



YELLOWKNIFE EDUCATION DISTRICT NO. 1

BOARD of TRUSTEES

Regular Meeting

AGENDA

November 14, 2023 – 7:00 PM

Google Meet Link - <https://meet.google.com/wbz-fxqn-vec>

- 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 – Auditor's 2022-2023 Audit Report Presentation
- 7.0 Review and Approval of Minutes
 - 7.1 June 13, 2023
 - 7.2 June 28, 2023
 - 7.3 August 16, 2023
 - 7.4 August 22, 2023
 - 7.5 August 29, 2023
 - 7.6 September 5, 2023
 - 7.7 September 26, 2023
 - 7.8 October 10, 2023
- 8.0 Business Arising from the Minutes
 - 8.1 Action Items
- 9.0 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
- 10.0 Unfinished Business
 - 10.1 Bussing Update
 - 10.2 Election Activities (info item)
 - 10.3 USW & Board Advisory Committee – Policy & TOR (info item)
- 11.0 New Business
 - 11.1 Approval of Audit Report
 - 11.2 Approval of Completed Annual Report for Submission
 - 11.3 Superintendent – Letter of Agreement

- 11.4 Annual Comms Report
- 11.5 Annual Maintenance Department Report
- 12.0 Reports
 - 12.1 Chairperson's Report
 - 12.2 Superintendent's Report
 - 12.3 Secretary Treasurer's Report
 - 12.4 Standing Committee Reports
 - 12.4.1 Finance (Chairperson - Trustee Snaggs)
 - 12.4.2 Public Relations (Chairperson - TBD)
 - 12.4.3 Policy (Chairperson – Trustee Bell/Peters)
 - 12.4.4 Audit Committee (Chairperson – Trustee Brookes)
 - 12.4.5 Committee of the Whole (Chairperson - Trustee Drew)
 - 12.4.6 Facilities Committee (Chairperson – TBD)
 - 12.4.7 NWTTA Teacher-Board Committee (Reps: Trustees Brookes & Snaggs)
 - 12.5 Ad Hoc Committee Reports
 - 12.5.1 Strategic Plan Committee
 - 12.5.2 Negotiations Committee
 - 12.6 Trustee PAC Meeting Reports
 - 12.6.1 École İt'ò
 - 12.6.2 Mildred Hall School
 - 12.6.3 N.J. Macpherson School
 - 12.6.4 Range Lake North School
 - 12.6.5 École Sir John Franklin High School
 - 12.6.6 École William McDonald School
- 13.0 Announcements – events calendar attached
- 14.0 Date and Time of Next Meetings:
 - December 12, 2023, 12:00 PM CoW Meeting
 - December 12, 2023, 6:30 PM Executive Session – in camera
 - December 12, 2023, 7:00 PM Regular Board Meeting
- 15.0 Chairperson's Closing Remarks
- 16.0 Adjournment

Yellowknife District No.1 Education Authority

(Yellowknife Education District No. 1)

Consolidated Financial Statements

June 30, 2023



Draft - November 9, 2023



(the "Authority")

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YELLOWKNIFE EDUCATION DISTRICT NO. 1
OF THE NORTHWEST TERRITORIES
ADMINISTRATION SCOLAIRE DE DISTRICT NO 1 DE YELLOWKNIFE
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Management Discussion and Analysis Fiscal year end June 30, 2023

Introduction

Yellowknife Education District No. 1 (YK1) Administration:

Jameel Aziz, Superintendent of Education /CFO
Tram Do, Secretary/ Treasurer/CFO
Shirley Zouboules, Assistant Superintendent, Education Services
Landon Kowalzik, Assistant Superintendent, Human Resources and Learning

Current Board of Trustees:

David Wasylciw, Chairperson
Tina Drew, Vice Chairperson

Trustees:

Barbara Bell
Terry Brookes
Michelle Peters
Allan Shortt
Jason Snaggs

Active Standing Committees include:

- Audit Committee
- Committee of the Whole
- Finance Committee
- Policy Committee
- Public Relations Committee
- NWTA Teacher-Board Committee
- Facilities Committee

YK1 Strategic Directions



Taking direction from its mission statement, the Yellowknife Education District No. 1 Board of Trustees have set the following Strategic Directions for 2023:

Wellness: Cultivate a culture of holistic wellness

- Recognize the importance of relationships in learning
- Foster and promote personal wellness
- Create healthy, safe and caring learning environments

Learning: Ensure inclusive, equitable and authentic learning experiences

- Engage learners through meaningful and innovative teaching and learning practices
- Strive for excellence
- Celebrate diversity of all learners

Indigenous Language and Education: Honour and celebrate Indigenous Language and Culture

- Create a welcoming environment for all learners
- Integrate an Indigenous approach to education
- Strengthen Indigenous Language instruction

Community: Foster critical understanding of local, national and global issues

- Inspire and pursue critical thinking through innovative and sustainable practices
- Embrace diversity and encourage empathy to promote global citizenship
- Model and encourage ethical leadership and engage in opportunities for service learning

Operating Environment

YK1 operates six schools in the City of Yellowknife, and provides Superintendency services to K'alemi Dene School in Ndilo and Kaw Tay Whee School in Dettah.



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The following lists key programs at YK1 schools:

N.J. Macpherson School (JK-5)

- N.J. Macpherson School (NJM) is a JK-5 school with a strong numeracy and literacy focus, offering English programming for Grades JK-5 students, Montessori programming for JK-5 students, and Core French for Grades 5 students.
- Special programs include physical education, visual arts, music, drama, and a (recycling program), extracurricular sports, clubs, and after-school programs.
- Indigenous language and culture is integrated into classroom sessions.
- Indigenous Culture Camps are held throughout the year; and,
- The school has an active Parent Advisory Council.

École It̨'ǫ̀ (JK-5)

- École It̨'ǫ̀ (EI) is YK1's newest school and opened to students on August 29, 2022. The school offers a 100%, fully immersive French learning environment for JK-Grade 5 students.
- Special programming includes choir, musical theatre, lunch time clubs, including intramurals
- Indigenous language and culture is integrated into classroom sessions;
- On the land inquiry learning for all grades; and,
- An annual four-day French/Indigenous Language and Culture Camp, 'Camp de neige', is held at the Yellowknife Ski Club.

Mildred Hall School (JK-8)

- Mildred Hall School (MHS) is an English school which also offers Core French and Wilideh language courses.
- The school offers traditional games classes for Grades 2-8 students, and jigging for JK-Grade 2 students:
- The Birchbark Discovery Centre is a community project, and land-based education program for children in Grades 1-8;
- Extracurricular activities include team sports, fine arts, guitar, fiddling, choir, and band instruments. Alternative sports include fat biking, cross country skiing, snowshoeing, and rollerblading. Alternative options include jigging and traditional games.
- Outdoor learning spaces give students the opportunity to take their learning outdoors, using the natural environment to further student learning and incorporating the Wilideh language into land-based learning experiences.
- A breakfast, snack, and hot lunch program is available. The school has a large garden where students grow vegetables that are used in the school's foods program; and



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- Positive Behavioral Interventions and Support (PBIS) is a proactive approach the school uses to support positive behavior.

École William McDonald Middle School (6-8)

- École William McDonald Middle School (EWMS) offers programming for Grades 6-8 students in English, Intensive French, Post-Intensive French, Core French, and French Immersion.
- Exploratory programs include industrial arts, culinary arts, fine arts, technology studies, and outdoor education; and
- EWMS's Sports Academy includes hockey, futsal, and athletics. The school's fitness room was renovated in 2022.

Range Lake North School (JK-8)

- Range Lake North School (RLN) offers English programming for Junior Kindergarten (JK) to Grade 8 students, Post-Intensive French for Grade 7 and 8 students, Core French for Grade 1-4 & 6 students, and Pre-Intensive French camps for Grade 5 students;
- Student Options Program: Grade 6-8 students choose from a variety of six-week sessions, which could include technology, sports, outdoor pursuits, music, martial arts, and yoga;
- Indigenous language and culture is integrated into classroom sessions;
- Indigenous Culture Camps are held throughout the year;
- Special programs include music, band, choir, and drama;
- Advanced technology and robotics programs are offered in a Makerspace environment;
- Extracurricular sports programs encompass many activities, including snowboarding, hiking, skiing, and biking;
- Sustainable living projects include an active chicken coop, outdoor gardens, aquaponics, and an observatory beehive; and,
- The school is supported by an active and involved Parent Advisory Committee that organizes a large annual spring fundraising event called "Family Fun Night". Proceeds of this event are used to support student activities.

École Sir John Franklin High School (9-12)

- École Sir John Franklin High School (ESJF) offers programming from Grades 9 to 12 in English, Core French, Post-Intensive French, and French Immersion;
- The school offers a dynamic fine arts program which includes music, band, choir, drama, drama tech, and visual arts;
- An extensive trades curriculum and work experience program includes industrial arts, automotive class, culinary arts, robotics, and esthetics;



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- ESJF offers Indigenous culture programming and camps, including Wílídeh language instruction;
- Sports Academy: ESJF's successful sports academy focuses on volleyball, basketball, and high-performance training. Extra-curricular sports and clubs are also offered;
- Additional supports and resources are available to students who wish to access them, in school, socially, or at home;
- National and international travel opportunities are available to students, including volunteering, scuba club, and cultural experiences;
- Night classes (Monday to Thursday from 6:00 to 9:00 p.m.) are available on-site; and,
- Alternate programming (the Route 51 Learning Institute) is available during the day (10:00 a.m. to 4:00 p.m.) off-site. Courses are offered in a modular-based format.

Route 51 Learning

Route 51 Learning Institute (Route 51) is an alternate high school program, which offers:

- A flexible schedule designed to accommodate students
- Credits for work experience; and,
- Smaller student-to-teacher ratio, and students can focus on one course at a time.



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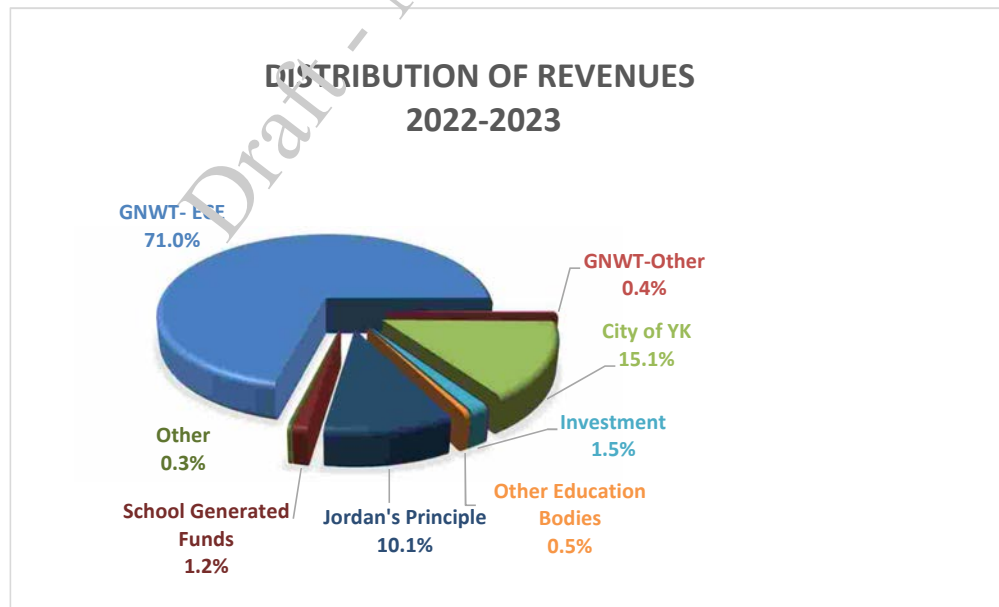
Financial Condition

YK1 receives the majority of revenues from Formula funding (enrolment driven) from the Department of Education, Culture and Employment (ECE), which makes up 71.0% of revenues. Property taxation revenue from the City of Yellowknife is 15.1%, Jordan's Principle from (Government of Canada) revenue is 10.1%. The remainder is generated from investment income, school generated funds (trust), other education bodies (superintendent services, enrolment transfer), other revenue, which includes various contributions for schools, and District Office parking lot rentals.

Revenues

GNWT- ECE	\$32,043,308
GNWT-Other	162,424
City of YK (Property Taxation)	6,801,835
Investment	677,353
Other Education Bodies	233,340
Jordan's Principle	4,564,020
School Generated Funds	519,888
Other	116,126
Total Revenues	\$45,118,294

Revenues Chart




Expenditures

School Programs	25,628,598
Inclusive Schooling	6,863,392
Operations & Maintenance	4,097,942
Administration	1,929,895
Indigenous Language & Culture	1,321,448
Jordan's Principle	4,091,720
School Generated Funds	502,818
Total Operation Expenditures	44,435,813
Amortization	949,602
Total Expenditures	45,385,415

Operational Expenditures

Expenditure allocations are based on the Department of Education, Culture and Employment's funding formula. School related expenditures (76.14%) consist of School Programs (57.7%), Inclusive Schooling (15.5%), and Indigenous Language and Culture (3.0%) which directly relate to schools. Jordan's Principle expenditures are also directly related to schools, and account for 9.2% of the total expenditure allocation, and is federally funded.

Asset Retirement Obligation

The Public Sector Accounting Board is requiring all Government entities to account for Asset Retirement Costs as per Public Sector Accounting Standard 3280 (PS 3280) as of April 1, 2022. Asset Retirement costs are costs that are required at the end of an asset's life such as asbestos removal prior to the rebuild of a building. These Asset Retirement Costs are added to the Tangible Asset Value of the buildings and a corresponding liability created to effectively plan for the expenditures related to the retirement of the asset.

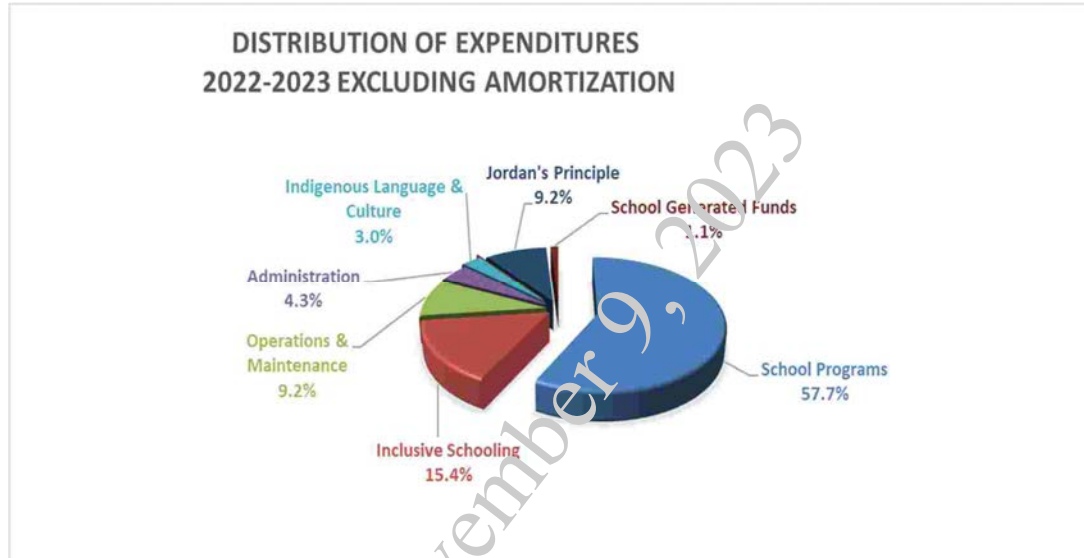
YK1 contracted Associated Environmental to complete a hazardous material assessment of all buildings in 2017. Based on the report, partial removal of asbestos was complete for the Maintenance shop in 2018. The GNWT completed remediation at Sir John Franklin High School. YK1 contracted Associated Environmental in 2023 to provide update values for hazardous materials remaining and to give an estimate for Asset Retirement costs. These estimates were provided to GNWT Department of Finance and the entry to record the Asset Retirement Obligation (ARO) was provided to YK1. The liability for Asset Retirement Obligation at June 30, 2023 is \$725,527. This



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liability is recommended by the Auditors to deduct against the book value of our Buildings.

Expenditures Chart



Accumulated Surpluses

The Accumulated Operating Surplus is the overall operations of the District, the Decentralized Surplus is school- based expenditures, and Capital Surplus is for major capital expenditures. The Investment in Tangible Capital Assets is the book value of our buildings (mostly transferred in kind from GNWT) and our equipment purchases. Asset Retirement Obligation is deducted from the net book value of Tangible Capital Assets.

Accumulated Surplus	2022/2023
<u>Investment in Tangible Capital Assets:</u>	
Tangible Capital Assets	\$12,400,379
*Asset Retirement Obligation	<u>-725,527</u>
Net Tangible Capital Assets	\$11,674,852
* Recommended by Auditors to net with TCA versus surplus	



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<hr/>	
Surpluses :	
Operating (unrestricted)	3,902,384
Capital (unrestricted)	904,165
Decentralized (restricted for Schools)	447,833
Total Accumulated Surplus	<hr/> 5,254,382
Leave and Termination Benefits (funded following year)	2,179,989
	<hr/> 7,434,371
	<hr/>

- The Pellet Boiler Reserve balance of \$9,964, has been transferred back to the operating surplus after project completion. The project was completed under budget.

The unrestricted surpluses excluding Decentralized (School's) surplus is 10.8% (\$4,806,550 / \$44,351,281) of the total 2023/2024 budgeted expenditures excluding amortization. *This is based on the Auditor's recommendation for netting the Asset Retirement Obligation against Tangible Capital Assets versus netting it against the Surplus.*

The Board of Trustees approved a deficit budget for 2023/2024 school year of - \$807,969 (without amortization), which reduces the unrestricted surplus to 9.0% (\$3,998,581 / \$44,351,281). *The total of the unrestricted surpluses is the balance available for emergent budget approvals by the Board and Superintendent.*

The accumulated unrestricted surplus enables YK1 to maintain quality programming for students.



Restricted Reserves

LED Lights

The Department of Education, Culture and Employment has agreed to allow YK1 to maintain unspent utility funding to be used for conversion of current lighting to LED lighting in the schools and minor capital expenditures. LED lights can save 30% or more on energy costs. DT Electric replaced the LED lights in Sir John Franklin High School, the project was completed this past summer.

School Generated Funds

The School Generated Funds are the total trust funds raised by students and staff at the school held in trust for student and staff directed expenditures. These funds are restricted and are only accessible at the schools.

SGF Restricted	2022/2023	2021/2022	Change
Beginning Balance	661,671	737,811	-76,140
Net Income (loss)	25,034	-76,140	+101,174
Transfer from FY 2022	-7,964	0	-7,964
Balance, end of year	678,741	661,671	+17,070



Budget/Actual Comparisons

YK1 revenues variance highlights:

- ECE regular contribution revenues increased by \$556,238 due to termination benefits funding \$521,973 and mentorship funding \$34,265.
- Other ECE contribution revenues are higher due to carry-over COVID-19 funding from previous fiscal year \$807,059.
- GNWT Other contribution revenue is from:

○ MACA Active After School	\$101,800
○ MACA Youth Corp	23,000
○ Dept HSS Drop the Pop	28,775
○ Dept ITI unused paid back	-17,151
○ Dept ENR Take a kid trapping	<u>20,000</u>
Total	<u>\$162,424</u>
- Portfolio Investment income \$677,353 higher than budget \$220,000 by \$455,353, previous year investment income is \$115,661. This is due to higher interest rates.
- Jordan's Principle Revenue from the Federal Government is a total of \$4,564,020, which is \$983,395 higher than budget. This also includes funding for menstrual products of \$63,128. Unspent Jordan's Principle funds of \$1,687,479 due to lack of staff have been returned to the Federal Government. Unspent menstrual product funds of \$237,554 is carried-over to the 2023-2024 school year.
- School Generated Funds is total trust account revenue generated by the schools for the school year \$519,888.
- Other income \$116,126 consists of the following:

○ Breakfast club of Canada	11,100
○ Food First Foundation	12,000
○ District Office Parking stall rental	25,086
○ Make Way Tides	25,000
○ Book Sales (ILC)	1,505
○ Miscellaneous	200
○ NWTTA – PD Contribution	7,200
○ PC Children's Charity	9,935
○ Canadian Parents for French	8,000
○ Misc. Hide Camp Contributions	<u>16,100</u>
Total	<u>\$116,126</u>


YK1 expenses variance highlights:

- Operations and Maintenance costs are higher due to:
 - Snow Removal costs due to record snowfalls;
 - Additional O&M costs; and,
 - Increase in Environmental Liability due to update cost estimates \$49,830
- Inclusive Schooling costs higher than budget due to increase in Substitute costs.
- Administration costs higher than budget by \$107,626 due to termination costs, which will be funded the following school year.

Enrolment and Pupil Teacher Ratio (PTR)

Yellowknife Education District No.1 September 30, 2022	Enrolment		Teachers/ Admin/ PST	Early Childhood Instructors	Pupil/Teacher ratio	
	K-12	JK	K-12	JK	K-12	JK
	Sep-22	Sep-21				
Mildred Hall School	255.00	30.50	19.70	2.00	12.94	15.25
Iti'q School	253.00	31.50	17.00	4.00	14.88	7.88
William McDonald School	257.50	-	17.75	-	14.51	
NJ Macpherson School	294.50	56.00	20.50	4.00	14.37	14.00
Range Lake North School	235.50	24.50	18.81	2.00	12.52	12.25
Sir John Franklin High School	657.50	-	38.00	-	17.30	
Total District	1,953.0	142.5	131.76	12.00	14.82	11.88

Overall enrolment for September 2022 was 2095.5 full time equivalent students (FTE) September 2021 was 2090, an increase of 5.5 full time equivalent (FTE) students from September 2021.



Summary of 2022/2023

YK1 welcomed a new Superintendent/CEO, Jameel Aziz on August 15, 2022.

YK1 welcomed Jordan Martin as our Director of Operations following the departure of Elvis Beaudoin in December 2022. Jordan is a returning employee.

Board of Trustees Acclamation:

The Board of Trustees were acclaimed on October 17, 2022. Trustees for a 4 year term from November 1, 2022 to October 31, 2026 are:

Allan Shortt
Barbara Bell
David Wasylciw
Michelle Peters
Jason Snaggs
Terry Brookes
Tina Drew

USW Collective Agreement July 1, 2022- June 30, 2025:

The Collective Agreement with United Steel, Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union (United Steelworkers) Local 1-207 and YK1 was settled in June 2023 for a three year contract with salary increased tied to the GNWT's Collective Agreement settlement with UNW.


Management Responsibility for Financial Reporting
**To the Minister of Education, Culture and Employment
Government of the Northwest Territories**

The Management Discussion & Analysis, Financial Statements, Schedules and Notes herein submitted are the responsibility of management. They provide full disclosure and accurately reflect the financial and non-financial condition of the authority in all material respects and in accordance with Canadian Public Sector Accounting Standards ("CPSAS") as well as the Financial Administration Manual ("FAM") and the Financial Administration Manual for Education Authorities ("FAMEA") of the Government of the Northwest Territories.

Management hereby asserts that adequate internal controls exist to ensure that transactions are complete, accurate and timely, appropriately authorized and include only valid transactions of the entity; that duties related to processes are appropriately segregated, that assets are safeguarded and that proper records are maintained. Controls further include quality standards regarding the hiring and training of employees, that ensure the adequate maintenance of written policies and procedural manuals and that further provide for appropriate accountability for performance within well-defined areas of responsibility. The operations and administration of Yellowknife District No. 1 Education Authority have been conducted within the statutory powers of the Authority. The operations and administration of the Education Body as well as the supporting internal controls of the entity are regularly monitored to ensure their effectiveness and their continued compliance with all relevant legislation, standards, directives and policies including but not limited to the Education Act, Financial Administration Act, CPSAS FAM, FAMEA, Human Resources Manual, Ministerial Directives and the policies of the Authority's Board. Any non-compliance has been specifically identified and has been previously communicated to the Minister and Deputy Minister.

Management hereby asserts that auditors have been provided with all relevant records and documentation as well as unrestricted access to the same. Management is not aware of any undisclosed irregularities involving management or employees with either current or potential impact on financial results, fraud or suspected fraud, disbursements made for purposes not consistent with an appropriation, irregular commitments including those in the form of guarantees, violations or possible violations of laws or regulations, claims or litigation, known or suspected environmental site contaminations or of any other undisclosed environmental or hazards within its jurisdiction.

The auditors annually provide an independent, objective audit for the purpose of expressing an opinion on the financial statements in accordance with Canadian generally accepted auditing standards. The auditors also consider whether the transactions that have come to their notice in the course of this audit are, in material respects, in accordance with specified legislation and directives from the Department of Education, Culture and Employment of the Government of the Northwest Territories.

Jameel Aziz
Superintendent of Education / CEO
Yellowknife District No. 1 Education Authority

Tram Do
Secretary / Treasurer CFO
Yellowknife District No. 1 Education Authority

Independent Auditors' Report

**To the Minister of Education, Culture and Employment
Government of the Northwest Territories**

Report on the Audit of the Consolidated Financial Statements

Opinion

We have audited the accompanying consolidated financial statements of the Yellowknife District No. 1 Education Authority (the "Authority"), which comprise of the consolidated statement of financial position as at June 30, 2023, consolidated statements of operations, changes in net financial assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Yellowknife District No. 1 Education Authority as at June 30, 2023, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Restated Comparative Information

We draw attention to Note 38 to the consolidated financial statements, which explains that certain comparative information presented for the year ended June 30, 2022 has been restated. Our opinion is not modified in respect of this matter.

Other Information

Management is responsible for the other information. The other information comprises the Management Discussion and Analysis, but does not include the consolidated financial statements and our auditors' report thereon.

Our opinion on the consolidated financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the consolidated financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independent Auditors' Report (Continued)

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Authority or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Authority's financial reporting process.

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Independent Auditors' Report (Continued)

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Compliance with Specified Authorities

In conjunction with the audit of the consolidated financial statements, we have audited transactions of the Authority coming to our notice for compliance with specified authorities. The specified authority against which compliance was audited is the Government of the Northwest Territories - Department of Education, Culture and Employment.

In our opinion, the transactions of the Authority that came to our notice during the audit of the consolidated financial statements have complied, in all material respects, with the specified authorities referred to above.

Management is responsible for the Authority's compliance with the specified authorities named above, and for such internal control as management determines is necessary to enable the entity to comply with the specified authorities.

Our audit responsibilities include planning and performing procedures to provide an audit opinion and reporting on whether the transactions coming to our notice during the audit of the consolidated financial statements are in compliance with the specified authorities referred to above.



