
YELLOWKNIFE EDUCATION DISTRICT NO. 1

BOARD OF TRUSTEES

AGENDA

October 11, 2022 – 6:00 PM – Regular Meeting

Google Meet Link: meet.google.com/dvw-qgim-pyu

- 1.0 Call to Order
- 2.0 Land Acknowledgement
- 3.0 Chairperson’s Opening Remarks
- 4.0 Declaration of Conflict of Interest
- 5.0 Adoption of Agenda
- 6.0 Delegations & Presentations
- 7.0 Review and Approval of Minutes
 - 7.1 September 13, 2022 Regular Meeting
 - 7.2 September 27, 2022 Special Meeting
- 8.0 Business Arising from the Minutes
- 9.0 Trustees’ Statements
- 10.0 Unfinished Business
 - 10.1 Operating Plan/ Annual Report
 - 10.2 COVID-19 Update
- 11.0 New Business
 - 11.1 Policy 29 Approval
 - 11.2 Policy 8 Approval
 - 11.3 Board Work Plan
 - 11.4 Policy 2: Role of the Board – Strategic Plan
 - 11.5 Policy 3: Board Bylaws – Organizational Meeting
 - 11.6 Annual Meeting
 - 11.7 Cell Phones in Schools
 - 11.8 Contract with Ndilo and Dettah
- 12.0 Reports
 - 12.1 Chairperson’s Report
 - 12.2 Superintendent’s Report
 - 12.2.1 Assistant Superintendent’s Report
 - 12.2.2 Director of Corporate Services Report
 - 12.2.3 Supervisor of Facilities & Maintenance Report
 - 12.3 Trustee Reports

- 12.4 Standing Committee Reports
 - 12.4.1 Finance
 - 12.4.2 Public Relations
 - 12.4.3 Policy
 - 12.4.4 Audit Committee
 - 12.4.5 Committee of the Whole
- 12.5 Ad Hoc Committee Reports
 - 12.5.1 NWTTA Teacher-Board Committee
 - 12.5.2 Facilities Committee
- 12.6 Trustee PAC Meeting Reports
 - 12.6.1 École Itl'q̓
 - 12.6.2 Mildred Hall School
 - 12.6.3 N.J. Macpherson School
 - 12.6.4 Range Lake North School
 - 12.6.5 École Sir John Franklin High School
 - 12.6.6 École William McDonald Middle School

13.0 Announcements

- October 12, 2022, 4:00 p.m.: NWTTA Teacher-Board Committee Meeting
- October 12, 2022, 7:00 p.m.: ITL'Q̓ PAC Meeting
- October 13, 2022, 12:00 p.m.: Finance Committee Meeting
- October 13, 2022, 7:00 p.m.: NJM PAC Meeting
- October 13-16, 2022: Junior Spike It! Volleyball Tournament
- October 17, 2022: Municipal Election
- October 18, 2022, 7:30 p.m.: MHS PAC Meeting
- October 19-21, 2022: NWT Educators' Conference – No School
- October 25, 2022, 7:00 p.m.: SJF PAC Meeting
- October 25, 2022, 7:00 p.m.: WMS PAC Meeting
- October 27, 2022, 6:30 p.m.: RLN PAC Meeting
- October 28-30, 2022: Senior Spike It! Volleyball Tournament
- November 4, 2022: STIP Day – No School

14.0 Date and Time of Next Meeting

- November 8, 2022, 12:00 p.m.: CoTW Meeting
- November 8, 2022, 5:30 p.m.: Organizational Meeting
- November 8, 2022, 6:00 p.m.: Regular Board Meeting

15.0 Chairperson's Closing Remarks

16.0 Adjournment

COMMISSION SCOLAIRE PUBLIQUE N° 1 DE YELLOWKNIFE

RÉUNION DES COMMISSAIRES

ORDRE DU JOUR

11 octobre 2022, à 18 h — Réunion ordinaire

Lien Google Meet : meet.google.com/dvw-ggim-pyu

- 1.0 Ouverture de la séance
- 2.0 Reconnaissance du territoire
- 3.0 Mot d’ouverture du président
- 4.0 Déclaration de conflit d’intérêts
- 5.0 Adoption de l’ordre du jour
- 6.0 Délégations et présentations
- 7.0 Révision et approbation du procès-verbal
 - 7.1 Réunion ordinaire du 13 septembre 2022
 - 7.2 Réunion extraordinaire du 27 septembre 2022
- 8.0 Affaires découlant du procès-verbal
- 9.0 Déclarations des membres du conseil scolaire
- 10.0 Affaires courantes
 - 10.1 Plan opérationnel/Rapport annuel
 - 10.2 COVID-19 : Mise à jour
- 11.0 Affaires nouvelles
 - 11.1 Approbation de la politique 29 : Identité visuelle
 - 11.2 Approbation de la politique 8 : Comités de conseil
 - 11.3 Plan de travail de la commission scolaire
 - 11.4 Politique 2 : Rôle de la commission scolaire - Plan stratégique
 - 11.5 Politique 3 : Règlements de la commission - Rencontre organisationnelle
 - 11.6 Rencontre annuelle
 - 11.7 Téléphones cellulaires dans les écoles
 - 11.8 Contrat avec Ndilo et Dettah
- 12.0 Rapports
 - 12.1 Rapport du président
 - 12.2 Rapport de la surintendant
 - 12.2.1 Rapport de la surintendante adjointe
 - 12.2.2 Rapport de la directrice des services généraux
 - 12.2.3 Rapport du superviseur des installations et de l’entretien
 - 12.3 Rapports des membres du conseil scolaire

12.4 Rapports des comités permanents

12.4.1 Finances

12.4.2 Relations publiques

12.4.3 Politiques

12.4.4 Comité de l'évaluation

12.4.5 Comité plénier

12.5 Rapports des comités spéciaux

12.5.1 Comité de membres du conseil et d'enseignants de l'AETNO

12.5.2 Comité de gestion des installations

12.6 Rapports entre les membres du conseil et les conseils consultatifs des parents

12.6.1 École Itl'ò

12.6.2 École Mildred Hall

12.6.3 École N.J. Macpherson

12.6.4 École Range Lake North

12.6.5 École secondaire Sir John Franklin

12.6.6 École intermédiaire William McDonald

13.0 Annonces

- 12 octobre 2022, à 16 h : Réunion des membres du conseil et d'enseignants
- 12 octobre 2022, à 19 h : Réunion du comité consultatif des parents de ITL'O
- 13 octobre 2022, à 12 h : Réunion du comité des finances
- 13 octobre 2022, à 19 h : Réunion du comité consultatif des parents de NJM
- 13-16 octobre 2022 : Tournoi de volleyball junior Spike It !
- 17 octobre 2022 : Élection municipale
- 18 octobre 2022, à 19 h 30 : Réunion du comité consultatif des parents de MHS
- 19-21 octobre 2022 : Conférence pour les enseignants du TNO : Pas d'école
- 25 octobre 2022, à 19 h : Réunion du comité consultatif des parents de SJF
- 25 octobre 2022, à 19 h : Réunion du comité consultatif des parents de WMS
- 27 octobre 2022, à 18 h 30 : Réunion du comité consultatif des parents de RLN
- 28-30 octobre 2022 : Tournoi de volleyball senior Spike It !
- 4 novembre 2022 : Journée STIP : Pas d'école

14.0 Dates et heures des prochaines réunions

- 8 novembre 2022, à midi : Réunion du comité plénier
- 8 novembre 2022, à 17 h 30 : Réunion d'organisation
- 8 novembre 2022, à 18 h : Réunion ordinaire du conseil scolaire

