



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

March 14, 2023 @ 07:00PM

District Office Boardroom & Video Conference

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

Absent: name(s)/none

Regrets: Jason Snaggs, Shirley Zouboules

Administration Present: Jameel Aziz, Landon Kowalzik, Tram Do, Jordan Martin, Mike Gibbins, and Pat Thagard

Guests present: Rachael Gray (YWCA), Sara Butt (YWCA) and Noelene Bishop-Nitsiza (YWCA)

Meeting Chairperson: Chairperson Wasylciw

1. Meeting called to order at 7:07 PM. Six 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 the guests and acknowledge everyone in the room for all of their contributions in all the things they do for YK1.
4. Declaration of Conflict of Interest - none

5. Adoption of Agenda
Motion #: 03-01-22/23
I move to accept the agenda as presented.
 Moved by: Trustee Brookes; Seconded by: Trustee Bell

Motion #: 03-02-22/23
 I move to amend the agenda with the addition of Appointment of Auditor as item 11.4.
 Moved by: Trustee Brookes; Seconded by: Trustee Drew

Motion # 03-02-22/23 Carried
Main Motion #03-01-22/23 Carried

6. Delegations and Presentations – presentation attached
 Rachael Gray, Sara Butt and Noelene Bishop-Nitsiza presented on behalf of the YWCA.
 Questions:
 How was the \$4.11 increase determined? Rachael indicated it was calculated backwards from a certain wage amount. Only senior leaders receive the increase.
 How many leaders are there? It varies depending on the number of clients they have. They currently have 33 staff.

It is great to see what the YWCA does for our students that. The YK1 Board greatly appreciates the program and care they provide to our students. We hope they continue to be one of our partners well into the future.

Superintendent Aziz indicated that as a new person he wants to note how very lucky YK1 is to have the program the YWCA provides. It is not common to have this kind of program in other jurisdictions.

Rachael added that changes to the *Child Day Care Act* will require a minimum 1 year college certificate which would negatively impact the YWCA's staffing. Chairperson Wasylciw asked that they keep YK1 informed of what is happening in this regard; Superintendent Aziz believes there must be some middle ground in order to continue to provide this service to families. Rachael indicated there are a lot of challenges with numbers.

Chairperson Wasylciw thanked the presenters and asked them to keep YK1 informed as things move forward.

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

I move that the YK1 Board of Trustees approve the minutes of February 14, 2023 as circulated.
Moved by: Trustee Wasylciw; Seconded by: Trustee Brookes

Motion #: 03-04-22/23

I move that the YK1 Board of Trustees amend the minutes of February 14, 2023 with the following changes:

12.6.6 Trustee Wasylciw was to attend the meeting at WMS and Trustee Brookes was to attend the meeting at Itl'ò. The meeting at Itl'ò was cancelled.

Motion to adjourn was made by Trustee Shortt

Meeting Chairperson was Trustee Wasylciw

Moved by: Trustee Brookes; Seconded by: Trustee Drew

Motion # 03-04-22/23 Carried
Main Motion # 03-03-22/23 Carried

8. Business Arising from the Minutes

Administration is suggesting a bulk purchase of menstrual products be made. It should be noted that SJF has hired someone to take care of this. Have they been advised? Administration indicated that this suggestion was made because the funding has to be used. Someone has been hired because it took a lot of time to purchase and distribute. The bulk purchase was proposed if the funds are not spent by the time the agreement ends.

How is the discussion with GNWT going on funding of repairs required SJF Administration indicated that the ADM of Education, Culture and Employment (ECE) has been contacted but has not as of yet responded. Action item: Superintendent to provide a monthly update on communication with ECE Assistant Deputy Minister Sam Shannon.

Administration indicated Superintendents can lobby for small capital funding (up to \$400K). ECE then distributes funds (\$1.1M is available), based on needs.

9. Trustee Statements – none

10. Unfinished business

10.1 Bussing

Chairperson Wasylciw reviewed letter from ECE Minister Simpson.

Administration communicated out that First Transit has been bought out by TransDev. Contract YK1 had with First Transit will remain in force as is. Administration will meet with new owners to discuss bussing issues in an effort to deal with the issues. Ridership statistics and financial information for our a proposal to raise bus drivers to same rate as city bus drivers was included in agenda package; we continue to share information weekly on our social media; Chairperson Wasylciw will reach out to chairs of other boards so that they can make their boards aware of

the proposal; The Department of Infrastructure (INF) was contacted to determine if bus license testing can be made a priority. Keith Bonnetrouge of INF has pledged to do whatever they can to ensure testing for bus licenses is made a top priority, even if it requires providing staff on a weekend to do testing.