(the "Authority")

Consolidated Statement of Financial Position

Statement 1

As at June 30,	2023	2022 (Restated)
	\$	\$
FINANCIAL ASSETS		
Cash (Note 4)	10,223,962	10,007,034
Restricted Cash (Note 6)	699,164	653,707
Portfolio Investments (Note 7)	5,140,000	4,140,000
Accounts Receivable (Note 8)	698,441	803,012
Due from Government of Canada (Note 13)	113,339	126,431
Deposit in Trust (Note 33)	-	39,856
	16,874,906	15,770,040
LIABILITIES		
Accounts Payable and Accrued Liabilities (Note 10)	956,592	737,426
Payroll Liabilities (Note 10)	5,038,812	4,415,341
Vacation Payable (Note 10)	174,817	258,206
Deferred Revenue (Note 11)	282,154	1,026,837
Contribution Repayable (Note 12)	1,935,076	1,269,139
Post-employment Benefits and Compensated Absences (Note 17)	2,179,989	2,517,379
Environmental Liabilities (Note 34)	229,481	179,651
Asset Retirement Obligations (Note 37)	725,527	828,150
	11,522,448	11,232,129
NET FINANCIAL ASSETS	5,352,458	4,537,911
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 18)	12,400,377	13,479,762
Prepaid Expenses (Note 19)	3,723	6,006
	12,404,100	13,485,768
ACCUMULATED SURPLUS (Note 35)	17,756,558	18,023,679
Represented by:		
Operating Fund	3,902,384	3,276,102
Investment in Tangible Capital Assets	11,674,852	12,651,612
Decentralized Surplus	447,833	371,582
Pellet Boiler Reserve	-	9,964
Capital Fund Reserve	904,165	904,165
LED Reserve	148,583	148,583
School Generated Funds	678,741	661,671
	17,756,558	18,023,679

Contractual Obligations (Note 21), Contingencies (Note 22)

Approved on behalf of the board:

Trustee _____

Trustee _____



(the "Authority")

Consolidated Statement of Operations**Statement 2**

For the year ended June 30,	2023 Budget	2023 Actual	2022 Actual (Restated)
	\$	\$	\$
REVENUES			
Government of the Northwest Territories			
Regular contributions	29,945,867	30,502,105	30,475,041
Other contributions	123,000	932,727	872,675
French language revenues	550,000	608,476	532,197
Total ECE (Note 30)	30,618,867	32,043,308	31,879,913
GNWT other contributions (Note 31)	-	162,424	110,425
Government of Canada			
Jordan's Principle	3,580,624	4,500,892	3,150,941
Menstrual Product Funding	-	63,128	-
Total Government of Canada	3,580,624	4,564,020	3,150,941
Other education bodies	192,500	233,340	265,282
Property tax requisitioned	6,777,900	6,801,835	6,866,094
Education authority generated funds			
Rental income	-	-	241,010
Sale of building	-	-	2,051,030
Portfolio investment income	220,000	677,353	115,661
School generated funds - revenues (Note 36)	-	519,888	162,258
Other	19,562	116,126	146,683
	239,562	1,313,367	2,716,642
Total revenues	41,409,453	45,118,294	44,989,297
EXPENSES			
School programs	25,473,150	25,628,598	25,726,392
Inclusive schooling	6,672,704	6,863,392	6,769,176
Staff accommodations	-	-	219,430
Operations and maintenance	3,596,023	4,097,942	4,214,402
Administration	1,822,270	1,929,895	1,655,824
Indigenous language/cultural programs	1,308,836	1,321,448	1,285,860
Jordan's Principle	3,378,275	4,091,720	3,150,941
Amortization	1,000,000	949,602	1,437,138
School generated funds - expenses (Note 36)	-	502,818	238,398
Total operating expenses	43,251,258	45,385,415	44,697,561
Operating surplus (deficit) before other items	(1,841,805)	(267,121)	291,736



(the "Authority")

Consolidated Statement of Operations (Continued)

Statement 2

For the year ended June 30,

	2023 Budget \$	2023 Actual \$	2022 Actual \$
OTHER ITEMS			
GNWT ECE infrastructure contributions	-	-	3,023,607
Grant in-kind - GNWT assets provided at no cost (Note 20)	-	200,074	200,074
Rent expense - GNWT assets provided at no cost (Note 20)	-	(200,074)	(200,074)
Federal capital contributions - Greenhouse Gas ("GHG") Grant	-	-	1,063,233
Recovery of environmental liabilities	-	-	756,250
Operating surplus (deficit)	(1,841,805)	(267,121)	5,134,826
Opening accumulated surplus, as previously stated	18,023,679	18,628,031	13,458,536
Change of accounting policy (Note 38)	-	(604,350)	(569,683)
Opening accumulated surplus	18,023,679	18,023,681	12,888,853
Closing accumulated surplus	16,181,874	17,756,560	18,023,679

Draft - November 9, 2025


Yellowknife District No. 1 Education Authority

(the "Authority")

Consolidated Statement of Changes in Net Financial Assets
Statement 3

For the ended June 30,	2023	2023	2022
	Budget	Actual	(Restated)
	\$	\$	Actual
	\$	\$	\$
Operating surplus (deficit)	(1,841,805)	(267,121)	5,134,826
Acquisition of tangible capital assets	-	-	(4,441,251)
Amortization of tangible capital assets	1,000,000	949,602	1,437,138
Adjustment to asset retirement obligations	-	129,783	(801,848)
	(841,805)	812,264	1,328,865
Purchase of prepaid expenses	-	(3,723)	(6,006)
Use of prepaid expenses	-	6,006	670,711
	-	2,283	664,705
Increase in net financial assets	(841,805)	814,547	1,993,570
Net financial assets at beginning of year	4,537,911	4,537,911	2,544,341
Net financial assets at end of year	3,696,106	5,352,458	4,537,911



(the "Authority")

Consolidated Statement of Cash Flows

Statement 4

For the year ended June 30,	2023	2022
	\$	(restated) \$
OPERATING TRANSACTIONS		
Operating surplus (deficit)	(267,121)	5,134,826
Items not affecting cash:		
Amortization	949,602	1,437,138
Decrease (increase) in school generated activities	(45,457)	84,104
GNWT ECE infrastructure contributions (Note 23)	-	(3,023,607)
Adjustments in asset retirement obligation	129,783	(801,848)
Changes in non-cash assets and liabilities		
Decrease (increase) in due from Government of Canada	13,092	4,249
Decrease (increase) in accounts receivable	104,575	(273,759)
Increase (decrease) in accounts payable	219,163	397,417
Increase (decrease) in payroll liabilities	623,471	(278,609)
Increase (decrease) in environmental liabilities	49,830	(756,250)
Increase (decrease) in asset retirement obligations	(102,623)	828,150
Increase (decrease) in leave and termination benefits	(337,391)	639,300
Increase (decrease) in vacation payable	(83,389)	11,037
Decrease in deferred revenue	(744,683)	(1,241,584)
Increase in contribution payable	665,937	1,269,139
Increase (decrease) in prepaid expenses	2,283	664,705
CASH PROVIDED BY OPERATING TRANSACTIONS	1,177,072	4,094,408
INVESTING TRANSACTION		
Acquisition of portfolio investments	(1,000,000)	(4,140,000)
CASH USED BY INVESTING TRANSACTION	(1,000,000)	(4,140,000)
CAPITAL TRANSACTIONS		
Acquisition of tangible capital assets	-	(1,417,644)
Receipt of deposit in trust for pellet boilers	39,856	1,417,644
CASH PROVIDED FOR CAPITAL TRANSACTIONS	39,856	-
INCREASE (DECREASE) IN CASH	216,928	(45,592)
CASH AT BEGINNING OF YEAR	10,007,034	10,052,626
CASH AT END OF YEAR	10,223,962	10,007,034

(the "Authority")

Details of Expenses**Statement 5**

For the year ended June 30,	School Programs	Inclusive Schooling	Operations and Maintenance	Administration	Indigenous Languages	Jordan's Principle	Transfer and Other	Total 2023	Budget 2023	Total 2022
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
SALARIES										
Honoraria	-	-	-	81,762	97,661	-	-	179,423	168,397	121,642
Instructional assistants	1,217,842	2,513,245	-	-	248,535	2,595,538	-	6,575,160	6,069,353	5,445,910
Non-instructional staff	2,504,448	47,482	596,593	1,308,843	-	-	-	4,457,366	4,144,607	4,660,260
Teachers	15,237,067	2,736,827	-	-	544,219	625,685	-	19,143,798	18,849,878	18,713,707
	18,959,357	5,297,554	596,593	1,390,605	890,415	3,221,223	-	30,355,747	29,232,235	28,941,519
EMPLOYEE BENEFITS										
Employee benefits/allowances	3,677,329	1,019,026	124,683	228,784	157,953	700,905	-	5,908,680	6,381,256	5,494,008
Leave and termination benefits	(372,301)	142,250	12,343	39,026	(13,593)	-	-	(165,089)	-	639,299
	3,305,028	1,161,276	137,026	267,810	171,546	700,905	-	5,743,591	6,381,256	6,133,307
SERVICES PURCHASED										
Advertising and printing	103,575	-	-	18,901	-	-	-	122,476	35,480	13,673
Communication	112,721	1,160	8,513	52,145	-	-	-	174,539	196,600	129,394
Contracted services	378,614	172,234	(20,801)	449	-	16,800	-	547,296	742,565	1,517,196
Maintenance and repairs	23,518	1,236	1,286,833	17,224	-	-	-	1,328,814	932,470	1,079,942
Other	240,210	-	-	76,993	-	-	-	317,203	194,506	276,622
Professional and technical	448,787	156,201	2,627	62,402	3,411	30,147	-	703,575	587,840	542,413
Rentals and leases	128,450	-	-	7,647	-	-	-	136,097	167,700	163,264
Student transportation	544,791	13,469	-	-	-	-	-	558,260	585,000	446,857
Travel	188,449	8,930	-	-	15,815	-	-	213,194	115,000	180,334
Utilities										
Heating	-	-	834,044	-	-	-	-	834,044	763,782	847,646
Electricity	-	-	1,019,591	-	-	-	-	1,019,591	930,000	946,456
Water/Sewage	-	-	193,969	-	-	-	-	193,969	213,016	232,651
	2,169,115	353,230	3,324,776	235,761	19,226	46,947	-	6,149,058	5,463,959	6,376,448
MATERIALS										
Awards and student events	7,658	-	-	10,024	-	-	-	17,682	-	21,637
Freight	4,391	-	313	723	-	-	-	5,427	21,650	5,709
Materials and supplies	1,183,049	51,332	39,234	24,972	240,261	122,645	502,818	2,164,308	1,152,158	1,755,501
	1,195,098	51,332	39,547	35,719	240,261	122,645	502,818	2,187,417	1,173,808	1,782,847
AMORTIZATION										
	-	-	-	-	-	-	949,602	949,602	1,000,000	1,437,138
Total operating expenses	25,628,598	6,863,392	4,097,942	1,929,895	1,321,448	4,091,720	1,452,420	45,385,415	43,251,258	44,671,259



(the "Authority")

Details of Inclusive Schooling Expenses

Statement 6

For the year ended June 30,	General Inclusive Schooling \$	Staff Development (SSI) \$	Assistive Technology \$	Magnet Facilities \$	Total 2023 \$
SALARIES					
Program support					
teachers/counsellors	2,137,838	36,989	-	609,482	2,784,309
Support assistants	2,513,245	-	-	-	2,513,245
	4,651,083	36,989	-	609,482	5,297,554
EMPLOYEE BENEFITS	1,064,487	-	-	96,788	1,161,275
SERVICES PURCHASED					
Professional and technical	156,201	-	-	-	156,201
Communication	1,160	-	-	-	1,160
Travel	8,930	-	-	-	8,930
Student transportation	13,469	-	-	-	13,469
Maintenance and repairs	1,236	-	-	-	1,236
Other contracted services	81,070	91,165	-	-	172,235
	262,066	91,165	-	-	353,231
MATERIALS					
Materials and supplies	3,505	(14,035)	36,649	25,262	51,331
Total operating expenses	5,981,141	114,069	36,649	731,532	6,863,391

Draft - November 9, 2023



(the "Authority")

Details of Indigenous Language and Culture-Based Education Expenses

Statement 7

For the year ended June 30,	Indigenous Education \$	Our Languages	Community Support \$	Total 2023 \$
		Curriculum Resource Development \$		
SALARIES				
Indigenous language instruction	266,599	277,620	-	544,219
Cultural resource staff	190,419	-	58,115	248,534
Elders in schools	-	10,441	87,220	97,661
	457,018	288,061	145,335	890,414
EMPLOYEE BENEFITS				
	99,042	52,734	19,770	171,546
SERVICES PURCHASED				
Professional/technical services	1,086	-	2,326	3,412
Travel	15,815	-	-	15,815
	16,901		2,326	19,227
MATERIALS				
Materials	211,086	29,005	170	240,261
TOTAL	784,047	369,800	167,601	1,321,448



(the "Authority")

Report on Activities of Specific Programs

Statement 8

French Language Program

BILATERAL AGREEMENT FUNDING

For the year ended June 30, 2023

	Contribution from the Department \$	Commitment from the Authority \$	Expenses \$	Over (under) funding \$
Teacher assistants (Staff)	35,000	35,000	98,242	(28,242)
French immersion pedagogy specialist	70,000	55,000	110,565	14,435
Intensive & PIF French coach (staff)	35,000	12,000	47,164	(164)
Intensive & PIF French (staff)	70,000	430,000	627,331	(127,331)
Intensive PIF (elective courses)	3,000	1,000	1,627	2,373
Special Projects				
French camps	27,000	3,000	28,424	1,576
Assessment, intensive & PIF	30,000	5,000	35,584	(584)
French resources	35,000	5,000	38,721	1,279
Cultural activities	7,000	2,000	11,254	(2,254)
Professional development	30,000	6,000	36,109	(109)
Consultant	80,000	140,000	170,920	49,080
Language coach (salary) reading recovery	50,000	-	67,415	(17,415)
Updating resources	4,500	-	7,249	(2,749)
Supporting SSDEC, DBEC and SDEC (partnership)	4,000	-	7,249	(3,249)
Peer observation/shadowing partnership	9,000	-	7,249	1,751
Special project - FSL video clip	23,000	-	22,688	312
Total	512,500	694,000	1,317,791	(111,291)


Yellowknife District No. 1 Education Authority

(the "Authority")

Report on Activities of Specific Programs
Statement 9
Student Success Initiative Projects

For the year ended June 30,

	2023 Budget \$	2023 Actual \$
Revenues		
Government of the Northwest Territories	123,000	123,000
Carry Forward from 2021-2022	94,020	94,020
Total revenues	217,020	217,020
Expenses		
Salaries/Wages		
Substitute teacher wages	56,400	36,989
Other Expenses		
Materials and supplies	48,080	28,696
Total operating expenses	217,020	165,780
Surplus	-	51,240



(the "Authority")

Report on Activities of Specific Programs

Statement 10

Jordan's Principle

	June 30, 2023 Contribution Approved \$	June 30, 2023 Actual \$	June 30, 2022 Actual \$	July 1, 2022 - March 31, 2023 Actual \$	April 1, 2023 - June 30, 2023 Actual \$
Revenue					
Government of Canada					
- First Nations and Inuit Health Branch	5,698,860	5,859,573	4,071,875	3,499,519	2,360,054
Administration fee	569,886	409,173	286,449	242,328	166,844
Total - Government of Canada	6,268,746	6,268,746	4,358,324	3,741,847	2,526,898
Carry forward from previous year					
Carry forward from previous year - returned		-	(732,673)		
Contributions not received	(80,375)	(80,375)	(3,808)	-	(80,375)
Total Revenue	6,188,371	6,188,371	3,621,843	3,741,847	2,446,523
Expenses					
Personnel	5,541,740	3,952,275	2,772,203	2,338,784	1,613,490
Materials and supplies	138,320	122,645	81,288	72,495	50,151
Evaluation	18,800	16,800	11,000	12,000	4,800
Total operating expenses (Schedule 2)	5,698,860	4,091,720	2,864,491	2,423,279	1,668,441
Administration fee - 10% of operating expenses	569,886	409,172	286,449	242,328	166,844
Total expenses	6,268,746	4,500,892	3,150,940	2,665,607	1,835,285
Net Surplus/(Deficit)	(80,375)	1,687,479	470,903	1,076,240	611,238
Contribution repayable (receivable) for July 1, 2022 - June 30, 2023	(80,375)	1,687,479	470,903	1,076,240	611,238
Balance repayable from April - June 30, 2022					247,597
Total contribution repayable as of June 30, 2023					1,935,076

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(the "Authority")

Statement of Utilities Expenses**Statement 11**

For the Year Ended June 30, 2023

School Year	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019	Total Expense	Avg Expense
	Expense	Expense	Expense	Expense	Expense		
Fuel Oil	\$ 609,504	\$ 514,203	\$ 388,209	\$ 579,220	\$ 635,999	\$ 2,727,134	\$ 545,427
Electricity	\$ 1,019,591	\$ 920,698	\$ 893,595	\$ 956,408	\$ 1,019,158	\$ 4,809,450	\$ 961,890
Pellets	\$ 224,539	\$ 286,349	\$ 178,727	\$ 163,310	\$ 192,471	\$ 1,045,396	\$ 209,079
Water	\$ 131,157	\$ 152,712	\$ 161,059	\$ 165,838	\$ 160,656	\$ 771,421	\$ 154,284
Garbage	\$ 62,813	\$ 52,683	\$ 45,163	\$ 54,542	\$ 47,606	\$ 262,807	\$ 52,561
Total Operating Expense	\$ 2,047,604	\$ 1,926,644	\$ 1,666,752	\$ 1,919,318	\$ 2,055,889	\$ 9,616,207	\$ 1,923,241

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(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

1. Nature of the Organization

The Yellowknife District No. 1 Education Authority (the "Authority"), was established by the *Education Act* of the Government of the Northwest Territories ("GNWT"). Its purpose is to administer and maintain the standards of education programs defined under the *Education Act* in the City of Yellowknife.

The Authority is an independent legal and accounting entity with an elected Board of Trustees as stipulated in Section 82 of the *Education Act*. The Board of Trustees ("the Board") has decision making authority, the power to delegate authority, the ability to significantly influence operations and the sole accountability for all fiscal matters.

Section 81 of the *Education Act* outlines the powers of a Board of Education which for the Authority includes all aspects of operation and management relating to Public Education within the boundaries of the City of Yellowknife. The Board is the lowest (and sole) level of government exercising oversight responsibility. The financial statements of the Authority are not included in the financial statements of the City of Yellowknife as the Authority trustees are a separate governing body that is not under the control of the City of Yellowknife. The City of Yellowknife, however, does collect and remit property taxes requisitioned by the Authority.

2. Significant Accounting Policies**a) Basis of Accounting**

The financial statements of the Authority have been prepared in accordance with Canadian Public Sector Accounting Standards ("PSAS") as recommended by the Public Sector Accounting Board ("PSAB").

The financial statements have, in management's opinion, been properly prepared with reasonable limits of materiality. The basis of accounting refers to the timing of when revenue and expense items are recognized in the accounts and reported in the financial statements. The accrual basis of accounting is utilized for all funds. Under the basis of accounting, revenues are recognized in the accounting period in which they are earned and become measurable, and expenses are recorded when they are incurred.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)**b) Reporting Entity**

These consolidated financial statements reflect the assets, liabilities, revenues, and expenses of the reporting entity. The reporting entity is comprised of all organizations accountable for the administration of their financial affairs and resources to the Authority and which are controlled by the Authority.

School generated funds, which include the assets, liabilities, revenues, and expenses of various schools and which are controlled by the Authority are reflected in the consolidated financial statements.

Interdepartmental and inter-organizational transactions and balances between these organizations are eliminated.

c) Cash and Cash Equivalents

Cash and cash equivalents are comprised of bank account balances, net of outstanding cheques.

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(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)

d) Financial Instruments

Financial assets originated or acquired or financial liabilities issued or assumed in an arms's length transaction are initially measured at their fair value. In the case of a financial asset or financial liability not subsequently measured at its fair value, the initial fair value is adjusted for financing fees and transaction costs that are directly attributable to its origination, acquisition, issuance or assumption. Such fees and costs in respect of financial assets and liabilities subsequently measured at fair value are expensed.

Financial assets measured at amortized cost include cash, restricted cash, portfolio investments, accounts receivable, due from Government of Canada, and deposit in trust.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities, payroll liabilities, vacation payable, contribution repayable, and environmental liabilities.

At the end of each reporting period, management assesses whether there are any indications that financial assets measured at cost or amortized cost may be impaired. If there is an indication of impairment, management determines whether a significant adverse change has occurred in the expected timing or the amount of future cash flows from the asset, in which case the asset's carrying amount is reduced to the highest expected value that is recoverable by either holding the asset, selling the asset or by exercising the right to any collateral. The carrying amount of the asset is reduced directly or through the use of an allowance account and the amount of the reduction is recognized as an impairment loss in operations. Previously recognized impairment losses may be reversed to the extent of any improvement. The amount of the reversal, to a maximum of the related accumulated impairment charges recorded in respect of the particular asset is recognized in operations.

e) Non-financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the operating surplus (deficit), provides the change in net financial assets for the year.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)
f) Tangible Capital Assets

Tangible capital assets with a cost lower than a threshold value of \$50,000 will be expensed in the year of acquisition or amortized at a rate of 100%. Assets with an acquisition value more than \$50,000 are capitalized and amortized using the straight-line method.

Asset Category	Amortization Period:
Land and improvements	Indefinite
School and Other Buildings	40 years
Equipment and furnishings	4 - 10 years

All capital facilities planning and construction undertaken by the Authority, excluding the Administration Building, are funded by the Government of the Northwest Territories and subject to their capital planning and approval process. Capital contributions received but not spent at year end, are recorded as deferred revenue.

The GNWT may contribute some tangible capital assets to the Authority. The contributed tangible capital assets are recorded at fair value at the date of contribution in the Consolidated Statement of Financial Position, with a corresponding amount as a contribution revenue in the Consolidated Statement of Operations.

The GNWT retains ownership of some tangible capital assets used by the Authority. These assets are used by the Authority and held on behalf of, or in trust for, the GNWT are not recognized by the Authority in the Consolidated Statement of Financial Position.

The Consolidated Statement of Operations reflects the amount that would otherwise be considered amortization expense for the fiscal year as rent expense with an offsetting corresponding amount as a grant in-kind revenue for the assets provided at no cost.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)**g) Revenue Recognition****Government Transfers:**

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Government transfers are recognized as revenues when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the Consolidated Statement of Operations as the stipulation liabilities are settled.

Operating transfers are recognized as revenue in the period in which the events giving rise to the transaction occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

Capital transfers or transfers of tangible capital assets are initially recognized as deferred revenue and subsequently recognized as revenue when the related tangible capital asset are recognized as acquired or built.

GNWT - Regular Contributions:

The regular contributions from the Government of the Northwest Territories ("GNWT") is determined by a funding formula, based on student enrolment and price and volume fluctuation, and is received in monthly installments. The Authority retains surpluses and is responsible for deficits. Any funding requests, over and above those levels provided by the formula, must be first approved by the Government of the Northwest Territories.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)**Local Tax Revenue:**

The *Education Act of the Northwest Territories*, by virtue of Section 136(2), empowers a Board of Education to determine the amount, after taking into consideration territorial grants and other revenues, that is to be requisitioned from the municipality within the territory under the jurisdiction of the Board. This requisitioned amount is one portion of the property tax paid annually by property owners. The City of Yellowknife is advised subsequent to the adoption of the budget of the amount of the requisition of the Authority and is responsible for the collection of taxes.

Other Contributions:

The Authority follows the deferral method of accounting for contributions from funding arrangements. Unrestricted contributions are recognized as revenues when they are received or receivable, if the amount can be reasonably estimated and its collection is reasonably assured. Restricted contributions are deferred and recognized as revenues in the year in which the related expenses are incurred.

Revenue from rentals is earned as the facilities are used. Other revenues are recorded as the service is provided and receipt is reasonably assured.

Deferred Revenue:

Deferred revenue consists of funds received in advance of providing the services or acquiring the goods. These amounts are taken into revenues when the eligible expenses are incurred.

Investment Income:

Investment income is recognized when received or receivable, if the amount can be reasonably estimated.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)**School Generated Funds**

School generated funds are generated at the school level from fundraising, which may include the proceeds of fundraising, contributions or fees paid to a specific planned benefit. These revenues are recorded when received.

h) Budget Data

The *Education Act* of the Northwest Territories requires that Boards of Education prepare an annual budget, as outlined in Section 128 and 129.

The final priorities and funding allocations are determined by the Board of Trustees at a special meeting called for the purposes of reviewing budget proposals, recommending changes, additions or deletions and adopting the proposed budget.

The budget is legally adopted by a motion of the Board which also establishes a tax levy to support the approved budget in accordance with Section 135(3) of the *Education Act*.

Board approved budgets are submitted to the Minister of Education, Culture and Employment for final approval as directed by Sections 117(2)k, l and m of the *Education Act*.

This annual budget includes estimates of revenues and expenses for the Operating Fund surplus (deficit) along with estimates of source and application for the Investment in Tangible Capital Assets fund. Budgets are considered a management control and planning tool and as such are incorporated into the accounting system of the Board.

The budget may be amended within a given fiscal year in accordance with Board policy, regulations and approved budget procedures. The budget data presented in the financial statements reflects the original Ministerial approved budget for the school year. Schools carry forward surplus or deficit amounts from their school budgets.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)

i) Measurement Uncertainty

The preparation of these consolidated financial statements in conformity with Canadian Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and the amounts of revenues and expenses during the period. Actual results could differ from these estimates.

j) Inventories Including Materials and Supplies

Supplies inventory held for consumption or use are recorded at the lower of historical cost and replacement cost.

k) Payroll Liabilities

Payroll costs for teachers are accrued for July and August.

l) Post-employment Benefits, Compensated Absences and Termination Benefits

Under the terms and conditions of employment, education board employees may earn non-pension benefits for resignation, retirement and removal costs. Eligible employees earn benefits based on years of service to a maximum entitlement based on terms of employment. Eligibility is based on a variety of factors including place of hire, date employment commenced, and reason for termination. Benefit entitlements are paid upon resignation, retirement or death of an employee. The expected cost of providing these benefits is recognized as employees render service. Termination benefits are also recorded when employees are identified for lay-off. Compensated absences include, sick, special, parental and maternity leave. Accumulating non-vesting sick and special leave are recognized in the period the employee provides service, whereas parental and maternity leave are event driven and are recognized when the leave commences. An actuarial valuation of the cost of these benefits (except maternal and parental leave) has been prepared using data provided by management and assumptions based on management's best estimates.

m) Expenses

Expenses are recorded on an accrual basis. The cost of all goods consumed and services received during the year is expensed. Transfers include grants and contributions and are recorded as expenses when the transfer is authorized and eligibility criteria have been met by the recipient.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)**n) Foreign Currency Translation**

Foreign currency transactions are to be translated in Canadian dollars. Revenues and expenses denominated in a foreign currency are reported at a rate in the date of the transaction. Monetary items that have yet to be settled at the exchange rate are translated at the exchange rate in effect on the date of the consolidated financial statements. Exchange gain or loss resulting from foreign exchange rate would be accounted for in the consolidated financial statements.

o) Fund Accounting

The Authority uses fund accounting to separate transactions between its Operating Fund surplus, Investment in Tangible Capital Assets, Decentralized Surplus, Capital Fund Reserve, the LED Reserve, the Pellet Boiler Reserve, and School Generated Funds.

Operating Fund Surplus

The Operating fund surplus is the general operating fund of the Authority in which all transactions concerned with current operations are recorded. Substantially all territorial, local (primarily property tax), and other operating revenue is accounted for in the Operating fund surplus. In accordance with accounting principles that are considered appropriate for organizations of this type, tangible capital assets acquired and debenture debt repayment that are financed with operating funds are treated as expenses in the Operating fund surplus and then transferred to the Investment in tangible capital asset fund. The Operating fund also accounts for expenses and contributions to or from other funds (transfers) which provide for day-to-day operations. In summary, the Operating fund surplus is used to account for all financial activities except those accounted for in the Investment in tangible capital assets fund and decentralized surplus.

Investment in Tangible Capital Assets

Investment in tangible capital assets is used to account for financial transactions related to the acquisition of tangible capital assets in excess of \$50,000.

Properties are carried at cost at the date of acquisition and amortization is recorded in the accounts. The cost of additions and repayment of debentures or other long-term debt is charged to Investment in tangible capital assets. This results in a corresponding increase in the equity in tangible capital assets.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)
Capital Fund Reserve

The Capital Fund Reserve is funding set aside by the Authority for any repairs or maintenance to the Authority's assets.

