



**Yellowknife Education District No. 1**  
**Board of Trustees Minutes**  
**Regular Meeting**  
**Via Conference Call**

Date of Meeting: Tuesday, April 14, 2020  
 Location: Via Conference Call  
 YK1 District Office Board Room  
 5402 50 Avenue

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

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

Media & Others Present: Jodi Lee-Lewis, Shirley Zouboules, Blair McBride (*Yellowknifer*)

**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 and acknowledged we are on Chief Drygeese land. She thanked everyone for joining the conference call.

**3. Adoption of Agenda**

3.1 04-6141-20

Moved – Trustee McDonald; Seconded – Trustee Garikaparathi

I move to approve the agenda as presented.

**Carried**

#### 4. Delegations and Presentations

##### 4.1 Presentation to Volunteers

None

#### 5. Review and Approval of Minutes

##### 5.1 Regular Meeting Minutes – March 10, 2020

04-6142-20

Moved –Trustee Brookes; Seconded – Trustee Butler

I move the Board of Trustees of Yellowknife Education District No. 1 approve the minutes of the Regular Meeting of March 10, 2020 as presented.

**Carried**

##### 5.2 Special Meeting Minutes – March 24, 2020

04-6143-20

Moved –Trustee Butler; Seconded – Trustee McDonald

I move the Board of Trustees of Yellowknife Education District No. 1 approve the minutes of the Special Meeting of March 24, 2020 as presented.

**Carried**

#### 6. Business Arising from the Minutes

Trustee Stephenson: Is there anything to report on the Notice of Motion regarding Trustee term lengths from the last meeting? Chairperson Drew said the meeting to discuss this issue has been postponed due to COVID-19.

#### 7. Trustees Statements

None.

#### 8. Reports

##### 8.1 Chairperson's Report

Chairperson Drew attended the following:

March 16, 2020: Conference call with Minister Simpson and Education leaders to discuss school closures until April 14, 2020.

March 24, 2020: Executive meeting with Minister regarding closing schools for remainder of year.

March 27, 2020: Meeting with Minister Simpson.

April 7, 2020: Update of COVID-19 in the NWT. Discussions around sending out curriculum for all JK-12 teachers. They were informed any additional funding would not be deducted from income assistance. Student Financial Assistance is being worked on by ECE as there are no GNWT summer jobs. Early childhood care was prioritized. ECE Deputy Minister John McDonald discussed essential services and redeployment. Internet was also discussed for outlying communities and the Minister will be looking into it. The next meeting April 21, 2020.

There was a conference call with our lawyer, Sheldon Toner, regarding the hiring of a new superintendent.

Trustee McDonald: Very pleased with Trustee Rawat's initiative to support families who may in financial difficulties now. Also pleased with Admin response from all schools to support families.

## **8.2 Superintendent's Report**

Mr. Huculak said he has been reporting to the Board regularly. Speaking with principals about identifying non-essential workers. Discussing learning plans. Met with Ed Lippert, Tram Do, Jodi Lee-Lewis, Graham Arts about resources and where they are going to go. He plans to talk with another moving company about getting quotes. We will need to pack the library as soon as possible. There are some Admin contracts which are up. Contracts have been offered to Landon Kowalzik, Graham Arts and one will be coming for Jodi Lee-Lewis (Assistant Principal/JHS & WMS) for next year.

Trustee Rawat: How much time are you spending on video conference?  
Huculak is spending many hours per day discussing the issues with Admin the Board and ECE.

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

Written report submitted. Mr. Lippert said the Teacher's Conference next year has been postponed for one year, thus affecting the school calendar. Personal belongings are being gathered by staff and parents at schools. Technology in schools: We are still working on providing wifi access to students and staff so they don't have to enter the buildings. We are looking for ways to boost the wifi but this will depend on the technology available and the cost. In the event some students don't have devices, IT has made available Chromebooks so anyone who wants access to the internet will have it. Some iPads are also being sent home to students.

Trustee Brookes: Do you anticipate any time crunch to get the Operating Plan and the Annual Report completed by their deadlines? Lippert said the deadlines remain the same. What is different is the deadline for the drafts has been moved. We are hoping to have them completed within our regular timeframe. Brenda Johnson will be working on this with us.

