



Yellowknife Education District No. 1 Board of Trustees Minutes

Date of Meeting: Tuesday, September 13, 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
Supervisor of Instruction (French Services) Jean-Marie Mariez
Supervisor of Facilities & Maintenance Elvis Beaudoin
Executive Assistant to the Superintendent Tracy Turk

Media and Others Present: Dave Brothers, Tina Brothers, John Laratta

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 and to the new school year.

3. Adoption of Agenda

09-5904-16

Moved by Trustee Shortt

Seconded by Trustee Rawat

I move to accept the agenda as presented.

Carried

4. Delegations and Presentations

4.2 Presentation: Clark Builders

Chairperson Stephenson welcomed Dave Brothers from Clark Builders to the meeting. Clark Builders has a long history in the community and the North. They have helped the District with many projects and most recently the Mildred Hall School Mural Project. Mr. Brothers wanted to thank the Board for the opportunity to help with the mural and to be a part of the project. Mr. Stephenson presented Mr. Brothers with a plaque from the Board thanking them for their many, and generous, contributions to YK1 schools, programs and initiatives.

4.1 Financial Audit Presentation

Mr. John Laratta from Crowe Mackay LLP made a presentation regarding the audited financial statements ending June 30, 2016. See attached presentation.

Mr. Laratta noted there was nothing required to be adjusted. Accounts Receivable is similar to the previous year. He noted the liabilities are just over \$1.9 million. YK1 received an unmodified audit opinion.

Mr. Laratta's presentation is attached. He reviewed the revenue (increased by \$1.2 million) and expenditures. The difference between the actual expenditures and budget is 4%. In 2016 85% of expenditures related directly to the classroom.

Mr. Laratta noted the District lost their Payroll Officer just before the audit and he commended Ms. Do for her extra work to have everything ready in spite of this hurdle.

5. Review and Approval of Minutes

5.1. Regular Meeting Minutes – June 14, 2016

Trustee Drew noted she would like to amend the minutes to reflect her comments at the presentation on June 14, 2016 to read:

“Trustee Drew replied UNICEF and Save the Children did research on why there was a high birth rate in developing countries and it was found children are essential to the income of households. By the age of 8, they have earned for their families more money than it will cost their parents to raise them. With no old age pensions in these countries, children are essential to help care for the elderly population.”

09-5905-16

Moved by Trustee Drew

Seconded by Trustee Shortt

I move the Board of Trustees of Yellowknife Education District No. 1 approve the minutes of the Regular Meeting of May 10, 2016 as amended.

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. He said he had the opportunity to welcome the new staff on the New Teacher Orientation Day.

He noted he was also able to sit in on some of the PD events during our Fall PD days. YK1 have a great tradition of hosting some great PD to kick-off the new school year. He noted he was able to attend the ILC presentation at NACC and the Physical Literacy event. He noted it was nice to see it was also made available to the public as an evening session.

8.2. Superintendent's Report

Superintendent Metro Huculak presented a written report dated September 13, 2016. Superintendent Huculak said the NWTSA meetings have been cancelled. They are now scheduled for October 12 & 13, 2016. He will keep the Board up-to-date on RLN security and funding. Mr. Huculak will be lobbying for funding for several projects for next year. He met with SJF staff to discuss having a meeting next week with students to attract more to the Route 51 program as well as the high school itself. He mentioned he wants to have the high school develop a video with former students to speak about how YK1 has helped them.

Vice Chairperson Spence commented on ECE defending their business plan and if so is it in a public forum. Mr. Huculak will find that out. He also noted YK1 has to develop a business plan this year.

Trustee Brookes asked about the communication regarding the school fees at SJF and would this be targeted at incoming Grade 9's. Mr. Huculak said the fee is used for books which are not returned or are damaged. SJF does not charge for some of the events unlike St. Pat's.

Trustee Drew said she would caution about moving the location of Route 51 back onto the school property as it may make some students uncomfortable. Mr. Huculak said we will be spending time talking to kids and evaluating what is the best for the program and the students.

Trustee Drew mentioned we may be able to ask the mines to assist in making the video as this is good PR for them as well.

