



Yellowknife Education District No. 1 Board of Trustees Minutes

Date of Meeting: Tuesday, April 12, 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

Regrets:

Staff Present: Superintendent of Education Metro Huculak
Assistant Superintendent of Education Ed Lippert
Director of Corporate Services Tram Do
Supervisor of Instruction (French Services) Jean-Marie Mariez
Supervisor of Instruction (Student Support Services) Anita Griffore
Supervisor of Facilities & Maintenance Elvis Beaudoin
Executive Assistant to the Superintendent Tracy Turk

Media and Others Present: Courteney Lizotte, Rachel Pruitt

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

Trustee Brookes moved to add a motion:

10.1 – Trustee Professional Development Funding

04-5888-16

Moved by Trustee Brookes

Seconded by Vice Chairperson Spence

I move to accept the agenda as amended.

Carried

4. Delegations and Presentations

- 4.1 Presentation: Courteney Lizotte, Canada's Outstanding Principal Award

Chairperson Stephenson welcomed Range Lake North School Principal Courteney Lizotte to the meeting. Ms. Lizotte was recently awarded Canada's Outstanding Principal Award. It was awarded by the Learning Partnership of Canada.

Chairperson Stephenson presented Ms. Lizotte with a plaque, a birchbark basket and an engraved vase made by Trustee Drew.

Ms. Lizotte said she made some great contacts while she was there and some great partnerships. She had another opportunity where she was able to spend the morning at the Yellowknife airport and then the airport manager came to the school in the afternoon to make partnerships in the community to engage students and interested jobs availability. She said she also was able to spend the day at Samsung and got to learn about all of the new technology.

Superintendent Huculak said she will be presenting at the Learning Forward Conference in Vancouver, BC on how she has moved the school forward - see Metro.

- 4.2 Ms. Anita Griffore made a presentation on a conference she attended in Banff, AB. The topic was School Mental Health: Challenges and Emerging Opportunities. Presentation is attached.

She noted they have done studies of students in classrooms with a cortisol test. It showed when the teacher is stressed the students are stressed as well. This shows if we are working to reduce stress in our students then we also need to work with the teachers. She said We will have about 20 people doing Mental Health First Aid in June. She said the next steps are inter-agency partnerships, peer mentoring, GoTo trainer model, sharing resources and a revised health and wellness curriculum. She said the social and emotional well-being leads to behavior improvements, social competence, relationships and learning.

Vice-Chairperson Spence asked where parents fit in and are there tools to help support the families. Ms. Griffore said in public schools we have to deal with all of the kids who come to register and we can educate the parents and have partnerships. Ms. Griffore is doing a presentation on how the brain works and the parents should have this sort of education as well.

Trustee Rawat asked how the partnership with YKHSS is. She said there are certain areas where we have shared interests. Trustee Drew said this should be mental health and public health is about communicable diseases. She feels there should be qualified individuals trained in the territory. Ms. Griffore noted there are a lot of things competing for a kids time.

Trustee Brookes asked if there was any discussion surrounding trends and how this changes them mentally in terms of their development. Ms. Griffore said Nova Scotia has an online help line. They have trained people who respond to kids and guide them to the appropriate places for support.

Trustee Rawat asked if there is any possibility for peer counselling. Anita said there is a peer support group currently at SJF but she would not call it peer counselling.

Trustee Shortt asked about a meeting. Ms. Griffore said there are a couple of staff members sitting in on the meetings.

5. Review and Approval of Minutes**5.1. Regular Meeting Minutes – March 8, 2016**

04-5889-16

Moved by Trustee Brookes

Seconded by Vice Chairperson Spence

I move the Board of Trustees of Yellowknife Education District No. 1 approve the minutes of the Regular Meeting of March 8, 2016 as presented.

Carried**6. Business Arising from the Minutes**

Trustee Brookes asked about the District working with the Law Society and asked if there was any progress. Mr. Huculak said there hasn't been any progress yet, but they are working on it.

7. Trustee Statements

Trustee Drew read a statement on volunteer appreciation. Attached.

