

YELLOWKNIFE EDUCATION DISTRICT NO. 1
BOARD OF TRUSTEES

AGENDA

October 13, 2015 – 7:00 PM – Regular Meeting

- 1.0 Call to Order
- 2.0 Chairperson's Opening Remarks
- 3.0 Adoption of Agenda
- 4.1 Delegations & Presentations
 - 4.1 Presentation: YK1 Trustee Blake Lyons & former YK1 Trustee Mira Dunn (Chairperson John Stephenson)
- 5.0 Review and Approval of Minutes
 - 5.1 September 8, 2015 Regular Meeting
- 6.0 Business Arising From the Minutes
- 7.0 Trustees' Statements
- 8.0 Reports
 - 8.1 Chairperson's Report
 - 8.2 Superintendent's Report
 - 8.2.1 Assistant Superintendent's Report
 - 8.2.2 Director of Corporate Services Report
 - 8.2.3 Supervisor of Facilities & Maintenance Report
 - 8.3 Trustee Reports
 - 8.4 Standing Committee Reports
 - 8.4.1 Finance
 - 8.4.2 Public Relations
 - 8.4.3 Policy
 - 8.4.4 Aboriginal Education
 - 8.4.5 Special Needs
 - 8.5 Ad Hoc Committee Reports
 - 8.5.1 French Steering Committee
 - 8.5.2 Committee of the Whole
 - 8.5.3 Audit Committee
 - 8.5.4 Information Technology Committee
 - 8.5.5 NWTTA Teacher-Board Committee
 - 8.5.6 Healthy Schools Steering Committee
 - 8.6 Trustee PAC Meeting Reports
 - 8.6.1 École J.H. Sissons

- 8.6.2 Mildred Hall School
- 8.6.3 N.J. Macpherson School
- 8.6.4 Range Lake North School
- 8.6.5 École Sir John Franklin High School
- 8.6.6 École William McDonald Middle School

9.0 Unfinished Business

10.0 New Business

- 10.1 Amended Budget
- 10.2 ASBA Fall AGM
- 10.3 Superintendent Evaluation
- 10.4 Board Evaluation

11.0 Announcements

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

12.0 Date and Time of Next Meeting

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

13.0 Chairperson's Closing Remarks

14.0 Adjournment



Yellowknife Education District No. 1 Board of Trustees Minutes

Date of Meeting: Tuesday, September 8, 2015
Location: YK1 District Office Board Room
5402 50 Avenue

Members Present: Chairperson John Stephenson
Trustee Blake Lyons
Trustee Terry Brookes
Trustee Jay Butler

Regrets: Vice Chairperson Allan Shortt

Staff Present: Superintendent of Education Metro Huculak
Assistant Superintendent of Education Ed Lippert
Director of Corporate Services Tram Do
Supervisor of Instruction (French Programs) Jean-Marie Mariez
Supervisor of Facilities and Maintenance Elvis Beaudoin
Executive Assistant to the Superintendent Tracy Turk

Media and Others Present: Simon Whitehouse – *Yellowknifer*, Matthew Bannister

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Chairperson's Opening Remarks

Chairperson Stephenson welcomed everyone to the meeting. He welcomed everyone back to school. He extended a welcome to Ed Lippert as our new Assistant Superintendent and recognized his many years of teaching and leadership in our schools. Mr. Stephenson noted that Trustee Shortt sends regrets as he is out of town.

Chairperson Stephenson said Mira Dunn (nee Hall) has resigned and has accepted a position as an EA with YK1. Trustee Clarke moved to Alberta and has also resigned. He noted that we wish them well in the future and we'll miss their valuable input.

Chairperson Stephenson said October 19, 2015 is the election day for municipal and the school board election. This is an opportunity to let our priorities be known.

Chairperson Stephenson commented on the passing of Malcolm Austin. He was one of our students diagnosed with a rare form of cancer. He passed away August 25, 2015. He said the memorial was a great chance to say goodbye. Mr. Stephenson noted that Malcolm got to do a lot of great things in the last few months. A yellow ribbon was given out to signify awareness of childhood cancer.

