



# Yellowknife Education District No. 1

## Board of Trustees Minutes

### Regular Meeting

Date of Meeting: Tuesday, November 12, 2019  
Location: YK1 District Office Board Room  
5402 50 Avenue

Members Present: Chairperson Tina Drew  
Vice Chairperson Satish Garikaparthi  
Trustee Terry Brookes  
Trustee Jay Butler  
Trustee Rajiv Rawat  
Trustee John Stephenson  
Trustee Al McDonald

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  
Communications & Administrative Assistant Mike Gibbins  
Indigenous Language & Culture Coordinator Scott Willoughby

Others Present: Wendy Lahey, Raegan Delisle, Graham Arts, Emma Ambury, Heidi Boudreau, Kyla LeSage

#### 1. Call to Order

Chairperson Drew called the meeting to order at 7:00 p.m.

#### 2. Chairperson's Opening Remarks

Chairperson Drew welcomed everyone to the meeting. She thanked everyone for putting their trust in her. She said she has a big role to fill.

#### 3. Adoption of Agenda

3.1 11-6099-19

Moved – Trustee Brookes; Seconded – Trustee Butler

I move to approve the agenda as presented.

**Carried**

11-6100-19

Moved – Trustee McDonald; Seconded – Trustee Rawat

I move to add 10.4 Superintendent Evaluation and 10.5 Board Evaluation to the agenda.

**Carried**

11-6101-19

Moved – Trustee Butler; Seconded – Trustee Brookes

I move to approve the agenda as amended.

**Carried**

#### **4. Delegations and Presentations**

##### **4.1 Forest School**

Wendy Lahey, Graham Arts, Reagan Delisle, Emma Ambury, Heidi Boudreau and Kyla LeSage made a presentation on the Forest School and the Bush Kids program. Lahey highlighted ways the program fits in with the Board's Strategic Priorities. A handout was distributed with highlights of the program. Attached. LeSage attended Dechinta University and took the Forest School Practitioners course. She is a huge proponent of the program.

Trustee McDonald: What does JHS need from the Board to keep the work going forward? Arts said the flexibility to continue to train and develop staff.

Trustee Stephenson: Pointed out the handout with the outline of the program. Thank you to the program for welcoming him when he visited.

Trustee Brookes: The opportunity for the children to get out of the school is great. He complimented LeSage for her attitude towards the program.

Vice Chairperson Garikaparathi: He applauds the organizers for making this happen. What are you finding difficult. Lahey said there are many Practitioner students want to have a site at the school for a wall tent, fire pit and supplies. Arts said this is part of the maintenance of the program.

Trustee Rawat: He is thinking about next steps and the Board's Strategic Planning will take place in the new year. He said he would like to see ecological literacy priorities coming forward.

Chairperson Drew: LeSage did a great job at the Indigenous Honour Ceremony. Congratulations to Lahey. She will discuss with the Board about possibly matching funds.

#### **5. Review and Approval of Minutes**

##### **5.1 Regular Meeting Minutes – October 8, 2019**

11-6102-19

Moved –Trustee McDonald; Seconded – Vice Chairperson Garikaparathi

I move the Board of Trustees of Yellowknife Education District No. 1 approve the minutes of the Regular Meeting of October 8, 2019 as presented.

**Carried**

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

Action items from October meeting were reviewed.

#### **7. Trustees Statements**

None.

## 8. Reports

### 8.1 Chairperson's Report

Items discussed: Superintendent and Board Evaluation held over the weekend. There was a CoTW meeting at noon. Trustee Stephenson: Met with YK MLA's individually and raise education awareness/governance. Met with Chief Ernest Betsina regarding building relationships. He would suggest meeting with City of YK Mayor. A topic raised was the length of term for Trustees. The NWT Chairs Education Leaders meeting is coming up.

### 8.2 Superintendent's Report

Mr. Huculak provided a written report. He read his retirement letter to the Board.

#### 8.2.1 Assistant Superintendent's Report

Written report submitted. The October ILC PD was great.

Vice Chairperson Garikaparthi: What is the protocol surrounding no cell phones in the schools? It is a school choice. WMS does not allow cell phones to be out during the day at the school. Some schools allow them and they are used as tools in the schools. There is no District policy surrounding them.

Parents need to discuss with school Administration if there are concerns.

Trustee Brookes: Can you explain the benefits and value of indigenizing education according to PD speaker, Sara Davidson. She has written books on what the value is. Important themes are relationships, experiential, holistic and spiral learning. She also added fostering curiosity and giving back.