8. Reports**8.1. Chairperson's Report**

Chairperson Stephenson thanked everyone for coming to the meeting. He said he participated in the WMS Learning Fair as a judge. He would like to commend the organizers on a job well done. Monique Marinier was in charge of organizing it and he felt appreciated and recognized as a volunteer. He noted this year we are sending Wren Acorn and Ella Kokelj to attend the national competition. He noted there were also other local winners of the City of Yellowknife Heritage awards. He said he also attended the Addams Family performance by the SJF Drama Club at NACC. He said there were incredible performances and a huge congratulations to Sean Daly.

8.2. Superintendent's Report

Superintendent Metro Huculak presented a written report dated April 12, 2016. Superintendent Huculak said thank you to the District for supporting the kids going to Montreal for the National Learning Fair and thank you from the SJF Drama Club for the pizza and refreshments for the wrap-up party. He said we received an update on Bill 12 and we are in compliance on all accounts. Assistant Superintendent Ed Lippert and ALC Coordinator Scott Willoughby attended an emergency preparedness conference earlier this year. There will be a report required in October. We are trying to coordinate to bring up someone and have one person work with all boards in the North to assist in developing one further.

Trustee Brookes said the Addams Family performance was fantastic. He asked what ideas came out of the music teachers meetings. Mr. Huculak said we want to see more involvement from the community and the meeting is taking place Wednesday.

Trustee Drew asked if we have brought up Phys Ed teachers. Mr. Huculak said this was discussed yesterday and they spoke about bringing someone up. They will be meeting May 9, 2016 to discuss Fall PD. She noted learning and special needs should work hand-in-hand. Perhaps the "GoTo teacher" as discussed by Anita Griffore could be the music teacher as well if they connect with the student.

8.2.1. Assistant Superintendent's Report

Assistant Superintendent Ed Lippert presented a written report dated April 12, 2016. Mr. Lippert said we are resurrecting the committees to provide teacher input for the assessment plan, resource allocation and selection and directing professional development. A lot of work has been done with Leyton Schnellert and Carole Fullerton for PD this year. This has been found to be valuable and will likely be continued next year. Next year the Numeracy Committee will be the Numeracy and Science Committee. Carole Fullerton is aware of the challenges with our need to search for an assessment tool. Leyton Schnellert used to be a science teacher and he is looking forward to working with YK1 on the science. Mr. Lippert said we are working on Education Renewal with ECE as well. He was just at a conference in Toronto and there was a lot of discussion surrounding what the future

classroom will look like. Report to come on this. He said the staff who will be using the MDI received training and then the survey will be open for middle school students. This is a voluntary survey.

Trustee Brookes asked about Math and are we seeing the same declines in it and science like Ontario? Mr. Lippert said traditionally Ontario has done very well and hopefully they will be leaders and we can learn from them. We are currently on top of it and he feels we will do great things.

Trustee Brookes asked what we are trying to achieve with the surveys. Mr. Lippert said Scott Willoughby and Anita Griffore had given some surveys to parents and students and asked if we are meeting their needs. This measures the satisfaction level of all parties. It also goes out to teachers.

Trustee Brookes said the coaches reports are nice to see in the package

Trustee Drew asked about the literacy and numeracy committees. She said one concern is taking teachers out of the classroom to be on a committee. Mr. Lippert said the first meeting was after school. They made a commitment to meet after school and not be taken out of class.

Trustee Brookes asked about Google Education Technology in October is over a weekend. Google is willing to come up here if we can garner enough interest. We have to have 150 people registered before they come up.

Trustee Shortt asked about the ET Committee. There was no report due to March Break.

Trustee Rawar asked if Information Technology Manager Martin Male would like to brief the Trustees as to what his concerns are. Mr. Lippert noted a lot of classes are using Google now and now that YCS is also online all of the time there is a slow-down in service. Vice Chairperson Spence said we need to deem what is appropriate use. Mr. Huculak will have more information after Tuesday with his meetings at ECE. It was believed that going to Google meant there was no longer a need to purchase other

licenses but there were other issues. The trustees would like to see an ET presentation. A written report on ET will be coming at the end of the year.

8.2.2. Director of Corporate Services Report

Director of Corporate Services Tram Do presented unaudited financial statements to March 31, 2016. She also submitted a written report dated April 12, 2016. Ms. Do said we will likely be under budget by \$200,000 - \$300,000. There was an Occupational Health & Safety Committee meeting and discussed claims and slip and falls was the highest claim. Ms. Do said boot spikes were demonstrated by WSCC and the committee decided some schools were planning to try them out and see if they help decrease the rate of slip and falls.