3. Adoption of Agenda

ADD: 10.3 Financial Audit

09-5849-15

Moved by Trustee Terry Brookes

Seconded by Trustee Blake Lyons

I move to accept the agenda as amended.

Carried

4. Delegations and Presentations

4.1 Financial Audit Presentation

Mr. Matthew Bannister from Crowe Mackay LLP made a presentation regarding the audited financial statements ending June 30, 2015. See attached presentation.

Mr. Bannister noted a Management Letter was not required this year. He said there was nothing required to be adjusted. He noted the liabilities are similar to last year.

Mr. Bannister's presentation is attached. He reviewed the revenue (increased by \$900,000) and expenditures. The difference between the actual expenditures and budget is 5%.

5. Review and Approval of Minutes

5.1. Regular Meeting Minutes – June 9, 2015

09-5850-54

Moved by Trustee Blake Lyons

Seconded by Trustee Jay Butler

I move the Board of Trustees of Yellowknife Education District No. 1 approve the minutes of the Regular Meeting of June 9, 2015 as presented.

Carried

6. Business Arising from the Minutes

Trustee Brookes noted that in the minutes from June 9, 2015 under 5.1 the seconder is missing. It was noted it was Trustee Lyons.

Trustee Brookes asked Trustee Butler what editorial calendars are. Trustee Butler said it is a program which allows for consistent and easy messaging by putting information regarding events into one place and it gets published monthly.

7. Trustee Statements

Trustee Blake Lyons read a statement. In his statement he indicated he would not be running for re-election this term.

Chairperson Stephenson said it is historic for Trustee Lyons to not be running for some sort of public office. He thanked Trustee Lyons for his tremendous service to the Board of Trustees and community.

8. Reports

8.1. Chairperson's Report

Chairperson Stephenson thanked everyone for coming to the meeting. He noted Simon Whitehouse from the Yellowknifer is back in town and he extended a warm welcome. He said Mr. Whitehouse just completed his Masters in History and Philosophy. Congratulations and welcome back.

Chairperson Stephenson said the week of PD was a huge undertaking by staff. He said he had the pleasure to welcome the 25 new staff to our District. He also attended the Aboriginal Education full day of PD featuring Wab Kinew as the keynote speaker. He said Mr. Kinew was a mesmerizing person to listen to. Following the keynote Aboriginal Education and Language Coordinator Scott Willoughby had smaller breakout sessions led by young aboriginal leaders.

8.2. Superintendent's Report

Superintendent Metro Huculak presented a written report dated September 8, 2015. Superintendent Huculak said he would like to thank the Finance Committee and the Board for their support in everything the schools undertake such as the Transition Program at the high school. He said we are seeing students finish dash-2 classes. Mr. Huculak said we are also able to support small class sizes and additional staffing when needed.

Trustee Brookes commented on the MHS garden and the addition of the garden and the flower beds were nice to see and he appreciated the work that went into it. Good job to everyone who made it happen.

Chairperson Stephenson commented Mr. Huculak increased the curb appeal of our properties. He wanted to thank everyone involved such as District staff, United Church and school staff. He noted Katherine Walker and Nancy Trotter were involved heavily in getting this started.

Chairperson Stephenson said the Pancake Breakfast went really well this year. The weather was pleasant and everyone came out, worked hard and helped make the day a success.

8.2.1. Assistant Superintendent's Report

Assistant Superintendent Ed Lippert presented a written report dated September 8, 2015. Mr. Lippert said thank you for welcoming him to the position. August was spent learning the job and he noted that everyone has been very helpful and friendly. He was tasked with updating the Administrator's Handbook before the start of school.

He said he had a chance to meet with instructional staff and coaches. He also travelled to Abbotsford, BC recently for a conference on Intervention. The conference showed him that the work we are doing with Leyton Schnellert and Carole Fullerton is along the same lines.