Trustee Brookes: What kind of changes are coming out in the new Health curriculum. The focus is Health and Wellness and moving away from book learning. Moving toward a more holistic approach and inquiry-based learning. Working with ECE to develop report card outcomes.

#### 8.2.2 Director of Corporate Services Report

Written report submitted.

Trustee Stephenson: What is the status of the Transportation Review? There has been no update since Olin Lovely left ECE. We will be going out to tender eventually. Can we also check into Junior Kindergarten busing?

Trustee McDonald: For the 2020-2021 school year, if we go with YCS and EASC for busing, how much flexibility will we have in coordinating times at WMS and RLN? We would sit down with the busing company to discuss any changes to schedules or routes.

Trustee Rawat: We need to communicate the process for obtaining bus passes for the fall.

#### 8.2.3 Supervisor of Facilities and Maintenance Report

Written report attached.

Trustee Stephenson: What's the cost on the MHS boiler? It is \$80,000-\$90,000. Where are we on major and minor capital from ECE? We are waiting for a response as to definition of the two terms.

Chairperson Drew: Is this a pellet boiler? It is an oil-fired boiler.

Trustee Brookes: Are there some mechanical systems that put our infrastructure at risk and how do we protect ourselves from that? For the major equipment there are at least two of everything (boilers). Most replacement parts can be purchased here or get it shipped up from Edmonton in a day.

Vice Chairperson Garikaparthi: Where are you on the staffing process? It is being advertised and closes soon and then we will hire.

Chairperson Drew: Musical instruments are susceptible to cold and there is concern over the MHS break-in and damaged instruments. The people breaking in were caught in the act and were chased away and didn't take anything. Guitars were recovered. The school was closed up that night so the instruments were fine.

### **8.3 Trustee Reports**

Trustee Stephenson: Attended Frozen Jr. at NACC. They did an amazing job as usual. Congratulations to the students and Landon Peters. He attended a retirement event for Eileen Erasmus. Three board members will be attending the ASBA FGM.

Trustee Stephenson: Thank you for allowing him to serve as Chair of the board. It was the pinnacle of his career. The Education Leader's meeting was a positive way to actively engage ECE. Big thanks to the staff: Tracy for keeping him organized; Ed for his discussions for leadership in schools; conversations with Tram and love and encouragement; Metro's morning calls and incredible support as Chair. The new leaders on the Board have his heartfelt and enthusiastic support. Get behind them and support them in their leadership roles. Congratulations.

Chairperson Drew: Went to first session of the Legislative Assembly. Met with MLA's and Cabinet Ministers.

### **8.4 Standing Committee Reports**

#### **8.4.1 Finance**

Meeting held: October 30, 2019. Items discussed: Insurance premium, LED, boilers, variance, Jordan's Principle for next year, USW negotiations coming up in December, busing.

#### **8.4.2 PR Committee**

Meeting held: October 24, 2019. Items discussed: Meet and Greet, websites, postings on the website. Next meeting: November 28, 2019.

Chairperson Drew: Websites are difficult to render on phones. Can the Finance Committee look into an increase in budget for the one-time cost to update websites. Brookes said the Finance Committee can look into it.

#### **8.4.3 Policy**

No meeting. CoTW meeting will be held to discuss tabled policies

### **8.5 Ad Hoc Committee Reports**

#### **8.5.1 Committee of the Whole**

October 22, 2019 (9:00 p.m.): Items discussed included Accommodations Plan.

November 1, 2019 (9:00 p.m.): Items discussed included Accommodations Plan.

November 12, 2019: Items discussed included insurance premiums, status updates, Board Planning Days, JHS & WMS 2019-2020 calendars, LED lights and regular meeting motions.

#### **8.5.2 Audit Committee**

No meeting held.

#### **8.5.3 NWTTA Teacher-Board Advisory Committee**

No meeting held. Hoping to have a meeting before Christmas.

#### **8.5.4 USW Teacher-Board Advisory Committee**

Meeting dates scheduled for December 9 – 11, 2019. Things are being prepared

### **8.6 Trustee PAC Reports**

#### **8.6.1 École J.H. Sissons School**

Meeting held. Items discussed: Accommodation Plan, Subway orders, PAC funds management, parent survey (social-emotional learning, inquiry-based learning, safety and the drop-off zone), wall tent, Forest School teacher training, emails to parents, Google Classroom training request

**ACTION: IT will set up some Google Classroom training.**

#### **8.6.2 Mildred Hall School**

Meeting held. Items discussed: Break-in, the amount of complex needs, Forest School training, Halloween Dance. Next meeting: November 27, 2019.