There was a training day with Google and also a Secretary's Meeting. First Aid training was held by Arctic Response and 20-30 staff participated. Ms. Do is currently having budget meetings at schools to prepare for year-end.

Vice Chairperson Spence asked if Mr. Male is mitigating the slow-down issues at the office. It was noted that at SJF they purchase their own bandwidth to offset the slow-down.

Chairperson Stephenson commented there has been a steady improvement and investment in school playgrounds over the years. He noted he is interested to see what the investment is for playgrounds over the last 10 years.

8.2.3. Supervisor of Facilities and Maintenance Report

Supervisor of Facilities and Maintenance Elvis Beaudoin submitted a written report for the month of March 2016. Mr. Beaudoin said there was some work that needed to be done to a boiler at MHS. He also said with the Spring melt there will be roof leaks. Unico Roofing will do roof inspections after it warms up. There were a

couple of freeze-ups – one at the Ed Services portable and the other at NJM.

Trustee Shortt said he understands there is a grant to change out light bulbs and ballasts. Mr. Beaudoin said he has requested a quote and he is also trying to find out what the cost savings would be. Trustee Shortt said this could possibly be added into the Capital Plan to take to ECE.

Trustee Drew said there is a grant for anything that would normally be going to the landfill and how it can be upcycled.

Mr. Huculak said the gym issues have been addressed with the DM. He wants to set up a meeting with Kris Schlagintweit because he feels ECE should be covering these costs.

It was noted Robbie Robertson recently passed away. He was a custodian at WMS for 21 years. Condolences to the family.

8.3. Trustee Reports

Trustee Butler attended the SJF Drama Club's presentation of the Addams Family at NACC. He attended two shows and enjoyed it immensely. He also attended the MAGMA Café.

Trustee Rawat attended the Learning Fair at WMS. He noted it was very interesting and innovative.

Trustee Drew attended the Learning Fair at RLN. She wanted to thank Supervisor of Instruction (French) Jean-Marie Mariez for all of the support he provides for CPF. Mr. Mariez noted he is pleased to support CPF and he would be happy to pay for the membership fee for all Trustees.

8.4. Standing Committee Reports

8.4.1. Finance

Trustee Brookes said there was a meeting. They reviewed the variance report and we are in a good financial position.

8.4.2. Public Relations

Vice Chairperson Spence said there was no meeting. He said currently nothing has changed from the last meeting. He noted there will be a meeting early next week for a meeting.

8.4.3. Policy

Trustee Brookes said they met a couple of times. The committee has started work on various policies.

8.4.4. Aboriginal Education

Trustee Rawat said there was a meeting. He said they discussed what the committee should look like and what they should be doing. They also talked about what they want to see in terms of a three year plan for the committee.

8.4.5. Special Needs

Trustee Butler said there was no meeting. He noted there is one likely coming up in May.

8.5. Ad Hoc Committee Reports

8.5.1. Committee of the Whole

There was a Committee of the Whole meeting March 22, 2016 and items discussed were a Positive Path Forward and Parking lot items.

Chairperson Stephenson reported on the agenda items which were discussed at the COW meeting today. Items included a discussion on the Strategic Plan communications, a possible volunteer appreciation day hosted by the District, the upcoming Minister/Chairs meeting, staffing, protocols, the MHS mural project, the MHS gardens, the WMS, beautification project, negotiations, the Long-Term Service Awards, and in-camera item on staffing and regular meeting motions.

8.5.2. Audit Committee

Trustee Brookes said the committee won't be meeting formally until spring. Trustee Brookes said there was a new application for a member and Ms. Do will review the application.

8.5.3. NWTTA Teacher-Board Advisory Committee

No meeting. There is a meeting coming up April 28, 2016.

8.6. Trustee PAC Reports

8.6.1. École J.H. Sissons

Trustee Drew said there was a meeting. Report is attached.

8.6.2. Mildred Hall School

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

8.6.3. N.J. Macpherson School

Trustee Brookes said there was no meeting.

