



YELLOWKNIFE EDUCATION DISTRICT NO. 1

BOARD of TRUSTEES

Regular Meeting

AGENDA

May 09, 2023 – 7:00 PM

Google Meet Link - <https://meet.google.com/avq-gpty-ywj>

- 1.0 Call to Order
- 2.0 Land Acknowledgement
- 3.0 Chairperson's Opening Remarks
- 4.0 Declaration of Conflict of Interest
- 5.0 Adoption of Agenda
- 6.0 Delegations & Presentations -
- 7.0 Review and Approval of Minutes
 - 7.1 April 11, 2023
- 8.0 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*
- 9.0 Unfinished Business
 - 9.1 Bussing
 - 9.2 Education Act Amendments
 - 9.3 Policy 5 – 2nd reading
 - 9.4 COVID-19 Updates
- 10.0 New Business
 - 10.1 Sacred Feather Awards
 - 10.2 2023-2024 Budget Approval
- 11.0 Reports
 - 11.1 Chairperson's Report
 - 11.2 Standing Committee Reports
 - 11.2.1 Finance (Chairperson - Trustee Snaggs)
 - 11.2.2 Public Relations (Chairperson - Trustee Bell)
 - 11.2.3 Policy (Chairperson – Trustee Brookes)
 - 11.2.4 Audit Committee (TBD)
 - 11.2.5 Committee of the Whole (Chairperson - Trustee Brookes)
 - 11.2.6 Facilities Committee (Chairperson – Trustee Drew)
 - 11.2.7 NWTTA Teacher-Board Committee (Reps: Trustees Bell & Brookes)

11.3 Ad Hoc Committee Reports

11.3.1 Strategic Plan Committee

11.3.2 Negotiations Committee

11.4 Superintendent’s Report

11.4.1 Assistant Superintendent of Curriculum and Learning

11.4.2 Assistant Superintendent of Curriculum and HR

11.5 Director of Corporate Services’ Report

11.5.1 Director of Operations Report

11.6 Trustee Reports

11.7 Trustee PAC Meeting Reports

11.7.1 École Ittò

11.7.2 Mildred Hall School

11.7.3 N.J. Macpherson School

11.7.4 Range Lake North School

11.7.5 École Sir John Franklin High School

11.7.6 École William McDonald School

12.0 Announcements – events calendar attached

13.0 Date and Time of Next Meetings:

May 18, 2023, 12:00 PM	Board Meeting
June 14, 2023, 12:00 PM	CoTW Meeting
June 14, 2023, 6:30 PM	Executive Session – in camera
June 14, 2023, 7:00 PM	Regular Board Meeting

15.0 Chairperson’s Closing Remarks

16.0 Adjournment



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 24th. 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 29th meeting agenda.

Action: PR committee to collect information before the April 29th meeting.

Action: Board discussion on April 29th 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 13th. 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 24th.

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 ı̄tł'ò̄ 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 ı̄tł'ò̄ 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 ı̄tł'ò̄ - 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 12th

Earth day is April 23rd

Long Term Service Awards on April 15th

Rate payers meeting scheduled for April 24th

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

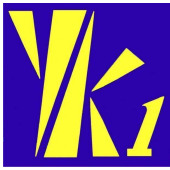
The meeting adjourned at 9:50 PM

Pat Thagard, Secretary

Signed after update, as required and approval:

Chairperson Wasylciw

Tram Do, Director of Corporate Services



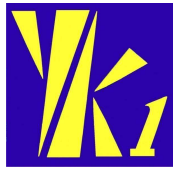
Policy #5: Board By-Laws

Purpose:

These by-laws have been prepared and adopted by the Board in accordance with the *Education Act* and the regulations made pursuant to it. The purpose of these by-laws is to establish procedures that must be followed by the Board in conducting the business of the District.

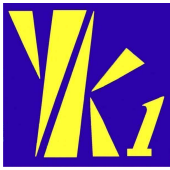
Selection of Chairperson and Vice-Chairperson

1. The selection of the Chairperson and Vice-Chairperson shall take place at the annual organizational meeting of the Board. In an election year, the organization meeting of the Board will be held immediately prior to the regularly scheduled meeting in November, and in a non-election year will be scheduled in August, within two weeks of the first day of school.
2. The Superintendent shall advise each Trustee of the date, time and place of the organizational meeting.
3. Should the organizational meeting follow the District Education Authority election, the Superintendent shall immediately, after calling the meeting to order:
 - 3.1. Proceed to read the returns of election to the Board as certified by the returning officer;
 - 3.2. Certify that all Members meet the eligibility criteria to take office and have signed the oath of office and have received a copy of the Declaration of Elected Office; and
 - 3.3. Proceed to have the Trustees elect a Chairperson and Vice-Chairperson to serve at the pleasure of the Board. Either can be relieved by a two-thirds majority vote of Trustees.
4. Should the organizational meeting not follow the District Education Authority election, the Superintendent shall call the organizational meeting to order and proceed to have the Trustees elect a Chairperson and Vice-Chairperson to serve at the pleasure of the Board.
5. The Organizational Meeting shall have an agenda established as follows:
 1. Call to Order
 2. Land Acknowledgement
 3. Superintendent's Opening Remarks
 4. Declaration of Conflict of Interest
 5. Review & Approval of the Chairperson and Vice-Chairperson Election Process
 6. Election of Chairperson
 7. Election of Vice-Chairperson
 8. Other Organizational Items (as required)
 8. Adjournment
6. The Superintendent shall appoint two scrutineers, who are not Trustees, for the election of both the Chairperson and Vice-Chairperson.



Policy #5: Board By-Laws

7. The Superintendent shall call for nominations for the office of Chairperson.
8. Any Trustee may nominate themselves or any other Trustee for the office of Chairperson or Vice-Chairperson and a seconder is not required. Any Trustee may participate in the election of the Chairperson or Vice-Chairperson in person, electronically, or in writing.
9. A Trustee does not have to be present to be nominated for the office of Chairperson or Vice-Chairperson, providing that they have indicated in writing to the Superintendent their willingness to accept nomination.
10. Nominations shall remain open for one minute following the last nomination.
11. The Superintendent shall then declare nominations closed and ask each nominee in reverse order if they accept nomination.
12. A vote by secret ballot shall be conducted in the election of the Chairperson and the Vice-Chairperson.
13. The scrutineers shall collect, count the ballots, and provide written results to the Superintendent.
14. The Trustee receiving a clear majority, greater than 50% of all the votes cast shall be declared elected.
15. Should no Trustee receive a clear majority of the votes cast, the Superintendent shall announce the name of the Trustee receiving the least number of votes whose name shall then be dropped from the ballot. In the event there is a tie for the least number of votes, the Trustees shall vote again. In the event that a tie remains for the bottom position, the Trustees will vote in order to determine which Trustee will remain on the ballot.
16. Balloting shall continue until one Trustee receives a clear majority of votes.
17. The Trustee receiving a clear majority of votes shall be declared as Chairperson and shall immediately take over the chair.
18. The Chairperson shall then proceed to have the Trustees elect the Vice-Chairperson following the same procedure that was used to elect the Chairperson.
19. The Chairperson shall call for a motion to destroy all cast ballots following the completion of the elections.
20. If the position of Chairperson or Vice-Chairperson becomes vacant, the Trustees shall elect a replacement using the same voting procedures as outlined above.
21. Other Organizational Items may be determined at the Organizational meeting as required such as: conflict of interest and disclosure forms, a schedule for regular

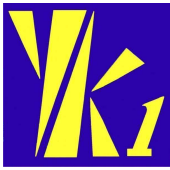


Policy #5: Board By-Laws

board or other predetermined meetings, standing committee appointments, Trustee Parent Advisory Council appointments, etc.

Rules of Order

1. The Chairperson shall preside at all Board meetings.
2. In the absence of the Chairperson, the Vice-Chairperson shall preside. In the absence of both the Chairperson and Vice-Chairperson, the Trustees present shall select a Trustee to serve as chairperson for the meeting, or until such time as either the Chairperson or Vice-Chairperson arrive.
3. If there is no quorum present at the expiration of one-half hour from the announced start time of the meeting, the Board shall stand adjourned, and the Director of Corporate Services shall enter into the record the names of the Trustees present.
4. Motions shall normally be put in writing and seconded before the Chairperson calls for debate and a vote.
5. Before speaking, every Trustee shall address the Chairperson and, when recognized, speak to the question under debate avoiding all discourteous language and reference to personalities.
6. When two or more members speak at once, the Chairperson shall name the Trustee that is to speak first.
7. No Trustee while speaking shall be interrupted by another, except upon a point of order, or for the purpose of explanation. The Trustee who interrupts shall confine all remarks to the point of order or explanation.
8. If any Trustee violates these rules of order, the Chairperson shall, and any Member can, call them to order. In such a case the Trustee shall immediately be silent, but afterwards be permitted to explain; and the chairperson, if appealed to, shall decide the case, without debate.
9. No Trustee shall speak to any issue more than twice, or for more than three minutes each time speaking without prior permission of the Chairperson. Trustees shall be permitted to clarify something or to reply to a specific question not previously answered. The Chairperson shall not permit any repetitive commentary.
10. A Trustee may request that the motion under discussion be read at any time during the debate, but not to interrupt a Trustee that is speaking.
11. No Trustee shall speak to a motion after the Chairperson has called for the vote.
12. A notice of motion may be given at any meeting. It shall be recorded in the minutes, but shall not be debated or voted on until the motion is properly moved and seconded.



Policy #5: Board By-Laws

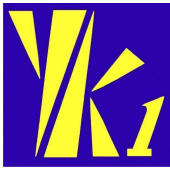
13. When a motion is being debated no other motion is allowed unless it is to:
 - 13.1 Adjourn;
 - 13.2 Table;
 - 13.3 Call the Question;
 - 13.4 Refer;
 - 13.5 Amend;
 - 13.6 Postpone; or
 - 13.7 Recess.
14. Every Trustee present shall vote on every motion except where a Trustee declares a conflict of interest.
15. The Chairperson shall declare the results of all votes as either carried or defeated. A Trustee may request that their vote be recorded into the minutes.
16. In the case of a tie vote, the motion shall be declared defeated.
17. The following motions will be voted on without debate:
 - 17.1. To Adjourn;
 - 17.2. To Table; or
 - 17.3. To Call the Question.
18. If an issue arises that is not addressed by these rules of order, *Robert's Rules of Order will apply.*

Meetings Through Electronic Means

Normally a Trustee, or a staff member required at a meeting, is expected to be present at meetings. However, where circumstances warrant, they may participate at a Board Meeting or Committee Meeting by using electronic means. A member of the public (if requested) may also participate at a Board Meeting or Committee Meeting by using electronic means. In addition, due to circumstances the Chairperson may determine that a meeting be held entirely by electronic means.

In these situations, the following conditions will apply:

- Trustees, or staff members, participating in a meeting held by electronic means are deemed to be present at the meeting. and will be recorded in the meeting minutes as being connected remotely. A member of the public observing the meeting will be recorded in the meeting minutes as being connected remotely.
- Trustees participating electronically can participate in meeting discussions and vote on motions.
- Trustees wishing to participate electronically must provide the Superintendent, prior to the meeting, a telephone number from which contact can be made during the meeting.

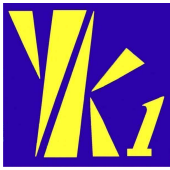


Policy #5: Board By-Laws

- Trustees participating electronically shall inform the Chairperson of their departure from a meeting; temporarily or permanently.
- If a Trustee participating electronically has a conflict of interest on a matter under discussion, the Trustee shall advise the Chairperson, and disconnect from the meeting. The Superintendent shall call the Trustee and reconnect the Trustee back into the meeting when the item under discussion has been dealt with.
- The electronic means must enable all the meeting's participants to communicate with each other, and if possible, enable all participants to view each other.
- The electronic means must enable the public to listen to the meeting, and if possible, enable the public to view the meeting and participants.
- Reasonable steps must be taken to notify the public of locations and/or means by which members of the public may attend electronically to observe a meeting.
- Where required the Superintendent or designate will be responsible for the organization of the electronic communications with the meeting participants.
- The Chairperson shall conduct voting on a motion verbally by asking first for those in favour, and then for those opposed.
- A Trustee must ensure the means and location used to participate in the meeting electronically will allow moving in-camera and will meet all requirements of an in-camera session.