Trustee Brookes: How did the math instruction work with Carole Fullerton via the use of Google Hangout? Lippert said Zoom was used and it sounded like it went very well. Shirley Zouboules said we reached out to all consultants and Ms. Fullerton had a good plan in place for PD for teachers for the different age groups. Many resources were provided to teachers to utilize and the PD was very valuable and well-received. We will be working with her more later this month. Zoom is not as secure for video conferencing.

Trustee McDonald: Is there a follow-up scheduled to this PD? Zouboules said we will be having sessions later this month.

Chairperson Drew: Thank you to Administrators and ECE for the swift rollout of the curriculum.

**ACTION: Information will be on the computer program to be distributed.**

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

Written report submitted. Special thanks to Trustee Rawat and Trustee McDonald for the inspiration and guidance in the area of the Food Support Program. We have received notification our \$60,000 funding application from Breakfast For Learning. We are also receiving donations from Yellowknifers. Thank you to Trustee Stephenson for this suggestion. The Greenhouse Gas Emissions application has passed the technical stage and has moved to the next phase. The Audit is being scheduled. The Budget has been discussed and the school budget presentation details may be delayed until September. The regular budget presentation is planned for May sometime. COVID-19 expenditures are being tracked with hope to have them reimbursed by federal funding.

Trustee Brookes: Have any insurance decision deadlines changed? Do said we sent a letter to ASBIE to opt-out and we can opt-in June 1, 2020. Conference call coming up May 12, 2020. Finance Committee meeting will be planned to discuss the insurance values.

Trustee McDonald: Can the chair of the Finance Committee join the May 12, 2020 meeting. Ms. Do said she would appreciate that.

Vice Chairperson Garikaparathi: A job posting came up with the Finance team. Ms. Do said Judith Beltran in Payroll is planning to retire after the audit this summer and the posting is for her job.

Vice Chairperson Garikaparathi: Ratepayer's Meeting will the date change? Ms. Do said the principals would prefer to not have conference calls with PAC Chairs. School budget details will be presented to them in September. We still have to have the budget completed by the end of June. We will be presenting the budget as usual in May. Further investigation is required into the insurance and ASBIE.

Vice Chairperson Garikaparathi: COVID-19 and extra expenses. Ms. Do said there are additional expenses in the area of technology. There are extra expenses for home work and student learning. We are tracking these separately.

Vice Chairperson Garikaparathi: Thank you to Admin and all of the donations that are coming in.

Trustee Brookes: A big thank you to Canadian Tire and the Coop for their contributions to the Food Support Program.

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

Written report submitted.

Trustee Brookes: What is the maintenance procedure for freeze-up checks for sewage lines with little usage? Huculak has reported back via email to all Trustees.

Chairperson Drew: Are the portables at NJM still frozen? Huculak said NJM and JHS and IT portables are still frozen.

### **8.3 Trustee Reports**

None

### **8.4 Standing Committee Reports**

#### **8.4.1 Finance**

Meeting held April 7, 2020. Minutes attached.

#### **8.4.2 PR Committee**

No meeting. The Town Hall Meeting was cancelled but they will discuss the possibility of having a conference call Town Hall Meeting.

#### **8.4.3 Policy**

No meeting held.

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

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

- March 24, 2020 - Items discussed: In-camera items Board Meeting April 14, 2020 and staffing.
- March 26, 2020 - Items discussed: Briefing from Ministerial conference call and an in-camera item regarding staffing.
- April 14, 2020 – Items discussed: Presentations on five-year maintenance plan and Gifted students, Maintenance update, COVID-19, portable update and regular meeting motions.

#### **8.5.2 Audit Committee**

No meeting.

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

No meeting.

#### **8.5.4 NWTTA Negotiations Committee**

No meeting.

### **8.6 Trustee PAC Reports**

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

No meeting.

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

No meeting.

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

No meeting.

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

No meeting.

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

No meeting. Discussed with PAC Chair regarding rationale of closing school for the rest of the year.

### 8.6.6 École William McDonald Middle School

No meeting.

## 9. Unfinished Business

None.

## 10. New Business

### 10.1 Strategic Plan

04-6144-20

Moved –Trustee Stephenson; Seconded – Trustee McDonald

I move the Board of Trustees of Yellowknife Education District No. 1 renew the current Strategic Plan for the 2020-2021 school year.