15.0 Mot de la fin du président

16.0 Levée de la séance



Yellowknife Education District No. 1 Board of Trustees Meeting MINUTES

September 13, 2022 @ 6:00PM

District Office Boardroom & Video Conference

Trustees Present: Chairperson Terry Brookes, Vice Chairperson Doreen Cleary, Al McDonald, Carla Kinakin (via video conference), David Wasylciw, Tina Drew, Trevor Sinclair (via video conference)

Absent: none

Regrets: none

Administration Present: Jameel Aziz, Shirley Zouboules, Landon Kowalzik, Tram Do, Jean-Marie Mariez, Mike Gibbins (via video conference), & Pat Thagard

Guests present: reporter from Cabin Radio

Meeting Chairperson: Chairperson Brookes

1. Meeting called to order at 6:00PM. All Trustees were present, quorum was met.
2. Chairman Brookes respectfully acknowledged that we live, work and, learn on Chief Drygeese Territory in the Akaitcho region, the traditional territory of the Yellowknives Dene First Nation.
3. Everyone was welcomed back. It is hoped that staff, students and their families all had a good summer break. Our new Superintendent/CEO was welcomed to YK1 and Yellowknife.
4. Declaration of Conflict of Interest - None declared.
5. **Motion #: 09-01-22/23**
I move to accept the agenda as presented.
Moved by: Trustee McDonald; Seconded by: Trustee Sinclair

Trustee asked to add the following items to the agenda under New Business:

- 11.4 Annual Reports/Operating Plan
- 11.5 Principal Hiring
- 11.6 Ad Hoc transition committee, and
- 11.7 Post COVID education recovery.

Carried as Amended

6. No Delegations or Presentations.

7. **Motion #: 09-02-22/23**
I move to approve the June 14, 2022 minutes as circulated.
Moved by: Trustee Wasylciw; Seconded by: Trustee Drew

Carried

- Motion #: 09-03-22/23**
I move to approve the July 18, 2022 Special Board Meeting minutes as circulated.
Moved by: Trustee McDonald; Seconded by: Trustee Kinakin

Carried

8. Business Arising from the Minutes

- the Department of Education, Culture and Employment (ECE) would prefer not to have surplus funds locked. However, if the Board decides to create a separate reserve as a restricted surplus it would not be counted.
- the topic of creating an Ad Hoc committee was discussed during the finance meeting. Notes are included in meeting package;
- Superintendent Aziz will get an update on HEPA filters that were expected from the Federal government.
- Interim Assistant Superintendent Kowalzik to follow up with schools regarding use of menstrual product funding
- Some organizations asked to take proposed changes to the Education Act back to their organization before providing feedback. No other information on feedback regarding proposed changes has been received to date;
- there is no new COVID funding however the remaining COVID funds from last year are being rolled over into this fiscal year. No decisions have been made as of yet on how those funds would be used. Guidelines are the same as last year;
- it was suggested that the Board of Trustees be given 3 days to provide feedback on draft minutes;
- Superintendent Aziz he would work on staff action items and provide the Board with a status report.

9. Trustee Wasylciw made a statement on the uniqueness of Yellowknife School Boards - attached

10. Unfinished business - none

11. New Business

11.1 Approval of 2021/2022 Audited Financial Statements – reminder item

11.2 Approval of Policy 27

Motion #: 09-04-22/23

I move that amended Policy #27 be approved as circulated.

Moved by: Trustee Kinakin; Seconded by: Trustee Drew

- It is felt this policy will increase student engagement.

Carried

11.3 Approval of Policy 28

Motion #: 09-05-22/23

I move that amended Policy #28 be approved as circulated.

Moved by: Trustee Kinakin; Seconded by: Trustee Drew

- Policy language was updated

Carried

11.4 Annual Reports/Operating Plan

- Operating Plan is submitted in April. The Chair then signs off on it.
- Chairperson Brookes to follow up on process

11.5 Principal Hiring

Motion #: 09-06-22/23

I move that YK1 administration identify how the parent community of a school can be meaningfully involved in the hiring process for school principals so that the process has input from the school community.

Moved by: Trustee Wasylciw; Seconded by: Trustee Drew

- Motion too open ended and Board would be overstepping into operations;
- There is support for community engagement;
- This is the role of the Superintendent, Assistant Superintendent and HR;
- Superintendent Aziz will bring process for hiring principals to the next Board meeting;
- It is important to engage with all members of the community, including parents and Indigenous groups

Defeated

11.6 Ad Hoc transition committee

- Senior Management is currently reviewing the trustee orientation binder.

- A draft will be presented at the next board meeting of current Board of Trustees.
- 11.7 Post COVID education recovery
- COVID is a world-wide issue. We must meet students where they are at and work in a variety of ways to fill those gaps.
 - Our schools are very cognizant of watching for gaps. They will be addressed as they are identified.
 - Updates will be provided to the Board for understanding of what is being done.
 - We must be aware of potential of increasing staff stress and helping to deal with it.
 - Keep this topic as a standing agenda item.

12. Reports

12.1 Chairperson Report – attached

12.2 Superintendent Aziz Report – attached

Responses to Questions:

- On the first day of school everyone was happy to gather and do things together.
- Very happy reception to his visits to schools therefore he plans to regularly go to schools to visit and help out.
- Welcomes feedback from the Board, parents, students and school PAC's.
- Would like to form a District PAC meeting.
- Open communication at school and District levels to ensure any adjustments necessary are made in a timely manner.
- Will meet with school administration on the third Wednesday of every month.
- Has met with Assistant Deputy Minister at Education, Culture and Employment
- There are deficiencies at École İtł'ò that are being worked on; Impressed with how staff handled the move-in and set-up for the first day of school.
- Director Do and Elvis Beaudoin will follow up on deficiencies which can be identified over the next year; size of École İtł'ò sign will be followed up on.
- Per IA/Superintendent Kowalzik enrollment as of September 12 was 2,141; enrollment in June (which does not include students that departed) was 2,141; Therefore, SJF is up one student this year despite no longer having the grade 8s in the school; As of September 9th there were no registrations at Route 51.
- Art work previously on outside of the former École J.H. Sissons will be installed inside the new École İtł'ò library; it was suggested that maybe students could create new art work for outside.

12.2.1 Assistant Superintendent Report – attached

Responses to Questions:

- MHS and SJF have well established Indigenous language programs; work has begun to establish programs at École İtł'ò, NJM and WMS; RLN is currently holds language activities that are regularly scheduled; assessments will be done to determine the effectiveness of the program.
- Susan Aglukark was a great choice for keynote at staff PD; the District is looking into potential of having her do some work at SJF.
- We currently do not have a counselor in every school but hiring is ongoing.
- Although the GNWT reduced funding for counselors if the positions are not filled we will likely not get funding back.
- Staffing has been a struggle this year due to a variety of factors; Jean-Marie Mariez has gone above and beyond to help new staff; all new staff have found housing.
- Martin replaces laptops based on the number requested or the need to upgrade them.
- Storytelling is used in a variety of teaching strategies.

Continued...

- YWCA after school program is still being offered in YK1 schools but not in YCS schools.
- Visa authorization form is now required for each transaction; process, supported by auditors, has been put in place for gift card distribution.