Mr. Lippert noted that the Ministerial Awards for highest marks in courses came out and SJF had five winners this year. He said there were three who scored 5 (comparable to a perfect score) and two 4's (approx 90's). The students will be recognized at an assembly around Christmas and they will be given a monetary award.

Trustee Brookes asked about the Computer Citizenship curriculum. Mr. Lippert said it is designed to help students understand the proper way to use the internet and social media etc.

Trustee Brookes asked the BAS replacing the DRA. Mr. Lippert said the teachers found it (DRA) to be a bit out of date and perhaps may not have been getting as good of responses from students due to this. The BAS will give us a more accurate assessment of what level the students are reading at.

Trustee Brookes asked about the talk from Mary-Rose Sundberg. He was curious as to where she sees us heading. Mr. Lippert noted that session was for the principals so he was not able to attend. What he heard was along the same lines as what Wab Kinew and the other Aboriginal youth were saying, like bringing more recognition to the Aboriginal way of learning.

8.2.2. Director of Corporate Services Report

Director of Corporate Services Tram Do presented audited financial statements to June 30, 2015. She also submitted a written report dated September 8, 2015. Ms. Do said she wanted to thank all of the Finance staff and District Office staff for all of their hard work during the summer. She thanked the managers who try to keep within budgets each year.

Ms. Do noted that in terms of the election we have been spending time getting information packages together and updating the website. Our Returning Officer is Evelyne Straker and she is working out of the District Office from 1:00 – 4:00 each day. Chairperson Stephenson thanked Ms. Do for her work on the election.

8.2.3. Supervisor of Facilities and Maintenance Report

Supervisor of Facilities and Maintenance Elvis Beaudoin submitted a written report for July & August 2015. Mr. Beaudoin said this was the busiest summer since he's been here. Some items he noted were that NJM had some work done on the main office, annual fire inspections and sprinklers etc. were completed, new carpet was installed in JHS and new linoleum was installed in NJM as well. Mr. Beaudoin was happy to report there were no break-ins this summer.

Superintendent Huculak said they need to meet with Tammy Allison from ECE to discuss the sewer line at SJF.

Chairperson Stephenson thanked maintenance for their hard work with the beautification.

8.3. Trustee Reports

Trustee Lyons said he attended the National Trustee Gathering on Aboriginal Education in Saskatoon. Trustee Lyons said there were fewer people in attendance than he expected. He received a book and will be leaving it for the Board when he leaves.

8.4. Standing Committee Reports

8.4.1. Finance

Trustee Brookes said there were a couple of ad hoc meetings.

8.4.2. Public Relations

Trustee Jay Butler said we have not met.

8.4.3. Policy

Trustee Brookes said they have not met.

8.4.4. Aboriginal Education

Trustee Lyons said they have not met.

8.4.5. Special Needs

Trustee Butler said they have not met.

8.5. Ad Hoc Committee Reports

8.5.1. French Steering Committee

Chairperson Stephenson said there was no meeting. He noted that this year we are celebrating the 35th anniversary of French Immersion in YK1 and the 10th anniversary of Intensive French. He said there will be a number of events hosted this year.

8.5.2. Committee of the Whole

Chairperson Stephenson reported on the agenda items which were discussed. Items included a presentation on Inclusive Education from Anita Griffore, an enrolment update, additional Kindergarten staff, the USW Collective Agreement, the Superintendent's meeting with the Deputy Minister, an update on the election and an update on activities the Board has participated in. The regular meeting motions were reviewed. He also noted there was a special COW meeting August 25, 2015 where Leyton Schnellert and Carole Fullerton made a presentation on Literacy and Math.

8.5.3. Audit Committee

Trustee Brookes said the committee met and reviewed the audit. He noted the committee is down a member and will recruit for the position.

8.5.4. Information Technology Committee

Trustee Butler said there was no meeting.

8.5.3. NWTTA Teacher-Board Advisory Committee

Superintendent Huculak said there was no meeting this month.