Order of Business

1. Annually the Board at a regular meeting the following shall be appointed:
 - 1.1. An auditor (typically at the November Board meeting).
2. The Board shall hold a regular meeting every month of the school year at a date, time to be determined by the Board. Each regular meeting agenda will confirm the date and time of the next regular meeting. Regular meetings will take place at the Yellowknife Education District No. 1 Board room unless otherwise announced.
3. The Chairperson, in consultation with the Superintendent, shall establish the agenda for regular Board meetings.
4. Trustees may place items on the agenda by contacting the Chairperson two weeks prior to the meeting.
5. The agenda, together with supporting materials, will be circulated to Trustees, the Superintendent and school principals at least four calendar days in advance of the meeting.
6. The agenda, together with supporting materials, will be made available to the public at least four days in advance of the meeting.
7. Amendments to the agenda may be made after the meeting is called to order provided there is two thirds majority vote in favour by the Trustees in attendance and are made prior to the adoption of the agenda.



Policy #5: Board By-Laws

8. The Superintendent shall provide the order of business in the general form of a prepared agenda as follows: (Actual agendas shall list all respective Administration, Board, Committees, Parent Advisory Committee, etc. Reports.)
 5. Call to Order
 6. Land Acknowledgement
 7. Chairperson's Opening Remarks
 8. Declaration of Conflict of Interest
 5. Adoption of Agenda
 6. Delegations & Presentations
 7. Review and Approval of the Minutes
 8. Business Arising from the Minutes
 9. Trustees' Statements
 10. Unfinished Business
 11. New Business
 12. Reports
 13. Announcements
 14. Date and Time of Next Meeting
 15. Chairperson's Closing Remarks
 16. Adjournment

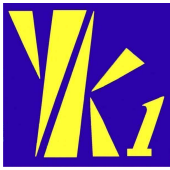
9. Delegations and/or individuals wishing to make a presentation to the Board shall:
 - 9.1. Provide to the Chairperson or Superintendent a written summary of information to be presented at least five days prior to the meeting at which they wish to appear.
 - 9.2. In special circumstances, and with the consent of the majority of Trustees present, the requirement for five days' notice may be waived.
 - 9.3. Be restricted to providing comments about those matters that are within the jurisdiction and responsibility of the Board.

There will be a maximum of three presentations permitted at a single meeting, each limited to ten minutes. These restrictions can be waived at the discretion of the Chairperson.

The Board, in a public meeting, will not hear personal complaints or comments directed toward any person employed by the District.

No motions relating to any request of the delegation shall be dealt with until the next meeting of the Board.

10. Minutes are the legal record of all action taken at regular and special Board meetings. The meeting minutes and all attachments (and any required translations) are kept on file (electronic and hardcopy) in the District office. In the event that there is a discrepancy later discovered between the English and the translated version, the English version shall be the official version. The minutes shall contain:
 - 10.1. A full description of the meeting including date, location, times of opening and adjournment;



Policy #5: Board By-Laws

- 10.2. A list of all Trustees and administration in attendance;
- 10.3. A complete and accurate record of all motions, specifying the movers and seconders, and whether or not the motion was carried or defeated;
- 10.4. Names of Trustees who either request their vote be recorded or declare a conflict of interest;
- 10.5. Points of order or appeals and their outcomes;
- 10.6. All appointments to committees; and
- 10.7. The signature of the Chairperson and the Director of Corporate Services after they have been approved by Board motion.

Meeting approved agendas and minutes will be posted on the District's website as soon as available for public viewing.

The Director of Corporate Services shall ensure that a backup electronic and hardcopy of all minutes is kept in a secure and separate location.

11. Trustees wishing to make a public statement on a matter not included on the agenda may do so as long as the item is political in nature. Trustees are responsible for their personal opinions expressed in these statements. Statements must be in written form and will be included in the minutes of the meeting. The written copy must be filed with the Director of Corporate Services prior to the meeting so that copies may be distributed to other Trustees.

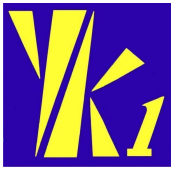
The minutes will reflect that a statement was made, the title and the name of the individual making the statement. The agenda for the Board Meeting will include the following statements under item 9, Trustee statements:

"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."

0. Board Meetings shall end by 10:00 pm unless extended by unanimous consent of the Members present.
1. Observers
 - 1.1. Meetings of the Board are open to the public who are welcome to attend and observe from the designated public seating area, or attend and observe via electronic means.
 - 1.2. Observers are not permitted to address the Board unless invited by the Chairperson to provide information with respect to a specific item on the agenda.
 - 1.3. Cameras and recording devices may be restricted at the discretion of the Chairperson.

Special Meetings



Policy #5: Board By-Laws

1. Special Meetings of the Board may be requested at any time by the Chairperson, or by written agreement of at least four Trustees.

Each Trustee must be notified of a Special Meeting in writing by registered mail at least six clear days before the date of the Meeting. The requirement to inform Trustees of Special Meetings by registered mail may be waived if all Trustees have provided a signed and written acknowledgement of the Meeting. Proof of registered mailings or signed acknowledgements of the Meeting will be included in the record of the Special Meeting.

The notice of Special Meeting shall state the date, time and location of the Special Meeting and the nature of the business to be conducted. No other business shall be dealt with at a Special Meeting other than that stated in the notice.

A public notice shall be advertised as soon as possible indicating the date, time, location, and relevant details of the Special Meeting.

Meetings Closed to the Public (In-Camera)

Section 95 of the *Education Act* requires that all Board decisions are to be made in open public meetings. However, the Board can hold a meeting, or part of a meeting in private, if two-thirds of the Trustees present decide that it is in the public interest to do so. When a meeting is held in private, the Board cannot make any motions other than to revert to a public meeting.

The Chairperson, or any Trustee, can request that the Board meet in private at any time during a meeting if deemed necessary, and can also determine who may be in attendance, subject to a two-thirds majority.

In-Camera Meetings are held to discuss confidential matters which may include:

1. Individual staff or student issues,
2. Collective bargaining or salary negotiations,
3. Legal issues, or
4. Acquisition/disposal of land

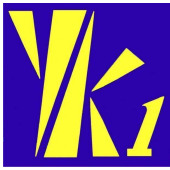
Members in attendance shall not disclose the details of any discussion that occurred at an In-Camera Meeting.

At the next Regular Meeting, the Chairperson shall include in their report an acknowledgement that an In-Camera Meeting has taken place, and the subject matter discussed.

Trustee Compensation

Each Trustee shall receive an annual honorarium.

Effective January 1st, 2021, the following amounts are the approved annual honorarium:



Policy #5: Board By-Laws

Trustees	9,808.00 per annum
Vice Chair	11,116.00 per annum
Chair	13,078.00 per annum

These amounts will be adjusted annually according to the Yellowknife Consumer Price Index.

Trustee Resignation

Trustee resignations must be in writing and presented to the Director of Corporate Service or announced at a Regular meeting as a Trustee Statement.

Section 93 of *The Education Act* grants the Board the power to decide whether to replace a vacant Trustee position. If the Board chooses to fill a vacant Trustee position, the following process will be followed:

1. Appointment the individual who had the next greatest number of votes in the most recent District Education Authority election.
2. If that individual refuses to accept the position or is unable to serve, then the position shall be offered to the other candidates in the order of the votes received.

If there are no candidates available to fill the position the Board may either hold an election or appoint an eligible candidate.

References/Related Documents:

- Education Act
- Administrative Procedures

Revision History			
Revision	Revision Description	Approved Date	Review Date
1-2	Adopted and revised before the revision table was included. Going forward a summary for the changes will be included	June 2021	N/A
3	Added an agenda outline for the Organizational meeting, and clarified that Trustees may nominate themselves to be the Chairperson or Vice-Chairperson	September 2022	
4	Removed requirement for the board to appoint a general solicitor.	February, 2023	
5	Moved the Board organizational meeting to August in non-election years.		



BOARD REPORT

Title:	Budget 2023/ 2024
Contact:	Jason Snaggs, Finance Committee Chairperson
Date Submitted:	May 4, 2023
Mandate:	<ul style="list-style-type: none"> • Budget 2023/2024 approval
Background:	<p>Budget for YK1 to operate for the 2023/2024 School year.</p> <p>The Budget is for the education operations of YK1 to provide education to more than 2100 students, with six schools within the City of Yellowknife.</p>
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	<ul style="list-style-type: none"> - Draft Budget, Statement of Revenues and Expenditures for the fiscal year Jun 30, 2024. - Ratepayers Public Meeting Presentation May 2, 2024.
Recommendations:	<ul style="list-style-type: none"> - I move that the Board of Trustees of Yellowknife Education District No.1 approve the Budget for fiscal year 2023/2024 as presented.



Yellowknife Education District No.1





Yellowknife Education District No.1

Education for Life!
May 2023 - Page 021

YK1 Draft Budget 2023/2024

Public Meeting - Ratepayers

YK1 Boardroom

Monday, April 24, 2023



Presentation Overview

Budget Procedures

YK1's Strategic Plan

Enrolment

Budget Considerations

Budget Highlights

Financial Details

Question and Answer Session



Budget Procedures

- The guiding principle of the budget is YK1's Strategic Plan, and the legislative requirements of the Education Act.
- Funding, and the allocation of funds to schools, is based on the September 30, 2022, student full-time equivalent (FTE), which was 2095.5 FTE.
- School Administration provides recommendations to District Administration on the future needs of their schools.
- District Administration reviews recommendations and considers current and new programs.



Budget Procedures

- District Administration presents recommendations to the Board's Finance Committee.
- The Finance Committee reviews the recommendations and presents the Draft Budget to the Board of Trustees.
- Board of Trustees approves the Draft Budget to be presented to the public at a Ratepayer's Public Meeting.
- The Ratepayer's Public Meeting is held to present draft budget to the public and to request their input.



Budget Procedures

- Board of Trustees and Administration revise the draft budget to incorporate input from public.
- Budget is scheduled for approval at the May 9, 2023 Board Meeting.
- Budget is then submitted to Minister of Education, Culture and Employment by June 30, 2023 for approval.
- Budget can be revised based on emergent issues, such as increased enrolment or unique requirements.



YK1's Mission

Yellowknife Education District No. 1, will inspire student success through quality learning opportunities, supported by meaningful engagement and partnerships with students, families, staff and community to provide all students with the education required for a life of learning.



YK1's Strategic Priorities

- Wellness: Cultivate a culture of holistic wellness
- Learning: Ensure inclusive, equitable and authentic learning experiences
- Indigenous Language & Education: Honour and celebrate Indigenous Language and Culture
- Community: Foster critical understanding of local, national and global issues

YK1's 2023/2024 budget supports these Strategic Directions



Yellowknife Education District No.1

Enrolment Figures 2022 vs 2021

Full Time Equivalent Students (FTE)

School	Sept. 30, 2022	Sept. 30, 2021	Change
Range Lake North	260	262	-2.0
NJ Macpherson	350.5	351	-0.50
It'ò	284.5	307.5	-23.0
Mildred Hall	285.5	281	+4.5
William McDonald	257.5	253.5	+4.0
Sir John Franklin	657.5	635.0	+22.5
Total	2095.5	2090.00	+5.5



Budget Considerations

Revenues

- The Department of Education, Culture & Employment (ECE) part of the Government of the Northwest Territories (NWT) is the main funding source for the District. The level of funding is largely based on the School Funding Framework, which is driven by enrolment.
- The two Yellowknife Education Districts (YK1 & YCS) receive partial funding from ECE for Junior Kindergarten to Grade 9 students at 75%, and Grade 10-12 students at 100% of the School Funding Framework.



Budget Considerations

Revenues

- The Blended funding rate for JK-12 students from ECE is 81.07%.
- The balance of the funding ($100\% - 81.07\% = 18.93\%$) is to be generated from the City of Yellowknife Municipal Property Tax Revenue.
- Property Tax Collection needed 18.93% - \$7110,969
- Actual Property Tax collected 18.31% - \$6,880,000
- Shortage 0.61% - \$230,969



Budget Considerations

Revenues

- Schools are submitting applications for Jordan's Principle funding for 50 to 60 positions. Applications can be submitted throughout the year as the need arises.
- Interest Income is higher due to increase in interest rates resulting in higher return on investments.



