore, Board approval is not required.

11.3 **Out-of-Country Professional Learning Approval**

There is an upcoming Middle School Association of America conference, from November 1 – 4, that some staff from William McDonald Middle School (WMS) staff would like to request approval for. The conference is taking place in Maryland in the USA. It is the largest middle school conference in the world offering 413 sessions over 2 days. Principal Seabrook gave an overview of the conference and the PD his staff are interested in taking. YK1 Administrative Procedures require Board approval for Professional Development (PD) outside of Canada. Staff would use their own PD funds to attend the conference. Administration indicated staff are responsible for purchasing travel medical and cancellation insurance for the travel.

The staff attending the conference is prepared to do a presentation to the Board after their return.

Motion #: 04/10-10/2023

I move that the Board of Trustees of Yellowknife Education District No. 1 approve WMS staff to attend professional development as indicated in their PD applications in Maryland, USA from November 1 – 4, 2023.

Moved by: Trustee Shortt; Seconded by: Trustee Brookes

Carried

12.0 Reports

12.1 **Chairperson's Report**

There were 3 in-camera sessions recently which dealt with Board development.

12.2 **Trustee Reports**

It was noted that last week was International Teachers Day. The Board thanked all YK1 teachers and wished them a happy belated teacher's day.

Administration sent a letter of gratitude and treats to all our schools. The importance of the work teachers do was highlighted. We are fortunate to have great staff who are passionate about what they do for YK1 students and families.

12.3 Standing Committee Reports

- 12.3.1 Finance (Chairperson - Trustee Snaggs) - none
- 12.3.2 Public Relations (Chairperson - Trustee Bell) - none
- 12.3.3 Policy (Chairperson – Trustee Brookes) - none
- 12.3.4 Audit Committee (Chairperson – Trustee Bell)
- 12.3.5 Committee of the Whole (Chairperson - Trustee Drew)

At today's COW the Annual Report, Board Fall Retreat, Committees, Operating Plan, Minutes, Financial Report, and Enrolment were discussed. An in-camera session was also held.

- 12.3.6 Facilities Committee (Chairperson – Trustee Drew) - none
- 12.3.7 NWTTA Teacher-Board Committee (Reps: Trustees Bell & Brookes) – none

There are new Committee assignments. These will be distributed via email.

12.4 Ad Hoc Committee Reports

- 12.4.1 Strategic Plan Committee - none
- 12.4.2 Negotiations Committee - none

12.5 Superintendent's Report

Highlights: Air quality has improved and although there is still lingering smoke we do not have to cancel activities. A maintenance update will follow. School open houses are taking place. Schools are doing well and the tone is positive and there is no sense of a delayed start. Students are engaged, staff are positive and there are many good things happening. The Superintendent schedules at least 2 school visits each week. The Superintendent suggested the Board may want to invite middle and high school students to come to a meeting before January to share their perspectives about the start of the school year. Administration was directed to reach out to school Principals to arrange a presentation by middle and high school students before winter break.

Trustee question:

Has a letter of thanks been sent to Overlander Sports for their support with the purchase of new bikes for Mildred Hall School (MHS)?

Contributions by local businesses will be recognized.

Administration indicated that community organizations have approached YK1 to use our facilities for their events. As a community member, it was suggested that YK1's support of those one-time/annual events would be a positive contribution to our community.

Trustees support this contribution knowing that discretion will be used in deciding who our facilities will be opened up to.

Trustee question: Do we charge anything to cover things like janitorial, etc.?

Yes, organizations are required to cover the costs associated with using the facility.

12.5.1 Assistant Superintendents Reports

Trustee question: What is CLEVR?

It is a web-based platform

Trustee question: Will Cadmus Delorme still be coming to Yellowknife?

YK1 staff are still working on trying to have Cadmus Delorme come to Yellowknife.

Trustee question: What is the faceless doll?

This is a new program. More information will follow at a later date. The Native Women's

Association has more information on their website about the Faceless Doll project and how it relates to residential schools.

The upcoming PD in the report was reviewed.

Trustee question: With regard to student achievement evaluations what are some of the benchmarks being assessed over the next three months?

Teachers are currently assessing their students. However, the youngest students will be assessed from January to March. The assessments are used to inform instruction.

