



Yellowknife Education District No. 1 Board of Trustees Minutes

Date of Meeting: Tuesday, October 11, 2016
Location: YK1 District Office Board Room
5402 50 Avenue

Members Present: Chairperson John Stephenson
Vice Chairperson Duff Spence
Trustee Terry Brookes
Trustee Jay Butler
Trustee Allan Shortt
Trustee Tina Drew
Trustee Rajiv Rawat

Staff Present: Superintendent of Education Metro Huculak
Assistant Superintendent of Education Ed Lippert
Director of Corporate Services Tram Do
Executive Assistant to the Superintendent Tracy Turk

Media and Others
Present:

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Chairperson's Opening Remarks

Chairperson Stephenson welcomed everyone to the meeting.

3. Adoption of Agenda

REMOVE:

4.1 Presentation: Konge Construction

10-5909-16

Moved by Trustee Brookes

Seconded by Vice Chairperson Spence

I move to accept the agenda as amended.

Carried

4. Delegations and Presentations

None.

5. Review and Approval of Minutes

5.1. Regular Meeting Minutes – September 13, 2016

10-5910-16

Moved by Trustee Drew

Seconded by Trustee Rawat

I move the Board of Trustees of Yellowknife Education District No. 1 approve the minutes of the Regular Meeting of September 13, 2016 as presented.

Carried

6. Business Arising from the Minutes

Trustee Drew inquired about minors being recorded on security cameras. Mr. Huculak said according to our legal counsel there is not an issue. People's identities can also be concealed by blurring the faces.

Trustee Brookes asked if the Audit Report had been sent to ECE. Ms. Do said it has been sent.

7. Trustee Statements

None

8. Reports

8.1. Chairperson's Report

Chairperson Stephenson thanked everyone for coming. He said he attended the CPF AGM October 3, 2016, the Finance Committee meeting and some Feed the Fire Ceremonies (WMS & MHS). He noted the Feed the Fire Ceremony at WMS was fantastic as they had a feast of moose stew and the Grade 5 students from NJ Macpherson School and École JH Sissons attended as well.

8.2. Superintendent's Report

Superintendent Metro Huculak presented a written report dated October 11, 2016. Superintendent Huculak noted the Minister's Awards were won by nine students from SJF. There are a possible 10 awards awarded to students across the NWT. The WMS beautification is almost complete. The driveways at JHS have been upgraded with more gravel. Automatic door openers at SJF will be installed and paid for by ECE.

Trustee Drew asked if we receive federal funding for the ESL students. Mr. Huculak has contacted ECE and CDETNO to see if there was any way to access further funding to support these students.

Trustee Brookes inquired about the Diabetes presentation at JHS. Mr. Huculak said it was likely the health nurse presenting to the staff.

Trustee Brookes asked about a minor injury at one of the schools. Mr. Huculak will follow up on this incident.

8.2.1. Assistant Superintendent's Report

Assistant Superintendent Ed Lippert presented a written report dated October 11, 2016. Mr. Lippert noted many of his items

reported on are staffing and professional development. The PD is focusing on the Strategic Directions. Mr. Lippert provided a report of ongoing PD through the Fall of this year. All PD has a purpose and it is ongoing.

Vice Chairperson Spence asked about the Google Summit. There was an issue in the past with poor performance using the Google platform and apps. Mr. Lippert said we have asked Martin Male to look into the data usage and ways to mitigate this issue. We have asked teachers to not download at the peak of the day.

Trustee Brookes asked about data collection and Google Summit. What kind of data are we collecting and how secure is it? Mr. Lippert said he spoke with Google staff and they said it is as secure as anything else. Trustee Brookes asked how sensitive is the data going on the system. Mr. Lippert said it is name, age, gender, grades. This will be addressed at a further meeting.

Trustee Brookes asked about the Gifted program. What are they doing in terms of activities? Mr. Lippert said there has been focus on pulling kids out in the past few years. This year Jodi Keats is planning to go into the classroom and help the teacher learn how to diversify their instruction and be able to extend their learning experience in the classrooms. Mr. Huculak said she will also be speaking with a couple of districts in Edmonton to investigate their structure.

Trustee Brookes asked about the Inclusive Schooling Committee meeting and if anything came out of it. Mr. Lippert said it was a planning meeting for the month.

Trustee Brookes asked about the Urban Aboriginal Partnerships and what this entails. Ed said this is the funding received from the Tree of Peace. Scott Willoughby will be able to hire two people with the funding. He noted we will continue to use the funding for Indigenous students at risk.

