



## **Yellowknife Education District No. 1 Board of Trustees Minutes**

Date of Meeting: Tuesday, October 13, 2015  
Location: YK1 District Office Board Room  
5402 50 Avenue

Members Present: Chairperson John Stephenson  
Vice Chairperson Allan Shortt  
Trustee Terry Brookes  
Trustee Jay Butler

Regrets: Trustee Blake Lyons

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: Mira Dunn, Odon Hall, Duff Spence, Rajiv Rawat

### **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. He said we should feel pretty good about what we have done over the past three years as Trustees. He extended a welcome to trustee candidates Rajiv Rawat and Duff Spence.

### **3. Adoption of Agenda**

10-5855-15

Moved by Trustee Terry Brookes

Seconded by Trustee Jay Butler

I move to accept the agenda as presented.

**Carried**

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

##### **4.1 Presentation: YK1 Trustee Blake Lyons & former YK1 Trustee Mira Dunn**

Chairperson Stephenson made a presentation to Ms. Mira Dunn in recognition of her service as a trustee with YK1 Board. He presented her with a plaque commemorating her years of service and a framed painting as a gift. He thanked her for being part of the Board of Trustees for two terms. He noted her expertise was very valuable and she is a capable and competent spokesperson. Mr. Stephenson said he is pleased she is working with YK1 and the positive work she is doing.

Ms. Dunn said she really appreciated her time on the board and it taught her a lot. There was a high level of professionalism and the professional development opportunities were exceptional. Ms. Dunn said she was able to influence services to children with special needs. She said she really enjoys her work now as an Education Assistant with special needs children. She is proud to have made a contribution to children's education in Yellowknife. Everyone on the Board has taught her something and she appreciates everything the Board has done for her.

A presentation was planned for Trustee Blake Lyons but he was absent due to a previous engagement.

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

##### **5.1. Regular Meeting Minutes – September 8, 2015**

10-5856-54

Moved by Trustee Jay Butler

Seconded by Trustee Terry Brookes

I move the Board of Trustees of Yellowknife Education District No. 1 approve the minutes of the Regular Meeting of September 8, 2015 as presented.

**Carried**

**6. Business Arising from the Minutes**

None.

**7. Trustee Statements**

None.

**8. Reports**

**8.1. Chairperson's Report**

Chairperson Stephenson thanked everyone for coming to the meeting. He said he attended most of the Open Houses in the District. This was a great opportunity to meet the parents and staff in our schools. He extended his thanks to staff for hosting these. He noted he also read at NJM during Literacy Week again this year. There was also the Feed the Fire Ceremony at WMS and this included a feast for students. Jonas Sangris, Bobby Drygeese and others were drumming. Chairperson Stephenson noted that Caroline Roux, French Literacy Coach, was awarded the 2015 Ministerial Professional Educator Literacy Award. He said he also attended the Canada Winter Games planning meetings as the YK1 representative. He noted a delegation from Whitehorse also attended and made a presentation regarding their experiences with hosting the games. The final event he attended was the YK1 information session for aspiring trustees.

**8.2. Superintendent's Report**

Superintendent Metro Huculak presented a written report dated October 13, 2015. Superintendent Huculak said he would like to thank Ms. Mira Dunn for her work with the Board. He is very happy to have her as an employee in the District now and for taking on the role of Preschool

Coordinator. Mr. Huculak noted we are looking at some initiatives over the coming year such as a mural at MHS. Ms. Sarah Bradfield will be painting the mural. We have a sponsor for the project. He noted we are also looking into some beautification at WMS with shrubs and planters lining the walk-ways. Mr. Huculak noted he was focusing on enrollment and it should be up this year when we receive the final numbers from ECE. The key is to focus on getting more kids graduating. Mr. Huculak said we have had a great start to the school year and staff and parents are all happy. He said the professional development at the start of the year was very much appreciated. He thanked the Board for all of their support.

Trustee Brookes asked how Preschool at MHS was going. Mr. Huculak said they are at 15 at the moment and they are planning to try and fill it to 18. The rest of the schools are doing well.

Trustee Brookes asked about the bullying report. Describe how the District is planning to use the report to modify behaviours and how do we use the information in the report? Metro said all schools are doing the same thing in terms of behaviour now. They are monitoring where the negative behaviours are and where they need to focus. By analyzing this information they will put strategies in place to help decrease the incidents.