#### **8.6.3 N.J. Macpherson School**

Meeting held. Report attached. Items discussed: Platform for the outdoor wall tent, crosswalk at Finlayson Dr. and Range Lake Rd. where the little kids cross and some drivers are not very conscious of little kids all the time.

#### **8.6.4 Range Lake North School**

Meeting held: October 23, 2019. Items discussed: Turkeys made it through Thanksgiving, outdoor school is progressing, school is getting eggs everyday, Accommodation Plan, Family Fun Night planning, teacher appreciation luncheon, a new popcorn machine is on order.

#### **8.6.5 École Sir John Franklin High School**

Meeting held: October 10, 2019. Report attached.

Chairperson Drew: Policy/procedure at the high school for epipens.

Can we develop a Policy for this? This is an administrative procedure.

Epipens will be in the classroom with the child's name on it and there

should be one in office as well. Epipens are supplied to the school each

September. All schools have been given one adult and all JK-K schools have received on Epipen Jr. as well.

#### **8.6.6 École William McDonald Middle School**

Meeting held. Items discussed: Crosswalk at Franklin Ave by the Multiplex being dangerous, no crosswalk between YKFD and the 3-way stop, want an Accommodations Plan, Shelley Moore worked with them, gymnastics programs, social-emotional learning, swimming program, Camp Akaitcho planning has started, Jr. Spike It banners, Wildcat Friday.

### **9. Unfinished Business**

None.

### **10. New Business**

#### **10.1 JHS & WMS Calendar for 2019-2020**

Deferred.

#### **10.2 Appointment of Legal Counsel**

11-6103-19

Moved –Trustee Brookes; Seconded – Trustee Butler

I move the Board of Trustees of Yellowknife Education District No. 1 appoint Dragon Toner Law Office as legal counsel for the 2019-2020 school year.

#### **10.3 Appointment of Auditor**

11-6104-19

Moved –Trustee Butler; Seconded – Vice Chairperson Garikaparthi

I move the Board of Trustees of Yellowknife Education District No. 1 appoint Crowe Mackay LLP as auditor for the 2019-2020 school year.

**Carried**

#### **10.4 Superintendent Evaluation**

11-6105-19

Moved –Trustee Stephenson; Seconded – Trustee McDonald

I move the Board of Trustees of Yellowknife Education District No. 1 approve the Superintendent/CEO evaluation report as developed during the evaluation workshop of November 8, 2019 as an accurate accounting of his performance for the period July 1, 2018 to June 30, 2019; and further, the Board authorize the Chair to make any required technical edits and to sign it on the Board's behalf.

**Carried**

**10.5 Board Self-Evaluation**

11-6106-19

Moved –Trustee McDonald; Seconded – Vice Chairperson Garikaparthi

I move the Board of Trustees of Yellowknife Education District No. 1 approve the Board self-evaluation report as developed at the facilitated workshop of November 9, 2019 and that the Board Chair be authorized to monitor the priorities and suggestions agreed to and bring items forward for Board consideration as deemed appropriate.

**Carried****11. Announcements**

- November 18, 2019: Report cards go home (JK-8)
- November 19-20, 2019: Parent/Student/Teacher Interviews (JK-8)
- November 22, 2019: No school in lieu of PST Interviews (JK-12)
- November 23, 2019: SJET Craft Sale
- November 23, 2019: Santa Claus Parade
- November 29-30, 2019: Sr. Badminton Tournament
- November 30, 2019: Craft Sale (MHS)
- December 1, 2019: Christmas Tree Decorating (MHS)
- December 5, 2019: Winter Show (NJM)
- December 6-7, 2019: Table Tennis Tournament
- December 7, 2019: Craft Sale (RLN)

**12. Date and Time of Next Meeting**

- CoTW Meeting: November 12, 2019 @ 9:30 p.m.
- Strategic Plan Presentation: November 28, 2019 @ 6:00 p.m.
- CoTW Meeting: December 4, 2019 @ 12:00 p.m.
- CoTW Meeting: December 10, 2019 @ 12:00 p.m.
- Regular Board Meeting: December 10, 2019 @ 7:00 p.m.

**13. Chairperson's Closing Remarks**

Chairperson Drew thanked everyone for coming. We try to roll up our sleeves and do good work.

**14. Adjournment**

11-6107-19

Moved –Trustee McDonald; Seconded – Trustee Brookes

I move the meeting be adjourned.

**Carried**

Adjourned: 9:41 p.m.

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 Chairperson of the Board

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 Director of Corporate Services