British Columbia (BC) has a lot of baseline data. In the NWT we have a lot of work to do to capture baseline data. In the future, we could compare ourselves to similar-sized and similar demographically laid out systems and see, what's working. There will be a lot of conversations before we have clear information about where we are.

This data is really important. In the past, we were using assessment tools that weren't well aligned with our teaching method. Our data will be better aligned going forward.

Trustee question: Is the teacher's conference happening this year?

The conference will not be taking place this year. They occur every 3 years.

Trustee question: Has the PD that was missed because of the evacuation been done?

Yes, all the PD has now occurred.

Trustee question: How does the sub list look?

On average last year we had about 110 subs. It is expected that by Friday we will be at approximately 90 subs.

Trustee question: Do we have a YK1 grad recruitment program?

Administration reviewed YK1 recruitment. We will be using the early hiring approach again this year. Many other jurisdictions do not follow this approach. Our proactive approach benefited everyone in YK1. We are the only jurisdiction in the NWT that does not have significant hiring challenges. Extending contracts early, even though we're not 100% sure of exactly which school they will land in, has really benefited the district and our school system.

Trustee question: Is there a difference between new vs veteran staff evaluations?

Term staff are the main focus. Evaluations usually start in September but this year they started in October. The evaluation process was reviewed. The big difference between new and long-term staff is the length of the form used.

12.5.2 Secretary-Treasurer Report

The letter sent to Condo Corp 32 was reviewed.

Administration indicated that our insurance has directed us to put in place an MOU with Condo Corp 32. Administration will work on the MOU.

Trustee question: Will their boiler and related equipment be on our land?

All their equipment is on their land.

Trustee question: Who will maintain the access?

YK1 does because it is used to access our equipment.

Administration gave kudos to Director Martin for doing a thorough property review with Condo Corp 32.

The audit is being finalized. It is scheduled to be ready for approval in November. It was noted that school startup is always a busy time for both finance and maintenance.

Trustee question: With regard to the sole source list which were paid in the new year and

which were paid in the old year?
They were all paid in the old year.

Trustees asked Administration to modify the sole source information to include the rationale for each sole source.

12.5.3.i **Director of Operations Report**

Trustee question: Regarding compatibility of equipment, do any of the other schools have old DDC systems?

Yes some do and some schools are still running on pneumatic systems. The system in each school was reviewed. The maintenance department is always trying to keep ahead of technology.

Trustee question: At the last meeting the need to change filters on portable air filter units every 6 months was discussed. Do we have funds for this?

Administration indicated we may receive some outside funding to cover the cost of filters.

Trustee question: Did all maintenance projects that were planned for the summer get completed?

Some projects are still being worked on. This includes the fence to be installed at RLN.

Trustee question: Is 1 year to report deficiencies at École It'ò up or can deficiencies still be reported?

École It'ò has not been commissioned yet therefore deficiencies can still be submitted. It was noted that the security gate is still an issue.

12.6 **Trustee PAC Meeting Reports - none**

12.6.1 École It'ò

12.6.2 Mildred Hall School

12.6.3 N.J. Macpherson School

12.6.4 Range Lake North School

12.6.5 École Sir John Franklin High School

12.6.6 École William McDonald School

Trustee question: How do Trustees contact PAC chairs

Contact is made through the school Principal.

Administration will reach out to Principals on behalf of the Board. Trustees ask to have PAC meeting dates added to the websites and Trustee events calendar once they are known.

13.0 Announcements – events calendar attached

The WMS Open House at 7:00 PM on October 11th was noted and all present were encouraged to attend.

14.0 Date and Time of Next Meetings:

Nov. 14, 2023, 12:00 PM	CoTW Meeting
Nov. 14, 2023, 6:30 PM	Executive Session – in camera
Nov. 14, 2023, 7:00 PM	Regular Board Meeting

15.0 Chairperson's Closing Remarks

Chairperson Wasylciw highlighted that International Teacher's Day and Custodian Appreciation Day occurred last week. He hoped everyone had a good Thanksgiving and thanked everyone for attending.

16.0 Adjournment

Motion #: 05/10-10/2023

I move to adjourn this meeting of the Board of Trustees of Yellowknife Education District No. 1.

Moved by: Trustee Drew; Seconded by: Trustee Shortt

Carried

The meeting adjourned at 8:32 PM

Patrizia Thagard, Secretary

Signed after update, as required and approval:

Chairperson Wasylciw

Secretary-Treasurer Do