LED Reserve

The LED Lights Reserve represents the unspent portion of the ECE's utility funding since the 2014/2015 school year as a result of lower fuel costs. The reserve funds will be used for the Authority to convert current lights to LED lights which are expected to result in a decrease of at least 30% in electricity costs.

Decentralized Surplus

The decentralized accumulated surplus represents specific amounts eligible for carry-over to subsequent years for each school.

Pellet Boiler Reserve

The Pellet Boiler project is complete and the unused balance of \$9,964 has been transferred back to operating surplus.

School Generated Funds

School generated funds are generated at the school level from fundraising, and used in a number of different ways to enhance the development of educational activities and to support school initiatives. The school generated funds are internally restricted as to purpose. Examples might include student trips or funds specifically designated for the purchase of equipment or materials required to support an activity.

A summary of school generated funds administered by the Authority is disclosed in Note 36.

p) Inter-entity transactions

Inter-entity transactions are transactions between commonly controlled entities and GNWT departments.

Inter-entity transactions are recorded at the exchange amount when they are undertaken on similar terms and conditions to those adopted if the entities were dealing at arm's length.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

2. Significant Accounting Policies (Continued)**q) Related parties**

The Authority initially measures related party balances in accordance with the substance of the transactions that gave rise to them. The Authority subsequently measures related party balances in accordance with the Authority's policies for financial instruments, as set out in note (d). The Authority is related in terms of common control to all Government of the Northwest Territories departments, board and agencies.

The Authority enters into transactions with these entities in the normal course of business and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

r) Asset retirement obligations

Asset retirement obligations are recognized for Authority's schools (Mildred Hall School, NJ MacPherson School, Range Lake North School, William McDonald School) and buildings (the Administration building, maintenance shop, and portable classrooms), some of which contain asbestos, mercury and lead-based paint. Management's best estimate of the future expenditures required to settle the legal obligations are recognized to the extent that they can be reasonably estimated and are calculated based on the estimated future cash flows necessary to discharge the legal obligations, discounted using the Authority's cost of borrowing for maturity dates that coincide with the expected cash flows.

The estimated asset retirement obligation ("ARO") is recorded as a liability with a corresponding increase to tangible capital assets. The liability for AROs is increased annually for the passage of time by calculating accretion on the liability based on the discount rates implicit in the initial measurement. Changes in the obligation resulting from revisions to the timing or amount of the estimated undiscounted cash flows or revisions to the discount rate are recognized as an increase or decrease in the related carrying amount of the related tangible capital asset.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

3. Future Accounting Changes and Adoption of New Accounting Standards

For fiscal periods beginning on or after July 1, 2023, Education Bodies will be required to adopt PS 3160 Public Private Partnerships. This Section establishes standards on accounting for public private partnerships between public and private sector entities where the public sector entity procures infrastructure using a private sector partner. The private sector partner's obligations include requirements to:

- (a) design, build, acquire or better new or existing infrastructure;
- (b) finance the transaction past the point where the infrastructure is ready for use; and
- (c) operate and/or maintain the infrastructure.

This standard is applicable only to those Education Bodies that are able to acquire, and required to report, tangible capital assets in its financial statements.

For fiscal periods beginning on or after July 1, 2023, Education Bodies will be required to adopt PS 3400 Revenue. This standard provides guidance on how to account for and report on revenues. Specifically, it differentiates between revenues arising from transactions that include performance obligations and transactions that do not have performance obligations. The impact of these standards on the consolidated financial statements is currently being assessed.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

4. Cash

	2023	2022
	\$	\$
Cash	10,223,962	10,007,034

The cash is held in a bank account with RBC and is invested with the GNWT's investment pool.

5. Special Purpose Funds

The Authority does not have special purpose funds.

6. Restricted Cash

The Authority has restricted cash generated by schools in the amount of \$699,164 (2022 - \$653,707).

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(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

7. Portfolio Investments

	2023	2022
	\$	\$
RBC Dominion Securities Investment 1		
Balance at June 30	-	1,001,600
Dollar Value of Interest earned	-	1,600
Cost of Investment	-	100,000
Market Value	-	1,001,600

Date Purchased: 14 June 2022

Term of Investment: 1 year

Maturity Date: 14 June 2023

Annual Interest Rate: 3.650%

	2023	2022
	\$	\$
RBC Dominion Securities Investment 2		
Balance at June 30	1,189,544	1,142,074
Dollar Value of Interest earned	49,544	2,074
Cost of Investment	1,140,000	1,140,000
Market Value	1,189,544	1,142,074

Date Purchased: 14 June 2022

Term of Investment: 2 years

Maturity Date: 14 June 2024

Annual Interest Rate: 4.150%



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

7. Portfolio Investments (Continued)

	2023	2022
	\$	\$
RBC Dominion Securities Investment 3		
Balance at June 30	1,044,507	1,001,863
Dollar Value of Interest earned	44,507	1,863
Cost of Investment	1,000,000	1,000,000
Market Value	1,044,507	1,001,863

Date Purchased: 14 June 2022
 Term of Investment: 3 years
 Maturity Date: 16 June 2025
 Annual Interest Rate: 4.250%

	2023	2022
	\$	\$
RBC Dominion Securities Investment 4		
Balance at June 30	1,045,554	1,011,907
Dollar Value of Interest earned	45,554	1,907
Cost of Investment	1,000,000	1,000,000
Market Value	1,045,554	1,001,907

Date Purchased: 14 June 2022
 Term of Investment: 4 years
 Maturity Date: 15 June 2026
 Annual Interest Rate: 4.350%

	2023	2022
	\$	\$
RBC Dominion Securities Investment 5		
Balance at June 30	2,004,628	-
Dollar Value of Interest earned	4,628	-
Cost of Investment	2,000,000	-
Market Value	2,004,628	-

Date Purchased: 14 June 2023
 Term of Investment: 5 years
 Maturity Date: 15 June 2028
 Annual Interest Rate: 4.90%



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Notes to Consolidated Financial Statements

June 30, 2023

7. Portfolio Investments (Continued)

These are guaranteed investment certificates ("GIC") with RBC Investment Securities with fixed income interest rates and fixed term dates. The investments are low risk to the Authority. The total investments with prior year comparative figures are presented below:

	2023	2023	2023	2022
	Cost	Accrued	Market	Market
	\$	interest	value	value
	\$	\$	\$	\$
RBC Domonion Securities Investment 1	-	-	-	1,001,600
RBC Domonion Securities Investment 2	1,140,000	49,544	1,189,544	1,142,074
RBC Domonion Securities Investment 3	1,000,000	44,507	1,044,507	1,001,863
RBC Domonion Securities Investment 4	1,000,000	45,554	1,045,554	1,011,907
RBC Domonion Securities Investment 5	2,000,000	4,628	2,004,628	-
Total portfolio investments	5,140,000	144,233	5,284,233	4,157,444

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(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

8. Accounts Receivable

	2023	2022
	\$	\$
Accrued interest receivable	67,608	22,444
Due from other related parties (Note 23)	624,669	773,512
Due from Government of the Northwest Territories (Note 23)	5,998	1,500
Other	166	5,556
Total	698,441	803,012

Allowance for doubtful accounts at June 30, 2023 is \$64,715 (2022 - \$88,625).

9. Inventories

There is no inventory recorded as at June 30, 2023.

10. Accounts Payable and Accrued Liabilities

	2023	2022
	\$	\$
School Generated Trust Accounts - liabilities	20,417	-
School Generated Trust Accounts - carry over balances (Note 36)	-	(7,965)
Trade payables	884,936	651,371
SSI Accrual	51,239	94,020
	956,592	737,426

Payroll Liabilities	2023	2022
	\$	\$
To teachers (July, August wages and deferred NEBS pension)	5,038,812	4,415,341
Vacation payable (annual leave)	174,817	258,206
	5,213,629	4,673,547



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

11. Deferred Revenue

Deferred revenue consists of contributions or revenues received from contributors for expenses not yet incurred.

	2023	2022
	\$	\$
GNWT ECE - Covid and French Videos	-	870,535
Menstrual Product Federal Funding	239,554	156,302
GNWT ECE - Active After School	42,600	-
	282,154	1,026,837

12. Contribution Repayable

Contribution repayable consists of contribution or revenue received from funders that will be repaid within the next year.

	2023	2022
	\$	\$
Jordan's Principal - Government of Canada	1,935,076	1,261,520
Active After School - GNWT MACA	-	7,619
	1,935,076	1,269,139



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

13. Due from Government of Canada

	2023	2022
	\$	\$
GST Receivable	113,339	126,431

14. Capital Lease Obligations

The Authority does not have any capital lease obligations.

15. Pension

The Authority makes contributions to the Northern Employee Benefits ("NEBS") Pension Plan ("the Plan"), which is a multi-employer plan, on behalf of some members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

The amount contributed to the NEBS pension was \$4,369,828. The contributions are calculated at a rate of 8% of earning and allowances employee and employer contribution for a total of 16%. The maximum pensionable earnings is \$198,644 as at January 2023, and \$193,715 as at January 2022. The maximum monthly contributions is \$5,507 as at January 2023, and \$3,420 as at January 2022.

NEBS is an employer owned program and as such the Authority will be liable for its portion of any shortfall. The Plan serves 3,789 Employee Members and 117 Employer Members (total active, disabled and on leave: 2,054).

As of January 1, 2023, the excess (deficiency) of actuarial value of net assets over actuarial present value of defined benefits is estimated to be \$81,300,000 - funded ratio 127% (2022 - \$65,900,000 and 124%) on a going concern valuation basis.

As of April 2004, the OSFI has exempted NEBS from compliance with the *Pension Benefits Standards Act*. On April 2015, the Legislative Assembly passed The *Northern Employee Benefits Act* (Bill 12) which was enacted October 1, 2015.

16. Long-Term Debt

The Authority does not have long-term debt.



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Notes to Consolidated Financial Statements

June 30, 2023

17. Post-employment Benefits and Compensated Absences

In addition to the pension benefits, the Authority provides severance (resignation and retirement), removal and compensated absence (sick, special, maternity and parental leave) benefits to its employees. The benefit plans are not pre-funded and thus have no assets, resulting in a plan deficit equal to the accrued benefit obligation.

Severance benefits are paid to the Authority's employees based on the type of termination (e.g. resignation versus retirement) and appropriate combinations that include inputs such as when the employee was hired, the rate of pay, the number of years of continuous employment and age and the benefit is subject to maximum benefit limits. Removal benefits are subject to several criteria, the main ones being employee category and length of service. The benefits under these two categories were valued using the projected unit credit methodology.

Compensated absence benefits for all staff are accrued as employees render service and are paid upon the occurrence of an event resulting in eligibility for benefits under the terms of the plan. Events include, but are not limited to employee or dependent illness and death of an immediate family member. Non-accruing benefits include maternity and parental leave. Benefits that accrue under compensated absence benefits were actuarially valued using the expected utilization methodology. The Authority has included an additional severance of \$948,500 (2022 - \$1,322,108) as a plan amendment.

Valuation results

The actuarial valuation was completed as at February 11, 2022. The effective date of the next actuarial valuation is March 31, 2025. The liabilities are actuarially determined as the present value of the accrued benefits at February 11, 2022 and the results extrapolated to June 30, 2023. The values presented below are for all of the benefits under the Compensated Absences and Termination Benefits for the Authority.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

17. Post-employment Benefits and Compensated Absences (Continued)

Changes in Obligation	Severance and Removal \$	Compensated Absences \$	2023 \$	2022 \$
Accrued benefit obligation beginning of year	2,170,642	356,355	2,526,997	1,178,526
Current period benefit cost	92,105	28,249	120,354	115,091
Interest accrued	47,088	15,144	62,232	39,976
Benefits payments	(527,240)	(30,467)	(557,702)	(331,331)
Actuarial loss	175,461	11,555	187,016	201,116
Plan amendments	46,029	-	46,029	1,323,619
Accrued benefit obligation end of year	2,004,085	380,841	2,384,926	2,526,997
Unamortized net actuarial gain	(34,273)	(170,664)	(204,937)	(9,618)
Total employee future benefits and compensated absences	1,969,812	210,177	2,179,989	2,517,379
Benefits expense	\$	\$	\$	\$
Current period benefit cost	92,105	28,249	120,354	115,091
Interest accrued	47,088	15,144	62,232	39,976
Amortization of net actuarial (gain)/loss	(69,869)	42,330	(27,539)	(47,065)
Plan amendments	46,029	-	46,029	273,633
Total benefits expense	115,353	85,723	201,076	381,635



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

17. Post-employment Benefits and Compensated Absences (Continued)

The discount rate used in the 2023 fiscal year to determine the accrued benefit obligation was an average of 4.8% (2022 - 4.1%). The expected payments during the next five fiscal years are:

	Severance and Removal	Compensated Absences	Total
	\$	\$	\$
2024	289,383	34,463	323,846
2025	224,009	37,425	261,434
2026	220,125	40,065	260,191
2027	224,078	45,039	269,117
2028	226,383	48,483	274,866
2029-2033	1,083,733	250,346	1,334,079
Total	2,267,711	455,822	2,723,533



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

18. Tangible Capital Assets

	Cost	Additions	ARO Adjustments	Disposals	Amortization	Accumulated Amortization beginning of year	Accumulated Amortization	2023 Net Book Value	2022 Net Book Value (Restated)
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land and improvements	1,299,476	-	-	-	-	-	-	1,299,476	1,299,476
School buildings									
Ecole Sir John									
Franklin	2,253,436	-	-	-	(56,246)	(1,360,775)	(1,417,021)	836,415	892,660
William McDonald	9,678,220	-	(10,187)	-	(118,401)	(7,423,517)	(7,541,918)	2,126,115	2,254,703
Mildred Hall	12,009,700	-	(60,364)	-	(320,927)	(7,541,788)	(7,862,715)	4,086,621	4,467,911
Range Lake North	8,965,359	-	(6,153)	-	(42,297)	(6,001,820)	(6,244,117)	2,715,089	2,963,537
N. J. Macpherson	5,337,563	-	(2,660)	-	(136,630)	(4,638,939)	(4,775,569)	559,334	698,624
	38,244,278	-	(79,364)	-	(874,501)	(26,966,839)	(27,841,340)	10,323,574	11,277,435
Other buildings									
Administration office	1,080,580	-	(3,088)	-	(26,970)	(780,778)	(807,748)	269,744	299,804
Maintenance shop	149,474	-	(47,331)	-	(3,051)	(67,854)	(70,905)	31,238	81,620
Total land and buildings	40,773,808	-	(129,783)	-	(904,522)	(27,815,471)	(28,719,993)	11,924,032	12,958,335
Equipment and furnishings									
Schools	3,362,878	-	-	-	(13,874)	(3,265,763)	(3,279,637)	83,241	97,116
Playgrounds	605,859	-	-	-	(18,772)	(230,423)	(249,195)	356,664	375,436
Administration office	322,132	-	-	-	-	(322,132)	(322,132)	-	-
Vehicles	319,413	-	-	-	(12,434)	(270,539)	(282,973)	36,440	48,875
	4,610,282	-	-	-	(45,080)	(4,088,857)	(4,133,937)	476,345	521,427
	45,384,090	-	(129,783)	-	(949,602)	(31,904,328)	(32,853,930)	12,400,377	13,479,762



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

19. Prepaid Expenses

	2023	2022
	\$	\$
Professional Development	3,723	-
Materials and Supplies	-	6,006
	3,723	6,006

20. GNWT Assets Provided at no Cost

The following assets were provided to the Authority by the GNWT at no cost.

	Cost	Accumulated Amortization	2023 Net Book Value	2022 Net Book Value
	\$	\$	\$	\$
Ecole Sir John Franklin	25,965,232	25,965,232	-	-
Ecole Sir John Franklin Portable Classrooms	419,724	369,897	49,827	60,317
Ecole Sir John Franklin NACC	2,214,552	1,906,386	308,166	369,799
Ecole Sir John Franklin Sewer Line	108,852	27,939	80,913	85,267
N.J. Macpherson Portable Classrooms	1,413,831	556,522	857,309	892,662
Ecole Sir John Franklin Wheelchair Lift	100,708	34,408	66,300	76,370
Ecole Sir John Franklin Boiler Replacement	51,145	7,956	43,189	46,599
William McDonald School Portable Classrooms	2,242,917	211,831	2,031,086	2,105,850
	32,516,961	29,080,171	3,436,790	3,636,864
Deferred capital contributions				
Ecole Sir John Franklin	(1,442,500)	(1,442,500)	-	-
	31,074,461	27,637,671	3,436,790	3,636,864

Rent expense of \$200,074 (2022 - \$200,074) was offset by a grant in-kind.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

21. Contractual Obligations

The Authority has a contract with First Student for student transportation. The Authority is invoiced monthly and the amounts vary depending on a number of factors including: the number of students, routes, and bus passes sold. The contract is renewed until June 2026.

The Authority leases space for Route 51. The contract is renewed until June 2024.

The Authority has a collective bargaining agreement with the NWT Teachers Association ("NWTTA") for teachers, specialists and education assistants which expires on August 31, 2026.

The Authority has a collective bargaining agreement with the United Steelworkers for support staff, which expires on June 30, 2025.

	Expiry Date	2024 \$	2025 \$	2026 \$	Total \$
Operational Contracts:					
First Student Bussing	30 Jun 2026	500,000	500,000	500,000	1,500,000
Commercial & Residential Leases:					
Route 51	30 Jun 2024	40,370	-	-	40,370
Total		540,370	500,000	500,000	1,540,370

22. Contingencies

The Authority does not have any contingencies.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

23. Related Parties

The Authority is related in terms of common control to all GNWT departments, boards, and agencies. During the year, the Authority entered into transactions with the following related parties:

- Yellowknife Public Denominational Education Authority
- Ndilo District Education Authority
- Dettah District Education Authority
- Commission Scolaire Francophone Territories du Nord Ouest, common control
- South Slave Divisional Education Council
- Deh Cho Divisional Education Council
- Government of the Northwest Territories:
 - Department of Finance
 - Department of Health and Social Services
 - Department of Education, Culture and Employment
 - Department of Municipal and Community Affairs
 - Department of Environment and Climate Change
 - Department of Infrastructure
 - Department of Industry, Tourism and Investment
 - Northwest Territories Health and Social Services Authority
 - Northwest Territories Housing Corporation

	2023 \$	2022 \$
Due from Related Parties (Accounts Receivable):		
Other Education Bodies:		
Ndilo District Education Authority	618,419	503,822
Dettah District Education Authority	6,250	269,690
Subtotal - other related parties	624,669	773,512
Government of the Northwest Territories:		
Department of Infrastructure	-	1,500
Department of Education, Culture and Employment	5,998	-
Subtotal - Government of the Northwest Territories	5,998	1,500
Total Due from Related Parties	630,667	775,012

These balances due from related parties are unsecured, non-interest bearing with no specific terms of repayment.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

23. Related Parties (Continued)

	2023	2022
	\$	\$
Revenues from Related Parties:		
Government of the Northwest Territories:		
Department of Education, Culture and Employment - Regular contributions	30,502,105	30,475,041
Department of Education, Culture and Employment - Other contributions	932,727	872,675
Department of Industry, Tourism and Investment	(11,151)	15,000
Department of Education, Culture and Employment - French languages	608,476	1,595,430
Department of Finance - Interest	504,058	108,217
Department of Health and Social Services - GNWT other contributions	28,775	8,505
Department of Municipal and Community Affairs - GNWT other contributions	124,800	91,800
Department of Environment and Climate Change - GNWT other contributions	20,000	8,000
Other Education Bodies:		
Ndilo District Education Authority - Other education bodies	40,000	30,000
Dettah District Education Authority - Other education bodies	178,340	130,020
South Slave Divisional Education Council - Other education bodies	15,000	30,000
Total Revenues from Related Parties	32,943,130	33,364,688
	2023	2022
	\$	\$
Infrastructure contributions from GNWT - Department of Education, Culture and Employment	-	3,023,607



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

23. Related Parties (Continued)

	2023	2022
	\$	\$
Expenses Paid to Related Parties:		
Government of the Northwest Territories:		
Department of Infrastructure - Maintenance and repairs	5,454	8,048
Department of Financial and Employee Shared Services - Professional and technical	2,492	-
Department of Education, Culture & Employment - Professional and technical	5,000	100
Other Education Bodies:		
Yellowknife Catholic Schools - Professional and technical	6,185	-
Commission Scolaire Francophone TNO - Professional	2,982	-
Deh Cho Divisional Education Council - Materials & supplies	-	600
Total Expenses paid to Related Parties	22,113	8,748

These transactions are in the normal course of operations and have been valued in these financial statements at the exchange amount which is the amount of consideration established and agreed to by the related parties.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

24. Budget Data

The *Education Act* of the Northwest Territories requires that Education Bodies prepare an annual budget, as outlined in Section 117, Duties and Powers of Education Bodies. The budget is legally adopted by a motion of the Education Body which includes the establishment of a tax levy to support the approved budget in accordance with Section 135, Assessment and Taxation, of the *Education Act*.

The annual budget includes estimates of revenues and expenses for the Operating Fund. Budgets are considered a management control and planning tool and as such are incorporated into the accounting system of the Authority.

The budget figures presented are those approved by the Trustees of the Authority on June 7, 2022 and submitted to the Minister of Education, Culture and Employment. The Budget for fiscal year 2022/2023 was submitted to the minister on June 30, 2022. The budget deficit is \$841,805.

25. Economic Dependence

The Authority is economically dependent on the Government of the Northwest Territories to provide funding for continued operations. If the funding arrangements were to change, management is of the opinion that the Authority's operations would be significantly affected.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

26. Financial Instruments

Financial instruments consist of recorded amounts of cash, portfolio investments, due from GNWT, due from Government of Canada, other accounts receivable and deposit in trust which will result in future cash receipts, as well as accounts payable and accrued liabilities, and wages and employee deductions payable which will result in future cash outlays.

The Authority is exposed to the following risks in respect of certain of the financial instruments held:

a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Authority is exposed to credit risk from funding agencies and recipients of services. The Authority has a concentrated risk of credit from two other school districts, whose funding also comes from the Department of Education, Culture, and Employment. At June 30, 2023, receivables from these two districts is \$624,669 (2022 - \$773,512), which is 89% of total accounts receivable (2022 - 98%). Both districts have been current in paying the monthly invoices for their payroll costs.

There is a concentration risk in cash. The daily balance in the operating bank account is invested with the GNWT Investment Pool. The Authority is funded by Government of Northwest Territories - Department of Education, Culture, and Employment and other stable organizations, which reduces its exposure to credit risk.

b) Interest rate risk

Interest rate risk is the risk that the fair value of financial instruments will fluctuate because of changes in market interest rate. The Authority is exposed to interest rate risk on its fixed and floating interest rate on cash. The Authority complies with the GNWT financial administration policies and guidelines which reduces its exposure to interest rate risk.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

26. Financial Instruments (Continued)

c) Liquidity risk

Liquidity risk is the risk that the Authority will not be able to meet all cash outflow obligations as they come due. The Authority mitigates this risk by monitoring cash activities and expected outflows through budgeting and maintaining an adequate amount of cash to cover unexpected cash outflows should they arise. The Authority has disclosed future financial liabilities and commitments in Note 21.

27. Expenses By Object

	2023	2023	2022
	Budget	Actual	Actual
	\$	\$	\$
Amortization	1,000,000	949,602	1,437,138
Compensation	35,613,497	36,099,338	33,664,427
Other	6,637,767	8,336,475	9,109,042
	43,251,258	45,385,415	44,210,607

28. Subsequent Event

The Authority is awaiting GNWT to issue the Certificate of Completion for the Itlo School after August 2023. The value to be transferred to the Authority is estimated at \$30,600,000.

29. Comparative Figures

The consolidated financial statements have been reclassified, where applicable, to conform to the presentation used in the current year.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

30. ECE Contributions

	Budget 2023 \$	Actual 2023 \$	Actual 2022 \$
Original contribution	29,945,867	29,945,867	30,382,878
Student Success Initiatives ("SSI") project	123,000	123,000	123,000
NWTTA collective bargaining adjustment	-	-	283,053
Termination benefits	-	521,973	62,188
Mentorship release time	-	34,265	20,650
UNW collective bargaining adjustment	-	-	127,946
Insurance adjustment	-	-	(401,674)
Updated Contribution	30,668,867	30,625,105	30,598,041
COVID-19 ECE portion	-	807,059	678,340
French video clips	-	63,476	10,394
French language funding	550,000	485,000	479,000
French partnership funding SSDEC	-	35,000	35,000
French language communications	-	25,000	7,803
Support assistant training	-	2,668	3,335
Complex needs funding	-	-	30,000
Self regulation	-	-	13,000
Birchbark teaching program	-	-	25,000
Total Contributions	30,618,867	32,043,308	31,879,913



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

31. GNWT Other Contributions

	Budget 2023 \$	Actual 2023 \$	Actual 2022 \$
Department of Municipal and Community Affairs ("MACA"):			
Active After School	-	101,800	76,500
Youth Corp	-	18,000	-
Drumming	-	5,000	-
Department of Industry, Tourism and Investment ("ITI"):	-	(11,151)	15,000
Department of Health and Social Services ("HSS"):			
Drop the Pop	-	28,775	8,925
Department of Environment and Climate Change ("ECC"):			
Take a Kid Trapping	-	20,000	10,000
Total	-	162,424	110,425

Draft - November 9, 2023



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

32. Contingent Assets

The Authority does not have contingent assets.

33. Contractual Rights

The Pellet Boiler project is complete. The project cost for both Mildred Hall and Range Lake School pellet boilers is \$1,460,144. The portion funded by the Greenhouse Gas ("GHG") grant is \$1,095,108 and the Authority's contributions are \$365,036.

The Authority is approved for the Jordan's Principle funding up to March 31, 2025. Jordan's Principle funding is for First Nations children in Canada to receive the services and supports they need. Funding can help with a wide range of health, social, and educational needs. The majority of the funding is used to hire educational assistants.

Contracting Parties	Description of Contract	Expiry Date	2024 \$	2025 \$	Total \$
Government of Canada	Jordan's Principle	March 2025	5,754,840	-	5,754,840



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

34. Environmental Liabilities

The Authority contracted Associated Environmental to complete a Hazardous Building Materials Assessment on all of the Buildings owned and managed by the Authority in 2018 and an update report on estimated abatement costs in October 2023. Items that are recommended for abatement in the next 5-10 years are accrued as environmental liabilities. Building materials that are classified as low risk are earmarked for remediation when the building is demolished in the future and an accrual is recorded and reported under asset retirement obligation instead. Liabilities discovered as a result of the assessment were communicated to the GNWT Department of Education, Culture, and Employment, and the Department of Finance. The abatement for Sir John Franklin High School was partially completed by the GNWT in March 2018, and the abatement for the maintenance building was partially completed in March 2019. A liability totaling \$229,481 has been recorded for the asbestos abatement of the Maintenance Shop and Mildred Hall School (2022 - \$179,651 for William McDonald School and Mildred Hall School). Management will continue to monitor these buildings under the Hazardous Materials management plan.