### **8.2.1. Assistant Superintendent's Report**

Assistant Superintendent Ed Lippert presented a written report dated October 13, 2015. Mr. Lippert said he has been working heavily with the Ed Services team gathering information for the Board. This information will give us an idea of where we are and where we want to go. He noted school info packages were worked on and these are submitted at the beginning of the year. Mr. Lippert went to NJM and did some reading for a Grade 1 class. He noted he also travelled around to the schools and has been looking at the schools requirements in terms of Special Needs. He spent a Saturday with teachers/coaches reviewing the new benchmark assessments. He said this is replacing the DRA which is out of date. A Pearson representative came up to work with them. The teachers/coaches went back to schools and are working to implement the assessments in their school. Hopefully by the end of October all of the students will be assessed. Seventeen of our staff have been requested to sit on the ERI working groups. This is a beneficial position to be in as this is developed.

Mr. Huculak said another assessment tool they are looking at is the CAT since the AAT's are being phased out.

Trustee Shortt asked how much time is spent on the ERI working group and is the release time covered by ECE? Mr. Lippert said it depends on the working group in terms of the time and at this time the district has to cover the release time. He will get clarification on whether the Department can cover any of the release time.

Trustee Brookes asked for clarification on the assessment with Leyton Schnellert and his PD sessions. Mr. Lippert said this is not a specific assessment, but any kind of data the schools have access to can be used.

Trustee Brookes asked about the ALC activities and said it would be nice to gain a feel of the results in the reports submitted each month and show how we are progressing in the area.

### **8.2.2. Director of Corporate Services Report**

Director of Corporate Services Tram Do presented unaudited financial statements to September 30, 2015. She also submitted a written report dated October 13, 2015. Ms. Do noted the amended budget is attached. The amended budget is approximately \$109,000 higher than the original budget and this reflects the actual ECE contribution and the increase comes from fuel costs recovery. Ms. Do noted she has been meeting with various principals on their finances and budgets and how they plan to spend their budget. She went to a joint-use meeting with Brian Kelln at the City of Yellowknife to identify any issues with our facilities. Ms. Do also noted we have finalized the bussing contract for another three years. She has also been working with Evelyne Straker to get the election completed. She noted she and the Finance team will also be meeting monthly with schools to review the school finances.

Trustee Shortt asked if the City of Yellowknife is planning to assist in the costs of replacing the gym floors. Mr. Huculak said they are not planning to help, but he is trying to get some funding from ECE.

He also said the NWT Basketball Association is going to lobby the City of Yellowknife for financial help. Trustee Shortt feels we should also lobby the City of Yellowknife for assistance.

### **8.2.3. Supervisor of Facilities and Maintenance Report**

Superintendent Huculak noted that Mr. Beaudoin is away. He said he is working with Elvis to ensure things are ready for winter.

## **8.3. Trustee Reports**

Trustee Shortt said he attended the National Gathering for Indigenous Education and Canadian School Board Association Congress. He said he discovered during the National Gathering that they are using the NWT as a benchmark for where other provinces want to have their districts reach in terms of aboriginal education. He said there were some good keynote speakers such as Hailey Wickenheiser and Bob Pringle. He attended several different sessions over the course of the conference.

## **8.4. Standing Committee Reports**

### **8.4.1. Finance**

Trustee Brookes said there is an amended budget coming up later in the agenda.

### **8.4.2. Public Relations**

Trustee Jay Butler said they have not met.

### **8.4.3. Policy**

Trustee Brookes said they have not met. He noted there are a couple of policies which haven't been updated. He noted a schedule should be put together to review the existing policies.

### **8.4.4. Aboriginal Education**

No meeting. No report.

**8.4.5. Special Needs**

Trustee Butler said they have not met.

**8.5. Ad Hoc Committee Reports****8.5.1. French Steering Committee**

Chairperson Stephenson said there was no meeting.

**8.5.2. Committee of the Whole**

Chairperson Stephenson reported on the agenda items which were discussed. Items included the ASBA fall General Meeting, the Superintendent and Board evaluations, an enrollment update, status of the technology report, a task list for the new board, beautification projects planned for MHS and WMS, the amended budget, possible Board benefits and the Syrian Refugee meeting report.

**8.5.3. Audit Committee**

Trustee Brookes said the committee won't be meeting formally until spring. He noted the committee is down a member and will recruit for the position.

**8.5.4. Information Technology Committee**

Trustee Butler said there was a brief meeting. They discussed what the District is doing since the Technology review.

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

Trustee Shortt said there was no meeting this month.

**8.5.6. Healthy Schools Steering Committee**

Chairperson Stephenson said they have not met.