8.2.1. Assistant Superintendent's Report

Assistant Superintendent Ed Lippert presented a written report dated September 13, 2016. Mr. Lippert noted the Fall PD was very

successful and we focused all of the PD on the new Strategic Plan. He is still waiting for the high school PD report since their PD took place one week later than the K-8. He noted a lot of time was spent getting schools up and running.

Trustee Brookes asked about updating Board Policies in his report. Mr. Lippert was making sure all of the latest versions of the policies were in the policy manuals.

Trustee Brookes asked if we would be able to get another presentation from Carole Fullerton and Leyton Schnellert on the work they continue to do with YK1 teachers. Mr. Lippert said they would be more than happy to do so.

Trustee Brookes asked about what the plan surrounding the Gifted Education program will look like this year. Mr. Lippert said it is being developed and it will be presented to the Board as soon as it is complete. Jodi Keats is spending a lot of time researching this topic.

Trustee Brookes asked what the ALC support staff will look like this year. Mr. Huculak said we will be working on implementing a language element to the program. Scott Willoughby will provide a more detailed report as soon as he has hired for the positions.

Trustee Butler asked about the IT report. Mr. Lippert said Mr. Male has spent most of his time setting up Google accounts, setting up staff computers and getting all of the schools ready to go at the start of the year. He also assisted with the PD sessions in the Fall. Mr. Lippert has told him we will need a report at a COW meeting.

Trustee Rawat asked about the Strategic Directions boards. Mr. Lippert said they are in the works and some mock-ups have been done.

Trustee Rawat asked what the turnover rate was of staff for this year. Mr. Huculak said there are 25 new staff this year (13 new teachers).

8.2.2. Director of Corporate Services Report

Director of Corporate Services Tram Do presented audited financial statements to June 30, 2016. She also submitted a written report dated September 13, 2016. We received a refund from WSCC this year due to our low number of claims. She said our surplus remains at 4%. We have a LED reserve for Mr. Beaudoin to use to start converting our lights. She said a member of the Payroll staff resigned and a replacement was hired. She thanked the staff for pitching in to help out where and when it's needed. Ms. Do also noted we had a retreat for the District Office. It was a fun team building activity. She noted the tender for the WMS roof was taken over by the GNWT and it will close Sept. 19, 2016. She said she and Mr. Jeff Seabrook met with the City of Yellowknife to acquire more gym time for the WMS teams (the new agreement with EASC meant a cut in usual gym time for school groups).

Trustee Shortt noted the book value of JHS is now \$0.

Vice Chairperson Spence asked if we widened the health and safety program would we see a greater reduction in WSCC fees. Ms. Do said it would likely not make a difference. We just have to work to mitigate all safety concerns.

Trustee Drew said there are a lot of health and safety policies at the hospital. Do we have anything in place where you can't claim for WSCC if you do not follow the proper guidelines? Ms. Do said we do not have this at the moment. She said there is a reporting protocol where if someone sees someone not complying then they can be written up for unsafe work and could be denied a claim if they do have an accident. Trustee Shortt suggested writing a policy specifically related to slip and falls and the need to wear proper footwear in order to be to be covered.

Chairperson Stephenson asked if the LED money was new money (\$330,000). Ms. Do said it was. She said we have also applied to Arctic Green Energy to get more funding. Trustee Shortt suggested applying to Energy Canada as well. Trustee Drew said Esso also has funds available.

8.2.3. Supervisor of Facilities and Maintenance Report

Supervisor of Facilities and Maintenance Elvis Beaudoin submitted a written report for the months of July and August 2016. Mr. Beaudoin said he is working with a man from the GNWT on the LED lights. They are discussing fixtures at the moment. He said the Akaitcho Hall sewer line is complete. He noted the fuel line is being worked on as well as the utilidor is being worked on by Maintenance. They worked on several schools and it was a hectic summer.

Trustee Brookes asked about the security cameras and how the information which is collected will be used and stored. Mr. Huculak said the purpose is to see who is entering the school and it is being recorded.

Trustee Shortt asked if they are planning to do exterior LED lights. Mr. Beaudoin said they are starting at WMS with the outdoor lights. Trustee Shortt said there are some dark spots around the schools.