8.5.6. Healthy Schools Steering Committee

Chairperson Stephenson said they have not met.

8.6. Trustee PAC Reports

8.6.1. Ecole J.H. Sissons

Trustee Butler said there was no meeting.

8.6.2. Mildred Hall School

Trustee Lyons said there was no meeting.

8.6.3. N.J. Macpherson School

Chairperson Stephenson said there is no report.

8.6.4. Range Lake North School

Trustee Brookes said there was no meeting. The next meeting is scheduled for next week.

8.6.5. Ecole Sir John Franklin High School

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

8.6.6. Ecole William McDonald Middle School

Chairperson Stephenson said there was no meeting. He noted Rae Panayi was recognized for a project she did last year. She won a

National Young Citizens Award and will go to Ottawa to accept the award. Her project compared how Northern explorers John Rae and John Franklin treated aboriginal people on their journeys.

9. Unfinished Business

None.

10. New Business

10.1. Additional Kindergarten Staff

09-5851-15

Moved by Trustee Terry Brookes

Seconded by Trustee Blake Lyons

I move the board of trustees of Yellowknife Education District No. 1 approve the amendment to the 2015/2016 budget which includes the addition of two (2 FTE) Kindergarten teachers, one for JHS and one for NJM, for a total increase in salary cost of \$241,000. This is to accommodate the increase in projected enrolment for Kindergarten students. The amended budget total for 2015/2016 is \$(909,938).

Trustee Brookes said this motion goes back to when we are up in enrolment we try to keep class sizes small. He said two schools have gone over the enrolment limit where we split. Now we will have three classes in each school.

Ms. Do said we are still maintaining a 5%, \$1.5M surplus in capital operating and school surpluses even with the addition of the positions.

Chairperson Stephenson said it's important to have these surpluses so we can meet the needs of our students as they arise.

Carried

10.2. USW Contract

09-5852-15

Moved by Trustee Blake Lyons
 Seconded by Trustee Jay Butler

I move the Board of Trustees of Yellowknife Education District No. 1 accept the ratified agreement for July 1, 2015 – June 30, 2016 of the United Steel Workers as presented.

Trustee Lyons said a couple of changes in the contract are: this is a one year contract and will see a 2.5% increase.

Carried

10.3. Financial Audit

09-5853-15

Moved by Trustee Terry Brookes
 Seconded by Trustee Blake Lyons

I move the Board of Trustees of Yellowknife Education District No. 1 accept in principle the audited financial statements of the fiscal year ending June 30, 2015 as presented at the Regular Meeting of September 8, 2015. Final approval of the Audited Financial Statements is designated to the Chair of the Finance Committee.

Trustee Brookes noted the audit is approved in principle because the GNWT's requirements mean there is some fine-tuning to the wording that has to be made to meet the audit requirements. He noted that none of the final numbers will change.

Carried

11. Announcements

- Open House, SJF – September 15, 2015 - 7:00 p.m.
- Open House, NJM – September 16, 2015 - 6:30 p.m.
- Open House, MHS – September 17, 2015 - 6:30 p.m.
- Open House, WMS – September 22, 2015 - 7:00 p.m.
- Open House, JHS – September 23, 2015 - 7:00p.m.
- Open House, RLN – September 24, 2015 - 7:00 p.m.
- Thanksgiving Feast & Open House, KDS – October 9, 2015 - 12:00 p.m.

12. Date and Time of Next Meeting

- COW Meeting: September 22, 2015 – 12:00 p.m.
- Board/Superintendent Evaluation: October 2 – 3, 2015
- COW Meeting: October 13, 2015 – 12:00 p.m.
- Regular Board Meeting: October 13, 2015 – 7:00 p.m.

13. Chairperson's Closing Remarks

Chairperson Stephenson thanked everyone for coming. He said he wanted to mention the importance of not texting while you drive. He said an author once said that we are not addicted, but close to it. He noted it is very hard to resist looking at it when it dings or beeps. Please, turn your phone off when you are driving.