Location:	5402-50th Ave, Maintenance Shop
Type of Site:	School
Description and Studies Completed:	Hazardous Building Materials Assessment
Type of Contamination:	Asbestos
Site Stage:	Monitoring
Status and Next Steps:	Monitoring
Operating Site:	Yes
Part Non-Operating	No
Total Liability at June 30, 2023	\$157,775

Location:	5408-50th Avenue, Mildred Hall School
Type of Site:	School
Description and Studies Completed:	Hazardous Building Materials Assessment
Type of Contamination:	Asbestos
Site Stage:	Monitoring, Abatement
Status and Next Steps:	Abatement
Operating Site:	Yes
Part Non-Operating	No
Total Liability at June 30, 2023	\$71,706



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

35. Accumulated Surplus

A consolidated statements of funds and surplus and reserves have been prepared as follows:

Details of Funds

For the year ended June 30,	2023	2022
	\$	\$
OPERATING FUND		
Balance, beginning of year	3,276,102	(22,339)
Operating surplus (deficit) (Statement 2)	(267,121)	5,134,826
Acquisition of tangible capital assets	-	(1,417,644)
Transfer to Investment in Tangible Capital Assets - GNWT grant in-kind	-	(3,023,607)
Transfer from Investment in Tangible Capital Assets	949,602	1,437,138
Transfer from (to) Decentralized Surplus - FY2022 adjustment	(10,438)	-
Transfer from (to) Decentralized Surplus	(65,813)	5,219
Transfer from (to) Pellet Boiler Reserve	9,964	354,411
Transfer from (to) School Generated Funds	(17,070)	76,140
Initial recognition of asset retirement obligations	-	595,985
Adjustment from asset retirement obligations	27,158	-
Transfer from LED Reserve - LED project	-	120,512
Transfer from LED Reserve - utility shortfall	-	15,461
Balance, end of year	3,902,384	3,276,102
INVESTMENT IN TANGIBLE CAPITAL ASSETS		
Balance, beginning of year	12,651,612	10,243,484
GNWT grant in-kind	-	3,023,607
Acquisition of tangible capital assets	-	1,417,644
Initial recognition of asset retirement obligations	-	(595,985)
Adjustment from asset retirement obligations	(27,158)	-
Amortization	(949,602)	(1,437,138)
Balance, end of year	11,674,852	12,651,612
Investment in tangible capital assets consists of:		
Tangible Capital Assets (Note 18)	12,400,377	13,479,762
Asset Retirement Obligations (Note 37)	(725,527)	(828,150)
	11,674,850	12,651,612



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

35. Accumulated Surplus (Continued)

Details of Surplus and Reserves

For the year ended June 30,	2023	2022
	\$	\$
DECENTRALIZED SURPLUS		
Balance, beginning of year	371,582	376,801
Transfer from (to) Operating Fund - FY2022 adjustment	10,438	-
Transfer from (to) Operating Fund	65,813	(5,219)
Balance, end of year	447,833	371,582
PELLET BOILER RESERVE		
Balance, beginning of year	9,964	364,375
Transfer from (to) operating fund	(9,964)	(354,411)
Balance, end of year	-	9,964
CAPITAL FUND RESERVE		
Balance, beginning of year	904,165	904,165
Balance, end of year	904,165	904,165
LED RESERVE		
Balance, beginning of year	148,583	284,556
Transfer (to) from Operating Fund for Utility Costs	-	(135,973)
Balance, end of year	148,583	148,583
SCHOOL GENERATED FUNDS		
Balance, beginning of year	661,671	737,811
Transfer from (to) Operating Fund for surplus (deficit)	17,070	(76,140)
Balance, end of year	678,741	661,671



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

36. School Generated Funds (Trusts under Administration)

School generated funds are funds that are raised and collected in the school or in the community in the name of the school by school councils, student groups or parent advisory council. The funds are administered by the school principal, and are raised or collected from sources other than the school board's operating and capital budgets.

The following balances represent the school generated funds that are held in trust by the Authority. They are recorded in the audited consolidated financial statements:

	2023 \$	2022 \$
Balances, beginning of year	661,671	737,811
Fundraising revenues	519,888	162,258
Total funds available	1,181,559	900,069
Total related expenses	(502,818)	(238,398)
Balances, end of year	678,741	661,671
Net change	17,070	(76,140)



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

37. Asset Retirement Obligations

The Authority recognizes that there are costs related to the retirement of certain assets for which the Authority is responsible.

Type of Asset	2022 liability	New liabilities incurred	Utilized in the year	Accretion expense	Revisions in estimated cash flows	Additions	Disposals	2023 liability
Buildings	\$ 828,150	\$ -	\$ -	\$ 27,163	\$(129,786)	\$ -	\$ -	\$ 725,527

The asset retirement obligation primarily consists of remediation costs related to disposing of asbestos in old buildings: the maintenance shop, Mildred Hall School, N.J. Macpherson School, Range Lake North School, École William McDonald Middle School, and administration building.

The carrying amount of the obligation is based on total expected undiscounted expenditures of \$2,224,063 (2022 - \$2,224,063), expected timing of undiscounted expenditures (majority to occur post-2036), and the weighted average discount rate of 3.93% (2022 - 3.28%). To adjust these undiscounted expenditures between periods, the weighted average discount rate is used to unwind the discount through amortization of tangible capital assets. This rate is estimated at the start of each year and is applied systematically over the year. These obligations will be funded through the regular operations of the Authority and recoveries cannot be estimated at date of the audit report.



(the "Authority")

Notes to Consolidated Financial Statements

June 30, 2023

38. Change of Accounting Policy

The consolidated statement of operations of the Authority has been restated to record the opening balance asset retirement obligation of \$801,850 as of July 1, 2022, as well as the related changes to 2022 fiscal year and 2023 fiscal year.

The effect of the change is to increase tangible capital asset, asset retirement obligations, and decrease investment in tangible capital assets balances. The net impact to the consolidated statement of operations and consolidated statement of financial position as a result of this restatement is show as below:

	Previously Reported \$	As Restated \$	Change \$
Increase tangible capital assets	13,255,964	13,479,762	223,798
Increase asset retirement obligations	-	(828,150)	(828,150)
Increase operations and maintenance expenses	4,188,100	4,214,402	26,302
Increase amortization expenses	1,428,771	1,437,138	8,367
Decrease operating surplus	5,169,495	5,134,826	(34,669)
Increase investment in tangible capital assets	(13,255,964)	(12,651,612)	604,352
	-	-	-



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

June 13, 2023 @ 7:00PM

District Office Boardroom & Video Conference

Trustees Present: Allan Shortt, Barbara Bell, David Wasylciw, Jason Snaggs (video conference), Terry Brookes and Tina Drew

Absent: none

Regrets: Michelle Peters

Administration Present: Jameel Aziz, Landon Kowalzik, Tram Do, Jordan Martin, Jean-Marie Mariez, Shirley Zouboules, Iona Strachan and Lindsay Chiasson

Guests present: David Abernethy

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. Chairperson Wasylciw Opening Remarks - we are being transcribed today. Welcome to Mr. Abernethy for coming out today and everyone else. Busy week with meetings. Thank you very much for coming
4. Declaration of Conflict of Interest – none
5. Adoption of Agenda

Motion #: 06-01-22/23

I move to accept the agenda as presented.

Moved by: Trustee Brookes; Seconded by: Trustee Shortt

Carried

6. Delegations and Presentations – Mental Health Framework presented by Iona Strachan, Regional Inclusive Schooling Coordinator

Presentation briefly deferred- see motion #06-05-22/23 below.

Iona Strachan, Regional Inclusive Schooling Coordinator, has been working with Monique Thomas of Monique Thomas Consulting to collect info from each school in person. Surveys to follow with parents, students, teachers. Hoping to have a draft framework completed by September. Would like to contract Monique Thomas heading into next year to create strategic actions.

Superintendent Aziz noted that the N'dilo and Dettah school boards have contracted Monique Thomas as well. We are taking a leadership role and using the framework as an advocacy piece to get support from the GNWT.

Questions:

Indigenous representation/participation in mental health within our school is essential. Will the team be reaching out to elders and looking at intergenerational trauma? Absolutely. The team

will be working to incorporate cultural pieces that are aware of intergenerational trauma and culturally appropriate responses to mental health. We want everybody's voice. We are not just targeting indigenous families but making sure they are included/valued.

How will the team ensure data is collected since the indigenous community don't necessarily fill in surveys? Monique has had private conversations with staff (informally) and has also attended the Ndilo DEA meeting. We're working with them on the best way to collect info.

Surveys can be very poor representation of someone's thoughts, especially if a person is mentally unwell. It gives them a voice but their thoughts may not be well articulated through a survey. How is this being addressed? Monique is making connections personally so hoping more buy in on surveys.

How do you see changes to the CYCC program impacting the framework?

The framework will be the scope of what YK1 can do. CYCC's are external. We can't change what they offer. The framework will show that there are gaps in what is being offered. If we can be more focused on level 1 and 2 care, then CYCC's can focus on level 3 care.

7. Review & Approval of Minutes

7.1. May 9, 2023

Motion #: 06-02-22/23

I move that the YK1 Board of Trustees approve the minutes of May 9, 2023 as circulated.

Moved by: Chairperson Wasylciw; Seconded by: Trustee Brookes

Carried

7.2. May 23, 2023

Motion #: 06-03-22/23 Moved by: Chair Was, second Bell

Carried

I move that the YK1 Board of Trustees approve the minutes of May 23, 2023 as circulated.

Moved by: Chairperson Wasylciw; Seconded by: Trustee Bell

Carried

Note: Business arising from the minutes was missed on the agenda

Question: What happened to the Nordic Arms accommodations budget line?

The budget was not passed during the May regular board meeting; this will need to be addressed.

Chairperson Wasylciw directed that we would include board action items in the Board package.

8. Trustee Statements - none

9. Unfinished Business

9.1. Bussing Update

Superintendent Aziz noted that a briefing note on bussing is in the board package. Work is continuing in meetings with various concerned parties. There are concerns about the workplace labour market challenge for bus drivers, management, and perceived safety from former bussing staff.

Questions:

Have partners expressed the ability to expand ie/after school care?

There is a willingness but they require capacity. Bussing remains a priority. We may have to put hard limits on walking distances. Hard decisions coming. Additional meetings may be needed to discuss/make decisions.

9.2. COVID Update

Dollars have been spent with sick leave expenditures and other purchases. A final report will be provided.

COVID update will be removed from future agendas.

Question:

What were the impacts of COVID around the schools?

This is a global challenge. We need to provide assurance that we are doing everything possible to close "gaps" in education. Our staff are doing their best to address. There are long term effects on staff and bussing. We need to deal with the post-COVID labour market and address mental health and physical health issues. We need more critical assessment by staff.

10. New Business

10.1. District Office Organization Chart

An attached memo provided the Board with a copy of revised organizational chart. Original organization was more corporate centric than education centric.

Iona Strachan arrived 7:19pm

Motion #: 06-04-22/23

I move that the YK1 Board of Trustees accept the Organization Chart as presented with the addition of Regional Inclusive Schooling Coordinator (RISC).

Moved by: Chairperson Wasylciw; Seconded by: Trustee Bell

Carried

Motion #: 06-05-22/23

I move that the YK1 Board of Trustees return to item number 6 on the agenda.

Moved by: Trustee Brookes; Seconded by: Trustee Shortt

Carried

10.2. Sacred Feather Indigenous Student Awards

Thanks to the trustees. An Ecole Sir John Franklin High School student was awarded their Sacred Feather last Saturday at the Indigenous Honour Ceremony.

Motion #: 06-06-22/23

I move that the YK1 Board of Trustees approve the recipients chosen by the PR committee for the Sacred Feather Indigenous Student Award for the 2022-2023 school year.

Moved by: Trustee Bell; Seconded by: Trustee Brookes

Carried

Question:

Was the KDS Sacred Feather award that was presented at the Indigenous Honour Ceremony related to us? Organizer of the event didn't know that it was a YK1 board event and reached out to KDS to see who was presenting theirs. Meagan Wowk will confirm how to go forward next year.

We need to do better about educating about our initiatives. A press release will be issued after all are distributed.

10.3. Policy 2 – Role of the Board

Briefing note in board package

Motion #: 06-07-22/23

I move that the YK1 Board of Trustees table the draft Policy #2.

Moved by: Trustee Brookes; Seconded by: Trustee Bell

Carried

Track changes need to be distributed to the board.

10.4. Policy 3 – Role of the Trustee

Motion #: 06-08-22/23

I move that the YK1 Board of Trustees table the draft Policy #3 as presented.

Moved by: Trustee Brookes; Seconded by: Trustee Bell

Carried

The Policy needs to be input into the appropriate template.

10.5. Policy 8 - Draft Appendix I – USW & Board Advisory Committee TOR

Motion #: 06-09-22/23

I move that the YK1 Board of Trustees table the draft Terms of Reference for the USW-Board Advisory Committee.

Moved by: Trustee Brookes; Seconded by: Trustee Drew

Carried

It was agreed in negotiations that this USW committee be in place by Sep 1, 2023.

Wording to be reviewed as there is some confusion about titles.

10.6. 5-Year Capital Plan

Motion #: 06-10-22/23

I move that the YK1 Board of Trustees accept the 5-year Capital Needs Assessment as presented noting that a Google doc spreadsheet that is shared with Trustees has a breakdown of projects.

Moved by: Chairperson Wasylciw; Seconded by: Trustee Snaggs

Carried

Detailed breakdown available to Trustees in a Google doc. We need to define what emergent means. We need to include all projects on this list even if the budget is not available to complete the project so they are moved forward to the next year.

10.7. Trustee Honorarium

Briefing note in package. A change to the honorarium calculation requires a change to the bylaws. Bring forward at COW or a group meeting. Review what the legislative assembly is doing for their honorariums.

Motion #: 06-11-22/23

I move that the YK1 Board of Trustees recess for a break at 8:34pm.

Moved by: Trustee Drew; Seconded by: Trustee Brookes

Carried

Reconvened at 8:42pm.

11. Reports

11.1. Chairperson's Report – attached.

There was also an in camera session in CoTW and further notes emailed about ASBA Meeting. Chairperson Wasylciw and Trustee Shortt went to WMS to see student council yesterday. Written notes to follow about the meeting.

11.2. Standing Committee Reports

11.2.1 Finance (Chairperson - Trustee Snaggs) – attached in package May 17, 2023

Nordic Arms not included in the budget. Needs to be brought back to finance and then the board at a future date.

Finance committee asked administration to prepare a draft scope for expression of interest on accommodation to the finance committee due to teacher accommodation concerns. Superintendent Aziz noted philosophically, these are operational not board items. Using a real estate leasing agent may be an option which would go to tender. Military Families YK has information on their website for people new to YK. We could use document and adjust for YK1.

11.2.2 Public Relations (Chairperson - Trustee Bell) – attached (note Sacred Feather not Sacred Heart)

11.2.3 Policy (Chairperson – Trustee Brookes) - attached

11.2.4 Audit Committee (TBD) – no meeting till August

11.2.5 Committee of the Whole (Chairperson - Trustee Brookes) - attached CoTW meeting today discussed bussing, education leaders, PAC policy #16, training, and a joint meeting with YCS

11.2.6 Facilities Committee (Chairperson – Trustee Drew) - attached

Motion #: 06-12-22/23

I move that the YK1 Board of Trustees approve the addition of \$26,000 to the Maintenance Capital Budget for the purchase of Roof Climbing Deterrents for MHS and RLN.

Moved by: Trustee Drew; Seconded by: Trustee Brookes

Carried

11.2.7 NWTTA Teacher-Board Committee (Reps: Trustees Bell & Brookes) – attached in Package #2

Question:

Are we keeping statistics about kids who formerly went to TTC and harassment in the schools? We need to keep stats to push for opening it back up. Superintendent Aziz mentioned it's a health and safety issue. We have asked the NWTTA to have another meeting to talk more robustly about this.

11.3. Ad Hoc Committee Reports

11.3.1. Strategic Plan Committee – on pause getting training done – no report

11.3.2. Negotiations Committee – no negotiations but Superintendent Aziz noted we need to keep on top of what is happening with the GNWT negotiations

11.4. Trustee Reports

11.4.1. Trustee Brookes – PD - Attached

11.4.2. Trustee Peters – PD – Attached

11.5. Superintendent's Report – Attached

Superintendent Aziz feels well initiated and thanks you for your support. This is a wonderful community.

11.5.1. Assistant Superintendent – Curriculum & Learning - attached

Questions:

How many student teacher placements do we have per year and do they come back to teach? Shirley Zouboules answered we have 4 to 6 per year and yes, they come back to teach.

Was Shelley Moore here and is there anything that got dropped that needs to be picked up or did we get everything done? Shelley Moore was virtual. Everything was done but curriculum renewal is ongoing.

11.5.2. Assistant Superintendent - HR & Learning - attached

Landon Kowalzik reviewed internal posting numbers, EA position.

Trustee Shortt suggested compiling a list of who rents to give out to potential staff.

Trustee Snaggs would like to see feedback on the Assistant Principal mentorship meeting.

Landon

Kowalzik responded that there are some confidentiality issues but will share as much as possible.

11.6. Secretary Treasurer's Report – attached

Questions:

What are some of the concerns about the joint use agreement with the City of Yellowknife? Tram Do responded with summer usage, scheduling, field maintenance, equity in terms of exchange of use of City of YK Facilities versus YK1 Gymnasiums. A report is expected for September from the City of Yellowknife.

Has the lack of bus drivers affected our use of city facilities? No

Did we buy phones? We purchased but no invoice yet.

11.6.1. Director of Operations' Report - attached

Superintendent Aziz noted that ECE has decided that the roller deterrent system is more of a liability so back to the drawing board.

Question: What is happening with Laurier and the old IT portable? Jordan Martin responded that the portable belongs to ECE/Infrastructure. Our maintenance people have been involved with Infrastructure to point out deficiencies.

11.7. Trustee PAC Meeting Reports

11.7.1. École [t] 0□ - no meeting

11.7.2. Mildred Hall School – attached

Two highlights: Fred Fox attended an assembly which was a huge rounding success; looking at changing the name of PAC as it may be deterring parents from taking part. Technically still PAC but can be called something different. If no longer PAC technically then there will be an issue if we need to rename The PAC advisory committee.

11.7.3. N.J. Macpherson School – attached

11.7.4. Range Lake North School

Trustee Bell didn't make it to family fun night and was very disappointed to miss it but Trustee Peters went and provided a report

11.7.5. École Sir John Franklin High School – attached

Trustee Brookes is requesting feedback from the district survey. Superintendent Aziz said it was provided to principals and they can share with PAC.

11.7.6. École William McDonald School – minutes in the package

12. Announcements

Events calendar in package

CoTW on Friday

Education Leaders meeting this week

CoTW Meeting Monday with ECE on New Curriculum

RLN Friday (?)

Any calendar additions to be sent to Pat

13. Date and Time of Next Meeting(s) – discussion and decision – August 16, 2023 @ 7pm

Organizational and Board meetings

14. Chairperson's Closing Remarks

Chairperson Wasylciw thanked everyone for attending and wished all a fantastic 3 days.

15. Adjournment

Motion #: 06-13-22/23

I move that this board meeting of the Yellowknife Education District No.1 Board of Trustees be adjourned.

Moved by: Chairperson Wasylciw; Seconded by: Trustee Bell

Carried

The meeting adjourned at **9:56pm**

Lindsay Chiasson, Secretary

Signed after update, as required and approval:

Chairperson Wasylciw

Secretary Treasurer Do



Yellowknife Education District No. 1 Board of Trustees Special Board Meeting MINUTES

June 28, 2023 @ 12:10PM

District Office Boardroom & Video Conference

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

Absent: none

Regrets: none

Administration Present: Jameel Aziz, Shirley Zouboules, Landon Kowalzik, Tram Do, Jordan Martin, & Pat Thagard

Guests present: none

Meeting Chairperson: Chairperson Wasylciw

1. Meeting called to order at 12:13PM. Seven (7) 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. Chairperson Wasylciw thanked all staff for all the work on the year-end activities that occurred in all our schools this month and for all their efforts throughout the year. He also congratulated all the students that graduated this year.
4. Declaration of Conflict of Interest – none declared

5. Adoption of Agenda

Motion #: 06/28-01-22/23

I move to accept the agenda as presented.

Moved by: Trustee Shortt; Seconded by: Trustee Brookes

Carried

6. New Business

6.1 Yellowknife Education District No. 1 Accountability Framework – Operating Plan for 2023-24 School Year.

Motion #: 06/28-02-22/23

I move that the Yellowknife Education District No. 1 Board of Trustees accept the draft operating plan for 2023/24 as presented.

Moved by: Trustee Peters; Seconded by: Trustee Allan Shortt

Staff were thanked for the work that went into on the 2023-24 plan and noted that it aligns with the Board's key priorities and shows great forward thinking.

A recommendation was made to see if in the future the operating plan can be shared before or at the same time as the budget so that the Board can ensure they are aligned. No Post-

Intensive French (PIF) at Range Lake North School (RLN) was noted. A suggestion was made to consider doing a study in the future in an effort to increase enrolment at RLN.

It was noted that ECE, GNWT and City of Yellowknife timelines make this difficult.

Trustee Brookes called a point of order indicating Administration can review and make recommendations to the Board.

No other discussion. Chairperson Wasylciw called for a vote.

Carried

- 7. Date and Time of Next Meeting(s): August 16, 2023 7:00 PM
- 8. Chairperson Wasylciw thanked everyone for attending and for signing the document for the Special Meeting which will be appended to the minutes. He then wished staff and the Board a great, restful summer.

9. Motion #: 06/28-03-22/23

I move that this Special Meeting of the YK1 Board of Trustees be adjourned.

Moved by: Trustee Shortt; Seconded by: Trustee Brookes

Carried

The meeting adjourned at 12:20PM

Patrizia Thagard, Secretary

Signed after update, as required and approval:

Chairperson Wasylciw

Secretary Treasurer Do



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

August 16, 2023 @ 5:00PM

District Office & Video Conference due to Wildfires

Trustees Present: Allan Shortt, Barbara Bell (video conference), David Wasylciw, Michelle Peters, and Tina Drew

Regrets: Jason Snaggs, Jordan Martin, Terry Brookes

Administration Present: Jameel Aziz, Tram Do

Guests present: none

Meeting Chairperson: Chairperson Wasylciw

1. Meeting called to order at 5:07PM. **Five (5)** 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. Chairperson Wasylciw welcomed everyone and thanked them for their time.
4. Declaration of Conflict of Interest – none

Trustee Bell joined the meeting

5. Adoption of Agenda

Motion #: 01/08-16/2023

I move that the Board of Trustees of Yellowknife Education District No 1 adopt the agenda with the deletion of items 6 to 12 and the addition of ?? and Wildfire Evacuation under New Business.

Moved by: Trustee Drew; Seconded by: Trustee Peters

Carried

- ~~6. Delegations and Presentations~~
- ~~7. Review & Approval of Minutes~~
- ~~8. Business Arising from the Minutes~~
- ~~9. Trustee Statements~~
10. Unfinished Business
 - ~~10.1. Bussing Update~~

11. New Business

11.1. Wildfires

Administration is meeting with other school boards. YCS will be meeting on the 22nd to make decisions. Staff will know how to ensure students cover all of the curriculum.

There are concerns about extending the school year. USW and NWTTA Agreements will have to be considered in any changes to the calendar.

~~12. Reports~~

13. Announcements - none

14. Date and Time of Next Meeting – August 22, 2023 at 12:00 PM

15. Chairperson Closing Remarks

Chairperson Wasylciw thanked everyone for attending

16. Adjournment

Motion #: 02/08-16/2023

I move that this board meeting of the Yellowknife Education District No.1 Board of Trustees be adjourned

Moved by: Trustee Peters; Seconded by: Trustee Shortt

The meeting adjourned at 5:43 PM

Patrizia Thagard,
Secretary

Signed after updated, as required and approved:

Chairperson Wasylciw

Secretary-Treasurer Do



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

August 22, 2023 @ 12:00PM

Video Conference due to Wildfires

Trustees Present: Allan Shortt, Barbara Bell, David Wasylciw, Jason Snaggs, Terry Brookes and Tina Drew

Absent: Michelle Peters

Regrets: none

Administration Present: Jameel Aziz, Tram Do, Shirley Zouboules, Landon Kowalzik, and Pat Thagard

Guests present: none

Meeting Chairperson: Chairperson Wasylciw

1. Meeting called to order at 12:00PM. 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. Chairperson Wasylciw welcomed everyone and thanked them for their time. The use of Zoom for the meeting was also reviewed.
4. Declaration of Conflict of Interest – none

Trustee Bell joined the meeting

5. Adoption of Agenda

Motion #: 01/08-22/2023

I move that the Board of Trustees of Yellowknife Education District No 1 adopt the agenda as presented.

Moved by: Trustee Snaggs; Seconded by: Trustee Drew

Motion #: 02/08-22/2023

I move that the agenda be amended to remove items 6, 7, 8, 9, 10.1, and 12.

Moved by: Trustee Snaggs; Seconded by: Trustee Drew

Motion #: 02/08-22/2023

Carried

Motion #: 01/08-22/2023

Carried

~~6.—Delegations and Presentations~~

~~7.—Review & Approval of Minutes~~

~~8.—Business Arising from the Minutes~~

~~9.—Trustee Statements~~

10. Unfinished Business

~~10.1. Bussing Update~~

10.2. Wildfire & Evacuation Update

Administration gave an overview of press conference and staged re-entry. Education will be part of the third wave permitted to return. At this time only people evacuated by air by the Emergency Management Organization (EMO) will be returned by air. The information shared to date implies the return will happen in September.

Chairperson Wasylciw called for questions

Trustees indicated grocery store staff were given word to return today and drug stores have set up sister locations for medication refills. Also shared was info that the UNW has filed a complaint regarding people that evacuated via car pool.

Question: What will happen to the Professional Development (PD) that was scheduled for this week?

Administration indicated getting classes ready to start will be the focus. PD will occur as possible.

Question: Are there any items that would hold up the start of school?

Administration has spoken with Maintenance department regarding the need to get staff in to inspect and clean schools to ensure they are safe to re-entry. Some sites may open before others to assist with essential workers' childrens' needs.

Question: Should the District get some help with communication?

Administration indicated that communication is going out on social media including on the District and schools websites. Information, including links will be posted for families. Efforts will be made to post something every three days. A contract has been signed with Messenger but this will take some time to implement.

Chairperson Wasylciw called for questions – no further questions

11. New Business

11.1. School Year Start (Delegation)

Motion #: 03/08-22/2023

Whereas the City of Yellowknife is under an Evacuation Order due to the threat by numerous wildfires, and to support our administration in dealing with the emergency evacuation, I move that the Board of Trustees of Yellowknife Education District No 1 delegate decision making authority to our Superintendent, in consultation with the Board Chair, regarding matters related to school and staff scheduling related to the start of the upcoming school year for the duration of the evacuation order as imposed by the City of Yellowknife and Government of the Northwest Territories.

Moved by: Trustee Drew; Seconded by: Trustee Snaggs

Chairperson Wasylciw called for questions:

How often are Chairperson and Superintendent communicating?

Check-ins are occurring daily and texts are being sent as needed. It was agreed that Trustees should communicate directly with Chairperson Wasylciw and Superintendent Aziz.

Superintendent Aziz will make decisions as needed and inform Chairperson Wasylciw who will then inform Trustees.

No further questions. Chairperson Wasylciw called for a vote on Motion #: 03/08-22/2023

Carried

~~12. Reports~~

13. Announcements

Administration will share communications for Trustees as an FYI. Communication not to be shared publicly.