Trustee Brookes said RLN preschool numbers were a bit low this year. Are we planning a different promotion for next year to bolster the program? Mr. Huculak said he has spoken with Mira Hall about the need to fill the program.

Trustee Drew said Barb Beaton is the Child Development Team Program Coordinator for the NWT and works at Stanton Hospital. She thinks she would be a good addition for the Indigenous Education and at-risk program.

Trustee Drew asked what is going to happen with NJM and Montessori when JK comes in. Mr. Huculak said it would depend on space and there are a few options.

8.2.2. Director of Corporate Services Report

Director of Corporate Services Tram Do presented unaudited financial statements to September 30, 2016. She also submitted a written report dated October 11, 2016. She said the variance report is attached. We are in accordance with the budget with one shortfall – the RLN preschool. There was a Finance Orientation at the beginning of the year for all Principals and Finance Secretaries. She said we are looking at online training for WHMIS as it is a requirement to have staff trained annually. She attended the School Board Governance and the Law Conference in Edmonton. She noted parking is at a premium and all of the parties at the new building are interested in renting spaces. Territorial Beverages has been meeting with Ms. Do to put healthy drinks and vending machines in the schools. She said she has spoken with them that they have to comply with Policy 19. The final decision on whether to have machines added will be left at the school level. Vice Chairperson Spence asked if they want exclusive rights to the schools. Ms. Do feels Coke and Pepsi can co-exist with each other.

Trustee Shortt inquired about the O&M budget line. Ms. Do explained how it was expressed.

Trustee Shortt said the UNW may have to energize the parking stalls and then sublet them as it is their power they are using.

Chairperson Stephenson asked if these proposed vending machines will sell bottled water. Ms. Do is unsure. He said we spent money installing the new water fountains and it would be a shame to see their use discouraged due to vending machines.

8.2.3. Supervisor of Facilities and Maintenance Report

Supervisor of Facilities and Maintenance Elvis Beaudoin submitted a written report for the month of September 2016. Mr. Huculak said he has provided some tools for the head custodial staff so they can perform minor maintenance. They are planning to do a five year Capital Plan for each school. He said he also did a walk through of all schools with Jason Snaggs from ECE.

Trustee Shortt asked what the amount of day-to-day work orders is. He would like to be able to track which schools are submitting the most tickets. Mr. Huculak said we can get this type of report and figures can be provided.

Trustee Brookes asked about the MHS slides which were taken out to do some work. When the equipment is returned was this equipment inspected to ensure it is up to code? Mr. Huculak said we have two staff trained to ensure playground safety standards and the equipment is safe.

8.3. Trustee Reports

Trustee Butler attended the Google Summit and took part in many of the sessions. He notes the Google Forms session was really interesting. He noted it was an excellent conference and well worth attending.

Trustee Brookes said he attended the school Open Houses and they were well worth it. He noted it was good to meet the staff and parents.

Trustee Drew said she also attended all of the Open Houses except the one at NJM. She liked the Route 51 Open House the most as she had never been there before.

Trustee Drew said she also attended the Board Governance and the Law Workshop in Edmonton. She thanked the Board for giving her the opportunity to attend the workshop. The conference was hosted by Teresa Haykowsky, a lawyer and presenter.

Some of the highlights of the weekend were:

Learning the fiduciary duties of a Trustee in regards to the law, duty of care, loyalty and obedience to purpose, whom the duty as per supreme court of Canada is owed, risk management application, conflict of interest, who defines conflict of interest, role of the Chairperson of the Board, role of the superintendent, clarification of roles and dangers when these roles are not clarified and what characteristics should one look for in a superintendent and chairperson.

She said a takeaway was inexperience or lack of knowledge is an ineffective defense if the Board is taken to court.

She recommends having the presenter come to Yellowknife and conduct a workshop with the whole board. She also recommends we work in partnership with other school boards and offer them the chance to participate. Ms. Drew noted in early 2017 she will be hosting another workshop on social media and she plans to attend.

Trustee Drew stated that the conference recommended the following training for Trustees: Finance & fiscal management, governance and leadership, legal, advocacy and, if possible, technology.