14. Adjournment

09-5854-15

Moved by Trustee Terry Brookes

Seconded by Trustee Blake Lyons

I move the meeting be adjourned.

Carried

Meeting adjourned: 8:14 p.m.

Chairperson of the Board

Director of Corporate Services

SUPERINTENDENT'S REPORT

Board Meeting

Tuesday, October 13, 2015

7:00 p.m.

With one month passed our schools are well under way with our programming for students. I have been concentrating a lot of time on enrolments and have been busy in schools ensuring we have registered our students and they are attending. Thanks to Arnold Krause, Evelyne Straker, Maxine Lacorne and Peyton Straker for contacting students and getting them into school, night class or Route 51 to complete courses for graduation. The key now is to have the at-risk students complete the courses. We will be setting up a monitoring system so we can support these students. We have a number of reports to get in from schools and they are slowly coming in. Ed and I will be meeting with Principals individually to look at their SIP plans on October 16, 20 and 21. I will be meeting with principals on their School Reports and their growth plans this month.

Enrolment - We are into the final stage of enrolment verification and I hope to have a number for each school for the Board in short order. I am very pleased with our kindergarten enrolment as we continue to get over 150 students into kindergarten. We are very healthy in this area.

Trustee Forum - We have set Thursday, October 15 at 7:00 p.m. for a trustee forum at Range Lake North School. Sarah has been advertising this forum.

Trustee Orientation - We have set Thursday, October 29 for our first new trustee orientation at Central Office at 7:00 p.m. We will have a formal trustee orientation on Friday, November 20 (evening) and Saturday, November 21 (day) with Jim Gibbons from ASBA. Jim has already been booked to come up from Edmonton.

Superintendent/Board Meetings October 3 - Jim Gibbons from ASBA who facilitated our meetings on October 3 wanted to express his appreciation to the Board for the hospitality which was shown to him during his stay here. He stated he very much appreciates coming up to work with the YK1 Board.

Skills Canada - The Skills Canada 'Power Up' conferences for Grade 8 girls and boys are being held in Yellowknife November 12 for girls and November 13 for boys. Each conference includes guest speakers and several workshops. The workshops provide youth with a chance to do hands-on activities and gain greater understanding of various occupations ranging from aircraft maintenance engineers to welders to estheticians. More information will be forthcoming to schools.

ERI - We have a number of staff whom ECE has requested to sit on the various ERI working committees. Ed will provide you with a list of staff and the working committees they will be sitting on.

Community Garden - The rest of the community garden should be completed this year and the whole area will be available for planting next year. Katherine Walker is looking after the completion of the garden.

Open Houses - I attended most of the open houses and was very pleased with the attendance by parents. There was a very positive atmosphere at each school and overall parents were very pleased.

PAC Chairs - I had my first PAC Chairs meeting last month and we were able to get through a packed agenda. Some items were brought up that we will get information back to parents about. The chairs were asked to take up some of the issues brought forward with their respective school principals.

PAC - I will be hosting the Mildred Hall School PAC meeting here at the Board Office on Wednesday, October 14 at 6:30 p.m.

Upcoming Field Trips - The following field trips have been planned by schools and are departing this month or have already returned:

- Sept 18-20, 2015: SJF, WMS, JHS – NWT Soccer Championships, Hay River, NT
- Sept 28-Oct 2, 2015: WMS – Moose Hunt, Great Slave Lake
- Oct. 2, 2015: SJF, WMS, MHS, RLN – NWT Cross Country Running Championships, Fort Providence, NT
- Oct 15-18, 2015: SJF – Lawrie Hobart Volleyball Tournament, Ft. Smith, NT
- Oct 26-27, 2015: WMS – We Day Conference, Calgary, AB

PAC Chairs Meeting
September 24, 2015
District Office
Notes

Staff present: Metro Huculak, Ed Lippert, Scott Willoughby, Allan Shortt (Vice Chairperson), Terry Brookes (Trustee), Tracy Turk,

