



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

Sept 10, 2024 @ 7:00 PM

District Office Boardroom & Video Conference

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

Absent: none

Regrets: none

Administration Present: Shirley Zouboules, Landon Kowalzik, Graham Arts, Lisa Vass, Jordan Martin, Pat Thagard, and Bronwyn McPhail

Guests present: none

Meeting Chairperson: Chairperson Wasylciw

Meeting recorder: Pat Thagard

1. Call to Order

The meeting was called to order at 7:14 PM. Seven (7) Trustees were present. A 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

Another school year has started and it is great to see everyone.

4. Declaration of Conflict of Interest

None were declared.

5. Adoption of Agenda

Motion #: 01/09-10/24-25

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

Moved by: Trustee Brookes Seconded by: Trustee Shortt

Carried

6. Delegations and Presentation

There were no delegations or presentations.

7. Review and Approval of Minutes

Motion #: 02/09-10/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the minutes from the August 20, 2024 Organizational Meeting as presented.

Moved by: Trustee Wasylciw Seconded by: Trustee Bell

Carried

Motion #: 03/09-10/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees approve the minutes of the August 20, 2024 Regular Board Meeting as presented.

Moved by: Trustee Wasylciw Seconded by: Trustee Drew

Carried

(friendly amendment - Annotation to be added indicating Trustee Snaggs arrived late.)

8. Business Arising from the Minutes

It was suggested the action item related to AI be dropped. After some discussion, it was decided to leave the action item for Administration to work on a framework which they will present to the Policy & Governance Committee for feedback.

Maintenance has a virtual meeting set up the Rick Hansen Foundation in the near future.

The meeting with Yellowknife Members of the Legislative Assembly (MLAs) has been scheduled for Sept 23rd.

Administration spoke to the current status of alternative education options available. A longer timeframe may be required to report back to the Board about alternate options. Administration envisions options tailored to YK1 needs inspired by the programs available in British Columbia. Trustees look forward to a presentation on a defined outline in the future.

Administration has sent an invitation to the YWCA to do a presentation to the Board before the winter break. Administration is also working to set a meeting date about YK1 phone systems.

The Grand Opening of the École İtł'ò, soccer field has been scheduled for September 20th. Trustees suggested something like a plaque or certificate of thanks be created to present to the donors at the Grand Opening that they can take back to their office.

8.1. Action Items

The Action Items List is included in the agenda package. Trustees appreciated the addition of a separate section for the items sent to committees.

Motion #: 04/09-10/24-25

I move that the Yellowknife Education District No.1 Board of Trustees approve the updates made to the Action Items List as discussed.

Moved by: Trustee Drew; Seconded by: Trustee Peters

Carried

9. Trustee Statements

There were no trustee statements.

10. Unfinished Business

10.1. Strategic Plan

Motion #: 05/09-10/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees engage a consultant to review the existing Strategic Plan in consultation with the Board and Administration to prepare a revised Strategic Plan based on the existing plan with the revised Plan to be in place until 2026.

Moved by: Trustee Drew; Seconded by: Trustee Bell

Carried

Trustees would like to see more clarity on guidelines for reporting included in the revised plan.

Action: The Chair is to investigate the hiring of a consultant to review the strategic plan.

11. New Business

11.1. Artwalks

Administration went over the request for support for the Artwalks project.

After some discussions about safety, liability, upkeep and cost it was agreed that the City of Yellowknife will have the final say on the project and upkeep.

Motion #: 06/09-10/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees issue a letter of support to the organizers if the Artwalks project.

Moved by: Trustee Drew; Seconded by: Trustee Bell **Carried**

Trustees indicated that if the project goes ahead the liability aspect will have to be investigated.

11.2. Association Membership

Motion #: 07/09-10/24-25

I move that the Yellowknife Education District No. 1 Board of Trustees withdraw from full ASBA membership effective the end of the 2024-25 school year and inform ASBA prior to December 31, 2024.

Moved by: Trustee Drew; Seconded by: Trustee Peters **Carried**

Board report with details is included in the agenda package.

Trustees noted the trustee development opportunities available through the Alberta School Board Association (ASBA) are very good but there are other sources. Trustees also noted that the British Columbia School Trustees Association (BCSTA) is discussing the addition of an associate membership. It was also noted that the CSBA does not offer trustee development opportunities. Trustees were made aware that the Ontario SBA is open to anyone for trustee development.

YK1 Administration are already members of the BC School Superintendents Association (BCSSA).

11.3. Communications Report 2024-25

The associated Board report is included in the agenda package.

Trustees applauded the work being done in this area to align messages.