Budget Considerations

Expenses

- ❑ YK1's Collective Agreement with the Northwest Territories Teachers Association (NWTTA) expires August 31, 2025. We settled a four year contract. The wage increase for this school year is GNWT settlement with UNW plus 0.25% increase(estimate 3.25%)
- ❑ United Steelworkers Local 8646 (USWA) Salary increase is assumed at the UNW rate of increase of GNWT settlement rate plus 0.25% (estimate 3.25%).



Budget Highlights

YK1's priority is academic programming for students !

- With a focus on Literacy, Numeracy, Sciences and Languages.
- Inquiry based Learning-Makerspace, Culinary Arts, Automotives

YK1 recognizes Academics is only one part of a child's learning, therefore we offer other programs such as:

- Choir, Band, Guitar Instruction, Sports Academy, Athletic Excellence
- Industrial Arts, Drama, Art, Technology, Montessori, Gymnastics, Musical Theatre, Afterschool Athletic Programs, Citizenship



Budget Highlights

Indigenous Education:

- Our Language curriculum implementation
- Indigenous Culture Experience Camps
- Musical Culture & Arts
- Elders in Schools (Community support)

Inclusive Education:

- 2.0 to 3.0 Program Support Teacher in each School
- Identification of mental health concerns
- GNWT Dept of Health provides for 7.0 CYCC Counselor positions in our schools



Budget Highlights

Healthy Lifestyles;

- Positive behavior support
- Nutrition
- Physical literacy

Junior Kindergarten;

- 7 Classes (2 NJM, 1 RLN, 2 [t'ò , 1 MHS, 1 unallocated)



Yellowknife Education District No.1

Revenue Summary

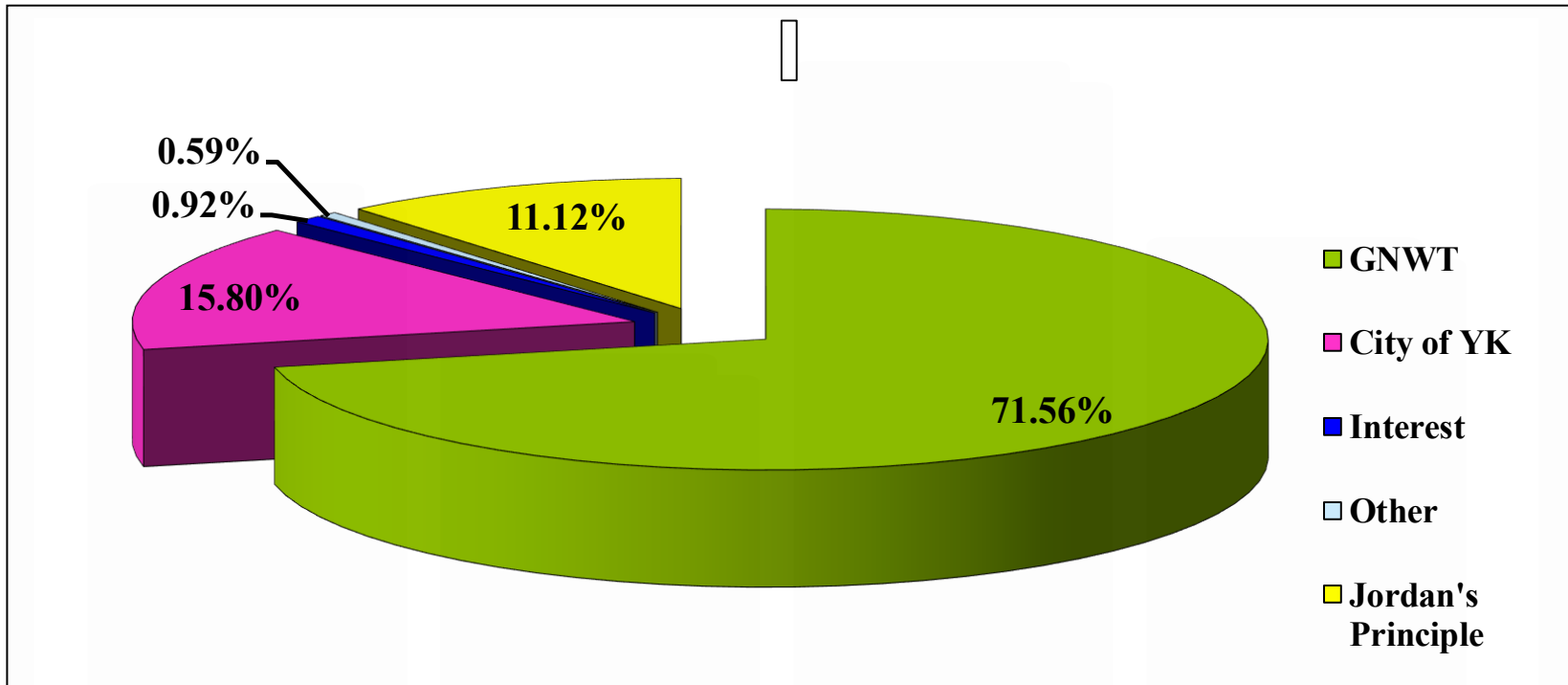
GNWT

ECE – Funding Formula	\$ 30,458,543
Student Success Initiatives PD	123,000
French Languages	580,000
Municipal Property Taxes - City of YK	6,880,000
Federal Gov't (Jordan's Principle)	4,843,707
Other School Authorities	91,500
Kaw Tay Whee Enrolment Transfer	147,000
Interest (Investment Income)	400,000
Other (Parking)	19,562
TOTAL	\$ 43,543,312



Yellowknife Education District No.1

Revenue Distribution



87 % of Revenues from GNWT & City of YK



Yellowknife Education District No.1

Revenue Changes

GNWT

ECE – Enrolment, salary increase	\$512,000
French Special Project	30,000

Municipal Property Taxes - City of YK 102,100

Federal *(Jordan's Principle) 1,263,000

Interest (Investment Income) 180,000

Other (Dettah & Ndilo,) 19,000

TOTAL **\$2,106,100**

**JP estimate based on current positions*



Budgeted Expenditures

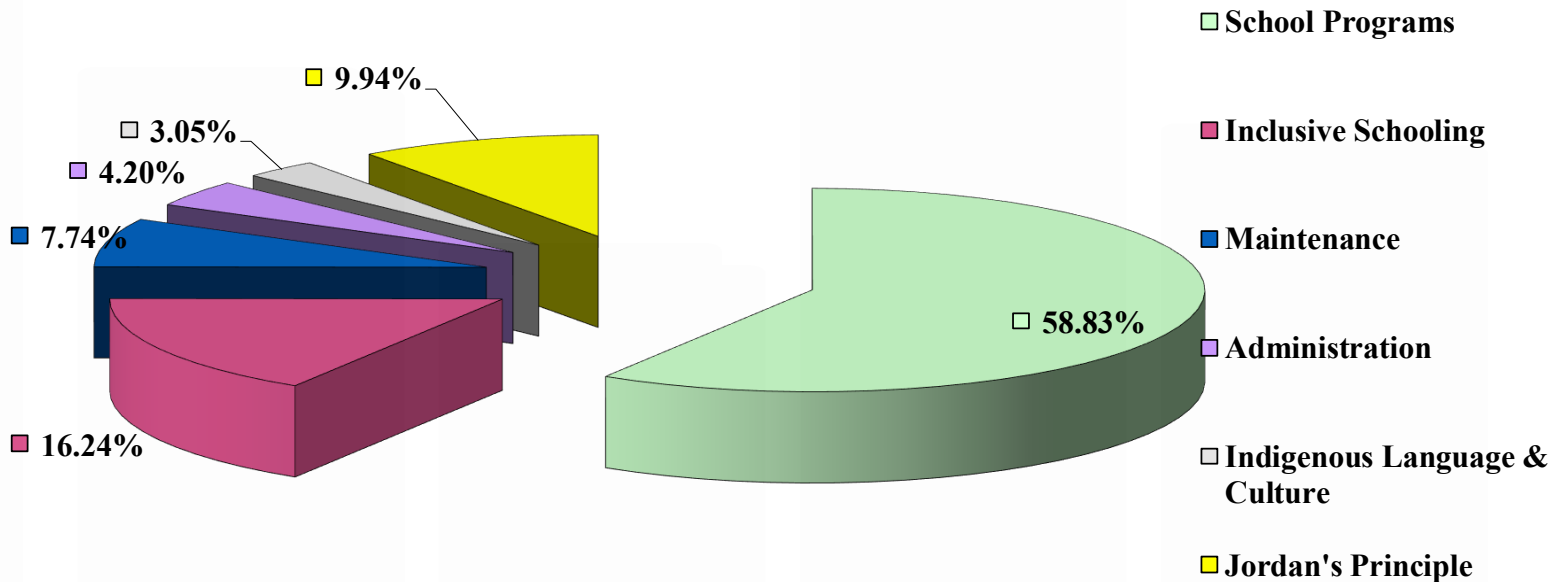
School Programs*	\$26,052,275
Inclusive Schooling	7,192,602
Maintenance	3,429,102
Administration & Board	1,858,398
Indigenous Language & Culture	1,349,535
Jordan's Principle	4,403,370
TOTAL	\$ 44,285,281

*Schools manage their Budgets(O&M, Substitute and School Trust Funds)



Yellowknife Education District No.1

Expenditure Distribution



88 % of expenditures allocated to schools



Yellowknife Education District No.1

Expenditure Budget Changes

School Programs	\$579,125
Inclusive Schooling	519,898
Indigenous Language & Culture	40,699
Jordan's Principle (estimate)	1,025,095
Maintenance & Capital	-166,921
<u>Board/ Administration</u>	<u>36,130</u>
TOTAL	\$ 2,034,026



Yellowknife Education District No.1

Staff Changes Teachers/ Admin/ Specialist Teachers

<i>Budget 2023/2024</i> <i>Teachers/Admin/Specialists</i>	Actuals 2022/23	Budget 2023/24	Funded K-12	Budget vs Funded	Budget vs Actual
MHS	16.70	16.00	14.40	1.60	(0.70)
Jt'p	14.00	15.00	14.12	0.88	1.00
NJM	18.50	18.50	16.38	2.12	-
RLN	15.56	15.00	13.27	1.73	(0.56)
WMS	15.75	15.00	14.40	0.60	(0.75)
SJF	35.00	35.00	39.52	(4.52)	-
District Reserve	-	2.00		2.00	2.00
Total	115.51	116.50	112.09	4.41	0.99



Staff Changes JK Staff

<i>Budget 2023/ 2024 JK Instructors & Eas</i>	Actuals 2022/23	Budget 2023/24	Funded JK Teachers	Change
<i>MHS</i>	2.00	2.00	2.54	-
<i>Itf'o</i>	4.00	4.00	2.63	-
<i>NJM</i>	4.00	4.00	4.67	-
<i>RLN</i>	2.00	2.00	2.04	-
<i>District Reserve</i>	-	2.00		2.00
	-	-	-	-
	-	-	-	-
Total	12.00	14.00	11.88	2.00



Total Staff Changes

Junior Kindergarten	+2.00 FTE
Inclusive Schooling Coordinator	+1.00 FTE
Janitors (.5 unassigned)	+0.50 FTE
Receptionist	+1.00 FTE
Teachers (2.0 unassigned)	
COVID Janitors	<u>-2.38 FTE</u>
TOTAL	2.13 FTE



Yellowknife Education District No.1

School O&M & Substitute Budgets

Schools	Budget 2023/2024			Projected
	O&M	Substitute	Total	Surplus
Itl'q	80,341	49,219	129,559	60,000
MHS	96,030	49,392	145,421	60,000
NJM	97,375	60,637	158,011	120,000
RLN	84,125	44,980	129,105	40,000
SJF	246,844	113,748	360,591	70,000
WMS	94,893	44,548	139,440	30,000
Total	699,606	362,522	1,062,127	380,000



Budgeted Statement of Revenues & Expenditures

Budgeted Total Revenues	\$43,543,312
Budgeted Total Expenditures	<u>(\$44,285,281)</u>
Balanced Budgeted 2022/2023	(\$741,969)

Deficit mainly consists of:

- \$420k, is for staff on reserve in case of increase in enrolment
- \$230k, Property Tax funding shortage
- \$100k, additional funding for Capital Projects

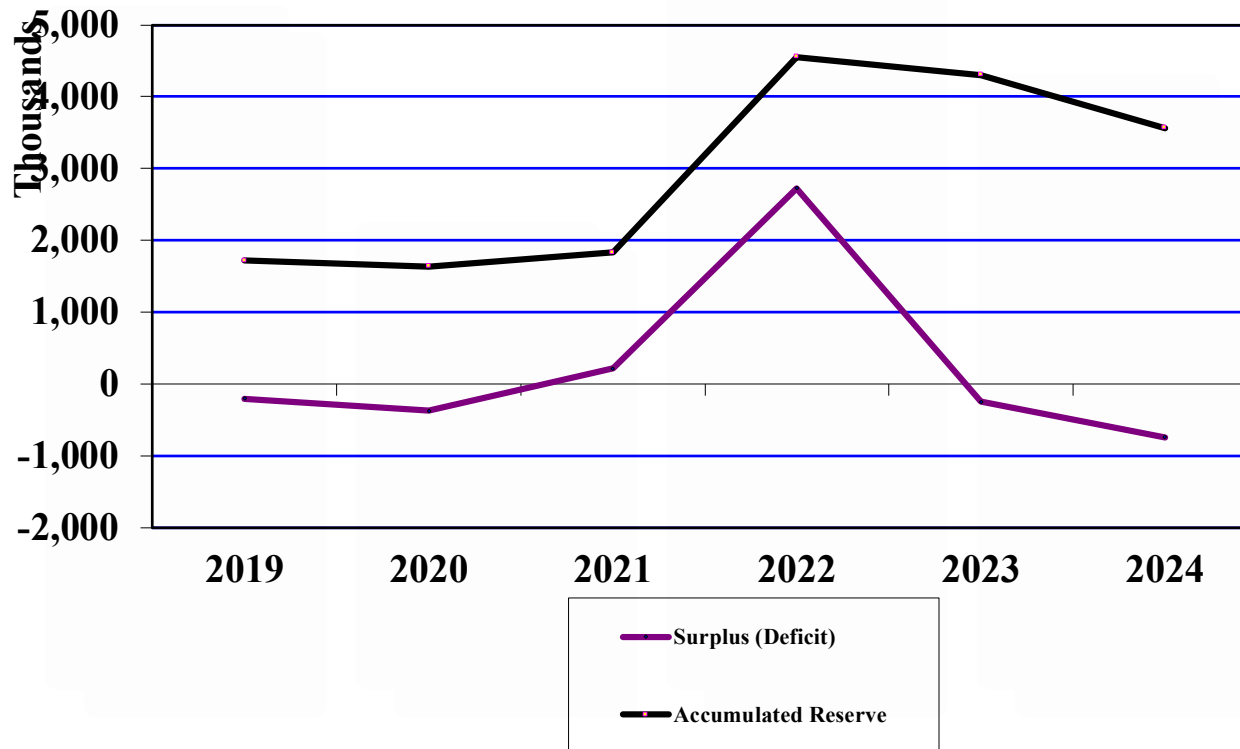
Projected District Accumulated Surplus is approximately 7% between the range of 6% to 8%



Yellowknife Education District No.1

Surplus

Estimated Total Accumulated Surplus at June 30, 2024 is approximately 7% or 3 Million





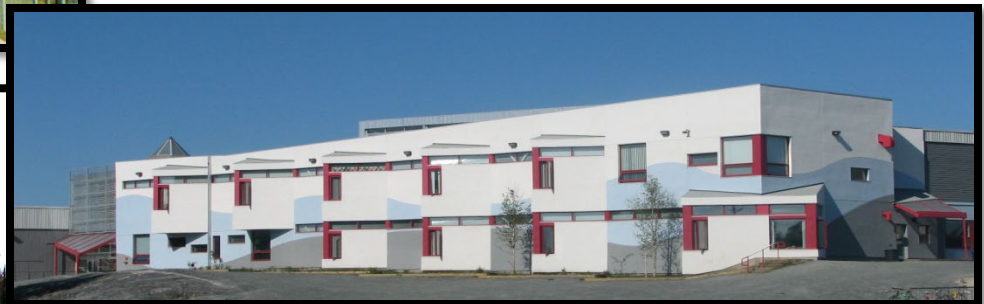
Yellowknife Education District No.1

Thank you Questions & Answers





Yellowknife Education District No.1





Yellowknife Education District No.1

Education for Life!
May 2023 - Page 050

YK1 Draft Budget 2023/2024

Public Meeting - Ratepayers

YK1 Boardroom

Monday, April 24, 2023



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Yellowknife Education District No.1

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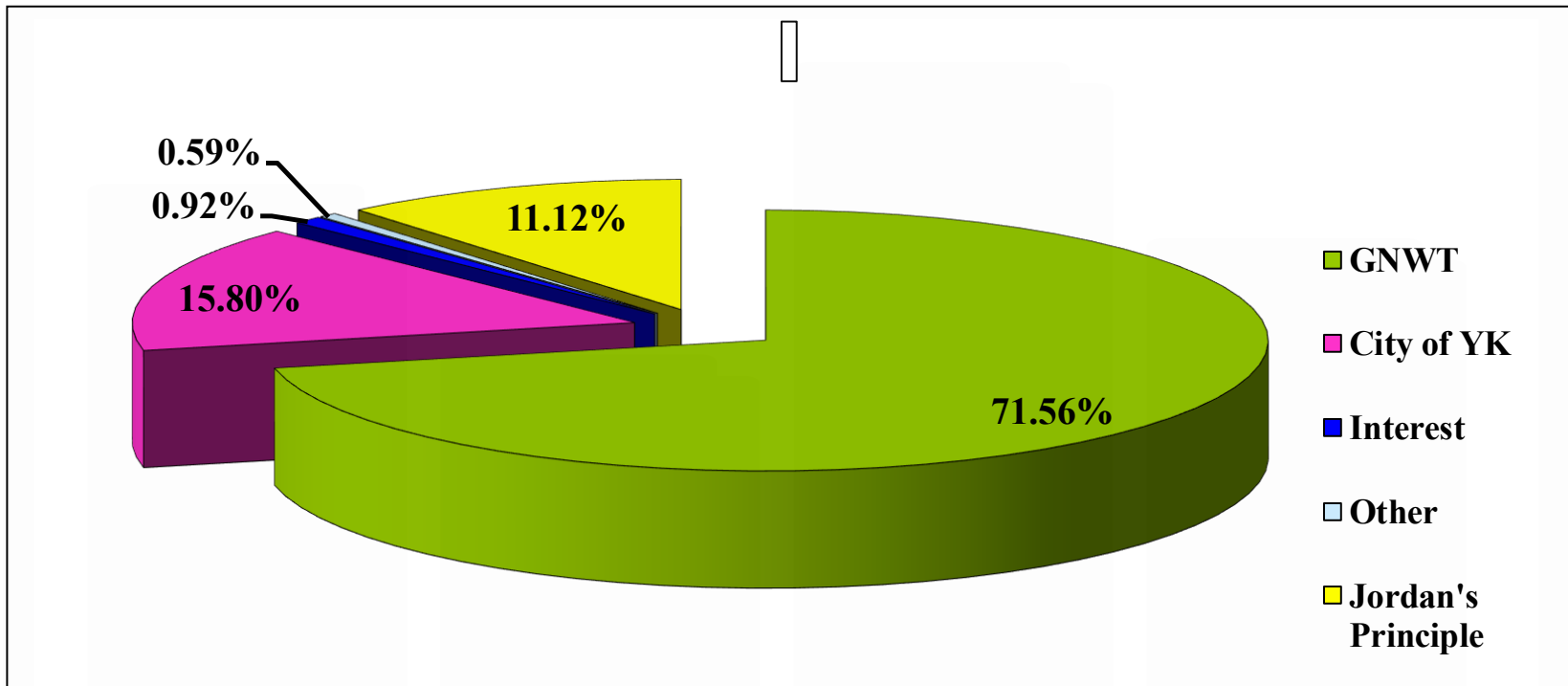
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Yellowknife Education District No.1

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**JP estimate based on current positions*



Budgeted Expenditures

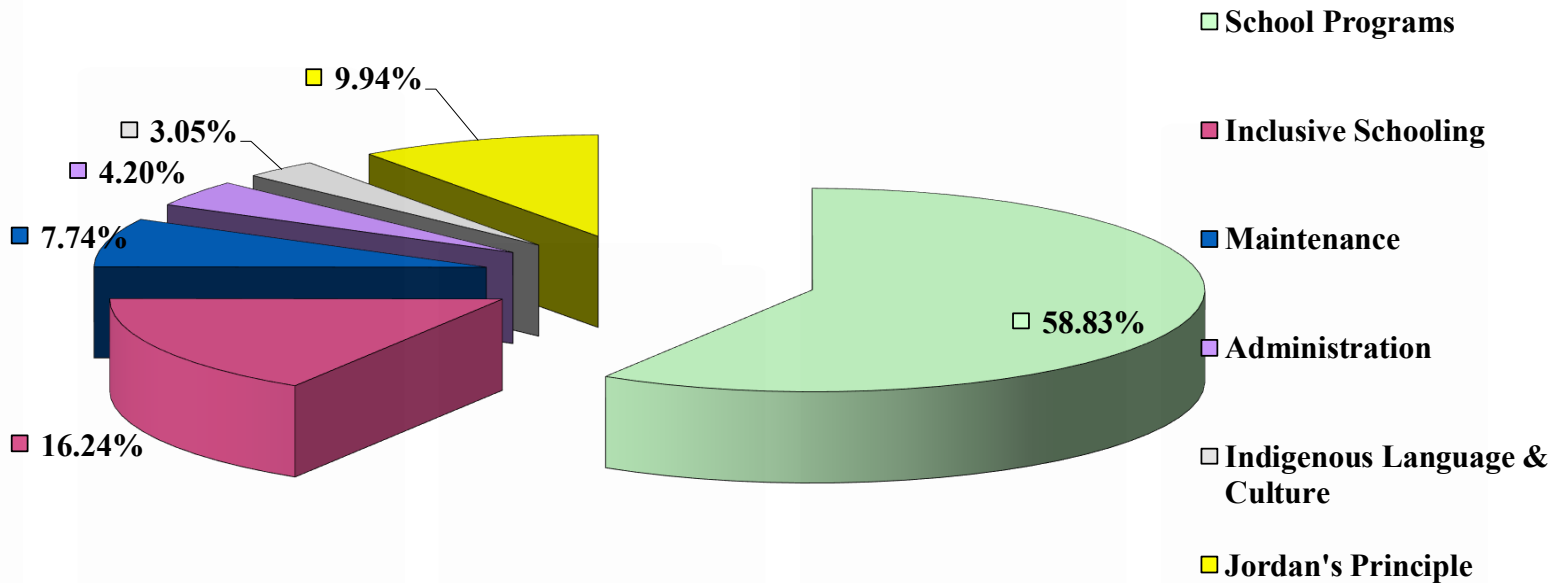
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88 % of expenditures allocated to schools



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TOTAL	\$ 2,034,026



Yellowknife Education District No.1

Staff Changes Teachers/ Admin/ Specialist Teachers

<i>Budget 2023/2024</i>	<i>Actuals</i>	<i>Budget</i>	<i>Funded</i>	<i>Budget vs</i>	<i>Budget vs</i>
<i>Teachers/Admin/Specialists</i>	<i>2022/23</i>	<i>2023/24</i>	<i>K-12</i>	<i>Funded</i>	<i>Actual</i>
MHS	16.70	16.00	14.40	1.60	(0.70)
Jt'p	14.00	15.00	14.12	0.88	1.00
NJM	18.50	18.50	16.38	2.12	-
RLN	15.56	15.00	13.27	1.73	(0.56)
WMS	15.75	15.00	14.40	0.60	(0.75)
SJF	35.00	35.00	39.52	(4.52)	-
<i>District Reserve</i>	-	2.00		2.00	2.00
Total	115.51	116.50	112.09	4.41	0.99



