



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

August 20, 2024 @ 7:00 PM

District Office Boardroom & Video Conference

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

Absent: none

Regrets: none

Administration Present: Shirley Zouboules, Landon Kowalzik, Graham Arts, Lisa Vass, Jordan Martin, Jean-Marie Mariez, and Pat Thagard

Guests present: none

Meeting Chairperson: Chairperson Wasylciw

Meeting recorder: Pat Thagard

## 1. Call to Order

The meeting was called to order at 7:06 PM. Six (6) Trustees were present at the start of the meeting. Quorum was met.

## 2. 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. Chairperson's Opening Remarks

Everyone was welcomed to the first Board meeting of the 2024/2025 school year. With school starting next week he reminded everyone to drive carefully.

## 4. Declaration of Conflict of Interest

None were declared.

## 5. Adoption of Agenda

### **Motion #: 01/08-20/24-25**

*I move that the Yellowknife Education District No. 1 Board of Trustees accept the agenda as amended.*

Moved by: Trustee Brookes; Seconded by: Trustee Bell

**Carried**

Trustee Brookes brought up a point of order regarding the importance of adhering to timelines to allow for the timely distribution of the agenda package.

Trustee Drew requested a friendly amendment to the agenda with the addition of an item under New Business - 11.3 Strategic Plan. A cover sheet was provided to trustees at the beginning of the meeting.

**6.** Delegations and Presentation

There were no delegations or presentations.

**7.** Review and Approval of Minutes

**Motion #: 02/08-20/24-25**

*I move that the YK1 Board of Trustees approve the June 27, 2024 Board meeting minutes as amended.*

Moved by: Trustee Wasylciw; Seconded by: Trustee Bell

**Carried**

(amendment - Trustee Drew asked that her vote against Motion # 07/06-27/23-24 be recorded)

**8.** Business Arising from the Minutes

Trustee Drew requested that the Committee of the Whole (COW) meetings be held on a day other than the same day as the Board meetings to allow trustees time to consider the discussions held at the COW. The request will be considered when item number 14.0 *Date and Time of Next Meetings* is discussed.

**9.** Trustee Statements

There were no trustee statements.

**10.** Unfinished Business

10.1. National Food Funding Follow-up

A letter has been sent to the Minister of Education, Culture and Employment (ECE) regarding the importance of food programs in our schools and what is required for those programs. Chairperson Wasylciw will share an article about the funding with trustees. The Federal funding may necessitate centralized district office coordination.

10.2. Draft 2023/2024 Annual Report

Administration handed out the latest draft of the report. The report requires some information from the audit (still in progress) in order to be finalized. Trustees will have additional opportunities for discussion before it is presented for approval in September.

**11.** New Business

11.1. Association Membership

**Motion #: 03/08-20/24-25**

*I move that the YK1 Board of Trustees accept the invitation to join the Canadian School Board Association (CSBA).*

Moved by: Trustee Drew; Seconded by: Trustee Bell

After a discussion about the costs associated with the membership, NWT representation, creation of an NWT education chairs group, attending CSBA meetings virtually to keep costs down, whether or not to keep ASBA membership (notice date is in December), the possibility of a BCSBA membership, reporting after attending meetings, what will happen with stipend given to YK1 representative(s), the following motion was made.

**Subsequent Motion #: 04/08-20/24-25**

*I move that the YK1 Board of Trustees defer a decision about CSBA membership to the September meeting so that more information can be provided.*

Moved by: Trustee Bell; Seconded by: Trustee Brookes

**Defeated**

Trustee Snaggs joined the meeting (8:02 PM)

Trustee Drew called for a vote on the main motion (#03/08-20/24-25). Chairperson Wasylciw re-read the motion and called for a vote.

**Motion #: 03/08-20/24-25 Carried**

Trustees Brookes requested to have his vote against the motion be recorded.

11.2. 2024-2025 Board Calendar

Trustees asked to let Chairperson Wasylciw know if any of the dates indicated do not work for them.

11.3. Strategic Plan

The need for the Board of Trustees to develop a list of priorities for Administration to use in the development of the next Strategic Plan was brought forward. Trustees were asked to review the current Strategic Plan before the September meeting. Trustee Drew to provide an updated cover sheet to include the third option suggested.

**12.** Reports

12.1. Chairperson's Report

The report is included in agenda package. No questions.

12.2. Standing Committee Reports

No meetings have been held since the spring.

12.3. Ad Hoc Committee Reports

No meetings have been held since the spring.

12.4. Superintendent's Report

Trustees indicated they like the new "Looking Forward" section of the Administration reports.

There was some discussion about the washroom renovations at SJF. Administrative procedures are being reviewed with an expected spring completion timeline. Bus passes are in process and YK1 expects that all the families that have submitted appeals will be provided with passes. The YWCA has also indicated that there are currently only 5 students on their after-school care waitlist which is a significant improvement over previous years. The YWCA to be asked to do a presentation to the Board about their program later in the fall.

12.4.1. Assistant Superintendent, Curriculum & Learning Report

Trustees recommended doing a tabletop exercise once the emergency procedures have been completed. Trustees also asked for a holistic review of what new phone systems would include.

12.4.2. Assistant Superintendent, HR & Learning Report

A review of the hiring for the 2024-2025 school year to date was provided. The increase in student registrations was also discussed.

12.4.3. Secretary Treasurer Report

Future work on risk management and the creation of a comprehensive asset registry were reviewed. A new accounts payable (A/P) person has been hired and will start in early September. The auditor is still working on the audit and it is expected that they will meet our timelines.

Future discussions will be held about minor assets and ownership of assets that are fundraised for by school PACs. This information is needed for insurance, maintenance and district-wide shared use purposes.

12.4.3.1. Director of Operations Report

It was noted that the new turf field installed at Ècole It' ò□ was funded by a \$25K contribution from Rio Tinto/Diavik and an in-kind installation donation from Nahanni Construction. Trustees commented that the new basketball courts at Ècole William McDonald look great.

12.5. Trustee Reports

Chairperson Wasylciw provided a verbal report on the Artificial Intelligence (AI) session he attended.

12.6. Trustee PAC Meeting Reports

No Parent Advisory Committee (PAC) meetings were held during the summer.

Chairperson Wasylciw encouraged trustees to attend the upcoming open house of the school they are assigned for PAC meetings. Open house dates will be announced by the last week of August.

**13.** Announcements

Events calendars for August and September are in the agenda package.

**14.** Date and Time of Next Meeting(s)

Holding monthly Board and Committee of the Whole (COW) meetings on different days was discussed. Trustees like the break between meetings to review and have time to think about the topics discussed. Having the meetings on different days was agreed to therefore, the September COW will be held on September 9th and the Board meeting will be held on September 10th.

**15.** Chairperson's Closing Remarks

Chairperson Wasylciw thanked everyone for attending the meeting and wished all YK1 staff and students a great school year.

**16.** Adjournment

**Motion #: 05/08-20/24-25**

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

Moved by: Trustee Drew; Seconded by: Trustee Peters

The meeting adjourned at **09:10** PM

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

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**Chairperson Wasylciw**

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**Secretary Treasurer Vass**