12.2.2 Director of Corporate Services Report – attached

Responses to Questions:

- There will not be any additional funding for COVID however, we are able to use the remaining \$800,000 to best support students per the funding guidelines.
- Although we are not permitted to use a mail-in ballot process planning is underway for an advance poll and an election day poll.
- Gift cards will continue to be used for families in need; financial documentation process, with consideration to preserving recipients' dignity, will be put in place.
- Information regarding sole sourcing contracts will be brought to the board once District Office Leadership team reviews information recently received.
- Computers required for the start of the school year were sole sourced; an RFP for computers was recently distributed and no one submitted a proposal.
- Process has begun to get legislation changed for future elections so that District has more options in an effort to engage more of the electorate; Replies to inquiries have been received from ECE and MACA; District Office Leadership team will review and report back on next steps as required.
- Work at WMS basketball courts has been completed and is on budget

12.2.3 Supervisor of Facilities & Maintenance Report – attached

Responses to Questions:

- Capital projects are ongoing throughout the year.
- Work is underway to replace fuel tank at Range Lake North School and William McDonald School.
- Angus Anywhere is a program used to create tickets for work to be done.
- Video clip of break-in at MHS was provided to RCMP; no information as of yet.
- Elvis Beaudoin, Supervisor of Facilities and Maintenance has provided notice of his intention to retire; Superintendent Aziz thanked him for his contribution and wished him the very best in his retirement.

12.3 Trustee Reports – attached

12.4 Standing Committee Reports – attached

12.4.1 Finance Committee – Report Attached

- Superintendent Aziz shared justification for extra position request; FTE requirements can be different depending on different factors; teachers and admin are trying to make changes but sometimes that is not enough; Funding will come from existing budget.
- Director Do indicated that lower salaries because of all the new staff, replacing long time staff that were paid at a higher rate should offset cost of one more position.
- Staff are placed on a grid after an assessment of education and experience by NWTTQS; new teachers are placed at the bottom of the grid until their assessment is completed.

Motion #: 09-07-22/23

I move that the Board of Trustees of YK1 approve the addition of 1 extra teacher to the budget for the 22/23 school year. Said position will be added if the Superintendent deems the addition necessary after looking at the enrolment numbers for the 22/23 School Year.

Moved by: Trustee McDonald; Seconded by: Trustee Drew

Carried

- Aurora College does not have to follow GNWT BIP because they were inadvertently left out of legislation which requires all other government departments and agencies to follow BIP.
- Ms. Do will post all proponents for RFP and respective bids on GNWT procurement website and look into sub link for webpage.

- 12.4.2 **Public Relations Committee** – report attached
 - Visual Identity Guide is being developed
 - A sample committee work plan will be submitted for next committee members
- 12.4.3 **Policy Committee** – report attached
 - Policy 8 and Policy 29 tabled for consideration at the next meeting
 - Review will be required to ensure they line up with By-Laws
- 12.4.4 **Audit Committee** – report attached
 - Auditors only made one comment which related to gift cards; Process put in place to track gift card use
- 12.4.5 **Committee of the Whole** – report attached
 - Some tasks brought forward.

12.5 Ad Hoc Committee Reports

- 12.5.1 **NWTTA/Teacher/Board Committee**
Required to meet in first two months of school; Trustee Kinakin will follow up on setting a date.
- 12.5.3 **Board/Superintendent Evaluation Committee** – deferred
- 12.5.4 **Facilities Committee**
- 12.5.5 **Pandemic Review Committee**
Committee is no longer required therefore will be disbanded

12.6 Trustee PAC Meeting Reports

- 12.6.1 École Itł'ò - no report
- 12.6.2 Mildred Hall School – no report
- 12.6.3 NJM PAC happy to hear Superintendent/CEO Aziz has been visiting schools; they are concerned about safety of some playground equipment; As this is considered an incident, Director Do will reach out right away to GNWT and maintenance staff to have maintenance or a qualified playground equipment specialist do an assessment of the playground equipment which will determine next steps; students should be kept from using equipment until an assessment is completed.
- 12.6.4 RLN PAC to meet later in the month – no report
- 12.6.5 SJF PAC will meet next week – a staff member recently lost her husband; Doreen will get a card for Board to sign.

13.0 Announcements

- List of upcoming events included in agenda
- Board is happy to see Open Houses taking place again.
- A professional photographer will be brought in to take photos of new Board of Trustees and District Office staff for website.

14.0 Date and Time of Next Meetings - as indicated on agenda.

15.0 Chairperson's Closing Remarks

Chairperson Brookes thanked the auditors, members of the Audit Committee, and all staff involved with the audit for all their work. Everyone present was thanked for attending.

16.0 Adjournment

Motion #: 09-08-22/23

I move that this board meeting of the YK1 Board of Trustees be adjourned

Moved by: Trustee McDonald; Seconded by: Trustee Cleary

Carried

The meeting adjourned at 9:39PM

Pat Thagard, Secretary



Yellowknife Education District No. 1 Board of Trustees Special Meeting MINUTES

September 27, 2022 @ 12:00PM

District Office Boardroom & Video Conference

Trustees Present: Chairperson Terry Brookes, Vice Chairperson Doreen Cleary, Al McDonald, Carla Kinakin (video conference), Tina Drew, and Trevor Sinclair (video conference)

Absent: David Wasylciw

Regrets: none

Administration Present: Jameel Aziz, Shirley Zouboules, Landon Kowalzik, Tram Do, Mike Gibbins (video conference), & Pat Thagard

Guests present: Konstantin Khasanov (Audit Committee), Marisa Ziyapapa (Audit Committee) and Fred Deschenes (Crowe MacKay LLP)

Meeting Chairperson: Chairperson Brookes

1. Meeting called to order at 12:01PM. Six Trustees were present, quorum was met.
2. Chairman Brookes respectfully acknowledged that we live, work and, learn on Chief Drygeese Territory in the Akaitcho region, the traditional territory of the Yellowknives Dene First Nation.
3. Everyone was welcomed to the meeting.
4. **Motion #:** 09-09-22/23

I move to accept the agenda as presented.

Moved by: Trustee McDonald; Seconded by: Trustee Drew

Carried

5. **Motion #:** 09-10-22/23

I move that the YK1 Board of Trustees approve the audit as circulated and discussed.

Moved by: Trustee McDonald; Seconded by: Trustee Sinclair

Carried

- Trustees thanked district office staff, the auditors and the Audit Committee for their work on the audit.
- The Audit Committee recognized and applauded the work of district office staff which was demonstrated by having a clean audit with only one comment.

6. No announcements were made.
7. Date and Time of Next Meetings as indicated on agenda.
8. Chairperson Brookes thanked the auditors, members of the Audit Committee, and all others present for attending the meeting.
9. **Motion #:** 09-11-22/23
I move that this special meeting of the YK1 Board of Trustees be adjourned **Carried**
Moved by: Trustee McDonald; Seconded by: Trustee Drew

The meeting adjourned at 12:09PM

Pat Thagard, Secretary

Chairperson's Report for the October 11th, 2022, Board Meeting

My main activities since the June Board Meeting are noted below:

School Open Houses

I was able to attend all the Open Houses of the YK1 schools. It was great to see parents and students as they walked around to meet the staff at the schools. And it was great to meet new and familiar staff at each school. My thanks go out to all the school staff and administration who organized these events.

Board/Administration Social

On Friday September 16th the Board and District Office staff had an early evening social to meet and greet with the new Superintendent Jameel Aziz. It was a good opportunity to meet in an informal manner.

Draft Audit Report Review

The Board had a Committee of the Whole Meeting on Wednesday September 21st. There was a presentation by the auditors Crowe MacKay on the draft District Audit Report for the 2021/22 school year.

Special Meeting to Approve the Audit Report

The Board convened a Special Meeting on Tuesday September 27th to approve the 2021/22 Audit Report. This required is required to be submitted the ECE by the 30th of September.