Staff Changes JK Staff

<i>Budget 2023/ 2024 JK Instructors & Eas</i>	Actuals 2022/23	Budget 2023/24	Funded JK Teachers	Change
<i>MHS</i>	2.00	2.00	2.54	-
<i>Itf'o</i>	4.00	4.00	2.63	-
<i>NJM</i>	4.00	4.00	4.67	-
<i>RLN</i>	2.00	2.00	2.04	-
<i>District Reserve</i>	-	2.00		2.00
	-	-	-	-
	-	-	-	-
Total	12.00	14.00	11.88	2.00



Total Staff Changes

Junior Kindergarten	+2.00 FTE
Inclusive Schooling Coordinator	+1.00 FTE
Janitors (.5 unassigned)	+0.50 FTE
Receptionist	+1.00 FTE
Teachers (2.0 unassigned)	
COVID Janitors	<u>-2.38 FTE</u>
TOTAL	2.13 FTE



Yellowknife Education District No.1

School O&M & Substitute Budgets

Schools	Budget 2023/2024			Projected
	O&M	Substitute	Total	Surplus
It'q	80,341	49,219	129,559	60,000
MHS	96,030	49,392	145,421	60,000
NJM	97,375	60,637	158,011	120,000
RLN	84,125	44,980	129,105	40,000
SJF	246,844	113,748	360,591	70,000
WMS	94,893	44,548	139,440	30,000
Total	699,606	362,522	1,062,127	380,000



Budgeted Statement of Revenues & Expenditures

Budgeted Total Revenues	\$43,543,312
Budgeted Total Expenditures	<u>(\$44,285,281)</u>
Balanced Budgeted 2022/2023	(\$741,969)

Deficit mainly consists of:

- \$420k, is for staff on reserve in case of increase in enrolment
- \$230k, Property Tax funding shortage
- \$100k, additional funding for Capital Projects

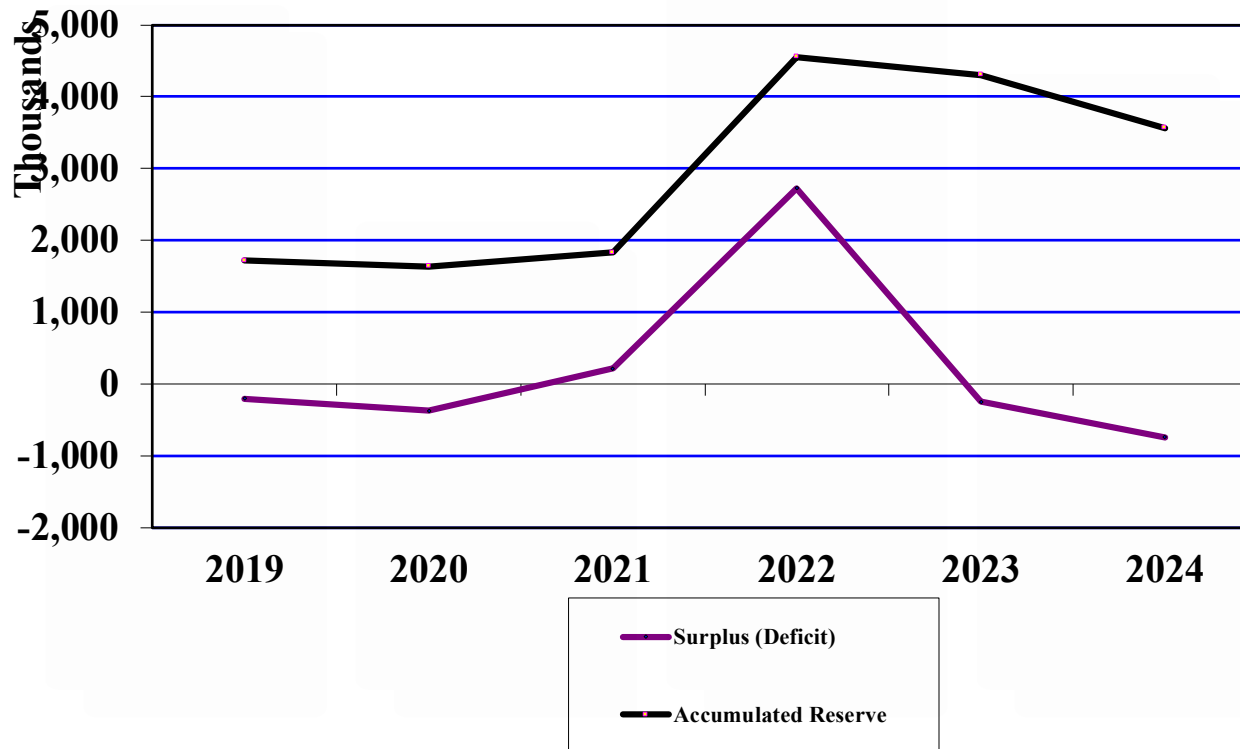
Projected District Accumulated Surplus is approximately 7% between the range of 6% to 8%



Yellowknife Education District No.1

Surplus

Estimated Total Accumulated Surplus at June 30, 2024 is approximately 7% or 3 Million

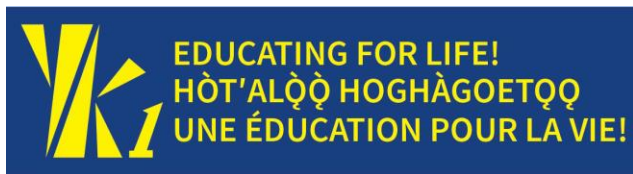




Yellowknife Education District No.1

Thank you Questions & Answers





BOARD REPORT

Title:	Chairperson's Report
Contact:	David Wasylciw, Board Chair
Date Submitted:	May 5, 2023
Background:	<p>In April, 2023, as Board Chair I undertook a number of activities:</p> <ul style="list-style-type: none"> • Participated in the Board's Spring Workshop. • Regular meetings with the Superintendent following up on business since the last board meeting. • Discussing issues of parent engagement and transportation with the Chair of YCS. • Follow-up with Trustees between meetings. • Continued discussions with ASBA as to how they could assist our needs for training, strategic planning, and evaluation services. • Started planning Board Governance Training for the Board and Senior Staff the weekend of June 17/18. • Continued researching and reaching out to other districts across Canada on best practices for reporting and board oversight. • Reviewed ASBA Trustee training materials and the Speaker's Corner series. • Chairing of our annual Ratepayer's Meeting where YK1 presents our budget to the interested public. • The Board held an in-camera session prior to the Board meeting, and another as part of the Spring Workshop. <p>Looking ahead, with the weather getting nicer and summer coming soon, there are several events in schools across the district that Trustees may have the opportunity to attend</p>
Recommendations:	- That the Board receive the report as information.



Yellowknife Education District No. 1 Finance Committee Meeting MINUTES

April 10, 2023 @ 12:00PM

District Office Boardroom & Video Conference

Trustees Present: Terry Brookes (videoconference), Jason Snaggs (videoconference), Michelle Peters (videoconference) (teleconference)

Absent: none

Regrets: none

Administration Present: Jameel Aziz, Tram Do, and Pat Thagard

Guests present: none

Meeting Chairperson: Trustee Snaggs

Meeting called to order at 12:05PM.

Chairperson Snaggs welcomed everyone to the meeting and did a safety share due to the very slippery weather outside.

A number of finance documents were shared by Administration: The draft template document for the Ratepayers Meeting, Draft 3 of the 2023/2024 budget, the variance report as at March 31, 2023, and a briefing note on the City Property tax.

Administration outlined changes made:

- A minor change was made to the USW wages line as a result of the tentative agreement that has been reached. The deficit has increased due to this change.
- Updated consolidated variance report to Mar 31 presenting variances.
- pellet boiler work has been completed therefore that reserve will be drawdown;
- It is expected that School surpluses will increase because COVID funding covered many subs.
- Administration went over variances and the estimated unrestricted surplus for June 30, 2023 is approximately \$3.9 million, around 9% of overall revenues.

Committee asked how positions in reserve are in the budget?

Administration responded that a 2.0 Teachers, 2.0 Junior Kindergarten staff and 0.5 janitorial position is on reserve. Intensive French at RLN will be moving over to WMS which may not have any staffing impact;

Committee asked when we add up funding from the GNWT and funding from City taxes what percentage of the funding needed will we be at? Administration will calculate once we receive the Property tax revenue number from the City of Yellowknife.

The Committee asked to have today's version of the draft budget redistributed to them today.

The Committee would also like to get the new organizational chart funding information so that the Committee can make a recommendation to the Board of Trustees to approve the new organizational chart.

Administration provided clarity on one Information Technology (IT) position is funded under Administration. This position will be taken out of Administration allocation and coded under School Programs. The Committee was asked if board expenditures should be included under administration. The Committee responded yes.

Administration also indicated salaries have had some minor changes; Jordan's Principle admin fee distributed between all admin to reflect work done for JP by all staff.

The Committee noted there were bussing savings due to the bus company staffing shortfalls. The Committee asked if should we add a transportation contingency in case the proposed change to *Education Act* will require districts to provide transportation; Administration indicated the change will likely not take effect next year and there is opposition to this section of the legislation.

The Committee indicated parents are still having issues with recouping funds as indicated as a concern at the at NJM PAC. Administration advised that parents that have requested a refund have received it. It was also noted that in the future parents may have to pay high bussing fees.

Administration indicated that once budget is approved the Rate Payers document will be updated and distributed to the Finance Committee for review; once any updates from that review are completed the document will be shared with the Board for comment and final changes before sharing it with the public. April 25th has been set as the tentative date for the ratepayers meeting. The current schedule is for the budget to be approved in May.

Administration indicated that the ratepayers briefing note and other documents will be ready once information is received from the City. Tram to share briefing note on Mill Rate

Chairperson Snaggs and Superintendent Aziz thanked Director Do and all her staff for all the work they have done on budget preparation.

Meeting adjourned at 12:40 PM



BOARD REPORT

Title:	Finance Committee
Contact:	Jason Snaggs, Finance Committee Chairperson
Date Submitted:	May 3, 2023
Mandate:	<ul style="list-style-type: none"> • Recommend approval of Draft Budget 2023/2024
Background:	<ul style="list-style-type: none"> - The Finance Committee met on Monday April 10 to review the Draft Budget. - The Finance Committee recommended the Draft Budget to the Board of Trustees at the Committee of the Whole meeting on April 12. - A meeting for the Ratepayers was held on May 2, 2023 to present the Draft Budget.
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	<ul style="list-style-type: none"> - Finance Committee meeting notes April 10 - Budget Committee of the Whole meeting notes April 12 - Draft Budget 2023/ 2024 public document - Ratepayer's public presentation on Draft Budget 2023/ 2024
Recommendations:	<ul style="list-style-type: none"> - Move that the Board of Trustees Approve the Budget 2023/2024 as presented



Public Relations Committee
April 20, 2023
Meeting Minutes

Present: Committee Chairperson Bell, Trustee Snaggs, Martin Male, and Pat Thagard.

1. District-wide Communication

Martin came to the meeting to discuss the new updates to the YK1 App. The app is now connected to the YK1 website, so every time the website is updated, the App will be updated. If you turn on push notifications, you will get notified every time there is an update. The App can be downloaded from Google Play or the Apple Store.

Action: Send another notification about the App, ask schools to include it in their newsletters, add to school Facebook and twitter accounts.

2. Business Luncheon

Administration to discuss a date for luncheon.

- a. In previous years, the Superintendent has hosted business luncheons with key stakeholders (real estate, RCMP, military, etc.) to promote YK1 schools and programs to organizations that typically deal with families new to Yellowknife.
- b. Many of these relationships have been maintained over the years.
- c. Administration will aim to host one at the district office sometime in May

3. Review Communications Plan

Pat will aim to have copies of both communication plans available at the next PR meeting for discussion.

- a. The next PR committee meeting will be focused on reviewing and providing content suggestions for the communications plan
- b. The board office will print the plan for review

5. Board Engagement Requirements (on agenda for board retreat)

- a. Administration will review the Education Act and corresponding regulations and directives to ensure the Board is meeting legal requirements in terms of annual engagement activities. Activities should be itemized and scheduled to ensure YK1 is compliant.

6. Sacred Feather Awards

Original deadline for nominations was April 20, 2023. Currently we only have 1 applicant. Email to be sent notifying that deadline to be extended to May 5th.