14. Date and Time of Next Meeting – August 29, 2023 at 12:00 PM

15. Chairperson's Closing Remarks

Chairperson Wasylciw thanked everyone for attending

16. Adjournment

Motion #: 04/08-22/2023

I move that this board meeting of the Yellowknife Education District No.1 Board of Trustees be adjourned

Moved by: Trustee Snaggs; Seconded by: Trustee Drew

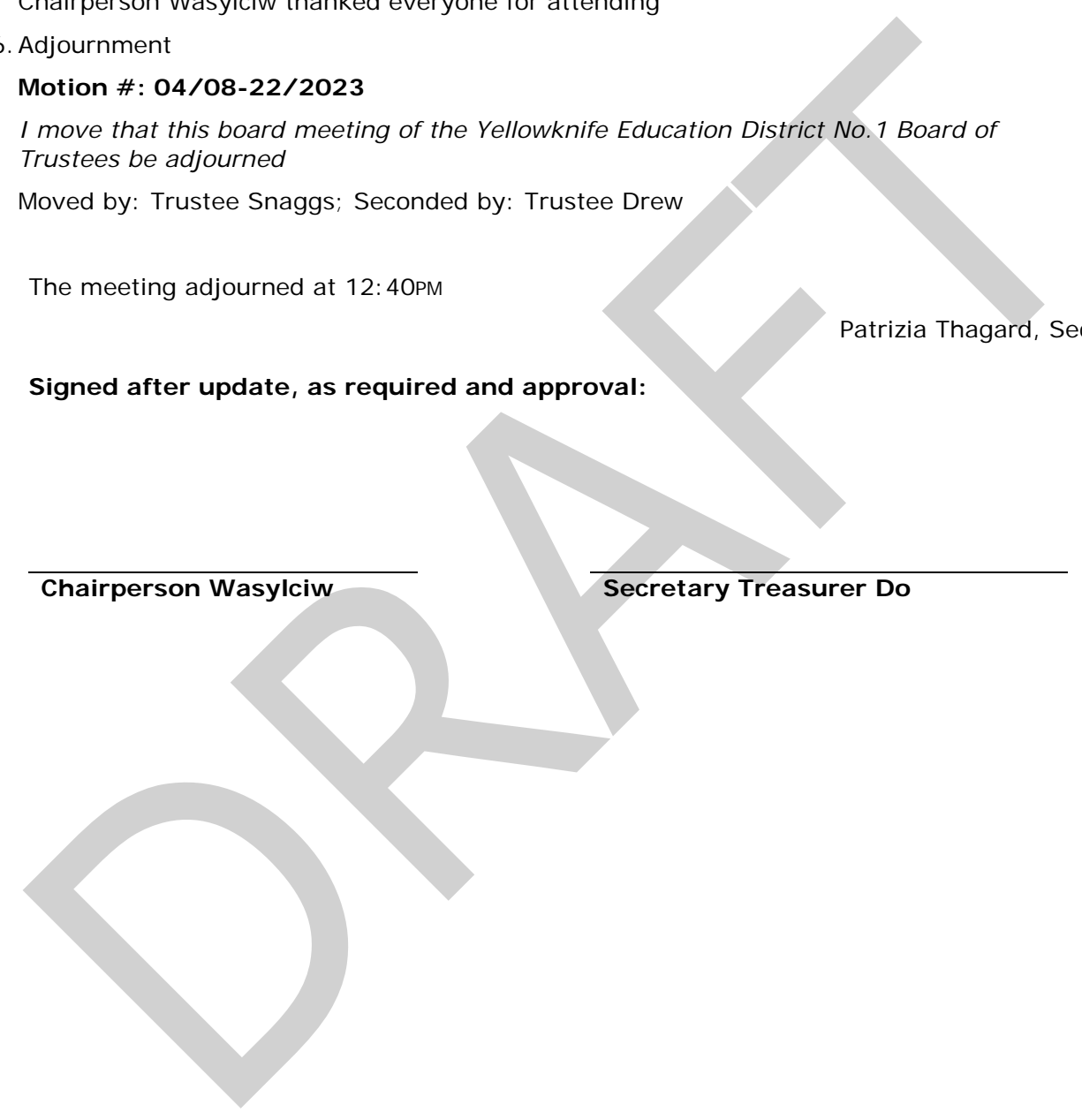
The meeting adjourned at 12:40PM

Patrizia Thagard, Secretary

Signed after update, as required and approval:

Chairperson Wasylciw

Secretary Treasurer Do





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

August 29, 2023 @ 12:00PM

Video Conference due to Wildfires

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

Absent: none

Administration Present: Jameel Aziz, Tram Do, Shirley Zouboules, Landon Kowalzik, Jordan Martin, and Pat Thagard

Guests present: none

Meeting Chairperson: Chairperson Wasylciw

1. Meeting called to order at 12:04PM. Seven (7) Trustees were present, quorum was met.
2. Chairperson Wasylciw respectfully acknowledged that given the current evacuation we live, work and, learn on Chief Drygeese Territory in the Akaitcho region, the traditional territory of the Yellowknives Dene First Nation and on the sacred land of many other first nations across Canada.
3. Chairperson Wasylciw thanked everyone for being able to join the meeting.
4. Declaration of Conflict of Interest – none
5. Adoption of Agenda

Motion #: 01/08-29/2023

I move that the Board of Trustees of Yellowknife Education District No 1 adopt the agenda as presented with the removal of items 6, 7, 8, 9, 10.1 and 12 from the agenda.

Moved by: Trustee Brookes; Seconded by: Trustee Peters

Motion #: 01/08-29/2023

Carried

~~6. Delegations and Presentations~~

~~7. Review & Approval of Minutes~~

~~8. Business Arising from the Minutes~~

~~9. Trustee Statements~~

10. Unfinished Business

~~10.1. Bussing Update~~

10.2. Wildfire & Evacuation Update

Administration indicated many meetings have occurred since the last Board meeting. Those included meetings with the Department of Education, Culture and Employment (ECE), Superintendents, and District leadership. ECE has cancelled all September training and professional learning. ECE is still hoping to do the Principals conference in October. YK1 has been asked by the Deputy Minister to submit a letter requesting an extension to the audit

Submission deadline. It is still too early to engage in calendar discussions. This will take place once we know how much time has been lost. We will have to be very mindful of how changes to the calendar will impact union members such as the NWTTA and USW. The Mayor has made some positive statements about the fire being held and thinking about the staged return. Key staff have been identified for return and have been provided with contact information for Shauna Coleman at ECE. Return details will be provided as they become available. We will want to get critical staff back to inspect our sites and grounds and determine the work that needs to be done. We hope to have some cautiously worded accurate information out tomorrow. We have staff all over Canada which will impact the amount of time needed for their return. GNWT and City press conferences are being watched for the most up to date information as well as daily communication with the Deputy Minister of ECE. We do not have any dates as of yet and ask that people stay tuned for more information.

Chairperson Wasyłciw called for questions

Trustees thanked Administration for the update.

When essential staff return will their family be able to return with them?

Administration has been asked to indicate the number of family members, suitcases and any pets as part of the information provided for keys staff.

Can essential workers refuse to return when they are called back?

Workers always have the right to refuse unsafe work/instructions. This would also apply if roads are not safe to traverse. The return will be complex. How the City gets things in order affects our timelines but we have to wait as things get worked out.

Chairperson Wasyłciw called for questions – no further questions

11. New Business - none

~~12. Reports~~

13. Announcements

Chairperson Wasyłciw is planning for the Organizational Meeting. More info to follow.

14. Date and Time of Next Meeting – Tuesday, September 5, 2023 at 12:00 PM

15. Chairperson's Closing Remarks

Chairperson Wasyłciw thanked everyone for attending and for their patience. Hopefully everyone can get home soon, especially those that live in the South Slave.

16. Adjournment

Motion #: 03/08-29/2023

I move that this board meeting of the Yellowknife Education District No.1 Board of Trustees be adjourned

Moved by: Trustee Brookes; Seconded by: Trustee Snaggs

The meeting adjourned at 12:25PM

Patrizia Thagard, Secretary

Signed after update, as required and approval:

Chairperson Wasyłciw

Secretary Treasurer Do



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

September 5, 2023 @ 12:00PM

Video Conference due to Wildfires

Trustees Present: Barbara Bell, David Wasylciw, Jason Snaggs, Michelle Peters (arrived as indicated), Terry Brookes and Tina Drew (joined via telephone)

Regrets: Allan Shortt (unable to attend), Michelle Peters (late arrival)

Administration Present: Jameel Aziz, Tram Do, Shirley Zouboules, Landon Kowalzik, Jordan Martin, and Pat Thagard

Guests present: none

Meeting Chairperson: Chairperson Wasylciw

1. Meeting called to order at 12:06PM. Six (6) Trustees were present, quorum was met.
2. Chairperson Wasylciw respectfully acknowledged that given the current evacuation we live, work and, learn on Chief Drygeese Territory in the Akaitcho region, the traditional territory of the Yellowknives Dene First Nation and on the sacred land of many other First Nations across Canada.
3. Chairperson Wasylciw thanked everyone for being able to join the meeting. He also noted that much has happened since the last meeting and he looks forward to seeing everyone back in Yellowknife.
4. Declaration of Conflict of Interest – none
5. Adoption of Agenda

Motion #: 01/09-05/2023

I move that the Board of Trustees of Yellowknife Education District No 1 adopt the agenda as presented with the removal of items 6, 7, 8, 9, 10.1 and 12 from the agenda.

Moved by: Trustee Brookes; Seconded by: Trustee Snaggs

Motion #: 01/09-05/2023

Carried

- ~~6. Delegations and Presentations~~
- ~~7. Review & Approval of Minutes~~
- ~~8. Business Arising from the Minutes~~
- ~~9. Trustee Statements~~
10. Unfinished Business
 - ~~10.1. Bussing Update~~

10.2. Wildfire & Evacuation Update

Administration reviewed the upcoming re-entry announced by the City scheduled for September 6, 2023 at noon.

All residents are asked to exercise patience and to be kind to each other.

Administration met with the superintendents of CFSTNO and YCS on Saturday to discuss appropriate startup dates for our schools. After that discussion John MacDonald, Deputy Minister of the Department of Education, Culture and Employment (ECE) joined the superintendent meeting to provide feedback on proposed school start dates. Matthew Miller, President of the NWT Teachers Association (NWTTA), was also engaged to provide feedback. It is understood that the proposed dates would not be ideal for everyone and that was taken into consideration. We will be flexible as much as possible. Collective agreements will also be used to address challenges as they arise.

Return flights will begin tomorrow. We are aware that we will not have full contingent of staff in place on Monday and when schools open on the 14th and all families will likely not have returned either. On Monday, September 11th we will assess which staff are present and move forward to create a stable environment for students and families as Yellowknife tries to get back on its feet again.

Director of Operations Martin and some of the Maintenance Department staff were declared essential workers. It was noted that some essential workers are facing barriers to returning.

[Trustee Peters joined the meeting]

The safety and security of families and staff are paramount. We do not want anyone taking any risks to return. There will be hiccups and bumps along the way but, we will work to be patient, flexible and kind. It is important to note that as employers and with the support of the Board, we made sure staff were paid, not because we were required to do so, but because it was the right thing to do.

Staff has been advised not to enter schools until facilities have been cleared by the Maintenance team.

Chairperson Wasylciw called for questions

Is there a possibility that YK1 will be able to provide daycare services for health care workers?

Administration indicated that the Emergency Measures Organization (EMO) has not made a request to provide daycare. Without knowing what staff will be in place this is currently not a possibility. Staff that will be back to work on Monday may have childcare needs as well. We may have to look at staff needs before community needs.

Is there any coordination happening with school boards outside Yellowknife?

We continue to work with ECE. The Superintendent of the South Slave has attended the meetings being held. Consistent language and unity are key. Expectations can be different for different systems however there will be cooperation and unity where possible.

Will adjustments be necessary to the school calendars?

If we can get school started by Thursday, September 14th the belief is there will no need to make adjustments to the calendars. Teachers are professionals that know how to make the adjustments necessary to deliver the curriculum. The need for high school students to write exams may be a factor to consider. The Government of Alberta has indicated any of their students affected by evacuations will not be required to write exams. Administration will talk to staff and school leadership about calendars to determine next steps. Collective agreements will also have to be taken into consideration. Care will need to be taken in all communication so as not to raise anxiety or public expectations. More information will be shared as it becomes available.

What can the Board of Trustees do from a governance standpoint to support District staff with the start of the school year?

Administration would like to request Board support with the following:

Drafting of a letter from the Board of Trustees to be sent to staff sent early next week that recognizes the hardship and challenges staff have faced, that highlights how vital they are to the startup of the City, and indicates how much they and their efforts are appreciated.

Administration noted that the GNWT and ECE have been very good to work with. Today's statement that they are leaving calendar adjustments up to individual Boards is very helpful.

The Board is asked to help with public messaging to assist with the management of expectations. The reopening will not be perfect however, kindness and patience will be very important. Bussing is still being sorted out. Grocery stores were approached last week to put aside food and beverages aside for schools to help with potential food security needs of students.

Administration thanked the Board of Trustees for their continued support which allowed the work that needed to be done to be accomplished. The care and compassion of YK1 Board and District Office staff shows that we work hard to serve our students, YK1 families and the community as best as possible.

Trustees summarized the tasks as follows:

1. Letter to staff
2. Communication to the families and the public

Administration to draft the letters for Board review and feedback.

In recognition of staff can we purchase a small gift (e.g. coffee and a donut) as a tangible way for the Board to say thank you to staff?

Board Chairperson and Administration will work on this. It was suggested this gesture take place later in the month to allow vendors time to be up and running.

What will can be done to support grade 12 students going forward to help them prepare for the future?

Administration will have discussions with staff and school leadership to develop recommendations that will be shared with the Board. All factors will need to be considered, such as staff, student and family mental health. Information will be provided as it becomes available.

Who oversees changes to exams and exam schedules?

This would be done by the Government of Alberta. If adjustments are proposed they would have to be submitted to the Government of Alberta for approval. Any requests for changes would be submitted via ECE.

Will PD days that were supposed to occur be fit in going forward?

Once the school year is up and running Administration will look to see where the missed PD can be fit into the current calendars.

Trustees indicated appreciation for all the work that has been done.

Chairperson Wasylciw called for further questions – no further questions

11. New Business

11.1. New School Year Start Daye

The current schedule is for YK1 staff will start on September 11th and the first day of school will be September 14th. School registrations will be accepted starting September 12th to allow offices the 11th to settle back in.

~~12. Reports~~

13. Announcements

First Day of School scheduled for September 14th

14. Date and Time of Next Meeting – Tuesday, September 26, 2023 at 7:00 PM

15. Chairperson’s Closing Remarks

Chairperson Wasylciw thanked everyone for a good discussion. It’s nice to have dates so that we can start the return process. Everyone was wished safe travels.

16. Adjournment

Motion #: 03/05-09/2023

I move that this board meeting of the Yellowknife Education District No.1 Board of Trustees be adjourned

Moved by: Trustee Snaggs; Seconded by: Trustee Brookes

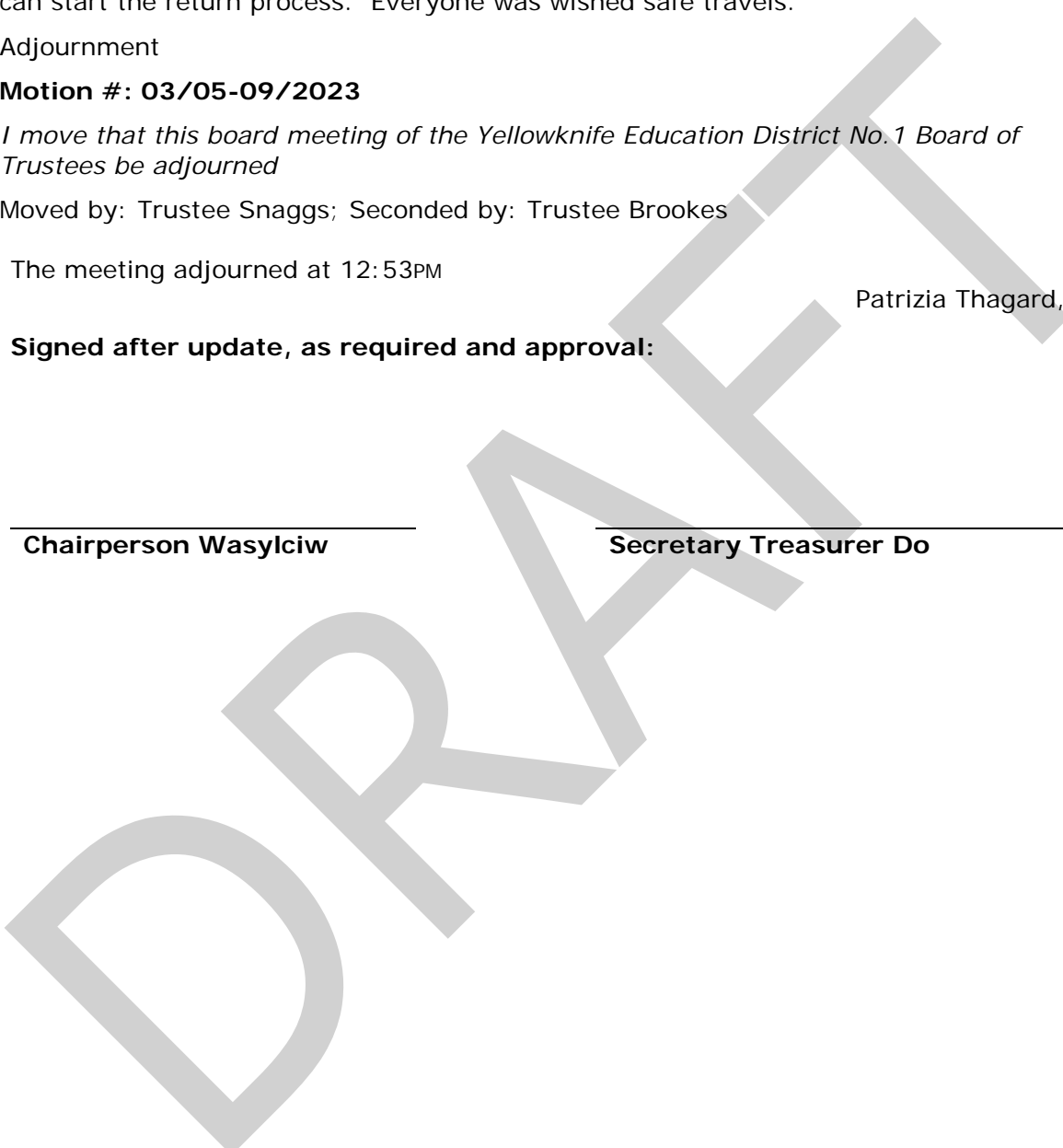
The meeting adjourned at 12:53PM

Patrizia Thagard, Secretary

Signed after update, as required and approval:

Chairperson Wasylciw

Secretary Treasurer Do





YELLOWKNIFE EDUCATION DISTRICT NO. 1

BOARD of TRUSTEES Regular Board Meeting MINUTES

September 26, 2023 – 7:00 PM

District Office Boardroom & Video Conference

- Trustees present: Allan Shortt (videoconference), Barb Bell, David Wasylciw (videoconference), Jason Snaggs (videoconference), Michelle Peters, Terry Brookes (videoconference), Tina Drew
- Absent/Regrets: none
- Administration Present: Jameel Aziz (videoconference), Tram Do, Shirley Zouboules, Landon Kowalzik, Martin Male, Pat Thagard
- Others present: Two members of the public – Violet and Chris Mackenzie

1.0 Meeting called to Order at 7:02 PM. Seven (7) Trustees were present, quorum met.

2.0 Land Acknowledgement

Chairperson Wasylciw respectfully acknowledged that we live, work, and learn on Chief Drygeese Territory in the Akaitcho region, the traditional territory of the Yellowknives Dene First Nation.

3.0 Chairperson's Opening Remarks

Chairperson Wasylciw thanked and welcomed everyone for joining the meeting.

4.0 Declaration of Conflict of Interest - none

5.0 Adoption of Agenda

Motion #: 01/09-26/2023

I move that the Board of Trustees of Yellowknife Education District No. 1 adopt the agenda as presented for the September 26, 2023, Regular Board Meeting.

Moved by: Trustee Brookes; Seconded by: Trustee Drew

Questions: none

Motion #: 01/09-26/2023

Carried

6.0 Delegations & Presentations – none

7.0 Review and Approval of Minutes

7.1 June 13, 2023

7.2 June 28, 2023

7.3 August 16, 2023

7.4 August 22, 2023

7.5 August 29, 2023

7.6 September 5, 2023

Motion #: 02/09-26/2023

I move that the Board of Trustees of Yellowknife Education District No. 1 defer the approval of minutes as listed, 7.1 to 7.6 on the agenda, to allow time for review.

Moved by: Trustee Drew; Seconded by: Trustee Bell

Questions: none

Motion #: 02/09-26/2023

Carried

8.0 Business Arising from the Minutes

8.1 Action Items

Deferred to the October Board meeting.

Trustees suggested keeping completed items on the list for reference to what has been completed.

It was noted that the list of completed items is kept in a separate tab in the workbook.

It was suggested that items completed from one board meeting to the next be kept on the action item list until after the following meeting for which the action item list was created. Administration to act on this suggestion.

9.0 Trustee Statements - none

Per Bylaws: *Trustee Statements are individual opinions and are not intended to represent the views of the Board.*

Trustee statements are not debatable and there will be no opportunity for rebuttal or questions

10.0 Unfinished Business

10.1 Bussing Update

Administration indicated Transdev has completed some training of bus drivers during the summer. There are now 12 buses up and running however, capacity is not unlimited. Appeals from people who have been denied a bus pass will be considered once the issuance of passes is completed by the bus company. A number of appeals have been received. YK1 is in a good bussing position right now.

Trustee question: It was noted that some people may use buses as a form of childcare which raises the question about some people moving their children to another school in order to be eligible for a bus pass. Is there a way to know how many?

Administration: That may happen. We will go through a fair and equal process in considering the appeals we receive when it is appropriate to do so.

Trustee question: Are other districts using the same distances?

Administration: Yellowknife Catholic Schools (YCS) has 3 schools and Commission scolaire francophone TNO (CSFTNO) has 1 school in Yellowknife. The same rules apply to all three districts.

Trustee question: Have there always only been 12 buses or were there 13 at one point and then 2 were consolidated?

Administration: Previously there were 13 routes therefore we are still one route short but the current situation is much better than where we were in the spring.

Trustee question: Will that 13th route be re-added at some time?

Administration: If enough drivers can be hired it may be added in the future.

Trustee question: Where do distances in the bus pass policy come from?

Administration: It was likely approved by a past board. Our distances are shorter than other jurisdictions due to weather considerations. With regard to the appeal process,

younger children will be given first consideration before older students.

10.2 Wildfire and Evacuation Update

Administration indicated this is a good news story. YK1 leadership worked with YCS, CFSTNO, and ECE throughout the evacuation. 98% of YK1 staff were back in on Monday, September 11th and the remaining 2% were on pre-approved leave. Overall the first 2 days of school were positive. Feedback from staff was positive. Regular communication was shared which parents appreciated. NWTTA President expressed gratitude for the work of the Board and organization. All things considered we had a great start to the school year.

Trustee question: Did we incur any extraordinary costs to start the school year?

Administration: There were no additional costs directly related to the evacuation. However, filtration systems that were put in place due to COVID and still used due to smoke incur a \$30K filter replacement cost every 6 months which may be added to future budgets.

Trustee question: How much fire-smarting has been done around our schools?

Administration: Maintenance has removed dead materials (grass, trees, etc) and will have to look at fire-smart landscaping at the schools in the future.

Trustees commended the Superintendent, district office, and teaching staff for their successful efforts to bring things back to normal. Parents they have heard from indicated they are very happy with the success of the school year start.

Trustee question: It was noted by Trustees that an arrangement with schools in Alberta allowed students to temporarily attend Alberta schools. It was also noted that the arrangement could have been better communicated. Does administration know if the uptake of that was known?

Administration: Saskatchewan and Manitoba also opened their doors to our students. There was no formal registration therefore getting information on uptake is not possible. YK1 had offered the same to any NWT community evacuees. This gave students a safe place to go while they were displaced. We have a very dedicated and excellent staff at YK1.

Trustees expressed gratitude to whoever put out the resources parents could use with their children. Not all people have internet, therefore, it was suggested that in the future the resources include some activities that do not require internet.

Administration gave kudos to Assistant Superintendent Zouboules, Ed. Services and IT staff for their work on the resource initiative.

10.3 Revised School Year Start

Administration met school leaders during the first week back. There are no concerns about students missing any curriculum. We trust the professionalism of our teachers. They are able to adjust to ensure students meet the curriculum outcomes. We are not concerned about the time missed at the beginning of the year. We are waiting to hear what the decision will be in the NWT with regards to Alberta's declaration regarding student requirements to write exams if they missed 3 weeks of school. A number of SJF students have indicated they want to write the exams. Administration recommends YK1 not make any adjustments to the calendar or schedules. It was noted that union negotiations would also have to be entered into if any changes to calendars were contemplated.

There was some discussion about whether Alberta (AB) is going with 10 days or 15 days of school missed due to evacuations. Administration indicated that the most recent information available is 15 days.

Trustee question: As a point of clarification - who decides if the Alberta decision will also happen in the NWT?

Administration indicated that AB has made this decision for their own province. Alberta

would not be the one making the decision for the NWT. Administration is waiting for a decision from ECE.

Trustees hope all is being done to prepare and support students so they have the ability to make choices for their future.

Administration will be meeting with ECE the first week of October and would be happy to provide that perspective if that is the consensus of the Board. It will be up to ECE and YK1 to determine what works best keeping in mind possible pressure or anxiety for students as a result of the decision.

Trustee question: Will we still meet the minimum number of hours required for the school year?

Administration indicated yes, the minimum will be met.

10.4 USW & Board Advisory Committee (BAC) - Policy & TOR

Item deferred to next meeting. The Policy Committee indicated the draft policy/TOR was tabled in order to show it the USW for feedback. The wildfire evacuation delayed this process. The Policy Committee will work to expedite the creation of a final draft.

Administration noted that the USW contract wage increase is tied to the UNW contract with the GNWT. The UNW is currently in contract negotiations with the GNWT.

Trustees hope this can move forward quickly. The intention of the BAC is more of a meet and greet opportunity to facilitate more of an open-door policy for members. It was suggested USW members be advised they can talk to the BAC.

The Policy Committee will work to have the first draft for the next Board meeting.

Administration indicated the UNW has reached out to indicate they would like to wait to hold the first BAC meeting once negotiations are completed.

11.0 New Business

11.1 Information Technology Report – Martin Male (report in agenda package)

Martin gave an overview of the contents of the report. Of note:

- BC departmentals are all done electronically.
- On average 1,400 Chromebooks are in use every week.
- Many Chromebook replacements will be coming in the next few years.
- many challenges coming from AI and coding – teachers need more AI and coding PD
- number of pieces of equipment held by YK1 has increased significantly however we still only have 3 staff to service YK1.

Questions:

Trustees would like to suggest a meeting with NWTTA to ask if they have any concerns about AI. There was some discussion about whether or not AI is a governance item. Trustees wonder what stakeholders (i.e. parents) think about AI training.

Administration suggested a future information evening at all school levels to engage with the public on how we are managing AI, technology which is already out there.

Trustees feel there are many gaps that need to be addressed. They see three buckets that need to be considered. They are: the teaching and learning bucket, the safety and security bucket and the information management ecosystem bucket. They would like to see more information on benchmarks, standards and objectives as part of the framework for Board to better understand and support IT. YK1 needs to keep pace with technology to ensure our students have an advantage going forward. AI will play a greater role in our future which brings in trepidation but also many opportunities. The work being done is excellent. They would like Administration to boil down what is needed into a framework so that the Board can support the framework.

Some Trustee question for future meetings:

Can we show that tech improves student outcomes?

Can we ensure our resources are not being used for cyberbullying?

How can we be more eco-conscious?

Should schools be budgeting to replace technology when needed?

What are affects of use of tech on growing minds?