Goal Setting

The Board met on Sunday October 2nd and Wednesday October 5th to draft some goals for the Superintendent. These goals are

Education Leaders Meetings

The Education District Education Leaders group met on Monday October 3rd to review the position they would like to present to the Ministers of ECE and HSS regarding the CYCC. The Ed Leaders wanted to stress that there needs to be changes in the program

and for those changes to occur soon. The Ed Leaders would like more flexibility in implementing the program.

The Education Leaders, including the Ministers of ECE and HSS, met on Tuesday October 4th. The bulk of the meeting was discussing the CYCC program (now called the Child and Youth Counsellor Initiative CYC). ECE and HSS acknowledge the concerns of the Education Districts promised to review the program. The remainder of the meeting was getting updates from EDE on the Education Act Modernization, Curriculum Review, and Housing Review.

YK1 Election Process

I had been having e-mail discussions with the Ministers of MACA and ECE regarding the possibility to have a common voting procedure with the City of Yellowknife that would include the use of a mail-in ballot. However, with all YK1 trustee candidates being elected by acclamation there was no reason to further pursue this issue at this time.

General Discussions with the Superintendent

I have meetings with the Superintendent to plan and coordinate activities of the Board and Administration. Discuss Board Meeting agenda setting and package preparation. I also, as needed from a Board level, discuss issues/information that comes to the District from external sources, such as ECE, NWTTA, the public, etc.

Superintendent's Report October 2022

With September now behind us, it is amazing how many activities, events, and initiatives continue to go on between our schools. I have had a chance to visit every school multiple times to meet with students and staff alike. I have also met with community, educational, and government partners to build on pre-existing relationships with a focus on providing the best possible educational experiences for our students.

All YK1 schools hosted Open Houses throughout September. These events provide great opportunities for families to meet YK1 staff and learn more about our wide range of programs. Each school offers their own unique experiences for families to consider. There will also be junior kindergarten and kindergarten information sessions in the new year for families preparing to send their children to school for the first time.



I was proud to see our schools honour the second-ever National Day for Truth and Reconciliation by wearing orange, hosting Feed the Fire ceremonies, and lighting up schools on September 29, 2022. As a district it is important to understand the harmful legacy of residential schools in our territory, to encourage everyone to continue their journey on the path to reconciliation, and to reflect on and respond to the Truth and Reconciliation Commission's 94 Calls to Action.

Towards the end of September, seven Trustee candidates were duly elected to YK1's seven-member Board by acclamation. Unlike last year's election for a one-year term, this year's election was for four years (2022-2026). I would like to welcome back incumbents Terry Brookes, Tina Drew, and David Wasylciw, and welcome four new members to YK1's Board – Barbara Bell, Michelle Peters, Allan Shortt (who served as a YK1 Trustee for four terms, as recently as 2018), and Jason Snaggs. Thank you for putting your names forward to help govern education within our school district. I look forward to working with each of you. At the same time, I would like to extend my appreciation to Doreen Cleary, Carla Kinakin, Al McDonald, and Trevor Sinclair, who did not seek re-election. Thank you for your service and dedication to YK1.



October 5, 2022 is World Teachers Day. The annual event encourages us to appreciate, assess, and improve the educators of the world and to provide an opportunity to consider issues related to teaching. I want to thank all of our teaching staff and recognize the critical role they play in shaping the leaders of tomorrow.

Later this month, I am looking forward to watching some volleyball as part of the junior and senior Spike It! tournaments in Yellowknife. Meanwhile, I would like to congratulate École Sir John Franklin High School's senior boys' and senior girls' soccer teams for winning banners at last month's tournament in Hay River. I am thrilled that students and families can enjoy large sporting events together again after years of interruptions due to COVID-19.



Even though public health orders have been lifted across the territory, the Office of the Chief Public Health Officer (OCPHO) continues to provide general guidance on how to keep schools and communities safe amid the COVID-19 pandemic. Some healthy habits that we will continue to encourage include staying home if you are sick, wearing a mask if you choose to, washing your hands often, disinfecting high-touch surface areas, limiting the sharing of school supplies and food, covering your mouth when you sneeze or cough, and giving people space if they ask for it.

As a reminder, there will be no school for all students on October 10, 2022 for Thanksgiving. There will also be no school from October 19 to October 21, 2022 while staff attend the NWT Educators' Conference. As I come out of the flurry of the start of my tenure, my focus is now on goal-setting for YK1 and professional growth for myself. In conjunction with senior administration, current challenges, operational gaps, and forecasting of future needs will begin. I look forward to working with our schools to put these ideas into action.



Board Report
October 11, 2022

Assistant Superintendent Report

<p>Wellness Cultivate a culture of holistic wellness</p> <p><i>1.1 Recognize the importance of relationships in learning</i> <i>1.2 Foster and promote personal wellness</i> <i>1.3 Create healthy, safe and caring learning environments</i></p>	<p>Indigenous Language & Education Honour and celebrate Indigenous Language and Culture for all learners</p> <p><i>2.1 Create a welcoming environment for all learners</i> <i>2.2 Integrate an Indigenous approach to education</i> <i>2.3 Strengthen Indigenous Language instruction</i></p>	<p>Learning Ensure inclusive, equitable and authentic learning Experiences</p> <p><i>3.1 Engage learners through meaningful and innovative teaching and learning practices</i> <i>3.2 Strive for excellence</i> <i>3.3 Celebrate diversity of all learners</i></p>	<p>Community Foster critical understanding of local, national and global issues</p> <p><i>4.1 Inspire critical thinking through innovation and pursue sustainable practices</i> <i>4.2 Embrace diversity and encourage empathy to promote global citizenship</i> <i>4.3 Model and encourage ethical leadership and engage in opportunities for service learning</i></p>
 <p>ESJF grade 9 students participated in a 4 day retreat @ the ski club where they heard “coming of age” stories from Stephen Kakfwi and Sarah Cleary. They also heard from FOXY/SMASH, CYCCs and public health nurses re: available services to students. Each group started their morning with a fire feeding ceremony led by MJ Lafferty and YKDFN drummers.</p> 	 <p>Duck</p> <p>Creating documents to share/ help teachers pre-teach specific language surrounding Feelings/Emotions, and birds.</p>  <p>Hungry</p> <p>deēhdi</p>  	<p>All staff were given access to a padlet to assist with pre-teaching and provide structure to the day for students requiring this support, before attending plant medicine camp. View Here (pswd: yk1).</p> <p>All staff were given access to a padlet to assist with pre-teaching, and provide structure to the day for students requiring this support, before attending bird camp view here (pswd: yk1).</p> <p>School leadership meetings to discuss PD, assessments, learning plan and curriculum renewal.</p> <p>Grades 2-8 Literacy Residencies with Faye Brownlie. Sept. 20-23</p>	<p>District office staff attended camps to engage with students, and further our relationships with local Indigenous knowledge keepers.</p>  <p>YK1 families were welcomed to attend Fire feeding ceremonies on September 29th in recognition of the national Day for Truth and Reconciliation, with various schools.</p> <p>Met with fourth year nursing students from Aurora College for partnership around medical supports for students</p>

NWT ECE Safe and Caring Subcommittee- face to face, two days of meeting to identify priorities for the next three years.

CPI Nonviolent Crisis Intervention Training Recertification.

School based Safe and Caring Schools committees met, created and submitted their Safe and Caring School Plans to ECE via the District Office.

Grade 1 students attended district coordinated plant medicine camp in Dettah where they engaged in authentic hands-on learning experiences guided by elders.



Grade 2 students, as well as ESJF Wiilideh Language classes, attended district coordinated birds camp to learn more about birds, and traditional uses and preparation of birds.