- a. Due back on May 5th.
- b. Remind principals
- c. Post to website



Yellowknife Education District No. 1 Budget Committee of the Whole Meeting MINUTES

April 12, 2023 @ 12:10PM

District Office Boardroom & Video Conference

Trustees Present: David Wasylciw (videoconference), Jason Snaggs (videoconference), Tina Drew (videoconference), Barbara Bell, Michelle Peters

Absent: Allan Shortt

Regrets: none

Administration Present: Jameel Aziz, Tram Do, and Tessa Elliott

Guests present: none

Meeting Chairperson: Terry Brookes (videoconference)

Meeting called to order at 12:10PM.

Budget draft discussion

- Admin went through an overview of the draft budget with Trustees
- For Jordan's Principle, how is the money received? Why are the schools not receiving the 10% admin fee?
 - o We put in a request for an additional 10% admin fee in order to process and run the program
 - o Schools apply for funding based on their needs, and the admin fee is based on 10% of that
 - o District office staff are the ones who handle all of the administrative/organization of the funding. If the schools require specific money for their own admin/organization, they would be able to apply for that in their funding requests
- Where is the admin fee revenue going?
 - o Partially, it funds the JP administrative position at DO, as well as the new RILE inclusive coordinator position.
- If we are only getting 18% of the budget from municipal revenues compared to the 20% as is usual, is there a shortfall?

- On the Ratepayers document page 12, it explains that this number changes every year depending on our blend of students and enrolment in each grade. E.g., if we had more grade 12 students, funding would increase, or more JK students, funding would decrease. It fluctuates year to year
- In the assumptions tab, it shows JP Administration position to Administration.
 - We are moving the Jordan's Principle admin position from the Jordan's Principle budget to admin to keep it all centralized
- District office positions has increased by 5?
 - There are 4.5 teacher positions on reserve, which will sit in the district budget until they can be distributed to the schools based on need/enrolment
- If our enrolment goes down, and we have these 4.5 staff on reserve that aren't needed, what happens?
 - The positions are not staffed yet. If not needed, they will continue to be unstaffed and there will be savings in that area.
- How much are we funded for maintenance?
 - Around \$3 million altogether for maintenance and utilities
- \$400,000 is broken out from the main maintenance budget to go specifically towards capital projects
 - Projects from 2022-23 that were not completed in this year will be carried forward/accrued. This is why they are not shown in the 2023-24 new capital projects budget
- Administration tab – what positions are funded out of what for the administrative positions?
 - The proposed changes in the org chart are shown on the side of the administration tab
- Mill rate – indicates that we have to give the City the new mill rate % by April 26. What number do we provide to the City? Is it a number amount or a percentage?
 - Next year, we would collaboratively work with YCS and the City to increase the mill rate percentage to meet the increased amount of funding that each school board requires. The City would then calculate a new mill rate percentage based on our needs.
 - If YK1 wanted an increase but YCS didn't agree, could YK1 still put in the request?
 - It needs to be a joint decision with YCS
- Board budget question: is the Board PD per Trustee amount of \$2,000 based on their term, or per year?

- In the past budgets, it has been per year. We can decrease it to per term in the budget if the Trustees request it
- This is a policy that the Board should look at and potentially revisit the motion that was made in 2015
- Admin to send a report to Trustees on how much they have each spent to date in PD
- Forward to the Policy Committee to look at a policy change on the budget amounts set for Board PD (per term vs. per year)

Tessa Elliott, Secretary

Signed once approved:

Chairperson Brookes

Tram Do, Director of Corporate Services



Yellowknife Education District No. 1

Board Retreat

April 29th, 2023 @ 9:00 am

District Office Boardroom

Trustees Present: Terry Brookes, Tina Drew, David Wasylciw, Michelle Peters, and Barbara Bell

Absent: Allan Shortt and Jason Snaggs

Administration Present: Jameel Aziz and Education Services Team

Meeting Chairperson: Chairperson Terry Brookes

Meeting Called to Order: 9:10 am

1. Education Services Team Presentation

Shirley Zouboules and her team lead a presentation on the activities, education measurement tools and some District wide educational achievement results. The Trustees present asked questions. Future presentations will be scheduled to further explore the District's educational successes and challenges.

2. *Education Act* Review

The *Education Act* is being amended with some changes. YK1 has been asked to provide comment on the proposed changes. There was a general discussion on the various proposed changes. Trustee Wasylciw took note of the questions and comments from the various Trustees. He will forward these to ECE.

3. Organizational Review

The Board went in-camera and discussed the recent organizational review completed by a consultant.

4. Staff Accommodations

With the sale of the Nordic Arms apartment building the District has limited ability to help new staff transition into living in Yellowknife. There was discussion on various options of how the District can attract and retain quality teaching staff to Yellowknife. The Finance Committee to look into the options in greater detail and report back to the Board.

5. Bussing Issue

The District is losing bussing routes as staff at the bussing company quit and find other employment. It is proving to be very difficult to attract people to this type of work. The District is very limited in what it can do to support and/or provide

transportation services to those students who need transportation to school each day. Parents are frustrated. The Administration will continue to look at options and ways to support parents for the remainder of the school year.

6. Adjournment

Meeting end: 2:35 p.m.



BOARD REPORT

Title:	Superintendent's May 2023 Board Report
Contact:	Jameel Aziz, Superintendent/CEO
Date Submitted:	May 3, 2023
Mandate:	<p>Overview and/or photos of activities that have occurred in the District in the last month including</p> <ul style="list-style-type: none"> • Parent/Student Surveys • Budgeting/Staffing/Curriculum • Busing • YK1 Ratepayers Meeting • Athletics • Earth Day Activities • Education Field Trips • Long Term Service Awards
Background:	Information provided by District Office staff and school leadership
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	Information
Recommendations:	Accept Information

Superintendent's Board Report: May 2023

ANNUAL SURVEY OF PARENTS AND STUDENTS

Like the British Columbia (BC) systems, YK1 has embarked on a project this year to gather feedback from both parents and students about our programs, system and reflections of the education students are receiving. The survey link was sent to parents last week via their school. Students in Grades 4,7, 10 and 12 will be completing the survey within the school day as administered by YK1 staff. We are hoping that this feedback will provide a solid starting point for us to continue to improve our programming, respond to students and address the needs and perspectives shared. This survey is done annually in BC with the same questions. We will look at our own data and compare it to similar BC jurisdictions in the future.

BUDGETING/STAFFING/CURRICULUM TRANSITION

As we head into May the typical end of year activities begin in earnest for School Districts. Our eyes have turned to getting ready for next year, with staffing of schools, staff learning and professional development and ensuring that our budgeting processes are finalized and voted on by our Board. It is a busy time with longer lighter days, warmer weather and a sense of optimism in the air.

This September the transition to BC Curriculum begins for Grades 5,6 and 9. A lot of planning and learning is being engaged in by District staff to work with our teachers and educational assistants to ensure the transition is a smooth one. Having come from BC, I am going to state that I don't know that the adjustment will be one that parents can immediately identify as many of the practices of Core Competency learning are already in place in YK1 and already in use in many classrooms. I am hoping that what parents will notice is their child's ability to talk about what they are learning and how that learning impacts them will be more apparent and that they will also notice that their child is even more engaged in their learning.

BUSING

We continue to be impacted by disruptions to busing services in Yellowknife. On May 1st, we learned that Route 5 would not be running for the foreseeable future. TransDev (formerly First Transit) announced that Route 7 would stop running as of March 27th due to a lack of available drivers. Routes 10 and 12 also remain canceled, and Routes 9 and 13 continue to be merged. We are in regular communication with the new owners to look towards solutions to address this issue, which has not only affected Yellowknife but is also impacting jurisdictions all across Canada and the US.

YK1 RATEPAYERS MEETING: May 2, 2023

YK1 hosted its annual public budget meeting on May 2nd at 7:00 p.m. at the District office. The public is invited to attend either virtually or in person. This annual meeting provides an opportunity for parents and stakeholders to see 2023-2024 budget information for the school district and to ask questions.

ATHLETICS

To end off last month, soccer players from YK1 schools and from schools throughout the territory participated in the Junior Super Soccer tournament from April 20th to 23rd and in the Senior Super Soccer tournament from April 27th to 30th. YK1 teams and schools had a great many successes in their competitions and from what I saw the spirit of sportsmanship prevailed! I would like to thank all of the coaches, volunteers and parents who make these activities such a success as they are such a vital part of our students' feelings of connection and belonging to our schools and education.



EARTH DAY ACTIVITIES



SJF DEBATE CLUB/EDUCATION FIELD TRIPS

The SJF Debate Club sent 3 teams to represent the Northwest Territories at the 2023 Canadian Senior High School National Debate Championship, in Calgary at the end of April. Congratulations to the team for their superb representation of YK1 and the North.

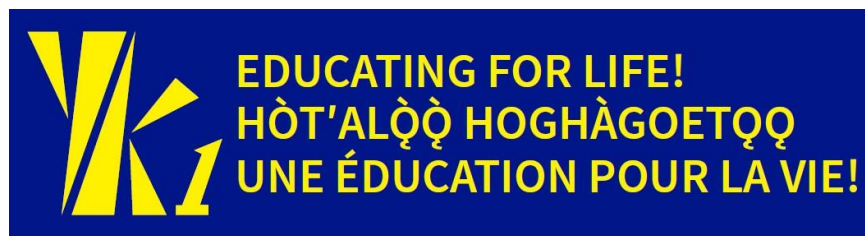
The Club and YK1 are grateful for the support from the GNWT Department of Municipal and Community Affairs' *Youth Contribution Program*, the Yellowknife Elks Lodge #314, and Dragon Toner Law which made this trip and valuable student experience possible.



LONG TERM SERVICE AWARDS



Congratulations to all staff celebrating their long term commitment to YK1 and to those staff members retiring this year. We are very grateful to have you as part of the YK1 family!!






BOARD REPORT

Title:	Assistant Superintendent, Ed Services May 2023 Board Report
Contact:	Shirley Zouboules, Assistant Superintendent, Ed Services
Date Submitted:	May 3, 2023
Mandate:	<p>Overview and/or photos of activities that have occurred in the District in the last month including</p> <ul style="list-style-type: none"> • Wellness • Indigenous Language & Education • Learning • Community • Highlights
Background:	Information updates on above topics
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	Information
Recommendations:	Accept Information



Board Report
May 9th, 2023

Assistant Superintendent Report			
Wellness	Indigenous Language & Education	Learning	Community
<p>Cultivate a culture of holistic wellness</p> <p><i>1.1 Recognize the importance of relationships in learning</i></p> <p><i>1.2 Foster and promote personal wellness</i></p> <p><i>1.3 Create healthy, safe and caring learning environments</i></p>	<p>Honour and celebrate Indigenous Language and Culture for all learners</p> <p><i>2.1 Create a welcoming environment for all learners</i></p> <p><i>2.2 Integrate an Indigenous approach to education</i></p> <p><i>2.3 Strengthen Indigenous Language instruction</i></p>	<p>Ensure inclusive, equitable and authentic learning Experiences</p> <p><i>3.1 Engage learners through meaningful and innovative teaching and learning practices</i></p> <p><i>3.2 Strive for excellence</i></p> <p><i>3.3 Celebrate diversity of all learners</i></p>	<p>Foster critical understanding of local, national and global issues</p> <p><i>4.1 Inspire critical thinking through innovation and pursue sustainable practices</i></p> <p><i>4.2 Embrace diversity and encourage empathy to promote global citizenship</i></p> <p><i>4.3 Model and encourage ethical leadership and engage in opportunities for service learning</i></p>
<p>Celebrated YK1 Long Term Service recipients at SJF</p> <p>Provided time for each school leadership team to meet with a consultant around supporting positive behaviour in school</p> <p>2 day Supervisory Training - Health & Safety - for building supervisors</p> <p>ILE inspection of outdoor spaces/ wall tents</p> <p>Addition of Indigenous language Signage to SJF's outdoor Learning Space</p>	<p>Traditional Games Camp at SJF for Grade 9 students as well as afternoon sign up for all classes. Staff participated through STIP.</p> 	<p>Cobblestone Collective - Coding & Virtual NWT co-taught lesson</p> <p>Faye Brownlie in residence - this was the last round until the fall - Faye provided a session for PSTs and Admin specifically to look at how the work teachers are engaged with aligns with our move to BC curriculum</p> <p>Professional Development with Ryan Sikkes for Leadership Council - positive feedback</p> <p>Curriculum and Assessment Subcommittee meeting</p> <p>Ongoing support for staffing</p>	<p>Met with Shelley Stagg-Peterson from UofT to start our partnership with the NOW Play 2 Project - 5 staff will attend the annual conference May 22nd in Toronto</p> <p>YK1 participated in the <i>Français langue seconde table nationale</i> (French Second Language National Council) session entitled "Current Practices and Emerging Trends in FSL Teacher Training" on May 2 (virtual)</p> <p>Meetings with SWIS coordinator and IRCC (immigration) staff: new</p>



Martin Boyce - Days of Pink - spoke to students at the Museum and then again to the larger community April 26th.