10.2 Policy 16 – Parent Advisory Councils

Trustee Brookes reviewed reasons for changes. There are some questions around liability associated with funds raised by PACs. More discussion is needed regarding requesting financial reporting from PACs.

Motion#: 03-05-22/23

I move to refer *Policy 16 – Parent Advisory Councils*, back to the Policy Committee for further review.

Moved by: Trustee Bell Seconded by: Trustee Brookes **Carried**

10.3 Policy 5 – Board By-Laws

Trustee Brookes indicated the current change refers to changes to the organizational meeting. The suggested change will ensure PAC assignments are made before the first PAC meeting of the school day. The document will be updated and submitted for posting for feedback.

10.4 COVID-19 Updates

No current updates. Waste water levels are currently the lowest since they have started measuring them.

10.5 École William McDonald Middle School (WMS) Traditional Games Tip

Administration indicated that the students and Principal at WMS expresses their gratitude for the support from the YK1 Board. It was confirmed that the students would be flying to the Games location.

Motion#: 03-06-22/23

I move that the YK1 Board of Trustees approve the travel of the WMS winning Indigenous Handgames team to the hand games tournament in Alaska, USA.

Moved by: Trustee Brookes Seconded by: Trustee Drew **Carried**

10.6 Arctic Winter Games Support

Chairperson Wasyliw indicated the Department of Municipal and Community Affairs (MACA) would like a response about the Board’s position on supporting the Games. MACA also indicated they would fund one YK1 position as the contact for the YK1 facilities. A motion in principle was suggested.

Motion#: 03-07-22/23

I move that the YK1 Board of Trustees approve indicate support, in principle, of the 2026 Arctic Winter Games (AWG).

Moved by: Trustee Brookes Seconded by: Trustee Bell **Carried**

Concern was raised about the janitorial requirements for sleeping accommodations, events, and food service.

10.7 School Calendars

Motion #: 03-08-22/23

I move to accept the school calendar be approved as presented.

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

There were some comments around the dates for the winter and spring breaks but parents were satisfied with responses which related to these would be the best dates for students.

11. New Business

11.1 Impact of New Graduation Requirments – attached
Credit system will change. The numeracy assessment is done in grade 10 so that students have the option to re-write if they want to improve their grade. The changes will open more post secondary doors for students and will ensure our students will be successful adults. Some courses may be offered online if they are not offered in the school. Exams will be school based rather than territorial based. Teachers will reseive support with developing exams.

11.2 District Results/Student Assessments
Information included in Superintendents Report.

Motion #: 03-09-22/23

I move to commit the information to Committee of the Whole for review and discussion.
Moved by: Trustee Drew Seconded by: Trustee Brookes **Carried**

11.3 Insurance Details and Related Maintenance Requirements

Administration met with Jeremy Stringer, Manager of Risk Management, Department of Infrastructure (INF) to request more detail on coverage. YK1 has the same coverage as the GNWT. Mr. Stringer is new to his position therefore some information will follow. A number of new forms will be required including a field trip form for all trips outside the city. Completed forms will be sent to INF. Administration will research self-insuring some items (e.g. vehicles) to get more coverage.

Currently our facilities have 24 hour monitoring, patrols at schools, cameras at all our schools (installed with Safe Schools funding) and preventative maintenance procedures as loss control measures.

Director Martin has a lot of experience with INF procedures.

The Board asked Administration to find out if there is Board insurance coverage and, if not, to research where that insurance can be purchased.

11.4 Appointment of Auditor

Motion#: 03-10-22/23

I move that the Board of Trustees of Yellowknife Education District No. 1 approve the appointment of Crowe MacKay LLP as Auditors for the fiscal year ending June 30, 2023.
Moved by: Trustee Shortt Seconded by: Trustee Drew

Motion#: 03-11-22/23

I move that the Board of Trustees of Yellowknife Education District No. 1 go in-camera at 9:03 PM.

Moved by: Trustee Drew Seconded by: Trustee Bell

Carried

Motion#: 03-12-22/23

I move that the Board of Trustees of Yellowknife Education District No. 1 leave in-camera at 9:08 PM.

Moved by: Trustee Drew Seconded by: Trustee Peters

Carried

Main Motion # 03-10-22/23 Carried

In the future YK1 will go out to tender for the appointment of auditor.