Grades 4-6 Math Residency with Carole Fullerton. Sept. 27.

Parent Information Night with Carole Fullerton. Sept.27 - a dozen parents/guardians attended.

Playful Inquiry for grades JK-2 with Kristine Mraz. Oct. 3.

PowerSchool Training for Program Support Teachers and Administrators.

New RISC and Program Support Teacher training (NWT-Wide Face to Face). YK1 has 4 new PSTs for 2022-23.

Curriculum & Assessment Working Group meeting - goal of determining working group focus, graduation requirements, and an official announcement about the schedule for roll-out of the renewal.

David Macfarlane - Neurolinguistic Approach Training Pt 2 (Part 1 was completed in August) was held October 11-12. New IF/PIF teachers from YK1 attended, as well as teachers from BC and Nunavut.

Renée Michaud - French immersion math pedagogy sessions were held virtually for new Itlo teachers.

French language arts curriculum training for new Gr 7-8 French

Planning for a two day VTRA training with two other Yellowknife boards - end of November.

Occupational Therapy Meetings and review of 2022-23 process for referrals, various schools.

Recent Sir John Franklin grad, Nikolai Deleff, performed book readings at both NJM and RLN of his newly released picture book, *The Bear and Ivory*.

Planning for Nicole George (UNB) visit: Nicole will be helping YK1 teachers to Indigenize French immersion curricula (Itlo and WMS teachers). Prior to her arranged PD dates, she met with local Elders from YK1 schools to learn about the culture and importance of this region. This will help guide her sessions when she visits.

CDTNO/IRCC Delegations International Recruitment Conference in YK- for Employers and Organizations: Challenges in recruitment; new immigration visa process to accelerate the recruitment; discussions, presentation by R.J. Simpson, Minister of ECE; etc.

Welcome Day to new immigrants and newcomers to YK at Samboké Park: drummers, welcome from Rebecca Alty, mayor of YK, and activities organized by the CFA/SWIS and CDTNO.

Schools have welcomed Dene Kede Facilitator, Sheila Stewart back into their schools (post Covid) to continue sharing her knowledge and teachings. Schools are able to book, using our new booking system available [here](#), which allows them to share ideas, and view how other schools are using this valuable resource.



On September 29th, YK1 schools each had a ceremony to acknowledge The National Day for Truth and Reconciliation. Drummers were present and shared their gift in a variety of settings (assembly/ feed the fire etc).



immersion teachers held at ECE (mid-Sept). There will be another session for new French immersion teachers in Grades 1-3 on October 14.

French Teachers evaluation on-going process: met with individual staff; walk-in class visits, class observations.

Mini-Recruitment Virtual Tour with ACPI: University UQAM and University Laval.

On Sept 22, 7 Indigenous language teachers from various communities in the NWT visited École Itlo in order to observe classes and learn about best practices in an immersion setting.

Ed. Services team attended School Open houses.

Home schooling parents meeting at MHS.

NWTTA meetings: Francophone Committee; Professional Development committee, regional LRO meeting.

Acronyms

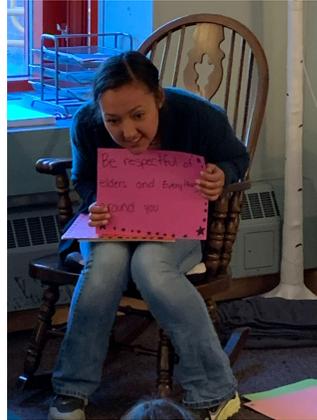
IRCC: Immigration, Refugees and Citizenship of Canada

CDTNO: Conseil de développement économique des TNO

SWIS: Settlement Workers in Schools

CFA: Francophone Welcome Community Committee

Aurora college Collaboration has begun. ECE students are now instructing once per week in RLN and MHS JK/K classes with a focus on Dene Kede.



Miranda Currie attended classes at Mildred Hall during Truth and reconciliation week to share a new song that she wrote in recognition of September 30th.

All Mildred Hall classes attended "Berry Camp" (2 hours each) led by the MHS language instructors at the Yellowknife River.

Assistant Superintendent Kowalzik's Report October 11, 2022

Evaluations

For all NWTTA staff, there is a standard rotation schedule for evaluations. Typically, teachers and Education Assistants (EAs), are evaluated in their first and second year, and then in years 5, 10, 15, 20, 25, etc. The typical timeline would have teachers and EAs working on term contracts for their first two years, and then, with two successful evaluations in the same location, they would be given continuing contracts. As such, the evaluations for term employees, tend to be given priority, but continuing staff are also given evaluations based on the schedule mentioned above. However, over the past couple of years, we have formed a bit of a backlog of evaluations, which we are working to clear out. There are two main reasons for this backlog: 1) the disruptions and increased stress and anxiety caused by COVID 19 meant that in many cases, only the essential evaluations were able to be completed; and 2) as we have been able to access more Jordan's Principle funding over the past few years and hire an increasing number of EAs (52) and support teachers (4 this year), it has greatly increased the number of evaluations that are required to be completed each year. To help address this backlog, Assistant Superintendent Kowalzik and other members of the Education Services team will be supporting each of the schools with their evaluations.

Recruitment and Hiring

The recruitment and hiring of substitute teachers and EAs is ongoing. We have had numerous inquiries and applications and since the last board meeting we have added at least 7 new subs and are actively processing at least 3 more applications.

This year has been a more difficult year than most in terms of hiring teachers, both in French and English programming. We did not fill out last French position until August 19 and we still have one English teaching position that has not been filled. We have also had to apply for 2 Letters of Authority (Ndilo has also applied for one) to allow a non-certified teacher, to teach for this school year. As a result of these challenges, we are currently in the process of developing a recruitment and retention plan that we are hoping to complete in the next couple of weeks. ECE is aware of the challenges faced by school boards to hire certified teachers and we are communicating with them regularly.

New Vice Principal Cohort

As we have four new Vice Principals this year we have started a mentorship cohort with them to offer mentorship and support. Starting out as a new administrator, like starting as a teacher, can be challenging and, without adequate support, can feel overwhelming. We have a recognized, GNWT sponsored mentorship program for brand new teachers, but there is not a specific

mentorship program for administrators. As there are a limited number of administrators in the district, all of whom are already quite busy, a traditional mentorship model is also not really feasible this year. By using a cohort model instead, we can help to develop a network of VPs who can support one another, provide an avenue to share ideas and ask difficult questions of each other in a safe forum, in a place of equals. This cohort, facilitated by Assistant Superintendent Kowalzik met twice in September, once to review the start of the school year and once to go over the evaluation process for teachers and education assistants. The cohort will continue to meet at least once a month for the remainder of the school year.

Updates:

Feminine Hygiene Products Funds

Products have been and will continue to be purchased for student use in Ecole Sir John Franklin High School, Ecole William MacDonald Middle School, Mildred Hall School and Range Lake North School. Our next step is to ensure that our two JK to 5 schools also have products available for students that may need them. Each school has taken a slightly different approach but here are some highlights:

- Surveying students on their specific product wants through anonymous google form
- Creation and distribution of “period packs” that included a three month supply with various products in the pack
- Creation of a QR code for bathrooms and put on cards for students to make requests for products
- Product availability at various places in the school for immediate use
- Presentations provided to discuss periods, products and to address the stigma behind periods
- Attempts have been made to provide products to all students that menstruate rather than just having products available for those who need them. This was particularly the focus for our middle school aged students



Yellowknife Education District No. 1
Director of Corporate Services Report
Board Meeting – October 11, 2022

Finance Report – Oct 6, 2022
Created by: Tram Do, Director of Corporate Services

Finance Meetings with Schools

Tessa and I met with each of the schools to review the year-end surpluses from 2022-2023. We discussed the implementation of the Visa Authorization form to ensure all visa transactions are approved prior to use of Visa. We discussed new segregation of duties and financial controls with use of gift cards for gifts to students and staff and support for families. One of our goals for this fiscal year is to review and revise Financial/Business Administrative Procedures.