There is a general lack of support for the installation of security cameras in schools because it has not been shown to reduce vandalism.

Administration spoke about software being used at YK1 that looks for inappropriate language and cyberbullying language. IT is notified of any use of that language and sends info to schools when warranted. Other software used monitors for the use of adult chat use.

Trustee question: From a risk perspective do we do ransomware training with staff?

YK1 has equipment in place that protects us from ransomware. Staff cannot download anything (intentionally or not) without support from YK1 IT staff.

Trainee question: Could YK1 offer online cybersecurity training to staff?

IT staff have completed online training but it hasn't been looked into for staff due to time restraints.

Trustees think that, from a governance standpoint the training needs to be in place to protect, staff, students and equipment.

Trustee question: Who owns the info on Google?

Administration indicated that everything on the YK1 network belongs to YK1.

Discussions on IT will be added to a future COW agenda.

Motion #: 03/09-26/2023

I move that the Board of Trustees of Yellowknife Education District No 1 take a 5 minute break.

Moved by: Trustee Drew; Seconded by: Trustee Peters

Questions: none

Motion #: 03/09-26/2023

Carried

Chairperson Wasyłciw welcomed members of the public in attendance.

Violet Mackenzie introduced herself and went through recent challenges she faced trying to get her 35-year-old son access to a program to complete his grade 12. She thanked Shirley and Dean McInnis for their assistance. After much back and forth, they were able to sign her son up for online learning. Violet is aware of several other students who are in a similar situation. There is a need for older students to be able to access high school classes. She wondered why it took them so long to find a solution. She feels the age difference is almost a kind of discrimination that older students face. Maybe online learning will be used more in the future. It would be great if there is a room that could be set up for older students use. She said 70% of online learning is accessed by adults. She noted that creative solutions were found during COVID-19 and suggested there is a need to find creative solutions for adult students who want to complete their high school learning.

Chairperson Wasyłciw thanked her for sharing her experience with the Board and suggested she also bring her comments to candidate forums for the upcoming Territorial election.

11.2 Territorial Election Advocacy

Chairperson Wasylciw spoke about election forum that is usually run by YK1 and YCS and asked if someone would be willing to work with YCS to plan the forum if Board wants to take part in a forum.

Trustees feel YK1 should be part of planning a forum in order to keep education in the forefront. It was suggested the PR Committee take this on and have a representative to work with YCS on planning the event.

It was also suggested a one-page document be created to inform candidates about YK1. The PR Committee and Administration are tasked with the creation of this document.

The Board supports this approach.

12.0 Reports

12.1 Chairperson's Report – in agenda package

A couple of things to note:

During the evacuation ongoing conversations were held with YCS, and the Minister of Education, Culture and Employment primarily around whether or not online learning would be instituted.

Continued working relationship with ASBA regarding associate membership.

He attended the CBSA Congress during which there were some very good sessions and good conversations. He will bring further information and questions that arose to a COW.

Spoke to the Public School Board Association of Alberta about PD for the Board and will discuss this topic further at the ASBA Fall Conference.

Correspondence attached for the record

Trustee question: Has it been decided if all Trustees will attend the ASBA Fall Conference? (In consideration of the need to take time off work.)

Chairperson Wasylciw will follow up and advise trustees ASAP.

Trustee question: Has an agenda been received yet?

Chairperson Wasylciw has requested a copy of the draft agenda to best use the time available during that time.

12.2 Trustee Reports

Trustee Drew highlighted that this is Truth and Reconciliation (T & R) week and suggested people sign up for online Indigenous events and/or attend events happening in the community. She indicated the T & R website indicates anyone can take part for free.

12.3 Standing Committee Reports

12.3.1 Finance (Chairperson - Trustee Snaggs)

Administration is working with the Department of Finance, GNWT to finalize the audit. A Finance Committee meeting will be held in due course to update the Board.

12.3.2 Public Relations (Chairperson - Trustee Bell) – nothing to report

12.3.3 Policy (Chairperson – Trustee Brookes)

A meeting was held on July 6th. Minutes are in the agenda package. The Committee is working to get back on track with their workplan.

12.3.4 Audit Committee (Chairperson – Trustee Bell) –nothing to report

12.3.5 Committee of the Whole (Chairperson - Trustee Brookes)

The last COW was in June; reports are included in the agenda package

12.3.6 Facilities Committee (Chairperson – Trustee Drew) – nothing to report

12.3.7 NWTTA Teacher-Board Committee (Reps: Trustees Bell & Brookes) Nothing to report

12.4 Ad Hoc Committee Reports

12.4.1 Strategic Plan Committee – nothing to report

12.4.2 Negotiations Committee – no current negotiations

12.5 Superintendent's Report

Items in the Superintendent's report were highlighted earlier in the meeting; Attention was drawn to Assistant Superintendent Zouboules' report. There will be some information coming soon about enrolment but it is not yet public.

Trustee question: this was the first time the district office was closed during the summer. Did this cause any delays?

Administration indicated the break was to allow district office staff to rest and relax after wrapping up the 2022-2023 school year and before the start of the new school year. All reporting required to that time was complete.

Trustee question: was the closure an issue for parents?

Administration indicated parents were given a lot of advanced notice of the closure and when the office would re-open. Numerous staff kept an eye on emails while we were closed. We do not have any reports of issues for parents.

12.5.1 Assistant Superintendents Reports

Trustee question: in terms of the strategic plan, what implementation steps are occurring this year?

Administration indicated that all reports submitted reflect work through the strategic priorities.

Trustee question: Now that the new curriculum has begun how is it going?

Administration met with school leadership to determine what they need knowing the curriculum content is not significantly different. Assessment and reporting will be different. Administration is working with staff to ensure clarity of requirements. Education Services staff are going to schools to support them.

Trustee question: How are we doing with staffing levels?

Administration is working with school staff to ensure students' needs are met. Thanks to the Board's support for starting recruitment earlier last year YK1 did not have hiring issues like other jurisdictions are having.

Trustee question: Will there be any future needs?

Administration is working to address all needs.

Trustee question: Are we short staff?

Administration: We are not short however, we are still doing some hiring. Currently, we have a position posted for MHS and many applications. We have received funding for social-emotional support. We are still in need of more substitute teachers but we are currently fine with our day-to-day staff.

Trustee question: Have the changes to the CYC program happened?

Administration: ECE is currently in a state of flux. YK1 expects to get some funding from ECE. Some CYCs are still providing support to some schools. The transition may not happen this year. Currently, there are many rumors mixed in with facts about the CYC Program. This topic will be brought up at the next meeting of Superintendents and ECE.

Trustee question: How many CYCs do we currently have?

Administration: There are currently 8-10 in Yellowknife.

Trustee question: Will there be a change from NTHSSA and ECE? How will funding work?

Chairperson Wasylciw: At the last board chairs meeting they were told it will not go

back to what it was and won't be the same as the current program but it may be somewhere in the middle. Waiting to hear more.

12.5.2 Secretary-Treasurer Report

Report attached

Trustee question: Will the cost of phones for SJF go into last year's budget or this year's budget?

Administration: The invoice was received just prior to the audit, at year end. A report will be provided next month

Trustee question: Request to explain per diem changes for bus drivers.

Administration: went over changes to rates. Invoices will be charged according to 2023-2024 ridership.

Trustee question: Will this increase affect our budget?

Administration: Funds will come from this year's budget and some surplus from last year.

12.5.3.i Director of Operations Report

Trustee question: Should we think about fireproofing our schools every year?

Board agreed that this would be a good practice.

Trustee question: Can you please provide an update on vandalism?

Administration: Playground equipment at NJM was vandalized, bicycles were stolen from MHS and there was damage to security cameras for a total cost of \$40-50K.

Trustee question: Is there any impact on the budget and have repairs and/or replacements been completed?

Administration: we are helping MHS to source replacement bikes at a reasonable rate. Concern about security measures going forward to be discussed.

Trustee direction: Provide recommendations at future meetings for the Board to review.

12.6 Trustee PAC Meeting Reports - none

12.6.1 École It'ò

12.6.2 Mildred Hall School

12.6.3 N.J. Macpherson School

12.6.4 Range Lake North School

12.6.5 École Sir John Franklin High School

12.6.6 École William McDonald School

13.0 Announcements – events calendar attached

Trustee: October is Fire Safety Month. Can we advise people that they need to drink extra water when smoke is in the air? Information about how to protect people from smoke is to be shared. It is important to share fire safety information with students.

14.0 Date and Time of Next Meetings:

Oct. 10, 2023, 12:00 PM	CoTW Meeting
Oct. 10, 2023, 6:30 PM	Executive Session – in camera
Oct. 10, 2023, 7:00 PM	Regular Board Meeting

15.0 Chairperson's Closing Remarks

This Saturday is National Day for Truth and Reconciliation. Events are taking place everywhere. Everyone is encouraged to attend events if they are able to.

During upcoming meetings will be approving the annual report and will continue discussing IT as it relates to governance.

Everyone was thanked for attending the meeting.

16.0 Adjournment

Motion #: 03/08-29/2023

I move that this board meeting of the Yellowknife Education District No.1 Board of Trustees be adjourned

Moved by: Trustee Snaggs; Seconded by: Trustee Brookes

The meeting adjourned at 9:37PM

Patrizia Thagard, Secretary

Signed after update, as required and approval:

Chairperson Wasylciw

Secretary-Treasurer Do



YELLOWKNIFE EDUCATION DISTRICT NO. 1

BOARD of TRUSTEES Regular Board Meeting MINUTES

October 10, 2023 – 7:00 PM

District Office Boardroom & Google Meet

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

Absent/Regrets: Jason Snaggs

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

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

Chairperson: David Wasylciw

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

2.0 Land Acknowledgement

Chairperson Wasylciw respectfully acknowledged that we live, work, and learn on Chief Drygeese Territory in the Akaitcho region, the traditional territory of the Yellowknives Dene First Nation.

3.0 Chairperson's Opening Remarks

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

4.0 Declaration of Conflict of Interest - none

5.0 Adoption of Agenda

Motion #: 01/10-10/2023

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

Moved by: Trustee Drew; Seconded by: Trustee Bell

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

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

Motion #: 01/10-10/2023

Carried

6.0 Delegations & Presentations – none

7.0 Review and Approval of Minutes

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

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

Motion #: 02/10-10/2023

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

Moved by: Trustee Drew; Seconded by: Trustee Peters

Carried

8.0 Business Arising from the Minutes

8.1 **Action Items**

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

9.0 Trustee Statements - none

Per Bylaws: *Trustee Statements are individual opinions and are not intended to represent the views of the Board.*

Trustee statements are not debatable and there will be no opportunity for rebuttal or questions

10.0 Unfinished Business

10.1 **Bussing Update**

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

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

Trustee question: Are the distances sidewalk distances?

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

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

10.2 USW & Board Advisory Committee – Policy 8 & TOR

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

Motion #: 03/10-10/2023

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

Moved by: Trustee Brookes; Seconded by: Trustee Drew

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

Friendly amendments:

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

Motion #: 03/10-10/2023

Carried

11.0 New Business

11.1 **Changes to CYC Program Update**

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

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

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

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

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

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

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

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

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

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

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

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

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

Motion #: 04/10-10/2023

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

Moved by: Trustee Shortt; Seconded by: Trustee Brookes

Carried

12.0 Reports

12.1 **Chairperson's Report**

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

12.2 **Trustee Reports**

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

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

12.3 Standing Committee Reports

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

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

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

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

12.4 Ad Hoc Committee Reports

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

12.5 Superintendent's Report

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

Trustee question:

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

Contributions by local businesses will be recognized.

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

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

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

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

12.5.1 Assistant Superintendents Reports

Trustee question: What is CLEVR?

It is a web-based platform

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

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

Trustee question: What is the faceless doll?

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

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

The upcoming PD in the report was reviewed.

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

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

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

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

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

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

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

Yes, all the PD has now occurred.

Trustee question: How does the sub list look?

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

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

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

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

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

12.5.2 Secretary-Treasurer Report

The letter sent to Condo Corp 32 was reviewed.

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

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

All their equipment is on their land.

Trustee question: Who will maintain the access?

YK1 does because it is used to access our equipment.

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

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

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

which were paid in the old year?

They were all paid in the old year.

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

12.5.3.i Director of Operations Report

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

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

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

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

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

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

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

École It'ò has not been commissioned yet therefore deficiencies can still be submitted.

It was noted that the security gate is still an issue.

12.6 Trustee PAC Meeting Reports - none

12.6.1 École It'ò

12.6.2 Mildred Hall School

12.6.3 N.J. Macpherson School

12.6.4 Range Lake North School

12.6.5 École Sir John Franklin High School

12.6.6 École William McDonald School

Trustee question: How do Trustees contact PAC chairs

Contact is made through the school Principal.

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

13.0 Announcements – events calendar attached

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

14.0 Date and Time of Next Meetings:

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

15.0 Chairperson's Closing Remarks

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

16.0 Adjournment

Motion #: 05/10-10/2023

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

Moved by: Trustee Drew; Seconded by: Trustee Shortt

Carried

The meeting adjourned at 8:32 PM

Patrizia Thagard, Secretary

Signed after update, as required and approval:

Chairperson Wasylciw

Secretary-Treasurer Do

BOARD of TRUSTEES - Action Items - 2023-2024						
Date	Meeting	Action Item	Assigned to	Due Date (if applicable)	Status	COMMENTS/Request for edit
14-Mar-2023	Board Meeting	Feedback on Policy #1 to be requested by Trustee Brookes	Board	?	In Progress	
11-Apr-2023	Board Meeting	Finance Committee to work with Administration to create a risk register for all repairs needed to district infrastructure	Finance Committee & Administration	Operations	In Progress	
11-Apr-2023	Board Meeting	Board asked what can be/is being done to reduce staff burnout	Administration		In Progress	?
11-Apr-2023	Board Meeting	Create a reserve fund for maintenance vehicles	Administration	Operations	In progress	
9-May-2023	CoTW Meeting	Discussion about what to be done with income from Nordic Arms sale	Board & Administration	May 19, 2023	In Progress	Discussion
9-May-2023	CoTW Meeting	Discussion about staff housing concerns	Finance Committee & Administration	May 19, 2023	In Progress	
9-May-2023	CoTW Meeting	Updates on parent and student surevys	Administration		In Progress	
9-May-2023	CoTW Meeting	Discuss creation of a list of triggers and list of people to include in discussions for school name change	Board & Administration	May 19, 2023	In Progress	
9-May-2023	CoTW Meeting	Review current school name change Policy #26	Policy Committee	May 19, 2023	In Progress	
9-May-2023	Board Meeting	Review of current documents related to Communications Plan and finlaize the plan for board approval	PR Committee & Administration	May 19, 2023	In Progress	
13-Jun-2023	Board Meeting	Submission of comments on Policy #3 update	Board & Public	September 2023	In Progress	
13-Jun-2023	Board Meeting	Submission of comments on Terms of Reference for USW-Board Advisory Committee tabled at meeting	Board & Public	August 2023	In Progress	
13-Jun-2023	Board Meeting	Review Trustee Honorarium calculation, review what Legislative Assembly does	Board & Administration	September 2023	In Progress	
13-Jun-2023	Board Meeting	Draft scope for expression of interest on accommodation to Finance Committee due to staff housing concerns; consider using a real estate leasing agent or use information on Military Families YK website. Compile a list of rental agencies to share with staff.	Administration	September 2023	In Progress	
13-Jun-2023	Board Meeting	Meeting with NWTTA regarding TTC and harassment in schools	Administration	September 2023	In Progress	
13-Jun-2023	Board Meeting	Strategic Plan	Strategic Plan Committee	Update Sept 2023	In Progress	
13-Jun-2023	Board Meeting	Monitor GNWT UNW negotiations	Administration & Negotiations Cttee	Update Sept 2023	In Progress	
13-Jun-2023	Board Meeting	Feedback to Board on Assistant Principal mentorship meeting	Administration	Update Sept 2023	In Progress	Included in Assistant Superintendent Kowalzik's September board report
13-Jun-2023	Board Meeting	Report on Joint Use report from the City	Administration	Update Sept 2023	In Progress	
28-Jun-2023	Special Board Mtg	Recommendation to receive budget and future operating plan together so the Board can ensure they are aligned	Administration	spring 2024	In Progress	
28-Jun-2023	Special Board Mtg	Review and make recommendations regarding doing a study to increase enrollment at RLN	Administration	TBD	In Progress	
26-Sept-2023	Board Meeting	Business arising from minutes deferred to Oct meeting to allow Trustees to review minutes	Board	Oct 2023	In progress	
26-Sept-2023	Board Meeting	Hold off on first USW-Board Advisory Committee meeting until current negotiations are complete.	Board	TBD	In Progress	
26-Sept-2023	Board Meeting	Hold an information session about AI in the future	Administration	TBD	In Progress	
26-Sept-2023	Board Meeting	Create an AI framework including benchmarks, standards and objectives for Boards support.	Administration	TDB	In progress	

BOARD of TRUSTEES - Action Items - 2023-2024						
Date	Meeting	Action Item	Assigned to	Due Date (if applicable)	Status	COMMENTS/Request for edit
10-Oct-2023	Board Meeting	Administration to send a communique advising parents Transdev is having staffing issues causing a delay in processing buss pass application	Administration	October 13, 2023	Completed	
10-Oct-2023	Board Meeting	Update Policy 8 with changes indicated	Administration	October 2023	Completed	in November Agenda Package as info
10-Oct-2023	Board Meeting	Administration to modify Sole Source Information to include rationale for each sole source entry.	Administration	October 2023	Completed	



November 14, 2023
Regular Board Meeting
Bussing Update

As we have now passed our October 31st date for In Limit riders to secure their bus passes, we will begin reviewing appeals that have come to us to allocate the spaces available to YK1 .

We have established a two-week period for appeals to ensure that no one misses out on the opportunity to state their case and then District Staff will review those appeals. We hope to complete the entire process by the end of the day on November 17, 2023.

We thank families and members of the YK1 community for their patience during this process.

Policy 8: Committees of the Board

Purpose:

The Board establishes committees to assist in the governance of the District and to assist the Board in achieving its goals.

Responsibilities:

- To conduct a comprehensive discussion of, and to advise, investigate, and prepare recommendations to the Board on items identified within its mandate and any matters referred to it by the Board;
- All committees of the Board are under the control of the Board, serve at the pleasure of the Board, and may be disbanded at any time by a decision of the Board;
- All committees have no powers other than those granted to them by the Board;
- All committees report to the Board;
- All committee appointments will carry a term of one year.

Types of committees:

1. **Standing Committees** - are those that the Board has identified as being necessary to assist in the proper governance of the District or on which the Board is requested to provide or requires representation. These committees may be initially formed by the Board or external organizations.
2. **Ad Hoc Committees** - Committees established by the Board to complete a specific task for the Board. As soon as that task has been completed, the Ad Hoc Committee shall be disbanded. The terms of reference for the Ad Hoc Committee will be set by the Board when formed.

Except where noted in the Committee's Terms of Reference, each Committee shall:

1. Consist of Board representation as appointed by the Chairperson with no more than three Trustees appointed and in addition:
 - **Standing Committees** - If the committee was formed by an external organization, the Board will adhere to the membership requirements as per that organization's request/policies.
 - **Ad Hoc Committees** - Committee members and/or other support committee members may be appointed as required by the committee's terms of reference.
2. Have access to the Superintendent or designate(s) as resource person(s).

Each Committee Chairperson shall:

- Be selected by the members of the Committee;
- Take leadership in the activities of the Committee;
- Call meetings and provide notification of the place, date, time, and advise the Board of the schedule;
- Act as the contact person for the Committee;
- Ensure that all matters referred to the Committee are pursued;
- Ensure that all deadlines are met;

Policy 8: Committees of the Board

- Ensure that written highlights from committees are submitted for the agenda packages. If additional information, such as background information or minutes are required for Trustees to make decisions during a board meeting, the Committee Chairperson will make this information available before the board meeting to the Trustees.

The following is the standard list of Standing Committees:

- Audit Committee
- Committee of the Whole
- Facilities Committee
- Finance Committee
- Negotiations Committee
- Policy Committee
- Public Relations Committee
- Teacher-Board Advisory Committee
- USW-Board Advisory Committee

References/Related Documents:

- Education Act
- Administrative Procedures
- Terms of Reference for Standing and Ad Hoc Committees (attached as Appendix)

Revision History			
Revision	Revision Description	Approved Date	Review Date
1-2	Adopted and revised before the revision table was included. Going forward a summary of the changes will be included	May 2008 November 2021	N/A
3	Removed the external committee type; Committee will have up to 3 members; Change reporting structure so committee chair are required to submit written reports; Finance Committee mentions Superintendent and Director of Corporate Services; Policy Committee requires all policies to be review each term, to develop a review schedule and there will be a minimum of one month between tabling and approving policies; Public Relations Committee develops a Board Advocacy and Engagement Plan, coordinates updates to the Visual Identity guideline, develops the Trustee PAC speaking points and provides feedback on the Trustee Orientation Handbook; Audit Committee cannot contain members from the Finance Committee and members from the general public are compensated based on GNWT per diem rate; Negotiations Committee has preparatory meeting , reviews the proposals from the Union, recommend approval of the agreement to the Board, arranges a post negotiations meeting and is composed of up to 2 trustees; Teachers- Board Advisory Committee is now a Standing Committee, updated to reflect wording in collective agreement; Facilities Committee has been added to this policy.	October 2022	2022-2026 Board
4	Addition of APPENDIX I for the USW-Board Advisory Committee Terms of Reference. Change Director of Corporate Services to the new title of Secretary-Treasurer in document.		June – October 2023

Policy 8: Committees of the Board

Policy 8 - APPENDIX A

Committee Name: Audit Committee

Purpose:

To assist the Board of Trustees and the Superintendent in fulfilling its oversight responsibilities for the financial reporting process, the system of internal control over financial reporting, the audit process (including GAAP compliance), and monitoring the District's compliance with laws and regulations pertaining to District financial operations.

Composition:

The Audit Committee will consist of the following members:

- Up to two Trustees from the Board (excluding the Chairperson and members of the Finance Committee), one of whom shall act as chair of the Audit Committee.; and,
- At least three members of the general public (one must be a Certified Accountant, CGA, CMA, or CA), who are independent of the District and have no relationship to the audit firm.

Term of General Public Members:

The term for members from the general public will be two years, which is renewable.

Compensation:

The Audit Committee members from the general public shall be compensated based on a GNWT per diem rate.

Resources:

- The Secretary-Treasurer will provide assistance to the committee, as required.
- The Audit Committee may have access to other third-party expertise as deemed necessary.

Meetings:

The Audit Committee will meet at least twice a year. All Audit Committee members are expected to attend each meeting. The Audit Committee will invite members of management, auditors, or others to attend meetings and provide pertinent information, as necessary. Private meetings may be held with auditors and executive officers. Minutes of the meetings will be prepared. Audit Committee reports shall be provided at a meeting of the Board of Trustees.

Authority:

The Audit Committee has the authority to conduct or authorize investigations into any matters within its scope of responsibility. It is empowered to:

- With the consent of the Board of Trustees, retain outside counsel, accountants, or others to advise the committee or assist in the conduct of an investigation;

Policy 8: Committees of the Board

- Seek any information it requires from employees – all of whom are directed to cooperate with the committee’s requests – or external parties; and
- Meet with District officers, external auditors, or outside counsel, as necessary.

Responsibility:

The Audit Committee is responsible for carrying out the following:

Financial Statements:

- Review significant accounting and reporting issues, including complex or unusual transactions;
- Review with management and the auditors the results of the audit, including any difficulties encountered;
- Review the annual financial statements, and consider whether they are complete, consistent with information known to committee members, and reflect appropriate accounting principles; and,
- Review with management and the auditors all matters required to be communicated to the Board of Trustees.

Internal Control:

- Consider the effectiveness of the District’s internal controls over annual reporting, including information technology security and control; and
- Understand the scope of the auditor’s review of internal control over financial reporting, and obtain reports on significant findings and recommendations, together with management’s responses.

Audit:

- Review the auditor’s proposed audit scope and approach
- Review the performance of the auditors, and provide a recommendation to the Board regarding the final approval on the appointment or discharge of the auditors;
- Review and confirm the independence of the auditors by obtaining statements from the auditors on relationships between the auditors and the District, including non- audit services, and discussing the relationship with the auditors; and,
- On a needs basis, meet separately with the auditors to discuss any matters that the Audit Committee or auditors believe should be discussed privately.

Compliance:

- Review the findings of any examinations by regulatory agencies, and any audit observations; and
- Obtain regular updates from management and company legal counsel regarding compliance matters.

Policy 8: Committees of the Board

Policy 8 - APPENDIX B

Committee Name: Committee of the Whole

Purpose:

The purpose of Committee of the Whole is to provide:

- a) An informal forum to engage in generative discussions;
- b) Sessions related to planning on topics such as finance, facilities, special projects, and strategic initiatives;
- c) Sessions for governance professional development; and
- d) Sessions for evaluation of Board and Superintendent performance.

Note, during a regular Board Meeting the Trustees can Motion to refer and convene a Committee of the Whole meeting to allow Trustees to explore matters to much greater depth than can be accomplished within a regular Board Meeting.

Composition:

Committee of the Whole is a committee composed of all Trustees. A quorum of the Board numbers is required and meetings are public unless the topic for discussion meets the In-Camera criteria noted in Policy #5: Board By-Laws.

Procedures

Meetings of the Committee of the Whole are at the request of the Board Chairperson, or at the request of a majority of the Trustees. The agendas for the Committee of the Whole meetings are organized by the Board Chairperson. They shall request if there are any additional agenda items that Trustees would like to discuss.

The Chairperson of the Committee of the Whole is the Vice Chairperson of the Board. However, the Chairperson can pass their chair duties to another trustee if the topic up for discussion is from their committee.



Policy 8: Committees of the Board

Policy 8 - APPENDIX C

Committee Name: Facilities Committee

Purpose:

The Facilities Committee has a mandate to act as an overseer and in an advisory capacity with respect to the capital planning, maintenance, and operation of all land, buildings, facilities, and equipment owned by the District.

The Committee is to submit to the Board a five-year capital improvement budget and a list of proposed alterations and repairs. The Committee is to advise the Board on building-related issues, ongoing maintenance, and planning for long-term improvements.

Specific responsibilities to include oversight for:

- Preparing a five-year capital plan (required annually)
- Preparing a plan, schedule, and proposal for maintenance and replacement of buildings and grounds;
- Planning for new construction, major renovations, or major improvements of school buildings and grounds;
- Planning additions, deletions, or changes to facilities needed to support school programs;
- Identify other areas for future actions related to facilities.

Composition:

The Superintendent will identify District staff to provide expertise. The Committee will identify needs for consultant services and seek approvals for costs, if those services are required.

Reporting:

The Committee Chair shall provide timely reporting to the Board, by written report, for inclusion in the Board of Trustees Meeting each January/ February (Budget Planning) and each November/ December on project status.

Timeline:

The committee will meet in January/ February each year to plan for the next Budget year, and each November/ December for progress updates of Capital Projects in the current year.

Policy 8: Committees of the Board

Policy 8 - APPENDIX D

Committee Name: Finance Committee

Purpose:

The Finance Committee's mandate is to act as an overseer in an advisory capacity with respect to all financial matters of the Board, as defined by the following activities:

- Work with the Superintendent and Secretary-Treasurer, as required to evaluate, approve, and present the draft budgets, both operating and capital, to the Board for consideration and approval;
- Oversee the District's budget over the fiscal year;
- Consider and make recommendations regarding any expenditure outside of the approved budget for consideration by the Board;
- Analyze and review funding and expenditures for funds received from the GNWT and the City of Yellowknife, and make recommendations as required;
- Actively research other sources of funding, such as, but limited to, federal programs and grants.