12. Reports

12.1 Chairperson Wasylciw’s Report – attached

12.2 Superintendent’s Report – attached

Attention was given to class size. There is nothing alarming although we do have some small class sizes but on average class size is quite good. Classes with more than the ratio limit have more than 1 adult in the class. COVID-19 impacted some class sizes and class size often goes down in French classes as students move through the grades.

12.2.1 Assistant Superintendents' Reports

Five teachers have been hired for 2023/2024. The Living Earth created a video with students from Range Lake North School (RLN). Superintendent Aziz had worked with Living Earth in their visit to Yellowknife has sparked a lot of ideas for videos they would like to create. The videos they create are seen in Canada and the US.

New teachers get PD in August and then have the opportunity to participate in the mentorship program throughout the year.

Chairperson Wasylciw suggested making the GNWT Living Well course available to new Teachers as well.

12.2.2 Director of Corporate Services Report - attached

The past month has been spent of budgeting. A Committee of the Whole meeting was tentatively set for April 12th. A briefing note on the City's mill rate will be provided in April. Pay increases will be estimated. It was suggested the information titled facilities be changed to health and safety in future reports. The deficit figure provided is a forecast. True deficit figure will not be known until June. The Board will be updated each month. Upgrade to SJF phone system will be completed by the end of spring break. Three local vendors were approached who then provided information on what they could provide and then on vendor was chosen. The approved list of maintenance projects approved by the Facilities Committee was brought to the Finance Committee. Administration will be posting a number of tenders after spring break in an effort to get as many projects completed in the current fiscal year as possible.

12.2.2.1 Director of Operations Report

Cold weather caused boiler problems at RLN but the pellet boiler carried the load for about a week until repairs could be done; the temporary portable at WMS froze up – heating was restored and loss was minimal; there was another water leak at SJF, a City crew repaired it with a temp fix and will return in the summer to do a permanent repair; it's still working on some deficiencies, security gates finally installed, final commissioning happening on March 14th and 15th. Work continues with Siemen's to finalize work at MHS. Siemen's is having labor shortage issues which has caused the delay; Scope of work for NJM soundproofing in library being worked on.

12.3 Trustee Reports

Trustee Drew recently watched the Aurora Dancers perform at the Northern Arts and Cultural Center (NACC). It was a great performance. NACC, SJF and YK1 were thanked for the availability and use of the space.

12.4 Standing Committee Reports

12.4.1 Finance Committee – reports attached

We do not have to report funds received from the City to ECE.

Motion #: 03-13-22/23

I move to extend this meeting by 30 minutes to allow for the completion of the remaining agenda items.

Moved by: Trustee Drew Seconded by Trustee Peters

Carried

12.4.2 Public Relations Committee – report attached

No questions

12.4.3 Policy Committee – reports attached

Committee Chairperson Brookes indicated another email will be sent requesting feedback on Policy 1.

12.4.4 Audit Committee – report attached

Last year there was some discussion at the Board level about having the audit done in August. Administration indicated staff prefer to have the audit completed before taking some time off in the summer.

12.4.5 Committee of the Whole (CoTW)

Committee Chairperson Brookes went over the various CoTW meetings held.

12.4.6 Facilities Committee

Motion #: 03-14-22/23

I move to have the YK1 Board of Trustees withdraw the motion to allocate \$100K for upgrades work on the washrooms at École William McDonald Middle School (WMS).

Moved by: Trustee Drew Seconded by: Trustee Shortt

Carried

The Facilities Committee would like to withdraw the funds to allow time to see if ECE will fund the project as part of the WMS retrofit. Administration is talking to ECE to see if they will fund this project.

12.4.7 NWTA Teacher-Board Committee

Next meeting has not yet been set. It may take place in April.

12.5 Ad Hoc Committee Reports – no reports

13. Announcements – events calendar attached

MHS PAC cancelled meeting on the 13th

Superintendent Aziz wanted to note that he has received the resignation of Mike Gibbins, Communications Officer. Mike has made many contributions to the work done at YK1 and he will be missed by all. He is wished all the best in his new position at the Legislative Assembly.

14. Date and Time of Next Meeting(s) as indicated on agenda.

15. Chairperson `s Closing Remarks

Chairperson Wasylciw thanked everyone for all that they do for YK1. He also suggested trustees check out ASBA website based training and asked that people report back on the courses taken.

16. **Motion #: 03-15-22/23**

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

Carried

Moved by: Trustee Brookes; Seconded by: Trustee Drew

The meeting adjourned at **10:13PM**

Patrizia Thagard, Secretary

Signed after update, as required and approval:

Chairperson Wasylciw

Director of Corporate Services