We have emailed the financial O&M reports for September to Schools and Educational Services staff.

Accessible Transportation

We had a meeting with the NWT Disabilities council, Yellowknife Catholic Schools, and Commission Scolaire de Francophone regarding transportation for students with disabilities. For students that are grade 8 and under, we provide taxi vouchers if they are unable to ride the school bus.

Certified Public Accountants Professional Development

We attended the CPA professional development sessions at the Explorer Hotel put on the CPA NU/NWT. There were many sessions with topics varying from Advanced Excel to Ethical Decision making. They were very excellent sessions especially the Ethical Decision Making.

Request for Tender

We advertised the Request for Tender for snow removal for the upcoming snow season, the contract has been awarded to Paul Brothers.

We did not receive any bids for Chromebooks after issuing the request for tender twice.

We will be advertising a Request for Tender for the LED Lights replacement for district office.

Homeschool Parents Meet and Greet

We met with the Homeschool families on September 23. Homeschool families, Superintendent Aziz, Education Services, and Finance staff met at the back of Mildred Hall School. It was an opportunity for district staff to meet with the homeschool families and listen to their questions and concerns. We will be creating a google file for each family so that they can enter their expense claims online and have the history kept for the duration of their time with YK1 as a homeschool family. The electronic history will ensure consistency in the application of allowable expenses and provide historical data for future reference. We are creating the google files and will be educating families on how to use the electronic google forms.

COVID Funding for 2022/2023

At the monthly Comptrollers meeting on Thursday September 8, it was announced that School Boards will be permitted to continue to spend any carryover COVID19 funding for this school year. COVID19 funding available for 2022/2023 is \$807,059. Guidelines for the use of these funds remains the same as last year.

Vice-Principal

A meeting with all Vice-Principals was held on September 29, 2022 to train some of our new Vice- Principals. This includes Helen Wong of NJ MacPherson School, Craig Smith of Range Lake North School, Angela Martin of Sir John Franklin High School, and Heidi Boudreau of École It'ò. During this meeting substitute booking in Serenic and leave codes were reviewed and finance questions were answered. a.



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September 2022

Below is a brief summary of items we have worked on.

1. **École Sir John Franklin High School**
 - a. Day to day work orders
 - b. Repairs to the (special needs) chair left.
 - c. ATTC building is ready for I.T. to move into.
 - d. Repairs to main water line supplying the upper section of the school.
2. **N.J. Macpherson School**
 - a. Day to day work orders
 - b. Installing a gate into the fence to stop kids from running out into traffic.
3. **Mildred Hall School**
 - a. Day to day work orders
 - b. Maintenance installed a few windows that were broken.
4. **Range Lake North School**
 - a. Day to day work orders
 - b. The new fuel tank is almost completed.
5. **École Itl'ò**
 - a. Day to day work orders
 - b. Putting up smartboards.
6. **École William McDonald Middle School**
 - a. Day to day work orders
 - b. Contractor finished up redoing the janitor closet floors.
7. **Miscellaneous**
 - a. Siemen did their year service at Mildred Hall School.
 - b. Cumming was here and serviced all our Generators.
 - c. Cleaned out the William Mac Portable. Just the cameras on the roof to take down and the portable is ready to go.
 - d. Maintenance serviced the pellet boilers.
 - e. Maintenance team is winterizing all the schools and portables.
 - f. Tender out for District Office LED light retrofit.

If you have any questions, please feel free to contact me.

Sincerely,

Elvis Beaudoin
Manager of Facilities and Maintenance



Policy #8: Committees of the Board

Purpose:

The Board establishes committees to assist in the governance of the District and to assist the Board in achieving its goals.

Responsibilities:

- To conduct comprehensive discussion of, and to advise, investigate and prepare recommendations to the Board on items identified within its mandate and any matters referred to it by the Board;
- All committees of the Board are under the control of the Board, serve at the pleasure of the Board, and may be disbanded at any time by a decision of the Board;
- All committees have no powers other than those granted to it by the Board;
- All committees report to the Board;
- All committee appointments will carry a term of one year.

Types of committees:

1. **Standing Committees** - are those that the Board has identified as being necessary to assist in the proper governance of the District or on which the Board is requested to provide or requires representation. These committees may be initially formed by the Board or external organizations.
2. **Ad Hoc Committees** - Committees established by the Board to complete a specific task for the Board. As soon as that task has been completed, the Ad Hoc Committee shall be disbanded. The terms of reference for the Ad Hoc Committee will be set by the Board when formed.

Except where noted in the Committee's Terms of Reference, each Committee shall:

1. Consist of Board representation as appointed by the Chairperson with no more than three Trustees appointed and in addition:
 - **Standing Committees** - If the committee was formed by an external organization, the Board will adhere to the membership requirements as per that organization's request/policies.
 - **Ad Hoc Committees** - Committee members and/or other support committee members may be appointed as required by the committee's terms of reference.
2. Have access to the Superintendent or designate(s) as resource person(s).

Each Committee Chairpersons shall:

- Be selected by the members of the Committee;
- Take leadership in the activities of the Committee;
- Call meetings and providing notification of the place, date, time, and advise the Board of the schedule;
- Act as the contact person for the Committee;
- Ensure that all matters referred to the Committee are pursued;



Policy #8: Committees of the Board

- Ensure that all deadlines are met;
- Ensure that written highlights from committees are submitted for the agenda packages. If additional information, such as background information or minutes are required for Trustees to make decisions during a board meeting, the Committee Chairperson will make this information available before the board meeting to the Trustees.

The following is the standard list of Standing Committees:

- Audit Committee
- Committee of the Whole
- Facilities Committee
- Finance Committee
- Negotiations Committee
- Policy Committee
- Public Relations Committee
- Teacher-Board Advisory Committee

References/Related Documents:

- Education Act
- Administrative Procedures
- Terms of Reference for Standing and Ad Hoc Committees (attached as Appendix)

Revision History			
Revision	Revision Description	Approved Date	Review Date
1-2	Adopted and revised before the revision table was included. Going forward a summary for the changes will be included	May 2008 Nov 2021	N/A
3	Removed the external committee type; Committees are no longer public; Committee will have up to 3 members; Change reporting structure so committee chair are required to submit written reports; Finance Committee mentions Superintendent and Director of Corporate Services; Policy Committee requires all policies to be review each term, to develop a review schedule and there will be a minimum of one month between tabling and approving policies; Public Relations Committee develops a Board Advocacy and Engagement Plan, coordinates updates to the Visual Identity guideline, develops the Trustee PAC speaking points and provides feedback on the Trustee Orientation Handbook; Audit Committee cannot contain members from the Finance Committee and members from the general public are compensated based on GNWT per diem rate; Negotiations Committee has preparatory meeting , reviews the proposals from the Union, recommend approval of the agreement to the Board, arranges a post negotiations meeting and is composed of up to 2 trustees; Teachers-Board Advisory Committee is now a Standing Committee, updated to reflect wording in collective agreement; Facilities Committee has been added to this policy		



Policy #8: Committees of the Board

Policy 8 - APPENDIX A

Committee Name: Audit Committee

Purpose:

To assist the Board of Trustees and the Superintendent in fulfilling its oversight responsibilities for the financial reporting process, the system of internal control over financial reporting, the audit process (including GAAP compliance), and monitoring the District's compliance with laws and regulations pertaining to District financial operations.