The Chair of the Finance Committee works with the Secretary-Treasurer and Superintendent to prepare and present at public engagements (e.g. Annual Ratepayers Meeting).

Policy 8: Committees of the Board

Policy 8 - APPENDIX E

Committee Name: Negotiations Committee

Purpose:

The Negotiations Committee is formed prior to the commencement of negotiations of each collective agreement in order to provide Board representation at bargaining sessions. The Negotiation Committee will be disbanded when that specific collective agreement has been ratified.

The Committee conducts the following activities:

- Hold a preparatory meeting of the Trustees, the Superintendent, and the Negotiation team so that they can review the collective agreement together
- Work with the Superintendent, and/or designate to prepare the Board's proposals.
- Retain and consult with a professional negotiator for bargaining sessions.
- Review the proposals from the Union and decide on the direction the negotiating team will take.
- Perform at-table negotiations with the professional negotiator.
- Recommend approval of the tentative Collective Agreement to the Board.
- Post negotiations, the negotiating team meets and discusses the lessons learned from this round of negotiations and creates a report as a record for future negotiating teams.

Composition:

The Negotiations Committee will consist of:

- Up to two Trustees from the Board with the Superintendent and Secretary-Treasurer

Reporting:

Please note that discussions during negotiations take place in-camera and therefore reporting to the board may be limited to meeting schedules or expected completion date etc.

Policy 8: Committees of the Board

Policy 8 - APPENDIX F

Committee Name: Policy Committee

Purpose:

The Policy Committee has a mandate to review, revise and develop all existing policies, once per board term. The Policy Committee will conduct the following activities for recommendation to the Board for approval:

- Review and make suggestions to the Board for revision or deletion of existing policies;
- Develop and draft new policies for the Board to address governance issues, as required;
- Review and make recommendations to the Board regarding new policies that are submitted by Administration or other committees of the Board;
- Review any concern and make recommendations on issues that are related to legislative matters;
- Develop and maintain a review schedule of all policies
- Make recommendations to the Board for approval in the following manner:
 - Draft policies are tabled at a regular Board Meeting.
 - A review at a Committee of the Whole is convened (if requested) where Trustees and administration can provide comments and ask the Policy Committee the reasons for the policy's intent, content, and/or changes.
 - The draft policy is forwarded to all stakeholders (as deemed appropriate), and added to the District's website, requesting comment by a set date.
 - The Policy Committee reconvenes, reviews the comments received from the trustees and stakeholders, and develops a final draft policy.
 - A final review is carried out at a Committee of the Whole (if requested).
 - The final draft policy is submitted as an agenda item at a regular Board Meeting under a motion recommending approval of the policy

Note: There will be a minimum of one month from the date of Tabling of a draft policy to submission of the final draft at a Board Meeting for approval.

Note: Instances where a policy proposal may impact upon any of the collective agreements under negotiations, any actions on such proposals will be deferred until completion of the negotiations.

Policy 8: Committees of the Board

Policy 8 - APPENDIX G

Committee Name: Public Relations Committee

Purpose:

The Public Relations Committee has a mandate to coordinate strategic advocacy efforts and community engagement activities to ensure effective communication between the Board and the public. The Committee will focus on conducting the following activity processes:

- Develop an annual Board Advocacy and Engagement Plan for approval by the Board and provide regular updates. This plan will include key advocacy points for a variety of activities including Education Leaders Meeting, regular MLA meetings, letters to the Minister, etc.
- Oversee the implementation of the Board Advocacy and Engagement Plan and report progress to the Board.
- Monitor the effectiveness of the Board Advocacy and Engagement Plan and make recommendations for revision to the Board
- Coordinate and monitor engagement activities including those based on the Education Act and focus on key stakeholder groups including students, families, staff, and the general community.
- Provide input into overall communication efforts by the District.
- Coordinate updates to the District's Visual Identity Guidelines with the Superintendent and Communications Officer
- Meet at least quarterly with the Communications Officer to review the progress of communications initiatives
- Develop Trustee PAC speaking points after each board meeting.
- Review and provide feedback on the Trustee Orientation Handbook.



Policy 8: Committees of the Board

Policy 8 - APPENDIX H

Committee Name: Teacher-Board Advisory Committee

Purpose:

The creation of the Teacher-Board Advisory Committee is referenced in the Northwest Territories Teacher's Association (NWTTA) Collective Agreement. If this section of the Collective Agreement changes then this policy will be changed to reflect the changes. The Board and the NWTTA recognize the mutual benefits of effective communication between trustees, teachers, and administrators. The matters discussed include concerns relating to school affairs, proposed educational policy changes, changes in conditions of professional services, and communication views of the respective parties.

As outlined in the Collective Agreement, this committee will not deal with interpretation/grievance matters, or discuss modification of the collective agreement or any other matter properly left to the normal collective bargaining process. No agreement, decision, or action of the committee will be construed as an interpretation or modification of the Collective agreement.

Composition:

The committee will consist of two trustees with a member of senior management and three members of the NWTTA, of which two shall be employees of the Board. This Committee is to meet at a minimum of three times per year, meeting initially within the first two months of the school year.



Policy 8: Committees of the Board

Policy 8 - APPENDIX I

Committee Name: USW – Board Advisory Committee

Purpose:

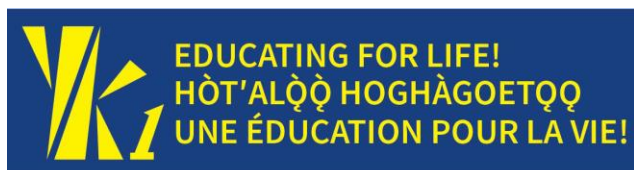
The creation of the United Steel Workers Union (USW) - Board Advisory Committee is referenced in the USW Collective Agreement. If this section of the Collective Agreement changes, then this policy will be changed to reflect the changes. The Board and the USW recognize the mutual benefits of effective communication between trustees, USW members, and administrators. The matters discussed include, but are not limited to concerns relating to school affairs, proposed administrative changes, technology changes, etc.

As outlined in the Collective Agreement, this committee will not deal with interpretation/grievance matters or discuss modification of the collective agreement or any other matter properly left to the normal collective bargaining process. No agreement, decision, or action of the committee will be construed as an interpretation or modification of the Collective agreement.

Composition:

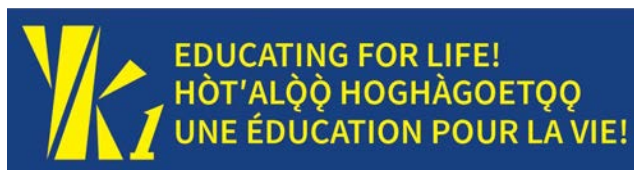
The Committee will consist of two trustees with a member of senior management and two members of the USW, of which one shall be an employee of the Board.

This Committee is to meet at a minimum of two times per year, meeting initially within the first two months of the school year.



BOARD REPORT

Title:	Chairperson's Report
Contact:	David Wasylciw, Board Chair
Date Submitted:	November 14, 2023
Background:	<p>The last month has been active at YK1. As Board Chair I undertook a number of activities including:</p> <ul style="list-style-type: none"> • Board held a number of in-camera planning meetings. • Discuss meetings and election activities with Trustees and the Chair of YCS. • Follow-up with Trustees between meetings. • Discussions regarding board development and continued governance training with our consultants. • Discussions with representatives from ASBA • Continued to review ASBA Trustee training materials and the Speaker's Corner series. <p>With the holidays coming soon, there are lots of events going on at our schools and it will be great for Trustees to check them out!</p>
Recommendations:	- That the Board receive the report as information.



BOARD REPORT

Title:	Title
Contact:	Jameel Aziz, Superintendent/CEO
Date Submitted:	November 14, 2023
Mandate:	Update for the Board of Trustees
Background:	To provide background on current events.
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	Bussing Update, Recruitment, Strategic Plan, appreciation of all staff efforts, fall sporting events.
Recommendations:	Accept report as presented

Superintendent Board Report – November 2023



As we move into the Winter season, our minds again move quickly to planning for the 2024/2025 school year. Our planning for teacher and staff recruitment has already begun. We want to ensure that we have the same success next year as we had last year with bringing quality staff to Yellowknife Education District No. 1 (YK1) and getting early commitments from teachers through our recruitment efforts.

Our other big-picture thinking is focused on the Strategic Plan for YK1 that ends next year. This includes the process of planning, public and partner engagement and alignment with the new curriculum changes in the production of a plan with strategic priorities that will guide our work, planning and resource allocation. Stay tuned for more information on this and opportunities for participation.

Our schools continue to benefit from the enthusiasm and dedication of our staff in the variety of activities and engagement that is occurring both within and outside of the classroom. We are very appreciative of the efforts our staff continue to make to keep students engaged and learning relevant to today's learners.

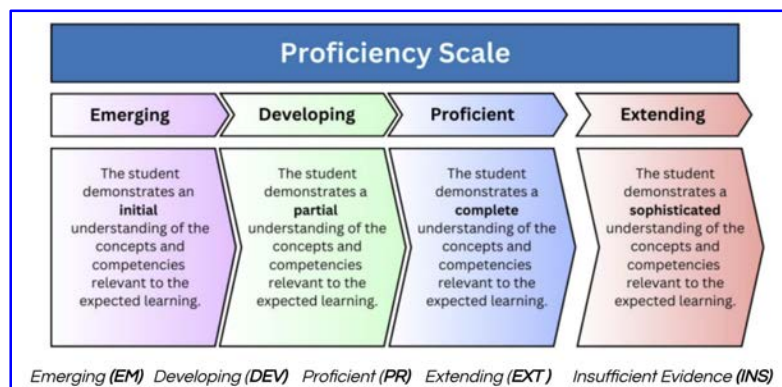


It was great to see some fall sporting action with Spike-It most recently. Our teams were fully engaged and participating in the activities that our schools provide. A big thank you to the coaches and volunteers who ensure that these events occur for our students and students across the region. These events simply would not happen without your efforts.

We hope everyone had a safe and happy Halloween as we now head into November. Remembrance Day preparation and activities will be the next activity we see our schools engaged in. We encourage you to attend our school assemblies and our community services to honour those who served and those who continue to serve.



You will also see the first report cards of the year come home this month and they may look different than what you have seen in the past. As we move to the BC curriculum we are also moving to the report card format used in BC. Your child's school can best answer any questions about the information on the report card as it relates to your child and their academic progress. We know that the competency-based curriculum that the NWT is moving towards will provide better outcomes and hopefully greater engagement for our students.



School photos will be occurring at the end of the month so please check in with your school as to your specific day so that your students are ready for that event.

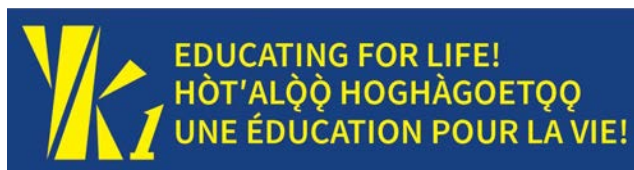


We were pleased to see so many on the land and language activities occurring as soon as we began the school year. These activities are integral to our curriculum and student learning and they will continue throughout the year under the leadership of our Indigenous Language leaders and staff.

Like many of you, we are awaiting the results of the NWT elections and are anxious to see if any changes or adjustments are made to education once a new government is in place. Though we do not anticipate anything major, there are often slight shifts as new governments form and set their mandates. We will keep you apprised if anything of consequence occurs. At the very least, we encourage you to participate in the electoral process and cast a ballot for your preferred candidate

Submitted Respectfully,

Jameel Aziz
Superintendent/CEO

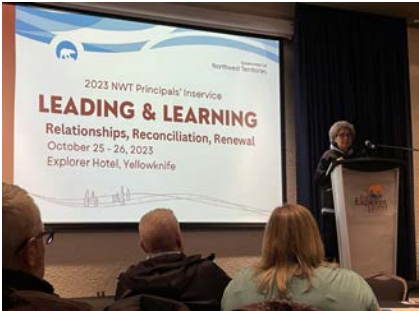




BOARD REPORT

Title:	Title
Contact:	Shirley Zouboules, Assistant Superintendent Curriculum & Learning
Date Submitted:	November 14, 2023
Mandate:	Update for the Board of Trustees
Background:	To provide information about Wellness, Indigenous Language and education, Learning, and Community.
Other Headings as appropriate: - Current - Survey Response - Information	Information
Recommendations:	Accept report as presented

Board Report
November 14th, 2023

Assistant Superintendent Report

<p>Wellness</p> <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>Indigenous Language & Education</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>Learning</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>Community</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>Safe and Caring School plans work session with school admin</p> <p>First ECE/NWT Safe and Caring Schools Subcommittee meeting - November 1st</p> <p>Principal's Conference - two days to network and meet with NWT school administrators - Keynote speakers: Paul Andrews, Jo Chrona, Sarah Gerome and Carolyn Roberts</p> 	<p>RILE attended 2 day inservice with ECE and was a part of the launch of the completed new ILE handbook. QR codes are embedded in the new handbook. (page 17) Watch this video of Lucy Lafferty discussing the bigger meaning of a capable person.</p> 	<p>October 20th PD - Assessment and communicating student learning, JK/K collaborative work on assessment and communicating student learning, SJF - whole school focus on assessment and communicating student learning - all with curriculum renewal</p>  <p>Assessment and Reporting - STIP day November 1st</p>	<p>Aurora College students met with RILE and Dene Kede Facilitator to prep for their 5 week placements for their "On the land" portfolio.</p> <p>Aurora College students have begun their JK/K land based placements once per week. Themes covered include:</p> <p>Week 1: Seasonal Changes and Impacts to life on the land and animals</p> <p>Week 2: What is harvesting? What can we harvest?</p> <p>Week 3: Harvesting berries and plants</p> <p>Teacher recruitment at UNB job fair in Fredericton on October 26. Some excellent candidates were interviewed</p>

Interviews for Inclusive Schooling Manager were held



Mr. Ty shared his skills as a traditional games instructor with classes at MHS. Students played traditional games and moss Ball!

Mr. Ty Instructed Traditional games to a class at RLN.

Mental Health and Wellness Framework - Draft complete, presentation at the next board meeting. This has grown into a more fulsome project to align with Board priorities

Additionally, we have been able to utilize Monique Thomas' specialized skill set to work with Educational Assistants. She completed training all YK1 EAs on Trauma Informed Practices and Strategies, delivering part 1 on October 20 and part 2 on November 1 STIP days. Part 2



7ori Program began at NJM. Students are working with Ms. Destiny doing a "paint by number" to prepare a mural which will be attached to the shed once complete.



Gòh (fireweed) began at Ecole Itlo Students worked with knowledge keeper Johnathan Mackenzie to learn how to prepare fish.

*This program was given its name because fireweed flourishes across the North in a variety of places and spaces, much like our wonderful students.

Family & Student conferences for SJF November 7 & 8th, and Grades JK-8 take place November 21st and 22nd from 4-7:00 p.m.

Faye Brownlie - focus on infusing competencies in planning and teaching - Grades 3-9 teachers and PSTs from RLN, WMS, SJF, NJM, MHS participated

David Macfarlane - Neurolinguistic Approach training with IF/PIF and Core French staff. This is the continuation of the training that was postponed due to the wildfire evacuation in August. All teachers who began the training completed it on October 16 and 17 (4 teachers from YK1, 3 teachers from BC and 1 teacher from Nunavut)

Introduction to "Leading Through Spirals of Inquiry" for school and district leadership - Judy Halbert and Linda Kaser facilitating. Our next session is November 21st.

Children's Autism Services of Edmonton (CASE) - We have continued our contracted services with CASE. They have visited to do observations, consultations and debriefing with staff and family. They continue to virtually debrief and consult as needed. They will be here again January 29-February 1, 2024
Merril Dean - Merrill continues to complete our Ed Psychs that are not

Meetings to support SSDEC French program teachers with the transition to new report cards. SSDEC has decided that, starting this year, PIF program structure, assessment and reporting will follow what YK1 is doing in these areas

Proposal for complementary federal funding for French programs submitted to ECE for review. Three project proposals were submitted

Nov 10 meeting to support Sahtu DEC French programming (ECE-funded partnership YK1 has to support other NWT regions)

Upcoming meetings with NowPlay lead Shelley Stagg-Peterson to share how teacher projects are going, November 9th.

Remembrance Day assemblies held at all schools. YK1 was also represented at the city ceremony held November 11th at St. Patrick's School.

included a collaborative delivery with YK1's RISC, focusing on the connection of trauma informed practice and inclusive schooling. So far we have received complimentary anecdotal feedback about this training and are awaiting formal feedback forms to be completed.

RLN participated in the Walk for Wenjack, as a Legacy School and raised money for the Downie Wenjack Foundation.



Messy Book Program launch (Arctic Rose Foundation) pictured: guest Artist Hovak Johnston with 2 CALM students

[4th R](#) (Relationships) Training for Grade 7-9 staff with ECE, November 7th.

HRP GSA Training for staff supporting school GSAs, November 9 & 10th.



Melaw Nakehk'o worked with SJF classes to complete the beginning stages of moose hide preparation.



MHS began a weeklong fish camp in language classes (Am only).



RLN began "Fire Friday" with Mr. Ty with the theme of Fish!

Jordan's Principle funded. She will be with us again to complete assessments and debrief with families December 4-8, 2023. She is gearing down for retirement and has reduced the number of assessments she is completing. She has advised us of her plan to slow down greatly over this and into next year. This has spurred on our search for educational Psychological support, and beginning stages of planning for economical sustainability with this service.

Robyn Combres -Robyn is a behavioural consultant that has been working with the district for a number of years. She has performed observations, consulted with schools and debriefed with staff and families. She will work with YK1 staff again January 15-18, 2024.

RILE engaged in ongoing conversation for planning PD with Dr. Sara Florence Davidson (December 1: Exploring current perspectives and practices in Indigenous Education- session for Admin).

Ms. Madelaine appeared as a guest language speaker in the SJF language class during the end of unit student oral assessments

Duck, Duck, GooseRed Light, Green Light

impacts of the wild fire on YK landscape and jobs related to fire safety.

Ongoing work with Arnold Krause and Martin Male on the set up of our reporting system - PowerTeacher Pro - to align with assessment and reporting practices as we move to a new curriculum. YK1 has been working with other NWT regions to develop a report card template that reflects teaching and learning with competencies in mind.

Renée Michaud - virtual workshops on math fluency for teachers in Grades 1-8 on Oct 11 and 12

French immersion district reading assessments were completed for students in Grades 6-8 at WMS



BOARD REPORT

Title:	Title
Contact:	Landon Kowalzik, Assistant Superintendent Human Resources & Learning
Date Submitted:	November 9, 2023
Mandate:	Update for the Board of Trustees
Background:	To provide information about Evaluations, Recruitment and Hiring, Mentorship, and Enrollment Report.
Other Headings as appropriate: - Current - Survey Response - Information	Information
Recommendations :	Accept reports as presented

Assistant Superintendent Kowalzik's Report November 14, 2023

Evaluations

The large-scale trialling of the new Teacher Growth and Evaluation Process is now underway. There will be five YK1 administrators along with Assistant Superintendent Kowalzik who will be participating in the trial this year. Each participant will be provided training specific to the new Process and will have opportunities throughout the pilot to provide feedback to ECE about the process. The trial will begin with introductory meetings on November 8 and 16. There will then be two ECE led check-ins with participants over the course of the school year. Those administrators that are not participating in the trial this year, are beginning to have their initial meetings with staff who are being evaluated, and some observations have already begun.

Recruitment and Hiring

Hiring for the 2023/24 school year is almost complete. As of October 4, 2023, we have hired 49 new staff to work in our schools. 18 of those new staff are teachers and 31 are education assistants. Since the last board meeting, we have added 13 more substitute teachers bringing our total to 96. This is still a reduction from the end of the last year, but we are making positive progress. We will continue to try to recruit substitute teachers through the course of the year. Planning for recruitment for the 2024/2025 school year is currently underway. Jean-Marie Mariez and Jeff McConomy attended the fall career fair at the University of New Brunswick the week of October 24 and met several potential teacher candidates (including soon to graduate and experienced teachers).

Mentorship

Due to scheduling conflicts, the VP mentorship cohort has postponed its next meeting until December. In the meantime, Assistant Superintendent Kowalzik has been meeting with members individually to provide support and guidance. Topics covered so far include evaluations, the new evaluation tool, progressive discipline, and the collective agreement and its application to substitute teachers. Assistant Superintendent Zouboules has also been providing direct, one on one mentorship to our most recently hired Assistant Principal. We also have 23 first and second year teachers participating in the NWT Mentorship program where they are each paired with a more senior teacher to be their mentor for the year.

Yellowknife Education District No. 1
Enrolment Report as of: November 9, 2023

School	JK	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals		
															Nov-23	Nov 22	Change
Mildred Hall	21	37	31	22	33	31	24	41	19	21					280	283	-3
Ecole Itlo (French)	49	36	49	41	42	54	30								301	289	12
William McDonald (All)								91	108	76					275	261	14
N.J. Macpherson	43	59	52	41	65	64	41								365	357	8
Range Lake North (All)	21	27	24	31	24	22	35	10	26	30					250	261	-11
Ecole Sir John Franklin											142	287	133	111	673	697	-24
Totals	134	159	156	135	164	171	130	142	153	127	142	287	133	111	2144	2148	-4

Yellowknife Education District No. 1
Monthly Enrolment Tracking

School	FTE Totals									
	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Mildred Hall	277.00	289	280							
Ecole Itlo	299.00	300	301							
William McDonald	272.00	274	275							
N.J. Macpherson	357.00	365	365							
Range Lake North	247.00	251	250							
Ecole Sir John Franklin	714.00	674	673							
Totals	2166.00	2153.00	2144							



BOARD REPORT

Title:	Secretary-Treasurer Report
Contact:	Tram Do, Secretary-Treasurer
Date Submitted:	November 14, 2023
Mandate:	Update for the Board of Trustees
Background:	To provide information on bussing, audit, and financial variance report.
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	
Recommendations:	- Accept report as presented



Yellowknife Education District No. 1

Secretary/ Treasurer Report

Board Meeting – November 14, 2023

Bussing

October 31, 2023 was the deadline for application of bus passes. The deadline is necessary for Transdev to complete the planning of Bus routes and the assignment of seats for the School year. Late applications for a bus pass will be considered if there are available seats.

We will be reviewing all appeals for a bus pass and will communicate to everyone on the appeal/ waiting list by November 17.

Audit

We contracted Associated Environmental Engineering to update the estimated costs for the remediation and abatement of hazardous materials of our Buildings. These costs estimates are for the valuation of Asset Retirement Obligations.

We have been working with Department of Finance on the adoption and reporting of PS 3280 Asset Retirement Obligation to ensure consistent reporting for GNWT financial consolidations. A liability for the Asset Retirement Obligations is recognized and is recorded against the Investment in Tangible Capital Assets.

The Audit Committee met on November 1. Fred Deschenes presented to the Audit Committee the results of the Audit. James Wong, who has served on our Audit Committee since the beginning for the past 18 years will be resigning from the Audit Committee. We Thank you for your many years of contribution to our Audit Committee and wish you all the best in your retirement.

David Chen presented the results of the Audit to the Board of Trustees on November 7 at the Committee of the Whole.

The Audited Financial Statements are attached for Board approval and will be submitted with the Annual Report.

Financial Variance Report as of October 31, 2023

The Board of Trustees approved a deficit budget of \$807,969. As of October 31, 2023 there are some positive variances;

- Interest Income due to higher return on investment due to rising interest rates \$135,000
- School Programs salary savings as we still have two Junior Kindergarten positions on reserve.
- Administration salaries due to vacant positions

Yellowknife Education District No. 1				
Financial Summary Report				
For the month ended October 2023				
		Total	YTD	%
		Budget	Actual	Spent
REVENUES				
1	GNWT Base Funding	30,458,543	5,273,234	17.3%
2	GNWT SSI & Carryover	174,240	9,541	5.5%
3	GNWT French	580,000	101,938	17.6%
4	Other School Board	15,000	0	0.0%
5	City of Yellowknife	6,880,000	1,209,193	17.6%
6	Interest Income	400,000	267,500	66.9%
7	Superintendent Services	76,500	15,300	20.0%
8	Detah Enrolment Transfer	147,000	26,083	17.7%
9	Misc (Parking, ILC)	19,562	18,853	96.4%
10	Jordan's Principle	4,843,707	936,150	19.3%
	Total Revenues	43,594,552	7,857,792	18.0%
EXPENDITURES				
Salaries & Benefits:				
School Programs:				
11	<i>Schools & District & JK</i>	21,964,208	3,752,868	17.1%
12	<i>French</i>	627,033	87,753	14.0%
13	<i>Technology</i>	403,196	121,816	30.2%
14	Administration	1,488,062	407,680	27.4%
15	Board	86,850	-	0.0%
16	Inclusive Schooling	6,774,256	1,046,347	15.4%
17	Maintenance	717,560	219,844	30.6%
18	Indigenous Language & Culture	1,007,808	139,609	13.9%
19	Elders in Schools	82,000	2,716	3.3%
20	Student Success Initiatives	33,000	0	0.0%
21	Jordan's Principle	4,274,449	834,245	19.5%
	Total Salaries & Benefits	37,458,422	6,612,878	17.7%
Operations & Maintenance				
School Programs:				
22	<i>Schools & District</i>	1,459,000	199,350	13.7%
23	<i>MHS O&M & Subs</i>	145,421	22,316	15.3%
23	<i>ITL'O O&M & Subs</i>	129,559	20,211	15.6%
23	<i>NJM O&M & Subs</i>	158,011	13,640	8.6%
23	<i>RLN O&M & Subs</i>	129,105	24,409	18.9%
23	<i>WMS O&M & Subs</i>	139,440	17,798	12.8%
23	<i>SJF O&M & Subs</i>	360,591	71,288	19.8%
24	<i>French</i>	200,000	28,481	14.2%
25	<i>Technology</i>	355,710	113,182	31.8%
26	Inclusive Schooling	295,346	33,868	11.5%
27	Utilities	1,837,572	332,027	18.1%
28	Maintenance	373,970	86,792	23.2%
29	Maintenance Capital projects	526,000	55,293	10.5%
30	Administration	223,006	43,948	19.7%
31	Board	81,480	0	0.0%
32	Indigenous Language & Culture	259,727	7,759	3.0%
33	Student Success Initiatives	141,240	9,541	6.8%
34	Jordan's Principle	128,921	16,800	13.0%
	Total O&M	6,944,099	1,096,704	100%
	Total Expenditures	44,402,521	7,709,582	17.4%
	Surplus (Deficit)	(807,969)	148,210	

Yellowknife Education District No. 1				
Jordan's Principle Financial Summary Report				
For the month ended Oct 2023	Approved Funding	Approved Budget	YTD Actual	% Spent
REVENUES				
Jordan's Principle	5,998,394	4,403,370	851,045	14.2%
Administration Fee Revenue	599,839	440,337	85,105	14.2%
Total Revenues	6,598,232	4,843,707	936,150	14.2%
EXPENDITURES				
Salaries & Benefits:				
Mildred Hall School	2,472,099	1,766,622	356,471	14.4%
NJ Macpherson School	1,112,268	780,659	154,657	13.9%
Range Lake North School	1,193,176	1,015,646	163,062	13.7%
William McDonald School	492,152	75,375	81,745	16.6%
Ecole Sir John Franklin High School	608,646	636,147	78,310	12.9%
District Office	599,839	440,337	0	0.0%
Total Salaries & Benefits	6,478,179	4,714,786	834,245	12.9%
O & M				
Mildred Hall School	84,692	83,000	16,800	19.8%
NJ Macpherson School	24,211	0	0	0.0%
William McDonald School	11,150	45,921	0	0.0%
Total O&M	120,053	128,921	16,800	14.0%
Total Expenditures	6,598,232	4,843,707	851,045	12.9%

Yellowknife Education District No. 1			
School Additional Expenditures			
For the month ended Oct 2023			
	Total	YTD	%
	Funding	Actual	Spent
REVENUES			
Menstrual Products	239,554	15,529	6.5%
Active After School	108,867	7,701	7.1%
Food First/Taste Makers	23,209	11,755	50.6%
Birchbark - MHS	3,789	2,846	75.1%
Breakfast Club	11,100	315	2.8%
Food Program - Misc Donations MHS	100	62	62.2%
Drop the Pop	3,843	38	1.0%
Youth Corp - Gardening	2,500	0	0.0%
On the Land Program RLN	10,467	3,792	36.2%
Take a Kid Trapping	15	0	0.0%
Community Foundation Grant WMS	175	0	0.0%
Tides - On the Land Pursuits WMS	7,273	0	0.0%
PC Charity Food Program	8,525	0	0.0%
MACA - Youth Corp Winter Camp RLN	662	0	0.0%
Total Revenues	420,079	42,038	10.0%
SCHOOL BUDGETS			
	Total	YTD	%
MHS	Funding	Actual	Spent
Menstrual Products	26,086	0	0.0%
Active After School	15,300	0	0.0%
Food First/Taste Makers	11,415	0	0.0%
Take a Kid Trapping	15	0	0.0%
Birchbark	3,789	2,846	75.1%
Breakfast Club	11,100	315	2.8%
PC Charity Food Program	8,525	0	0.0%
Food Program - Misc Donations	100	62	62.2%
Total MHS	76,330	3,224	4.2%

Yellowknife Education District No. 1			
School Additional Expenditures			
For the month ended Oct 2023			
	Total	YTD	%
	Funding	Actual	Spent
ITLO			
Menstrual Products	7,644	0	0.0%
Youth Corp - Gardening	2,500	0	0.0%
Active After School	22,960	0	0.0%
Drop the Pop	2,226	0	0.0%
Total ITLO	35,332	0	0.0%
NJM			
Menstrual Products	8,026	0	0.0%
Active After School	20,417	422	2.1%
Drop the Pop	8	0	0.0%
Total NJM	28,451	422	1.5%
RLN			
Menstrual Products	15,312	0	0.0%
On the Land Program	10,467	3,792	36.2%
Maca Youth Corp Winter Camp RLN	662	0	0.0%
Active After School	17,229	0	0.0%
Drop the Pop	6	0	0.0%
Food First/Taste Makers	11,792	11,383	96.5%
Total RLN	55,468	15,175	27.4%
WMS			
Menstrual Products	39,093	4,811	12.3%
Active After School	17,661	4,670	26.4%
Community Foundation Grant	175	0	0.0%
Tides - on the Land Pursuits	7,273	0	0.0%
Total WMS	64,202	9,480	14.8%
SJF			
Menstrual Products	143,393	10,718	7.5%
Active After School	15,300	2,609	17.1%
Drop the Pop - YOF	1,603	38	2.3%
Total SJF	160,296	13,737	8.6%
Total Expenditures	420,079	42,038	10.0%



BOARD REPORT

Title:	Director of Operations Report
Contact:	Jordan Martin, Director of Operations
Date Submitted:	November 14, 2023
Mandate:	Update for the Board of Trustees
Background:	To provide information on maintenance and custodial work
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	
Recommendations:	- Accept report as presented



Director of Operations Board Report November 2023

Snow!!! It's here and we are working on improving our snow removal process to make it safer and less physically straining on staff. Keep an eye out for janitorial staff out moving snow in their new Hi Vis snow gear soon. We had a staff member almost get hit in a parking lot by another staff member coming in to work. The dark winter mornings, it is a reminder that our staff need to be visible to help keep them safe while they work outside.