Trustee Stephenson: As per Policy 2 we are required to have/monitor a Strategic Plan. We have a current plan and COVID-19 has disrupted many things. This would extend it for one year. Important to provide continuity in this time. Our priorities are well-established and understood.

Trustee McDonald: Urges Trustees to vote in favour of renewing it for another year so Administrators can do well. We are obligated to have one in place. Methodology to develop another one will be a difficult hurdle.

Trustee Brookes: Notes the Strategic Directions are several years old now. Our staff and educational staff have to carry out these directions. This is a core task for the Board. We need to progress in this area. Admin has done an admirable job, but the Board may be able to do better. There are opportunities for the Board to have the meetings to develop this. He would really like to see YK1 moving forward. We need to be progressive and show leadership.

Trustee Rawat: Agrees, but we have to determine what is important for YK1 and what matters to our students. Delaying it would mean we can engage meaningfully.

Trustee Butler: We need to keep in mind to start working on the new Strategic Plan next year earlier next year.

Vice Chairperson Garikaparathi: A lot of work was completed on this Strategic Plan. There has been no input from Administrators on what they would like to see in a new plan. Supporting a change, but we have to plan ahead based on our new normal. Many changes will be coming with the new school and possible enrolment changes could force us to make a new plan so we need to be ready to get to work as soon as we can.

Chairperson Drew: Supports the decision. We do need to look at a new Strategic Plan and asked Vice Chairperson Garikaparathi to look at planning. Admin needs to have time to adjust to the new normal and new way of teaching. This would be a big burden on Admin to have to implement.

Trustee McDonald: Really appreciate all of the input from trustees. The school administrators are under a lot stress right now. They have personal and professional responsibilities. We need to give them the tools to deliver the best education possible. Urges Trustees to vote in favour.

Trustee Brookes: Encouraged because other Trustees want to see a new Plan. We have to be progressive. He will work with Vice Chairperson Garikaparathi to get everything set up.

Ms. Do: Mr. Lippert and his team has software to measure and track the outcomes from the Strategic Plan. It will be in place for the implementation of the new Strategic Plan with measurable outcomes that are reportable.

Vice Chairperson Garikaparathi: Thank you for the support and we will be there for everyone when the time comes.

Trustee Stephenson: Thank you for comments. As a Board, we have three key responsibilities - Policy, high-level finance and Strategic Planning. Looking forward to continued discussions as soon as we can. We don't want to impact teachers and administrators while they are trying to deliver lessons.

**Carried**

## **10.2 Special Board Meeting**

04-6146-20

Moved –Trustee McDonald; Seconded – Trustee Brookes

I move the Board of Trustees of Yellowknife Education District No. 1 remove item 10.2 from the agenda

**Carried**

## **10.3 Indigenous Honour Ceremony**

04-6146-20

Moved –Trustee Butler; Seconded – Vice Chairperson Garikaparathi

I move the Board of Trustees of Yellowknife Education District No. 1 contribute \$750 towards the 2020 Indigenous Honour Ceremony at École Sir John Franklin High School.

Trustee Butler: Not sure what the Indigenous Honour Ceremony and Grad will hold, but it is good to set aside the money for this event.

Trustee Brookes: What decisions are going to be made regarding the Grad and Indigenous Honour Ceremony? Chairperson Drew said there is no date set and the school's focus is on learning. They will discuss it further in the next couple of weeks. Huculak said more information will be coming as soon as there is an update.

**Carried**

## **11. Announcements**

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

- CoTW Meeting – May 12, 2020 @ 12:00 p.m.
- Regular Board Meeting – May 12, 2020 @ 7:00 p.m.

**13. Chairperson's Closing Remarks**

Chairperson Drew thanked everyone for coming.

Dene Law:

- Be polite and don't argue with anyone.
  - Be kind and be patient with others and local businesses during this time.

Stay safe. Wash your hands and maintain social distancing

**14. Adjournment**

04-6147-20

Moved –Trustee McDonald; Seconded – Vice Chairperson Garikaparthi

I move the meeting be adjourned.

**Carried**

Adjourned: 8:29 p.m.

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Chairperson of the Board

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Director of Corporate Services