Composition:

The Audit Committee will consist of the following members:

- Up to two Trustees from the Board (excluding the Chairperson and members of the Finance Committee), one of whom shall act as chair of the Audit Committee.; and,
- At least three members of the general public (one must be a Certified Accountant, CGA, CMA, or CA), who are independent to the District and have no relationship to the audit firm.

Term of General Public Members:

The term for members from the general public will be two years, which are renewable.

Compensation:

The Audit Committee members from the general public shall be compensated based on a GNWT per diem rate.

Resources:

- The Director of Corporate Services will provide assistance to the committee, as required.
- The Audit Committee may have access to other third party expertise as deemed necessary.

Meetings:

The Audit Committee will meet at least twice a year. All Audit Committee members are expected to attend each meeting. The Audit Committee will invite members of management, auditors or others to attend meetings and provide pertinent information, as necessary. Private meetings may be held with auditors and executive officers. Minutes of the meetings will be prepared. Audit Committee reports shall be provided at a meeting of the Board of Trustees.

Authority:

The Audit Committee has authority to conduct or authorize investigations into any matters within its scope of responsibility. It is empowered to:

- With the consent of the Board of Trustees, retain outside counsel, accountants or others to advise the committee or assist in the conduct of an investigation;
- Seek any information it requires from employees – all of whom are directed to cooperate with the committee's requests – or external parties; and



Policy #8: Committees of the Board

- Meet with District officers, external auditors or outside counsel, as necessary.

Responsibility:

The Audit Committee is responsible for carrying out the following:

Financial Statements:

- Review significant accounting and reporting issues, including complex or unusual transactions;
- Review with management and the auditors the results of the audit, including any difficulties encountered;
- Review the annual financial statements, and consider whether they are complete, consistent with information known to committee members, and reflect appropriate accounting principles; and,
- Review with management and the auditors all matters required to be communicated to the Board of Trustees.

Internal Control:

- Consider the effectiveness of the District's internal controls over annual reporting, including information technology security and control; and
- Understand the scope of the auditor's review of internal control over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses.

Audit:

- Review the auditor's proposed audit scope and approach
- Review the performance of the auditors, and provide a recommendation to the Board regarding the final approval on the appointment or discharge of the auditors;
- Review and confirm the independence of the auditors by obtaining statements from the auditors on relationships between the auditors and the District, including non-audit services, and discussing the relationship with the auditors; and,
- On a needs basis, meet separately with the auditors to discuss any matters that the Audit Committee or auditors believe should be discussed privately.

Compliance:

- Review the findings of any examinations by regulatory agencies, and any audit observations; and
- Obtain regular updates from management and company legal counsel regarding compliance matters.



Policy #8: Committees of the Board

Policy 8 - APPENDIX B

Committee Name: Committee of the Whole

Purpose

The purpose of Committee of the Whole is to provide:

- a) An informal forum to engage in generative discussions;
- b) Sessions related to planning on topics such as finance, facilities, special projects, and strategic initiatives;,
- c) Sessions for governance professional development; and
- d) Sessions for evaluation of Board and Superintendent performance.

Note, during a regular Board Meeting the Trustees can Motion to refer and convene a Committee of the Whole meeting to allow Trustees to explore matters to much greater depth than can be accomplished within a regular Board Meeting.

Composition:

Committee of the Whole is a committee composed of all Trustees. A quorum of the Board numbers is required and meetings are public unless the topic for discussion meets the In-Camera criteria noted in Policy #5: Board By Laws.

Procedures

Meetings of the Committee of the Whole are at the request of the Board Chairperson, or at the request of a majority of the Trustees. The agendas for Committee of the Whole meetings are organized by the Board Chairperson. They shall request if there are any additional agenda items that Trustees would like to discuss.

The Chairperson of the Committee of the Whole is the Vice Chairperson of the Board. However the Chairperson can pass their chair duties to another trustee if the topic up for discussion is from their committee.



Policy #8: Committees of the Board

Policy 8 - APPENDIX C

Committee Name: Facilities Committee

Purpose

The Facilities Committee has a mandate to act as an overseer and in an advisory capacity with respect to the capital planning and maintenance and operation of all land, buildings, facilities and equipment owned by the District.

The Committee is to submit to the Board a five-year capital improvement budget and a list of proposed alterations and repairs. The Committee is to advise the Board on building related issues, ongoing maintenance and planning for long-term improvements.

Specific responsibilities to include oversight for:

- Preparing a five year capital plan (required annually)
- Preparing a plan, schedule and proposal for maintenance and replacement for buildings and grounds;
- Planning for new construction, major renovations or major improvements of school buildings and grounds;
- Planning additions, deletions or changes to facilities needed to support school programs;
- Identify other areas for future actions related to facilities.

Composition:

The Superintendent will identify District staff to provide expertise. The Committee will identify needs for consultant services and seek approvals for costs, if those services are required.

Reporting:

The Committee Chair shall provide timely reporting to the Board, by written report, for inclusion in the Board of Trustees Meeting each January/ February (Budget Planning) and each November/ December on project status.

Timeline:

The committee will meet in January/ February each year to plan for the next Budget year, and each November/ December for progress updates of Capital Projects in the current year.



Policy #8: Committees of the Board

Policy 8 - APPENDIX D

Committee Name: Finance Committee

Purpose

The Finance Committee's mandate is to act as an overseer in an advisory capacity with respect to all financial matters of the Board, as defined by the following activities:

- Work with the Superintendent and Director of Corporate Services, as required to evaluate, approve and present the draft budgets, both operating and capital, to the Board for consideration and approval;
- Oversee the District's budget over the fiscal year;
- Consider and make recommendations regarding any expenditure outside of the approved budget for consideration by the Board;
- Analyze and review funding and expenditures for funds received from the GNWT and the City of Yellowknife, and make recommendations as required;
- Actively research other sources of funding, such as, but limited to, federal programs and grants.

The Chair of the Finance Committee works with the Director of Corporate Services and Superintendent to prepare and present at public engagements (e.g. Annual Ratepayers Meeting).



Policy #8: Committees of the Board

Policy 8 - APPENDIX E

Committee Name: Negotiations Committee

Purpose

The Negotiations Committee is formed prior to the commencement of negotiations of each collective agreement in order to provide Board representation at bargaining sessions. The Negotiation Committee will be disbanded when that specific collective agreement has been ratified.

The Committee conducts the following activities:

- Hold a preparatory meeting of the Trustees, the Superintendent, and the Negotiation team so that they can review the collective agreement together
- Work with the Superintendent, and/or designate to prepare the Board's proposals.
- Retain and consult with a professional negotiator for bargaining sessions.
- Review the proposals from the Union and decide on the direction the negotiating team will take
- Perform at-table negotiations with the professional negotiator.
- Recommend approval of the tentative Collective Agreement to the Board .
- Post negotiations, the negotiating team meet and discuss the lessons learnt from this round of negotiations and create a report as a record for future negotiating teams.

Composition:

The Negotiations Committee will consist of:

- Up to two Trustees from the Board with the Superintendent and Director of Corporate Services

Reporting:

Please note that discussions during negotiations take place in camera and therefore reporting to the board may be limited to meeting schedules or expected completion date etc.