Johnson's Controls are in town servicing the environmental controls in Sir John Franklin, William McDonald NJ Macpherson and Range Lake North. They have fixed some minor equipment faults that have created some inconveniences for a few classrooms. Heading into the heating season our equipment is operating well.

Mildred Hall

The DDC system upgrades are still ongoing. With the help of Martin and Jason from IT Siemens is working to have us up and running soon.

It'ò

Clark Builders are still working on deficiencies. Infrastructure has asked to meet and discuss the remaining issues. Over Christmas break Clark will be working to close in on completing the project.

Range Lake

Elite Flooring has completed the main foyer flooring project. It looks great and has really brightened up the space.

All the vandalism caused by the gym break-in has been repaired. The door that was used to gain access has been secured and hopefully, this will not become an ongoing issue.

NJ MacPherson

The bus rail project from the summer has been completed.



BOARD REPORT

Title:	Finance Committee Meeting
Contact:	Jason Snaggs, Chairperson & Committee members (video conferencing), David Wasylciw, Tina Drew, Michelle Peters, Allan Shortt
Date Submitted:	October 27, 2023
Mandate:	<ul style="list-style-type: none"> • Financial Update • Review of revised Procurement Admin Procedure
Background:	<ul style="list-style-type: none"> - Update on the Financial Position/ Variance Reports - Presentation of Revised Procurement Procedure. - Notice of replacement of telephone systems at 4 schools and district office
Other Headings as appropriate: - Current	-
Recommendations:	<ul style="list-style-type: none"> - To accept the Variance report as presented. - Comments on the Procurement Procedure to be communicated to Administration by end of November.



Finance Committee Meeting

October 27, 2023

YK1 Boardroom and Online

Trustees Present: Allan Shortt, David Wasylciw (video conference), Jason Snaggs* (video conference), Michelle Peters (video conference), and Tina Drew (video conference)

Administration Present: Jameel Aziz, Tram Do, Pat Thagard

Presenter: Tram Do

Chairperson: Trustee Snaggs

Topics to be discussed:

1. Variance Report Oct 2023
2. Telephone System
3. Updated Procurement Procedures DRAFT document

1. Variance Report

Administration presented the October 2023 Variance Report. The following was shared:

- The report indicates revenues are in line with the budget;
- YK1 is currently earning higher interest income on investments than budgeted;
- There are 2 JK positions that were not filled however, we will teachers that are higher on the pay grid and may need to use those savings for teachers salaries;
- There are salary savings at district office due to two positions being vacant for some time;
- The final October Variance Report may have some minor changes because there are a few days left in the month;
- There is a positive \$135,000 variance in revenues due primarily to the higher interest rates we are seeing on investments

Question: Why are the Operation & Maintenance (O&M) and Subs amount so high at École Sir John Franklin High School (SJF)?

The majority of the actual is due to O&M start-up costs and Tech costs.

Question: Would seeing a monthly variance report be possible?

Leadership at schools are provided with that level of detail every month. School systems are funded annually. Detail for October was reviewed. The Board has not historically received a monthly variance. However, the same reports shared with schools could be shared with the Board as requested.

Question: Can exceptions to what is budgeted/expected be highlighted for the Board with reasoning for the exception?

Detail shared with schools was shared on screen and reviewed. Salaries budgeted are allocated to when they are paid. O&M is allocated in September for the whole year. In March/April projections will be done for the following school year.

Question: Can the Board assume there is no issue with cash flow?

YK1 is very healthy financially and we do not have any cash flow issues. The high interest rate we are currently getting on our investments is helping. Also, funding comes in before cash flows out.

Question: Does funding from the GNWT and the City come in as lump sums?

We receive funding from the GNWT on a month-to-month basis (funding total spread over 12 months). Our funding from the City comes in quarterly at the beginning of each quarter.

2. Updated Procurement Procedure DRAFT

This procedure is being updated to clarify the procurement practice at YK1 which is in place in order to comply with Government of the NWT (GNWT) requirements. The limits, approval levels and the Request for Tender (RFT) and Request for Proposal (RFP) processes were reviewed.

[*Trustee Snaggs joined the meeting at 12:30 PM.]

It is important to note that we will not ignore the quality, warranty and durability of products purchased. The district office will work to maintain a balance between cost and quality.

Trustees: The following was noted:

- Using the lowest bidder in the past has resulted in negative results.
- The Strategic Plan refers to being good stewards from an environmental standpoint. Trustees would like to see something in this regard being included in bid criteria requirements.
- Trustees agreed that the evaluation of bids should contain the criteria YK1 expects with the product or service provided.
- The GNWT has different criteria. It was suggested that YK1 incorporate those items into the procedure.
- Delegated amounts need to be incorporated.

Administration will research the information noted and incorporate this content into the next draft of the Procurement Procedure.

3. Surplus

YK1 is currently within estimated amounts. We will have to go to RFP for the phone systems for 4 schools and the district office. Martin Male has begun researching the systems available and will be providing an analysis.

Question: Can the Board expect a \$250K request for the phone systems to be brought to the Board for approval?

The phones indicated are nearing or past their end of life therefore this will need to be done.

Question: Are the SJF and École ı̀t'ò phone systems the same?

No, they are different systems. There are issues with the École It'ò system.

Question: Are we looking at direct or internet phone systems?

This is unknown at this time.

Trustee suggestion: The GNWT has helped with other tenders in the past. If we need support with writing the phone system call for proposal, we can reach out to them again.

More discussion to follow once the research and analysis are completed.

4. Committee Chairperson Selection

Trustee Peters nominated Trustee Snaggs. The nomination was seconded by Trustee Shortt. Trustee Snaggs accepted the nomination.

No other nominations were received.

Trustee Snaggs will be the Finance Committee Chairperson for 2023-2024.

The meeting adjourned at 12:50 PM



Finance Committee Meeting
October 19, 2023
YK1 Boardroom and Online

Trustees Present: Allan Shortt (video conference), Barbara Bell, Michelle Peters
Administration Present: Tram Do, Pat Thagard

Meeting Chairperson: Trustee Peters

Trustee Bell nominated Trustee Peters as committee chairperson. Trustee Peters suggested having a rotating chairperson. Trustees Bell and Peters agreed to rotate chairing the Policy Committee meetings.

The following policies are pending: Policy #3 – Role of the Trustee. Trustee Peters to share current draft for inclusion in the agenda package for tabling at November Board meeting.

There are a number of policies that require review.

The creation of a Working Policies folder in Google Drive was suggested. Administration to create and share the folder with subfolders by school year. Trustee Peters will share the documents she has in a shared folder.

Policy 19 (Nutrition) to be removed from the website. Past administration determined that this policy would not be actionable. Committee to review this policy and Policy 23 (Environmental) to determine whether or not to bring forward or delete these policies.

Committee to choose the next policy to review. Policy #9 to be next to be reviewed. Committee members to review and bring feedback to the next meeting.

Meeting notes cover page to include a list of future policies to be reviewed so that all trustees have time to review and provide feedback.

Administration to confirm which policies have been reviewed in the past year and ensure they are posted on the website.

The meeting adjourned at 12:46 PM



Yellowknife Education District No. 1 Policy Committee Meeting MINUTES

November 8, 2023 @ 12:00 PM

District Office Boardroom & Video Conference

Committee Members Present: Barbara Bell, Michelle Peters, and Allan Shortt
 Absent: none
 Administration Present: Jameel Aziz, and Pat Thagard
 Guests present: none
 Meeting Chairperson: Trustee Peters

1. The meeting started at 12:10 PM. 3 committee members present.
2. Discussion:
 - a. For the time being the Committee will meet the Wednesday before the Board Meeting and on the Wednesday of the week following the week of the Board meeting.
 - b. Confirm that policies approved by the Board last year were loaded onto the website.
 - c. Next Policy on Committee Work Plan is Policy #9 – Board Delegation of Authority. This policy is very broad. A suggestion was made to ask all Trustees to have a look at the policy and provide comments.
 - d. Question arose about who reviews policies for compliance with legislation. Review to ensure compliance with legislation can be delegated to district office staff.
 - e. It was suggested trustees should review Administrative Procedures and provide any feedback for consideration by district office leadership. The district office will be working on updating/adding Administrative Procedures as they relate to the operational side of YK1. Suggestions are welcomed. Policy Committee to ask Trustees to review 100 series Administrative Procedures and provide feedback to the Policy Committee.
 - f. The creation of a “stop” list, that possibly rotates through the year was discussed, as well as capturing when families leave if they are leaving Yellowknife and the NWT and why.
 - g. The Policy Committee Work Plan needs to be updated. Chairperson Peters will work on this.
 - h. The following motions will be brought to the next Board meeting:
 - i. Motion to retract Motions #19 & #23 for further review;
 - ii. Motion to update titles in policies to reflect recent title changes;
 - iii. Motion to approve Policy #3
3. Next meeting date: November 22, 2023
4. Meeting adjourned at 12:43 PM

Patrizia Thagard, Meeting Secretary

Michelle Peters, Committee Chairperson

Tram Do, Secretary Treasurer



BOARD REPORT

Title:	Audit Committee
Contact:	Trustee Terry Brookes
Date Submitted:	8 th November, 2023
Mandate:	Update for the Board of Trustees.
Background:	Providing Committee Meeting Minutes for 1 st November 2023.
Other Headings as appropriate: - Current - Survey Response - Information	Information.
Recommendations:	Accept report as presented.



BOARD REPORT

Title:	Audit Committee Orientation
Contact:	Trustee Terry Brookes, Barbara Bell
Date Submitted:	31 October 2023
Mandate:	Update for Trustees on the Audit Committee
Background:	<p>Review of the progress of the Audit and work with Department of Finance.</p> <p>Update on the adoption of the new accounting standard PSAB 3280 Asset Retirement Obligation with Department of Finance.</p>
Other Headings as appropriate: <ul style="list-style-type: none"> - Current - Survey Response - Information 	Information
Recommendations:	Accept report as presented.



Audit Committee Meeting

November 1, 2023

YK1 Boardroom

12:00 PM

Committee Members present: Barbara Bell, Terry Brookes, Konstantin Kasanov, James Wong, Marisa Ziyapapa.

Administration present: Jameel Aziz, Tram Do, Tessa Elliott, Pat Thagard.

Auditors present: Fred Deschenes and David Chen of Crowe MacKay, Yellowknife

Secretary Treasurer Do welcomed everyone to the meeting. Statements are delayed this year due to the risk of fire evacuation and the new accounting standards implementation for asset retirement obligations.

Board of Trustees to approve financial statements on Tuesday, Nov 14, 2023.

Fred Deschenes went over the highlights of the audit. The following questions came from the Audit Committee:

Question – what is the contribution repayable?

This is related to Jordan's Principle (JP) contributions that were not used during the year that are to be repaid.

Question about teachers' accrued salaries in the summer/vacation payable balance.

The vacation payable is not related to teachers, it is for USW and district office staff. Teachers' salaries are earned from Sept-June and they are paid during the months of July and August. Teachers pay for July and August are accrued as wages payable in June.

Observation: Net financial assets increase does not include tangible capital asset amounts.

Investment in tangible capital asset amount and operating fund will both need to be adjusted as compared to the information on the slide (\$725k).

Question: clarification was requested regarding the time delay in getting the Asset Retirement Obligation (ARO) adjustments completed.

YK1 was required to get updated numbers from the environmental assessment company in order to get this entry done and then had to wait on the GNWT Department of Finance to provide the standardized entry. We will be getting approval from the GNWT Department of Finance on the reporting of the ARO to ensure consistent reporting.

Question: Where was \$2M from the sale of the Nordic Arms building allocated?

All of those funds were allocated to the operating surplus. The sale of Nordic Arms also caused a reduction in accommodation expenses.

Question: Why doesn't JP revenue amount match the expenses amount this year, as they did in previous years?

This year, all of the Administration costs support Jordan's Principle, therefore Administration Expense for Jordan's Principle is not separated.

Question: Regarding changes in accounting policy.

Items that were applied during this audit related to the ARO and retroactively to last year. This was requested by the GNWT.

Question: Are there future accounting policy changes coming up?

Nothing major, except for a possible change in the presentation of statements. This is still in talks and won't be implemented right away. Change in auditing standards – CAS 315 documentation of internal controls and understanding of organization, and IT controls. Changes in client acceptance, and internal quality controls. The quoted cost for the audit has already increased related to this, but there may be more increases in the coming years to be able to follow these standards.

Question: Are there any subsequent event notes (e.g. forest fire)?

We do not know the impacts of the wildfire evacuation and there is no value added to have this information in the statements. There was only minor expenditure related to the wildfires was the purchase of air filters, this occurred after year-end. We have submitted a request for funding to the GNWT. This expenditure is not material to the audit.

It was also noted that: the Education Authority is ultimately responsible for School Generated Funds (SGF). The ECE surplus limit is 7%.

No management letter points were necessary.

After many years serving on the Audit Committee, James Wong will be retiring from the committee. The Audit Committee members were thanked for their contributions and James Wong was wished all the best in his retirement.

The Audit Committee asked to submit comments by Friday, Nov 3, 2023.

The meeting adjourned at 12:57 PM



Yellowknife Education District No.1

Committee of the Whole

Oct 10, 2023

12:00 p.m.

YK1 District Office Boardroom & Video Conference

Google Meet joining info: <https://meet.google.com/wbz-fxqn-vec>

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1. **Call to Order**
 2. **Land Acknowledgment**
 3. **Approval of Agenda**
 - a. Committee of the Whole: **November 14, 2023**
 4. **Approval of Minutes**
 - a. Committee of the Whole: **October 10, 2023**
 5. Historical Document Storage
 6. Advocacy Plan
 7. Board Admin Check-in
 8. Motion to Adjourn
-

Draft Motions for Regular Meeting (7:00 PM):

5.0 – Adoption of Agenda

I move to approve the agenda as presented.

7.0 – Review & Approval of Minutes – Regular Meeting

I move the Board of Trustees of Yellowknife Education District No. 1 to accept the minutes of the Regular Board Meeting of _____ as presented/amended.

16.0 – Adjournment

I move to adjourn the meeting



Yellowknife Education District No. 1 Board of Trustees Committee of the Whole (COW) Meeting MINUTES

October 10, 2023 @ 12:00PM

District Office Boardroom & Video Conference

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

Regrets: Jason Snaggs

Administration Present: Jameel Aziz, Shirley Zouboules, Landon Kowalzik, Tram Do, Jordan Martin (video conference), and Pat Thagard

Guests present: names(s)/none

Meeting Chairperson: Chairperson Drew

1. The meeting was called to order at 12:02 PM. Six (6) Trustees were present, quorum was met.
2. Chairperson Drew 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. Approval of Agenda

Motion #: 01/10-10/23

I move to accept the agenda as presented.

Moved by: Trustee Brookes; Seconded by: Trustee Bell

Motion #: 02/10-10/23

I move to amend the agenda as presented with the following amendments:

Addition of the following items for discussion:

Committees, Operation Plan, Minutes, Financial Report, Enrollment and an in-camera session.

Moved by: Trustee Drew; Seconded by: Trustee Peters

Motion #: 01/10-10/23 Defeated

Motion #: 02/10-10/23 Carried

4. Approval of Minutes

Motion #: 03/10-10/23

I move that the YK1 Board of Trustees accept the Committee of the Whole minutes of June 13, 2023 as circulated

Moved by: Trustee Wasylciw Seconded by: Trustee Shortt

Carried

5. The Canadian School Boards Association (CSBA)

This item was deferred to a future meeting.

6. Annual Report

This report will come before the Board of Trustees for approval in November. Currently, the audit is being finalized and is the last piece required to complete the Annual Report.

The report will be shared in advance of the next Board meeting.

Suggestion: Hold a separate COW meeting to review and provide feedback about the Report.

7. Fall Retreat

Originally this meeting was scheduled for the October 14th weekend but planning did not occur due to the evacuation. The Board of Trustees will be updated as soon as a new proposed date and information is available.

Action: Chairperson Drew will do a Doodle Poll to determine the best date for the fall retreat.

8. Committees

Board Chairperson Wasyliciw indicated notes and spreadsheets regarding Committee & Parent Advisory Committee (PAC) assignments have been distributed via email. Going forward all Trustees will sit on the Finance Committee with the exception of the two Trustees that will be sitting on the Audit Committee.

Action: Trustees to review the spreadsheet and advise if any assignments are a conflict.

The following are the PAC assignments for the 2023/2024 school year:

It'ò	- Trustee Brookes
MHS	- Trustee Peters
NJM	- Trustee Shortt
RLN	- Trustee Drew
SJF	- Trustee Snaggs
WMS	- Trustee Bell

9. Operating Plan

Trustee question: Was there any feedback on the 2023/2024 Operating Plan that was provided to the Department of Education, Culture and Employment (ECE)?

The Operating Plan was approved by ECE.

10. Minutes

Trustees would like to see hanging sentences changed to full sentences in minutes.

Action: Chairperson Drew offered to work with Administration to correct this.

Suggestion: Defer minutes to the November meeting so that Trustees have the time to review the revised minutes.

11. Financial Report

Trustee question: With regard to the Sole Source report – did NCI Northern Computer Inc. win a tender?

NCI Northern Computer Inc. is the only certified provider in Western Canada for the products we were looking for.

Suggestion: Add a column indicating the rationale behind sole sourcing a purchase.

Action: Administration will ensure the additional column is added and populated.

12. Enrolment

Trustee question: Does École William McDonald Middle School (WMS) have the capacity to host the large number of students who will be entering middle school in the years to come?

Administration indicated that WMS currently has the room to host students who want to attend WMS. The capacity will be evaluated again next year.

13. In-Camera

Motion #: 04/10-10/23

I move that the YK1 Board of Trustees move into an in-camera session.

Moved by: Trustee Wasylciw Seconded by: Trustee Drew

Carried

Motion #: 05/10-10/23

I move that the YK1 Board of Trustees end the in-camera session.

Moved by: Trustee Shortt Seconded by: Trustee Wasylciw

Carried

14. Date and Time of Next Meeting(s) - as indicated on agenda.

15. Chairperson's Closing Remarks

Chairperson Drew thanked everyone for attending and participating in the meeting.

16. Motion to Adjourn

Motion #: 06-10-10/23

I move that this Committee of the Whole meeting of the YK1 Board of Trustees be adjourned.

Moved by: Trustee Shortt; Seconded by: Trustee Wasylciw

Carried

The meeting adjourned at **1:04PM**

Meeting Secretary: Patrizia Thagard

Signed after update, as required and approval:

Committee Chairperson Drew

Secretary-Treasurer Do



BOARD REPORT

Title:	NWTTA-Board Committee
Contact:	Trustee Terry Brookes
Date Submitted:	8 th November, 2023
Mandate:	Update for the Board of Trustees.
Background:	Providing Committee Meeting Minutes for 1 st November 2023.
Other Headings as appropriate: - Current - Survey Response - Information	Information.
Recommendations:	Accept report as presented.

NWTTA Teacher-Board Advisory Committee

Minutes

Wednesday, November 1, 2023 – 4:00 p.m.

1. Welcome & Introductions
2. Land Acknowledgement
3. Additions to the Agenda
 - Mid contract review
4. Celebrations
 - Start of the school year
 - New staff being paid so they will come after evacuation
5. BC Curriculum
 - Teacher Concerns - lack of training and resources
 - Number of hours outside the classroom to implement curriculum
 - Communication with parents from ECE before teachers
 - When will work start for next year – grade 10
 - Workshop with ECE when will this happen – January/February
 - Gwen – will contact members who are trialing – what resources do they need.
6. Emergency Sub Plans
 - Expectations of teachers
 - Some schools are asking for 10 days
 - Randy – explained the need for 5-day plan for elementary schools – use of PLCs to co-plan and create procedures

7. Evaluations

- Use of new tool from ECE
- Concerns were raised of workload for Admin and teachers
- Landon – updated everyone on the plan for this year – 3 schools – start November
- Discussion over the details of the tool – is it an evaluation or just a program for goals and development

8. Teacher recruitment and retention

- Discussion around the importance of early recruitment
- This year all positions were filled by July
- Housing did not seem to be an issue – Landon was actively supporting new hires with housing options
- Gwen- will communicate to members the importance of notifying DO early so hiring process can happen early to ensure a good hire

9. Internet Issues in YK1 Schools

- How can teachers be supported when the technology/internet is not supporting them
- Jameel – explained the plan right now to fix the issues of the poor internet in schools
- Jameel – explained the plan for a security audit and speed capacity audit

10. Admin Items – Randy

- No items to share

11. Adjournment – Next Meeting – January 2024

Michelle Peters

BOARD MEMBER REPORT- October 2023

Attended PAC meeting – Ecole Mildred Hall Elementary School Date: 26 October 2023

Provided Board updates as per PR committee speaking points

Attended

Open House at RANGE LAKE NORTH

Open House at Ecole William McDonald Middle School

LEARNING

Podcast: Radical Collaboration - Featuring Jim Tamm on Canadian International Institute of Applied Negotiation (CIAN) <https://ciian.org/podcast>

Topics discussed:

- The five skills needed to achieve collaboration
- The importance of openness and creating physiological safety
- Why working on defensiveness is the most important factor that can influence the collaboration process
- Why conflict avoidance is the dominant style in workplaces.
- The common behaviours and characteristics of “red zone” cultures
- The importance of mediators to set boundaries

Range Lake School PAC Report

Great start to the new school year. Love the new flooring in the Atrium.

Parents state their children miss their dog at the school – Trustee reminded parents that they can always do a presentation to the board.

Family Fun Night was a great event, parents found the work to set it up very overwhelming and will look at future events can be organized.

Bussing – questions were raised about bussing distances, and the fact that all distances are not created equally, i.e., if you have sidewalks and cross walks on your journey to school, this is different if there is no sidewalk, or busy sidewalks, i.e., if bikes use the sidewalk due to a very busy road, should this not also be taken into consideration. The trustee directed these to the administration to answer.

The information portal on the YK1 website was also highlighted by the Trustee.

Christmas Sale will be held on November 3rd at the Gym.

Parents are once again giving staff appreciation gifts at different times throughout the year.



Upcoming Events: Nov & Dec 2023

November – (Hindu Heritage Month)						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6	7	8	9	10	11
Daylight Savings			Indigenous Veterans Day			Remembrance Day
12	13	14	15	16	17	18
Craft Sale MHS 10AM	Stat – No School	COW & Board Meetings	NJM PAC Mtg 7 PM		Book Fair Ìt'ò 1:30 PM	Book Fair Ìt'ò 1:30 PM
19	20	21	22	23	24	25
Book Fair Ìt'ò 1:30 PM Canada History Week >>>	Book Fair Ìt'ò 1:30 PM Report cards go home National Child Day Transgender Day of Remembrance	Book Fair Ìt'ò 1:30 PM	Book Fair Ìt'ò 1:30 PM Policy Cttee Mtg 12 PM SJF Winter Concert 7:30 PM	Book Fair Ìt'ò 1:30 PM	No Classes for Students	
26	27	28	29	30	1	2
		Photo Day Ìt'ò	Photo Day EWMS	Photo Day MHS & RLN	Photo Day NJM	



Upcoming Events: Nov & Dec 2023

December						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
					Photo Day NJM	
3	4	5	6	7	8	9
International Day of Persons with Disabilities			Board Mtg Reports Due 3:00 PM Policy Committee Mtg 12 PM National Day of Remembrance and Action on Violence Against Women	NJM Winter Concert 6:30 PM		
10	11	12	13	14	15	16
Human Rights Day		COW & Board Meetings	NJM PAC Mtg 7 PM RLN Winter Concert 6:30 PM MHS Winter Concert 6:30 PM	NJM Winter Concert 6:30 PM		
17	18	19	20	21	22	23
			First Day of Winter Break		Winter solstice	
24	25	26	27	28	29	30
31	January 1	2	3	4	5	6
	Happy 2024!!			Classes begin		