NJM and MHS hosted Andrea Harding, Sheila Stewart, Donovan Boucher, and Destiny Rabesca for canceled trapping camps (due to cold weather)

Program Support Meeting
RISC meeting with each school - student observations

Instructional Coordinator meeting with each school - planning for inquiry work

French immersion author visit: Pierrette Dubé visited classes at Itlo and WMS to read from some of her books and facilitate interactive presentations (May 4-5)

Grade 5 French camps - spring sessions ongoing at RLN and NJM

Grade 8 French trip to Montreal and Quebec City (WMS). May 7-12. 14 students are participating. Arrangements made to support students who were otherwise unable to participate due to financial considerations. Funding received from Heritage Canada, CPF, YK1 French programs, student-led fundraising initiatives.

Hired two Summer students to assist It'q students with French reading competency

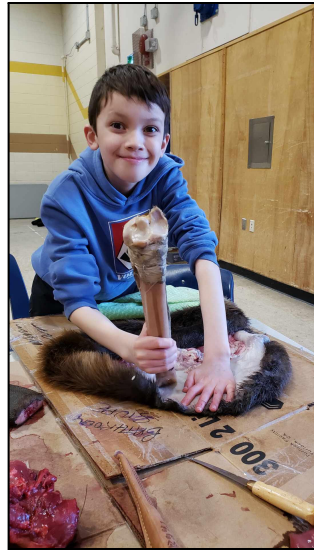
Ivory Coast family in Yellowknife. Two children registered to YK1 schools for 2023-24.

Schools are working with Ecology North on planting and growing food

Logistics (staff, materials, etc.) in place for the May 13-14 Trade Show Event. All schools will participate in the event.

Arctic Rose Foundation (Messy Book) had its first week of programming at MHS with local artist Rachel Marin





Donovan Boucher completed the wolverine demonstration with students at NJM and RLN

development. This yearly special French initiative makes a huge difference for many students struggling with French reading strategies and comprehension.

YK1 hosting College Nordique for 10 weeks of Tł̥chq Yatii 101 language classes. 19 staff are participating.

Interviews for Indigenous Language Instructors (2023/2024)

Meetings for students transitioning to new schools will begin in the next few weeks. Class reviews are under way in most schools

Education Services presentation to the Board of Trustees

Preparing for math residencies with Carole Fullerton second week in May

Sara Florence Davidson returns May 5th to work with select staff in grades 6-9 re: Indigenizing Literacy Practices

Professional Development with Beaufort Delta Education



RLN hosted a beaver camp at Fire Friday with knowledge keeper Ty.



?ori Program focused on retrieving and dying fish scales for a collaborative school wide art piece

Council's Curriculum Renewal Coordinator, Cole Fiedler for JK-8 teachers and EAs.

Planning with Dr. Shelley Moore with for the remainder of this year and into next year to support the transition to BC curriculum and support for all learners

Highlights:

- Dr. Sara Florence Davidson - working with teachers on indigenizing their approach to literacy instruction for middle and high school students
- Messy Book project with Arctic Rose Foundation at Mildred Hall School - with guest artist Rachel Marin
- Partnership with Beaufort Delta Education Council's Curriculum Renewal Coordinator Cole Fiedler to share an overview of the BC curriculum with all JK-grade 8 and some staff from SJF
- PD with Ryan Sikkes for school leaders - Leading during the shift to BC curriculum - he shared his lessons from having done the work while working with Yukon education bodies
- Preparing for the week long moose hide camp that will take place at Mildred Hall School May 15-19th
- Live It Earth celebration of the Caribou video - to be held at Range Lake North School May 10th for the school community. There will be a Brown Bag for families followed by a celebration of drummers and viewing the video - 12-12:55.
- Wrapped up literacy residencies with Faye Brownlie and preparing to start our last numeracy residency with Carole Fullerton week of May 8th. A session designed specifically for school leaders took place on the 8th where Faye walked us through the curriculum and pointed out where we were already successful in working with the competencies and where we might need to direct our energy
- Celebrated Long Term Service award recipients
- Started a new partnership with University of Toronto for Northern Oral Language and Writing Through Play 2 (NOW Play 2). 5 YK1 educators will attend their annual conference this month and begin the inquiry work in the fall - this will be our first year and the teachers attending will be the first to participate. The goals include building student oral language, authentic writing opportunities through play based learning



BOARD REPORT

Title:	Assistant Superintendent, Ed Services May 2023 Board Report
Contact:	Landon Kowlazik, Assistant Superintendent, HR & Ed Services
Date Submitted:	May 3, 2023
Mandate:	<p>Overview and/or photos of activities that have occurred in the District in the last month including</p> <ul style="list-style-type: none"> • Evaluations • Recruitment & Hiring • New Vice Principal Cohort • Enrolment Report
Background:	<p>Updates on above areas</p> <p>Enrolment numbers are current to end of April 2023</p>
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	Information
Recommendations:	Accept Information

Assistant Superintendent Kowalzik's Report May 9, 2023

Evaluations

Teacher and Education Assistant Evaluations are in now in the final stages of completion, many of which are already complete. The final stages of the evaluation process involves writing a summary report of the evaluation and meeting with the teacher or education assistant being evaluated to discuss the evaluation together. The goal is to use the evaluation as a whole, and these meetings in particular, to help offer suggestions and opportunities for growth and development.

Recruitment and Hiring

Hiring for the 2023/24 school year is in full swing. Our first two rounds of job postings have begun with a total of 34 teaching positions being advertised as of May 3. Many of these positions will be filled internally by staff on term contracts or indeterminate staff looking for a change of assignment. Round three of teaching positions will be posted by May 5 with Education Assistant postings to follow. We also continue to recruit and substitute teachers. Since April 11, we have added 10 new substitute teachers, while losing 2, bringing our current sub list up to 130.

New Vice Principal Cohort

Unfortunately the last meeting had to be rescheduled. Our second to last meeting of the school year will take place during the third week of May. At this meeting we will be discussing hiring and recruitment processes, interview strategies, and an overview of the NWTTA-YK1 Collective Agreement from a hiring perspective. We will also do a reflection on the cohort itself and discuss possibilities for continuing the program in the future.

Yellowknife Education District No. 1
Enrolment Report as of: April 30, 2023

School	JK	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals		
															Apr-23	Apr-22	Change
Mildred Hall	33	30	24	34	26	33	40	21	26	23					290	304	-14
Ecole Itlo (French)	32	51	39	43	55	31	38								289	304	-15
William McDonald (All)								98	77	83					258	170	88
N.J. Macpherson	58	51	44	64	67	40	34								358	355	3
Range Lake North (All)	25	22	31	21	20	35	18	28	30	31					261	262	-1
Ecole Sir John Franklin											147	248	139	162	696	755	-59
Totals	148	154	138	162	168	139	130	147	133	137	147	248	139	162	2152	2150	2

Yellowknife Education District No. 1
Monthly Enrolment Tracking

School	FTE Totals									
	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
Mildred Hall	294.00	299	283	285	288	293	283	290		
Ecole Itlo	285.00	287	289	288	289	289	289	289		
William McDonald	259.00	260	261	261	258	260	259	258		
N.J. Macpherson	356.00	355	357	358	357	356	356	358		
Range Lake North	267.00	261	261	262	262	262	264	261		
Ecole Sir John Franklin	702.00	692	697	705	705	703	698	696		
Totals	2163.00	2154	2148	2159	2159	2163	2149	2152		



BOARD REPORT

Title:	Director of Corporate Services Report
Contact:	Tram Do, Director of Corporate Services
Date Submitted:	May 4, 2023
Mandate:	<ul style="list-style-type: none"> • Financial Reporting to the Board • Monthly updates
Background:	Monthly/ Quarterly Reports
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	<ul style="list-style-type: none"> - Updates on meetings and work progress for April 2023 - Financial Variance reports for Consolidated Salary & Benefits & O&M - Financial reports for COVID, Schools Budgets, Jordan Principle
Recommendations:	<ul style="list-style-type: none"> - Accept the reports for information



Yellowknife Education District No. 1

Director of Corporate Services Report

Board Meeting – May 3, 2023

Finance

As of April 30, 2023, our overall financial projection will be a Deficit of \$300,000 for the fiscal year ending June 30, 2023. Our projected accumulated surplus for year-end will be approximately 9 % of overall revenues around \$ 4 million. Increase in interest revenues and ECE revenues offset the higher cost of utilities and maintenance.

Budget Meetings

Budget meeting with Finance Committee on Monday April 10.
Budget Committee of the Whole on April 12.
Ratepayers meeting May 2, 2023.

City of YK Property Tax

Working with the City of Yellowknife and Yellowknife Catholic Schools on the property tax revenue for Yellowknife School Boards. YCS is in agreement with YK1 not to increase the property tax mill rate on the Yellowknife School Board property tax to Ratepayers for the Budget 2023/2024. Both School Boards are planning to review the potential of a mill rate increase for next Budget 2024/2025 as there is an estimated funding shortage for YK1 of \$230,969.

Pre-Audit

Our pre-audit started on April 26 to April 28. We are starting to plan for year-end close. We will have to process the summer payroll for teachers prior to June 30 as part of our year-end process. Our Audit is schedule to start Jul 10 to 14.

Yellowknife Education District No. 1				
Financial Summary Report				
For the month ended April 2023				
		Total	YTD	%
		Budget	Actual	Spent
REVENUES				
1	GNWT Base Funding	29,945,867	20,875,685	69.7%
2	GNWT SSI & Carryover	217,019	119,847	55.2%
3	GNWT French	550,000	383,413	69.7%
4	Other School Board	15,000	0	0.0%
5	City of Yellowknife	6,777,900	4,724,969	69.7%
6	Interest Income	220,000	448,896	204.0%
7	Superintendent Services	57,500	61,200	106.4%
8	Detah Enrolment Transfer	120,000	98,878	82.4%
9	Misc (Parking, ILC)	19,562	30,477	155.8%
10	Jordan's Principle	3,580,624	2,940,706	82.1%
	Total Revenues	41,503,472	29,684,071	71.5%
EXPENDITURES				
Salaries & Benefits:				
School Programs:				
11	<i>Schools & District</i>	21,463,264	14,141,660	65.9%
12	<i>French</i>	624,916	374,366	59.9%
13	<i>Technology</i>	391,052	320,585	82.0%
14	Administration	1,418,263	1,259,397	88.8%
15	Board	84,520	40,881	48.4%
16	Inclusive Schooling	6,254,358	4,145,880	66.3%
17	Maintenance	675,256	621,003	92.0%
18	Indigenous Language & Culture	967,074	631,017	65.3%
19	Elders in Schools	72,000	104,173	144.7%
20	Student Success Initiatives	56,400	23,835	42.3%
21	Jordan's Principle	3,249,354	2,588,428	79.7%
	Total Salaries & Benefits	35,256,457	24,251,226	68.8%
Operations & Maintenance				
School Programs:				
22	<i>Schools & District</i>	1,400,000	1,117,940	79.9%
23	<i>MHS O&M & Subs</i>	144,287	95,887	66.5%
23	<i>ITL'O O&M & Subs</i>	139,265	96,323	69.2%
23	<i>NJM O&M & Subs</i>	158,222	64,865	41.0%
23	<i>RLN O&M & Subs</i>	130,309	80,237	61.6%
23	<i>WMS O&M & Subs</i>	137,393	107,041	77.9%
23	<i>SJF O&M & Subs</i>	348,732	214,921	61.6%
24	<i>French</i>	180,000	141,337	78.5%
25	<i>Technology</i>	355,710	361,808	101.7%
26	Inclusive Schooling	295,346	188,158	63.7%
27	Utilities	1,906,797	1,719,965	90.2%
28	Maintenance	373,970	501,185	134.0%
29	Maintenance Capital projects	640,000	133,714	20.9%
30	Administration	209,006	119,878	57.4%
31	Board	110,480	48,749	44.1%
32	Indigenous Language & Culture	269,762	140,954	52.3%
33	Student Success Initiatives	160,619	96,012	59.8%
34	Jordan's Principle	128,921	84,941	65.9%
	Total O&M	7,088,819	5,313,916	103%
	Total Expenditures	42,345,276	29,565,142	69.8%
	Surplus (Deficit)	(841,804)	118,929	