8.6.4. Range Lake North School

Trustee Shortt said there was no meeting.

8.6.5. École Sir John Franklin High School

Vice Chairperson Spence said there was no meeting.

8.6.6. École William McDonald Middle School

Trustee Rawat said there was no meeting in March. The February minutes are attached.

9. Unfinished Business

None.

10. New Business**10.1 Trustee Professional Development Funding**

04-5890-16

Moved by Trustee Brookes

Seconded by Trustee Rawat

I move the Board of Trustees of Yellowknife Education District No. 1 allocate \$4,000 per term for expenditure towards professional development, educational training and conference expenditures for each Trustee. The following criteria and procedures are to apply to Trustee expenditures:

1. Expenditures are for professional development (PD) via educational training and conferences only, and where possible be linked to the Board's strategic direction, governance training and/or educational trends.
2. These expenditures come from the existing budget for Board Development. As the expenditure is approved at the budget level no prior approval is required by the Board for trustees to use their allocated for individual expenditures.
3. Trustees are encouraged to notify other trustees of their PD plans so that trustees may plan similar PD with the intent to maximize Board professional development and exposure from any specific event.
4. Trustees are required to provide a written report back to the Board in a timely manner following any PD expenditure, with a description of the training and/or conference event, and how this professional development experience benefitted themselves and the District.
5. It is the responsibility of trustees to submit expenditure claims and receipts in a timely manner, so that their respective expenditure allocation can be tracked.

6. The Director of Corporate Services will keep a running total of expenditure for each trustee during their respective term.
7. Trustees are encouraged to use travel connections and arrangements of the District in order to minimize costs where possible. Per diem rates will be as per District standards.
8. Trustees will only be allowed to exceed their respective expenditure allocation with Board approval.

Trustee Brookes said this will mean there will be no change to the budget. This is very similar to the structure at YCS. It promotes more planned PD for Trustees. Board evaluations state there should be more PD at the Trustee level.

Trustee Drew said she doesn't have time to look up different conferences and asked if anyone at District Office who could do. Trustee Brookes said there are some standard conferences that come up at the same time each year. Mr. Huculak will try to locate and inform the Trustees of upcoming events.

Vice Chairperson Spence said guidelines will be supplied by Mr. Huculak and we should be looking at the Strategic Plan and if there is something to attend to support it.

Chairperson Stephenson said we have to keep an eye out to maximize our PD.

Trustee Shortt said we should be kept apprised of when we have people presenting so if a trustee has a similar interest then they could possibly go and support them as well.

Trustee Butler asked if a Board Professional Development Plan has been developed. It was noted that one has not been developed yet.

Carried

Chairperson Stephenson noted to please adhere to the regular agenda schedule when items are requested prior to the meeting.

11. Announcements

- Days of Pink
 - o Museum exhibit
 - o Parenting seminar
- Long Term Service Awards – April 16, 2016 @ MHS
- Territorial Skills Competition – April 19, 2016 @ SJF
 - o There are tours available
- Jr. Super Soccer – April 21 – 24, 2016
- Sr. Super Soccer – April 28 – May 1, 2016
- Territorial Showcase Heritage Fair – May 5 - 8, 2016
- Spring Trade Show – May 7 – 8, 2016

12. Date and Time of Next Meeting

- COW Meeting – April 26, 2016 @ 12:00 p.m.
- COW Meeting (Budget) – April 27, 2016 @ 12:00 p.m.
- NWTTA-TBAC – April 28, 2016 @ 6:30 p.m.
- COW Meeting – May 5, 2016 @
- COW Meeting – May 10, 2016 @ 12:00 p.m.
- Regular Board Meeting – May 10, 2016 @ 7:00 p.m.

13. Chairperson's Closing Remarks

Chairperson Stephenson thanked everyone for coming.

Chairperson's monthly safety message: It is very slippery out there. Be vigilant as we have had freezing conditions with snow now on top. He also said teaching our kids physical literacy is a way to keep them more agile and fit when they are adults.

14. Adjournment

04-5891-16

Moved by Trustee Shortt

Seconded by Vice Chairperson Spence

I move the meeting be adjourned.

Carried

Meeting adjourned: 8:55 p.m.

Chairperson of the Board

Director of Corporate Services