8.4. Standing Committee Reports

8.4.1. Finance

Trustee Brookes said there were meeting September 20 and October 6, 2016. He said they discussed variances, ESL programs, facilities and enrollment numbers. Vice Chairperson Spence asked about the previous Board meeting and the amended budget. What was changed and what are the results of the action? Mr. Huculak said this was for the addition of one more teacher and EA at MHS. It has been working out well according to the Principal. It has made class sizes smaller at the school. Next meeting: October 31, 2016.

8.4.2. Public Relations

Vice Chairperson Spence said there was no meeting. Next meeting: October 13, 2016.

8.4.3. Policy

Trustee Brookes said the committee met October 6, 2016 and has been working on various policy revisions and updates. He said there is more coming up later in this meeting on the draft revisions.

8.4.4. Aboriginal Education

Trustee Rawat said there was a meeting. Items discussed were changing ALC to ILC, they discussed the funding received from the Tree of Peace.

8.4.5. Special Needs

Trustee Drew said there was a meeting. Items discussed were standardized forms to be used across the schools for all students. Jodi Keats is going to do two evening sessions for parents of Gifted students and for parents new to district or think their child is Gifted.

8.5. Ad Hoc Committee Reports

8.5.1. Committee of the Whole

Chairperson Stephenson reported on the agenda items which were discussed at the COW meeting October 11, 2016. Items included a discussion on the JHS fence, UNW and Stantec parking, draft policy review, the Board Retreat, Facilities Audit, Facilities Review, Board/Superintendent Evaluation dates, the GNWT-NWTTA contract, the District Bilingual Communications & Services Implementation, Inclusive Education, the National Indigenous Symposium, the Board Governance and the Law Workshop, some meeting scheduling and regular meeting motions.

8.5.2. Audit Committee

Trustee Brookes said the committee has not met. The audit Report has been submitted to ECE.

8.5.3. NWTTA Teacher-Board Advisory Committee

Trustee Shortt said there was no meeting.

8.6. Trustee PAC Reports

8.6.1. École J.H. Sissons

Trustee Drew said there was a meeting. Items discussed were: The movement of a teacher from one school to another and the combining of classes as a result and the communication surrounding this, the parking lot and PBIS PD.

8.6.2. Mildred Hall School

Trustee Butler said there was a meeting. A report was distributed.

8.6.3. N.J. Macpherson School

Trustee Brookes said there was a meeting. Items discussed were the PAWS program, the food program and family event planning for the year.

8.6.4. Range Lake North School

Trustee Shortt said there was a meeting. Items discussed were the election of the executive. Michael Gagnon is the chair, discussed events for the year.

8.6.5. École Sir John Franklin High School

Vice Chairperson Spence said there was a meeting. Items discussed were communications to the parents, expectations of parents, the Open House and the Grad Committee. Next meeting: Oct. 18, 2016.

8.6.6. École William McDonald Middle School

Trustee Rawat said there was a meeting. A report was distributed. Next meeting: October 12, 2016.

9. Unfinished Business

None.

10. New Business

10.1 Tabling of Policy Revisions

Trustee Brookes tabled the draft Policy revisions the Policy Committee has been working on for the past few months. He said the Policy Handbook Preamble, Policies 1, 2, 6, 9 has been reviewed. He said at this point he would invite the Trustees to review them and provide feedback. A digital copy will be distributed.

11. Announcements

- Lawrie Hobart Volleyball Tournament: October 12-16, 2016 – Fort Smith
- Jr. Spike It!: October 27-30, 2016
- SJF Drama Dep't Presents "Elf": November 2-5, 2016 – NACC

12. Date and Time of Next Meeting

- COW Meeting – IT Presentation – October 18, 2016 @ 12:00 p.m.
- COW Meeting – JK/Inclusive Schooling Presentation – October 26, 2016 @ 12:00 p.m.
- COW Meeting – November 8, 2016 @ 12:00 p.m.
- Organizational Meeting – November 8, 2016 @ 6:30 p.m.
- Regular Board Meeting – November 8, 2016 @ 7:00 p.m.

13. Chairperson's Closing Remarks

Chairperson Stephenson thanked everyone for coming. Chairperson's safety message: Please be vigilant of your own personal safety and your vehicle on the ice at this time of year. He asks that YK1 please take care to make our students, parents and staff as safe as possible.

Chairperson Stephenson noted he is interested in being Chairperson for the next school year.

14. Adjournment

10-5911-16

Moved by Trustee Shortt

I move the meeting be adjourned.

Carried

Meeting adjourned: 8:27 p.m.

Chairperson of the Board

Director of Corporate Services