Yellowknife Education District No. 1			
COVID-19 Financial Summary Report			
For the month ended Apr 2023			
	Total	YTD	%
	Funding	Actual	Spent
REVENUES			
GNWT COVID Funding	807,058	640,936	79.4%
Total Revenues	807,058	640,936	79.4%
EXPENDITURES			
Salaries & Benefits:			
School Programs:			
MHS & Custodial & Subs	53,044	61,573	116.1%
ITLO & Custodial & Subs	53,044	49,834	93.9%
NJM & Custodial & Subs	53,044	75,531	142.4%
RLN & Custodial & Subs	53,044	71,757	135.3%
WMS & Custodial & Subs	53,044	32,751	61.7%
SJF Custodial & Subs	53,044	61,390	115.7%
District Custodial & Subs	187,256	137,819	73.6%
Total Salaries & Benefits	505,520	490,655	97.1%
O & M			
School Programs:			
Schools & District			
MHS O&M	40,000	59,491	148.7%
ITLO O&M	40,000	3,036	7.6%
NJM O&M	40,000	19,453	48.6%
RLN O&M	40,000	15,886	39.7%
WMS O&M	40,000	12,918	32.3%
SJF O&M	60,000	5,121	8.5%
Maintenance	26,538	31,575	119.0%
Administration	15,000	2,802	18.7%
Total O&M	301,538	150,282	49.8%
Total Expenditures	807,058	640,936	

Yellowknife Education District No. 1				
Jordan's Principle Financial Summary Report				
For the month ended Apr 2023				
	Approved	YTD	%	
	Funding	Actual	Spent	
REVENUES				
Jordan's Principle	5,803,556	2,673,369	46.1%	
Administration Fee Revenue	580,116	267,337	46.1%	
Total Revenues	6,383,671	2,940,706	46.1%	
EXPENDITURES				
Salaries & Benefits:				
Mildred Hall School	2,269,232	1,013,498	44.7%	
NJ MacPherson School	1,023,275	506,658	49.5%	
Range Lake North School	1,330,504	623,883	46.9%	
William McDonald School	190,073	78,449	41.3%	
Ecole Sir John Franklin High School	830,952	365,940	44.0%	
District Office	580,116	103,589	17.9%	
Total Salaries & Benefits	6,224,151	2,692,016	43.3%	
O & M				
Mildred Hall School	131,440	79,721	60.7%	
NJ MacPherson School	25,680	5,220	20.3%	
Ecole Sir John Franklin High School	2,400	0	0.0%	
Total O&M	159,520	84,941	53.2%	
Total Expenditures	6,383,671	2,776,957	43.5%	

SCHOOL BUDGETS	Total	YTD	%
MHS	Funding	Actual	Spent
Menstrual Products	10,472	0	0.0%
Active After School	15,482	17,096	110.4%
Drop the Pop	2,500	0	0.0%
Food First/Taste Makers	5,058	2,461	48.7%
Birchbark	10,189	374	3.7%
Breakfast Club	32,222	37,818	117.4%
Food Program - Misc Donations	4,600	2,346	51.0%
Total MHS	80,523	60,096	74.6%
ITLO			
Active After School	23,710	0	0.0%
Drop the Pop	4,263	1,152	27.0%
Food First/Taste Makers	1,000	90	9.0%
Total ITLO	28,973	1,242	4.3%
NJM			
Active After School	20,489	6,173	30.1%
Drop the Pop	2,525	1,653	65.4%
Total NJM	23,014	7,826	34.0%
RLN			
Casuals - Winter Camp RLN	2,000	0	0.0%
Menstrual Products	7,453	411	5.5%
On the Land Program	25,715	1,931	7.5%
Maca Youth Corp Winter Camp RLN	8,000	0	0.0%
Active After School	16,095	4,573	28.4%
Drop the Pop	2,006	0	0.0%
Food First/Taste Makers	19,090	4,672	24.5%
Total RLN	80,359	11,587	14.4%
WMS			
Menstrual Products	26,663	13,604	51.0%
Active After School	15,324	5,387	35.2%
Drop the Pop	4,556	603	13.2%
Food First/Taste Makers	12,436	8,508	68.4%
Take a Kid Trapping	5,263	5,263	100.0%
Community Foundation Grant	229	54	23.8%
Tides - on the Land Pursuits	7,764	491	6.3%
Total WMS	72,235	33,911	46.9%
SJF			
Menstrual Products	111,625	36,703	32.9%
Active After School	15,300	15,300	100.0%
Drop the Pop	3,515	2,629	74.8%
Food First/Taste Makers	3,497	367	10.5%
Drop the Pop - YOF	3,000	1,397	46.6%
PC Charity Food Program	8,735	4,990	57.1%
Total SJF	145,672	61,385	42.1%
Total Expenditures	430,776	176,047	40.9%

Feb. 1, 2023 - April 15, 2023				
Vendor Name	Items purchased	Date	Amount	Reason for Sole Source
NCI NORTHERN COMPUTER INC.	Chromebooks for SJF	2/17/2023	12,657	National Pricing Structure
LEARNING A-Z	Annual license renewal	2/1/2023	19,681	IT
AVI-SPL CANADA LTD.	Front row Juno w/ Bluetooth/mic	3/9/2023	17,731	Best price
MIND-FULL CONSULTING	Consulting & travel claims	3/1/2023	15,270	Ed Services
Concept Interactive Inc.	Annual product license	4/3/2023	17,556	IT
Total			\$82,894	



Yellowknife Education District No. 1

Director of Operations Report

Board Meeting – May 9, 2023

Meetings:

- meeting with Infrastructure to assess the condition of the old IT portable
- meeting between ECE, Infrastructure and Wilfrid Laurier University (WLU) to discuss WLU using the old IT portable and site for a collaborative project

Range Lake North

- Water puddles being pumped out due to snow thawing
- pellet boiler shut down for maintenance

William Macdonald

- replace broken backboard on outdoor basketball court

Sir John Franklin

- no roof leaks reported to me during snow thaw, a positive sign the roof patch work last year was of benefit
- we had a pulley fail on one of the basketball back boards, it has been fixed and drop tethers were ordered. They will be installed next STIP day or sooner if possible.

École Itl'ò

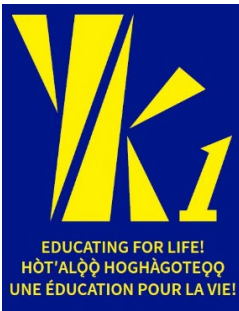
- maintenance staff are learning the new control processes for changing from heating season to cooling season.

MHS School & Education Portable:

- new generator has arrived and is on site
- maintenance repairing some snow removal damage to community garden plots and surface water line
- Education Portable froze up

NJM School:

- spring runoff happened fast, water puddles have been minimal



TRUSTEE REPORT – Terry Brookes
 ASBA – Speakers Corner
 1st May 2023
 Topic of Discussion – Anti-Racism

Main Presenter – Dr. Jerome Cranston, Dean of Education,
 University of Regina

ASBA hosted for a national audience a virtual “Speakers’ Corner” professional learning session on Anti-Racism. In this session, trustees from across Canada learned from Dr. Cranston regarding anti-racism. This initiative was started by the Canadian School Boards Association to support school boards in building deeper understandings of equity, diversity and inclusion, with a particular focus on systemic racism. The session addressed what Boards might be able to do to make schools more equity-focused, racially-just institutions. The presentation was followed by a question and answer session.

Keynote Take-Aways:

- Classic rules of democracy (i.e. majority rules) can interfere with the implementation of goals of inclusion, diversity and equity.
- A key component of racism is power; be it direct or in-direct.
- Systemic racism has deep roots and can be historically developed over time that creates present day norms.
- Racism (intended or not) often comes systemic through a series of steps (i.e. policies, procedures, attitudes), that manifest into a racists condition.
- Racists outcomes often do not require racists actors.
- At a high level we need to have a focus on the words from the Canadian Charter of Rights and Freedoms as a basis for implementation of change.
- When dealing with change we need to learn how to deal with the uncomfortable.
- Change will be hard and not natural. Persistence and sacrifice are needed.
- The education system is one of the few institutions that touches virtually all children, thus the education system can be a change agent.
- Trustees can provide leadership towards change.
- To create change we all must care and need to show systemic support for change.



BOARD MEMBER PAC REPORT – SJF High School

Date: Thursday April 20th, 2023

Parents Discussion, Comments and Concerns

Submitted by: Terry Brookes

Dean (principal) noted the Parent Teacher Interviews had great attendance now that it is online. Dean will investigate using an alternate platform to Google Meet due to internet issues. Zoom?

SJET – 2 trips have been approved, about 24 students/trip, about \$5500-\$5800/student. 1) Prague, Vienna, Munich 2) France-Italy (student needs to be registered in PIF, French Immersion, Core French – guided tours will be in French).

There is continuing upgrade to the SJF website to make it more user friendly and informative for students and parents. Hoping that it will be completed by the end of June.

There are some more Parent Information nights coming up in April (Grade 8) and May (Grade 12). These are well attended. These nights of information really help the students and parents understand and prepare for the education grade levels at SJFH.

I again noted that the District is finalizing the draft budget process and gave the general timelines and when parents can provide input.

There was a discussion on the honorarium that Trustees receive by the Budget. It was explained that honorarium increase is based on the CPI, but the CPI for the current 'pay period' is over 7%. A PAC member was quick strong in that Trustee honorarium increases should be no more than what comes with the Boards negotiated contracts.

There was discussion on student expectations for assemblies. Assemblies are part of the school program and all students expected to attend. It is school community event that in part drives the student understanding and contribution as a global citizen.

I have a copy of the full minutes of the PAC Meeting, if trustees are interested.

Next Meeting: Thursday May 18th, 2023, at 7:00 pm.



Upcoming Events: May & June 2023

May						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4	5	6
			Gr. 4-5>> Soccer Tourney	>>	>> Nat. Day of Awareness for MMIWG2S	>>
7	8	9	10	11	12	13
Last day of 4-5 Soccer Tourney	WMS French Trip (8th-12th)	CoTW Board Mtg	Jordan's Principle -Bear Witness Day Ìt'ò PAC 7PM	Moose Hide Campaign Day		Spring Trade Show
14	15	16	17	18	19	20
Spring Trade Show	Community Hide Camp MHS 4-7PM	Community Hide Camp MHS 4-7PM	Community Hide Camp MHS 4-7PM Ìt'ò Spring Concert 6:30PM MHS PAC 6:30PM MAGMA Music for Mental Health	Community Hide Camp MHS 4-7PM SJF PAC 7PM		
21	22	23	24	25	26	27
	No School			SJF Music Concert 7PM		
28	29	30	31	1	2	3
		Hay River Track & Field Meet>>	>>	>>	>>	



EDUCATING FOR LIFE!
HÒT'ALÒÒ HOGHÀGOETÒÒ
UNE ÉDUCATION POUR LA VIE!

Upcoming Events: May & June 2023

June – Pride Month						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	31	31	1	2	3
					Last Day Track Meet	It'ò Community Plant Sale SJF 5 th Annual Golf Classic
4	5	6	7	8	9	10
	No School/PD JK -9					Indigenous Honor Ceremony 1PM Bike Auction (YK1 Parking Lot)
11	12	13	14	15	16	17
	SJF Exams Begin	CoTW Board Mtg				
18	19	20	21	22	23	24
		Indigenous Sports Day It'ò	Indigenous People's Day No School		Last day of school JK-8	
25	26	27	28	29	30	1
	Last Day of Classes SJF SJF 2023 Grad Formal 7PM	SJF 2023 Grad Academic Ceremony				