Trustee Drew asked about privacy laws and security cameras with underage people being recorded. Mr. Huculak will speak to legal about it.

Chairperson Stephenson asked Mr. Beaudoin to thank the Maintenance team for their hard work keeping up the grounds.

8.3. Trustee Reports

8.4. Standing Committee Reports

8.4.1. Finance

Trustee Brookes said there was a meeting last week. He said they discussed enrolment and staffing needs at the schools. A motion is coming forward later in the meeting.

8.4.2. Public Relations

Vice Chairperson Spence said there was no meeting. The next meeting is coming up next soon.

8.4.3. Policy

Trustee Brookes said there were meetings over the summer. The committee has been working on various policy revisions and updates. He said the intent is to have draft revised policies to the Board for review soon. He said they are still stuck on Policy 1. He feels the Board needs to review it as a group.

8.4.4. Aboriginal Education

Trustee Butler said there was no meeting. Next meeting is in September.

8.4.5. Special Needs

Trustee Butler said there was no meeting. Next meeting is in September.

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 September 13, 2016. Items included a discussion on school start-up communications, the IT Committee, Junior Kindergarten, school updates, an enrolment update, school safety, the Board/Superintendent evaluations, negotiations for the NWTTA and USW, caution fees at SJF, ASBA Fall GM and regular meeting motions.

8.5.2. Audit Committee

Trustee Brookes said the committee met September 6, 2016. There were a few edits which resulted in the presentation tonight. The lay-members of the committee were very pleased with the outcome.

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 no meeting. She noted there have been several emails regarding the school parking area and what is going to be done. Mr. Huculak said there will be extra supervision. Trustee Drew said parents would like to see a parking lot that is friendlier to children to either ride or walk to school.

8.6.2. Mildred Hall School

Trustee Butler said there was no meeting.

8.6.3. N.J. Macpherson School

Trustee Brookes said there was no meeting. They had their end of the year BBQ in June and it was a great success.

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. Next meeting: Sept. 15, 2016.

8.6.6. École William McDonald Middle School

Trustee Rawat said there was no meeting. Next meeting: Sept. 15, 2016.

9. Unfinished Business

None.

10. New Business

10.1 2015-2016 Financial Audit

09-5906-16

Moved by Trustee Brookes

Seconded by Trustee Shortt

I move the Board of Trustees of Yellowknife Education District No. 1 accept the 2015-2016 Financial Audit as presented.

Trustee Brookes stated that as presented tonight, the Audit Committee was very satisfied with the Audit.

Carried

10.2 2016-2017 Amended Budget

09-5907-16

Moved by Trustee Shortt

Seconded by Vice Chairperson Spence

I move that the Board of Trustees of Yellowknife Education District No. 1 approve the 2016-2017 Amended Budget as presented.

Carried

11. Announcements

- Open House: September 14, 2016 – WMS @ 7:00 p.m.
- Open House: September 15, 2016 – NJM @ 6:30 p.m.
- Open House: September 15, 2016 – JHS @ 7:00 p.m.
- NWT Soccer Championships (Hay River): September 16-18, 2016
- Open House: September 21, 2016 – MHS @ 6:00 p.m.
- Open House: September 22, 2016 – RLN @ 6:30 p.m.
- Open House: September 22, 2016 – SJF @ 7:00 p.m.
- Open House: October 7, 2016 – KDS @ Noon
- CPF AGM: October 3, 2016 – Calvary Church: 5:45 p.m.
- NWT Cross Country Running Championships: October 7, 2016 – Ft. Providence

12. Date and Time of Next Meeting

- COW Meeting – October 11, 2016 @ 12:00 p.m.

- Regular Board Meeting – October 11, 2016 @ 7:00 p.m.

13. Chairperson's Closing Remarks

Chairperson Stephenson thanked everyone for coming. Chairperson's safety message: He is very pleased we are in good standing with WSCC. He would encourage the District to focus on areas to make our staff safe.

14. Adjournment

06-5908-16

Moved by Vice Chairperson Spence

I move the meeting be adjourned.

Carried

Meeting adjourned: 8:35 p.m.

Chairperson of the Board

Director of Corporate Services