



**Yellowknife Education District No. 1  
Board of Trustees  
Committee of the Whole Meeting  
MINUTES**

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March 14, 2023 12:10 PM

District Office Boardroom & Video Conference

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

Absent: name(s)/none

Regrets: Jason Snaggs

Administration Present: Jameel Aziz, Landon Kowalzik, Tram Do, Jordan Martin, Mike Gibbins (video conference), Tessa Elliott & Pat Thagard

Guests present: none

Meeting Chairperson: Chairperson Brookes

1. Meeting called to order at 12:07PM. Six Trustees were present, quorum was met.
2. Chairperson Brookes 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. Motion #: 03-01-22/23**

*I move to accept the agenda as presented.*

Moved by: Trustee Peters; Seconded by: Trustee Bell

**Carried**

**4. Motion #: 03-02-22/23**

*I move that the YK1 Board of Trustees accept the minutes of February 14, 2023 as circulated.*

Moved by: Trustee Bell; Seconded by: Trustee Wasylciw

**Carried**

**5. Negotiations Committee**

The Negotiations committee meeting will take place the first week of April. Trustee Shortt is not available. Trustee Drew will be the trustee representative on the committee. If another trustee is available, please let Tram know. Only one trustee is needed but a second person could attend for the experience. An orientation session with David Johnson will be held the last week of March and is open to anyone that would like to take part. This would be a good professional development (PD) opportunity. The committee will bring the agreement back to the board for approval. Negotiations are carried out in-camera until an agreement is reached.

**6. Board/Superintendent Evaluation**

In prior years the Board has used someone from ASBA to facilitate the evaluations. Trustee Brookes has made an initial contact with the BC Superintendents Association. They indicated they could provide someone. Information is being gathered for the Board to decide who to go with. Trustee Wasylciw will provide Trustee Brookes with contact information for a person at ASBA. It was suggested that determining when Jameel and the consultant are available should be done before a date is set. Goals set for the Superintendent/CEO and the work plan of the Board are used. A terms of reference will have to be developed. Trustee Brookes to review policy requirements. Trustee Brookes to provide Board with process information within the next week.

## 7. Education Achievement Results

This subject will be the topic of one of the mini board retreats. Trustee Brookes will work with Assistant Superintendent Zouboules to create a list of questions. This mini retreat has tentatively been scheduled for Saturday, April 29<sup>th</sup>. Education Services will present on what they do and on assessment tools. It was suggested possibly having two CoTW sessions before the 29<sup>th</sup>.

## 8. Policy Update Status

Policy 5 – By-Laws – a change to the date of the organizational meeting on non-election years is being proposed. Further discussion to be held. By the Policy Committee.  
Policy 16 – Parent Advisory Councils (PAC) – PAC chair duties, who administers PAC funds, and fundraising are being discussed. The Range Lake North School (RLN) PAC made some very good suggestions that are being considered by the Policy Committee.  
Trustee Brookes to ensure proposed changes brought forward are reflected in the revision history table.

## 9. School/Facilities Capital/Maintenance Funding

It was noted that some districts set aside funds for each school for maintenance/capital projects. It was suggested this might be a good process to ensure projects move along.  
Trustees were not opposed but feel some schools are more in need of repairs than others. Concern was also raised about the use of the funds. Could there be a chance that funds will not be available elsewhere. It was also pointed out that the Board must be careful not to place any burden on the schools if funds are made available to the schools.  
Administration indicated schools should consider all costs. A \$100K increase is expected in school surpluses. In other jurisdiction school surplus is given back to the education authority.

## 10. Budget COW Meeting

Administration advised the Board that a CoTW meeting will need to be held as soon as the formula funding information is received from the Department of Education, Culture and Employment. The second week of April was suggested. A date will be firmed up soon as more information is received.

## 11. ASBA Membership Renewal

Some deadline dates with regard to membership have been received. ASBA has indicated they are willing to work with YK1 to determine what services they are able to provide. More details will follow at the Board meeting. Our ABSA membership is current and fees have been paid.

Trustee Bell left the meeting at 12:53 PM (quorum still in place)

## 12. Appointment of Auditor

A briefing note was shared with the Board via email prior to the meeting. This is on the agenda for the Board meeting.

## 13. Motion #: 03-03-22/23

*I move that this committee of the whole meeting of the YK1 Board of Trustees be adjourned*

Moved by: Trustee **Wasyliw**; Seconded by: Trustee **Peters**

**Carried**

The meeting adjourned at **12:57PM**

Patrizia Thagard, Secretary

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

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**Committee Chairperson Brookes**

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**T. Do, Director of Corporate Services**