Policy #8: Committees of the Board

Policy 8 - APPENDIX F

Committee Name: Policy Committee

Purpose

The Policy Committee has a mandate to review, revise and develop all existing policies, once per board term. The Policy Committee will conduct the following activities for recommendation to the Board for approval:

- Review and make suggestions to the Board for revision or deletion of existing policies;
- Develop and draft new policies for the Board to address governance issues, as required;
- Review and make recommendations to the Board regarding new policies that are submitted by administration or other committees of the Board;
- Review any concern and make recommendations on issues that are related to legislative matters;
- Develop and maintain a review schedule of all policies
- Make recommendations to the Board for approval in the following manner:
 - Draft policies are tabled at a regular Board Meeting.
 - A review at a Committee of the Whole is convened (if requested) where Trustees and administration can provide comments and ask the Policy Committee the reasons for the policy's intent, content and/or changes.
 - The draft policy is forwarded to all stakeholders (as deemed appropriate), and added to the District's website, requesting comment by a set date.
 - The Policy Committee reconvenes, reviews the comments received from the trustees and stakeholders, and develops a final draft policy.
 - A final review is carried out at a Committee of the Whole (if requested).
 - The final draft policy is submitted as an agenda item at a regular Board Meeting under a motion recommending approval of the policy

Note: There will be a minimum of one month from the date of Tabling of a draft policy to submission of the final draft at a Board Meeting for approval.

Note: Instances where a policy proposal may impact upon any of the collective agreements under negotiations, any actions on such proposals will be deferred until completion of the negotiations.



Policy #8: Committees of the Board

Policy 8 - APPENDIX G

Committee Name: Public Relations Committee

Purpose

The Public Relations Committee has a mandate to coordinate strategic advocacy efforts and community engagement activities to ensure effective communication between the Board and the public. The Committee will focus on the to conduct the following activity processes:

- Develop an annual Board Advocacy and Engagement Plan for approval by the Board and provide regular updates. This plan will include key advocacy points for a variety of activities including Education Leaders Meeting, regular MLA meetings, letters to the Minister, etc.
- Oversee the implementation of the Board Advocacy and Engagement Plan and report progress to the Board.
- Monitor the effectiveness of the Board Advocacy and Engagement Plan and make recommendations for revision to the Board
- Coordinate and monitor engagement activities including those based on the Education Act and focused on key stakeholder groups including students, families, staff and the general community.
- Provide input into overall communication efforts by the District.
- Coordinate updates to the District's Visual Identity Guidelines with the Superintendent and Communications Officer
- Meet at least quarterly with the Communications Officer to review progress of communications initiatives
- Develop Trustee PAC speaking points after each board meeting.
- Review and provide feedback on the Trustee Orientation Handbook.



Policy #8: Committees of the Board

Policy 8 - APPENDIX H

Committee Name: Teacher-Board Advisory Committee

Purpose

The creation of the Teacher-Board Advisory Committee is referenced in the NWTTA Collective Agreement. If this section of the Collective Agreement changes then this policy will be changed to reflect the changes. The Board and the NWTTA recognize the mutual benefits of effective communications between trustees, teachers and administrators. The matters discussed include concerns relating to school affairs, proposed educational policy changes, changes in conditions of professional services, and communication views of the respective parties.

As outlined in the Collective Agreement, this committee will not deal with interpretation/grievance matters, or discuss modification of the collective agreement or any other matter properly left to the normal collective bargaining process. No agreement, decision, or action of the committee will be construed as interpretation or modification of the Collective agreement.

Composition:

The committee will consist of two trustees with a member of senior management and three members of the NWTTA, of which two shall be employees of the Board. This Committee is to meet at a minimum of three times per year, meeting initially within the first two months of the school year.

- Trustee notes:
 - Reviewed speaking notes from the Sept board meeting and encouraged feedback regarding policies up for review.
 - Parents Questions:
 - What are the enrollment numbers for the new school?
 - When does attendance start to be a concern for the school if a kid is off school to attend other activities like Bush Kids?
- Principal's Report:
 - Start of school overview:
 - No more covid restrictions did cause some issues for certain families
 - Keeping some of the changes in place that made things easier for everyone including drop off and pick procedures, staff wear masks if they aren't feeling 100% etc
 - RLN now has 20.5 EA's with two more needed for two new kids with high needs
 - 4 new teachers to the school but no music teacher. Had a music teacher almost hired but there was an issue with the ECE years of experience and the teacher took a different position somewhere else. There is someone available to teach drama and some music but not a trained music teacher. This is a position the school would very much like to fill.
 - Extracurricular activities are back with intramurals starting up.
 - Class options starting up with cooking, crafts and outdoor activities
 - Very nice to have parents back in the school and they are planning to have parent teacher conferences in school as well
 - All activities with birds have been canceled for now due to the confirmed positive bird flu case in Yellowknife. Bird Camp is going ahead but won't include birds.
 - PAC Chair:
 - Would like to see PAC minutes on the RLN website
 - Meeting will continue virtually with a few in person meetings to be scheduled. Unfortunately RLN doesn't have a video conferencing system to hold in person and online meetings together.
 - Planning for staff appreciation day during the parent teacher conference week in Nov and March.
 - Fundraising activities for the year will include family fun night in May and possible small events like plant sale, canteens at sporting events at school etc.
 - Unplugged tech - Chair shared some examples of devices that can be used to teach coding that are more social such as the "Go Robot Mouse" that can be used for different age groups.
 - PAC member Gila Somers shared resources from ENR regarding On The Land Learning. RLN will be reviewing these resources and are using this resource to tan hides.
 - Scheduled Meetings:
 - Oct 27th
 - Nov 24th
 - Potential meeting Dec 15th

Ecole Sir John Franklin High School PAC meeting.

Sept. 22,2022 (7-8:00 pm)

SJF Admin - Dean MacInnis dean.macinnis@yk1.nt.ca

SJF PAC Co-Chair – Miki Ehrlich mikipromislow@yahoo.com

SJF PAC Co-Chair – Newton Grey newtonmgrey@hotmail.com

YK1 Board Rep - Doreen Cleary doreen.cleary@yk1.nt.ca

It was a virtual and in person meeting.

Trustee's report

- * I presented September's speaking notes from the board meeting.
- * I asked if there was in issues, they would like me to bring forward.
- *They would like to know if the new superintendent will restart the PAC chairs meeting, as this has been well received in the past. A request has been made for me to bring it forward to see if this will happen again.

Principal's report

*Grade 9 retreat at the ski club. There were activities to help the students get to know each other and assist with the transition into high school. Students will not be missing class time, as this will be the programming for the students for those days. Their classroom teachers will be present at the retreat.

* Concerns were brought forward regarding transcripts and diplomas not being sent out on time from ECE. Universities require student transcripts typically to be received by the end of July/beginning of August. Unfortunately, transcripts were not received by the deadline for some students. For some students, the university indicated that they would lose their scholarships or spot at the university since their transcript was not received well past the deadline. Dean will poll last year's grad class to see how many students this impacted and reach out the administration at St. Pat's to see if last year's graduating students also experienced these problems. Dean will report back with the number of students impacted and if there is anything that may need to be done. Additionally, graduation diplomas for last year still have not been sent out.

Graduation 2022

- Grad 2022 was a success!
- The SJF gym location worked well for the formal and the Somba K'e for the academic grad.
- The 2-day graduation work well: academic grad on Friday afternoon, formal grad on Saturday evening
- Folk on the Rocks grad event was well attended and the students had a lot of fun. Thanks to the community, families and numerous volunteers who helped make this happen.
- Possibility of bringing back dry grad events after the formal event.

Next Pac meeting: Tuesday, October 25, 2022

Doreen Cleary

YK1 Trustee