The Public Engagement & Advocacy Committee is working on a draft Communications Plan. It was noted that a Communications Plan was approved in 2021. The Board Communication Plan and the District Office Communication Strategy are complementary in nature.

Administration is collecting analytics for ads, platforms, etc.

11.4. Standing Committees & PAC Assignments 2024-25

The new assignments sheet is included in the agenda package.

12. Reports

12.1. Chairperson’s Report

The report is included in agenda package.

Action: Chairperson Wasylciw/Trustee Snaggs to provide an update on status of CIRNAC project.

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

Report is included in the Agenda Package.

Andrew Gilmor of the NWT School Sports Association will do a presentation at the October Board meeting. It has been a great, and busy start to the new school year.

YK1 will continue to refer students and families to the Health & Social Services Child and Youth Counselling Program (CYC). Their staff numbers are diminished which will impact the large geographical area they provide services to. They are not YK1 staff but work with our schools.

A quick summary was given on the status of curriculum renewal. Administration has been and will continue to be involved to ensure the rollout is as smooth as possible. Curriculum rollout information is available on Education, Culture & Employment (ECE) website.

Trustees thanked Admin and all schools for scheduling different nights for school Open Houses.

Action: Administration asked to provide bus pass costs and funding for the October Board meeting.

12.4.1. Assistant Superintendent, Curriculum & Learning Report

Report is included in the Agenda Package.

Most of the work in IT during the summer revolved around updating infrastructure, purchasing Chromebooks for students and adding new staff as they were hired. A new clock system and clocks for École Sir John Franklin High School (SJF) is being planned.

Trustees noted the importance of having an AI framework in place for safe use.

Action: A/Superintendent Arts to provide information on the number of Chromebooks purchased this year.

Action: A/Superintendent Arts to provide a report outlining the district-wide perspective about school improvement plans at the November Board meeting.

12.4.2. Assistant Superintendent, HR & Learning Report

Report is included in the Agenda Package.

The reason for the "Acting" in the title of some school administration titles was explained.

There is currently a glitch in PowerSchool which is causing an under-reporting of the number of students in schools.

The Mentorship program is no longer funded. ECE is leaving it up to the schools to determine if there is a need. The Mentorship program has been very positively viewed by potential new staff and is a valuable part of recruitment and retention. Communication and timing of recruitment have improved. The recent loss of \$2K annual student loan forgiveness may also affect recruitment & retention efforts in the future. The large enrolment numbers in grade 11 were explained.

Trustees thanked everyone for their work to make sure our staff are happy.

12.4.3. Secretary Treasurer Report

Report is included in the Agenda Package.

The auditor is delayed in providing draft statements however, it is expected that timelines will be met. The auditor will be presenting to the Audit Committee on September 19th. District office email and document-sharing security were reviewed. IT has addressed or is working on tightening security. Trustee and school staff emails will be reviewed and tightened up next.

12.4.3.1. Director of Operations Report

Report is included in the Agenda Package.

The acronym VFD in the report refers to the Variable Frequency Drive that runs the air handling system at Mildred Hall School (MHS). Maintenance is waiting on a final report from the Department of Infrastructure for École İt'ò.

Trustees noted that when MHS was renovated years ago the renovation to the back gym was not done and that part of the school is now leaking. It was suggested that the GNWT be asked for funding to repair the gym roof which will help with the leaking and heating costs.

The acronym CMMS in the report refers to the new Computer Maintenance Management System. The CMMS is better suited to the maintenance of schools and is a requirement for our GNWT insurance. The CMMS will eventually be used for custodial work as well.

Anti-climb rollers have be placed in some lower roof areas to reduce the possibility of would-be climbers falling while discouraging people from climbing onto roofs.

12.5. Trustee Reports

None

12.6. Trustee PAC Meeting Reports

No Parent Advisory Committee (PAC) meetings have been held as of yet.

13. Announcements

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

Action: Trustees asked to confirm with Chairperson Wasylciw if they plan to attend any of the open houses.

14. Date and Time of Next Meeting(s)

Committee of the Whole (COW) October 7th at 12:10 PM

Executive Session October 8th at 6:30 PM

Board Meeting October 8th at 7:00 PM

15. Chairperson's Closing Remarks

Chairperson Wasylciw thanked everyone for attending.

16. Adjournment

Motion #: 08/09-10/24-25

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

Moved by: Trustee Shortt Seconded by: Trustee Bell

Carried

The meeting adjourned at **9:42** PM

Signed after approval and update, as required:

Chairperson Wasylciw

Secretary Treasurer Vass