**8.6. Trustee PAC Reports**

**8.6.1. Ecole J.H. Sissons**

Trustee Butler said there was a meeting. Items discussed included the arts curriculum, funding for the composting program, parking lot safety. Next meeting is set for October 14, 2015.

**8.6.2. Mildred Hall School**

Mr. Huculak said the meeting is coming up tomorrow night. It will be held at the District Office and he will be cooking to try and entice more members to participate.

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

Chairperson Stephenson said there was a meeting. Items discussed included eight new registrations and there are more students expected to come to town, the Open House had the best showing ever, Literacy Week with guest readers, self-regulation workshops staff attended, NJM students will be attending the play at SJF, they are assisting with the Trustee forum at RLN, fundraising, lunch program, snack program, subway lunch, hot lunch, lunch supervisions and family fun days. Next meeting is set for November 25, 2015 at 7:00 p.m.

**8.6.4. Range Lake North School**

Trustee Brookes said there was a meeting. See the attached report.

**8.6.5. Ecole Sir John Franklin High School**

Chairperson Stephenson said there was a meeting. Items discussed included plans for grad, a retreat was held September 24, 2015 to plan for grad, October 8, 2015 was a Blue Jay's Spirit Day, plans for soccer and cross-country running, mock federal election, photos, polling station, report cards, the principal is heading to Vancouver for a behavior conference. Margo Nightingale is the PAC Chair. Next meeting is set for November 12, 2015 at 12:00 p.m.



### **8.6.6. Ecole William McDonald Middle School**

Vice Chairperson Shortt said there was a meeting. Items discussed included enrollment, lunch program, healthy foods program, purchasing five spin bikes and three will go in classes to help kids who have a hard time paying attention or have extra energy. They have started planning Pirates of the Arctic. There were six parents at this meeting and three sent regrets.

## **9. Unfinished Business**

None.

## **10. New Business**

### **10.1. Amended Budget**

10-5857-15

Moved by Trustee Terry Brookes

Seconded by Trustee Jay Butler

I move the board of trustees of Yellowknife Education District No. 1 approve the 2015-2016 amended budget as presented.

Trustee Brookes said since June we have hired a couple more Kindergarten teachers. He noted we have also received the finalized contribution from ECE for the year and it is approximately \$109,000 higher than projected.

**Carried**

### **10.2. ASBA Fall general Meeting**

10-5858-15

Moved by Trustee Jay Butler

Seconded by Vice Chairperson Al Shortt

I move the board of trustees of Yellowknife Education District No. 1 approve the attendance of up to seven trustees at the ASBA Fall AGM in Edmonton on November 15-17, 2015.

Trustee Butler said this is a valuable experience for the new Board of Trustees.

**Carried**

### **10.3. Superintendent Evaluation**

10-5859-15

Moved by Vice Chairperson Al Shortt

Seconded by Trustee Terry Brookes

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 October 3, 2015 as an accurate accounting of his performance for the period July 1, 2014 to June 30, 2015; and further, the Board authorize the Chair to make any required technical edits and to sign it on the Board's behalf.

Vice Chairperson Shortt said Superintendent Huculak does a great job helping kids.

**Carried**

### **10.4. Board Evaluation**

10-5860-15

Moved by Trustee Jay Butler

Seconded by Trustee Terry Brookes

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 October 3, 2015 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.

Trustee Butler said it was a good retreat and the evaluation is fitting and appropriate.

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

- Candidates Forum, RLN – October 15, 2015 @ 7:00 p.m.
- Election Day – October 19, 2015
- Trustee Orientation (YK1 hosted) – October 29, 2015 – 7:00 p.m.
- ASBA Fall General Meeting – Edmonton, AB: November 15 -17, 2015
- Trustee Orientation (ASBA hosted) – November 20, 2015 (evening) & November 21, 2015 (day)

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

- COW Meeting – November 10, 2015 @ 12:00 p.m.
- Organizational Meeting – November 10, 2015 @ 6:30 p.m.
- Regular Board Meeting – November 10, 2015 @ 7:00 p.m.

**13. Chairperson's Closing Remarks**

Chairperson Stephenson thanked everyone for coming. He said please be vigilant with snow removal on your property to keep things clear and safe for others. He reminded everyone to take care when driving on the slippery streets.

**14. Adjournment**

10-5861-15

Moved by Vice Chairperson Al Shortt

Seconded by Trustee Terry Brookes

I move the meeting be adjourned.

**Carried**

Meeting adjourned: 8:03 p.m.

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Chairperson of the Board

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Director of Corporate Services