PAC present: Margo Nightingale (SJF), David Wasylciw (NJM), Audra Donison (WMS), Tina Drew (SJF), Lena Schofield (MHS), Miki Ehrlich (JHS), Katie Pender (RLN), Barb Beaton (JHS), Diep Duong (JHS), Leanne Dragon (WMS/NJM), Sandra Lockhart (WMS), Lisa Seagrave (WMS/MHS)

Others: Richard La Roche (Staples)

Regrets:

1. Welcome

2. School Supply Lists

- Richard from Staples came to the meeting to discuss Staples school supply program.
- Metro has been working to purchase some leftover school supplies.
- RLN had packages ready for parents to pick up at the beginning of the year that were part of the Staples program.
- Richard said the store gets the school lists, prices them and sends them back to the school.
- There were many different ways parents were submitting lists and this could have created some of the problems they experienced.
- For next year Staples is creating a website to select/order the school supply packages. There will be a deadline for submissions.
- Staples supplied packages for around 100 students over five schools.
- It was noted that there were pencils that were not available for the first day of classes.
 - The principal was responsible to make sure that everything is there for the first day.
- Staples also has Teacher Appreciation days throughout the year and they provide school supplies to under-privileged families.

- The parents can leave some items off the lists if they choose and the price is adjusted accordingly.
- For the treaty reimbursement funds, what happens if the cost of the supply list is above the amount reimbursed?
 - This will be looked into.
- Kleenex is supplied by the school/YK1
 - Can YK1 set a cap for the cost of the supply lists?
 - School supplies (David)
 - Last year the lists weren't out until late June.
 - Local vendors all get the lists.
 - It's a competitive market and it's open to all local vendors.
 - Put school supplies on the PAC agenda at your schools early in the year to discuss with your principal.

3. Technology (David)

- Metro needs to discuss with Martin some parent concerns.
- An email will be sent out regarding these issues to the PAC Chairs and the Tech Committee.

4. Enrolments

- Enrolment is looking good.
- Kindergarten is up and SJF is getting several enrolments for kids who are not in any school anywhere. These kids are coming back into school.
- He noted we are trying to keep the primary classes small.

5. Budget

- Metro said his contingency budget has been used on staffing.
- There were a couple classes that needed to be split so that took funding for two staff members.
- He said the beautification at MHS was a success.
- Metro is looking at putting a large, culturally-relevant mural on the MHS gym wall.

6. Future Meetings

- They will continue on the third Thursday every month.

7. PD

- Metro said we are continuing to focus on literacy and numeracy with Carol Fullerton and Leyton Schnellert.
- We are trying to improve our students academically.

- Scott said the Fall PD went well and the Friday was the ALC day.
 - Wab Kinew was the keynote speaker and discussed “Where do we go now?”
 - This sent a positive message to everyone.
 - The afternoon was comprised of small topic groups with young Aboriginal leaders and they discussed what we should be doing next.
 - Sandra Lockhart said she has seen the curriculum and feels it is basic. She would also encourage us to look at a different term than Special Needs.
- Is there any control over how much extra PD staff can take to keep teachers in the class more often?
 - Metro and Ed will be looking at ways to minimize staff being out of the class.

8. Capital

- Metro addressed this with the new DM and he appears to have listened.
- Metro also discussed this with the NWTSA.
 - Other items discussed were:
 - JHS and their need for a renovation.
 - Underground fuel tanks.

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9. DM Meeting

- The DM will be meeting with the Board to discuss Inclusive Education.
- YK1’s feedback to ECE was that it would affect us considerably and we need the EA’s in the class.
- The DM has listened and it appears to be on hold for the moment.

10. Inclusive Schooling Review

- See above.

11. FNMI Symposium

- First Nation Metis Inuit
- Sept 7-9, Metro is going down to make connections with other districts and Lea Lamoureux, principal at Kaw Tay Whee School, is also going.
- Metro said we are doing very well in this area.

12. MDI

- This is the middle years development Instrument.

13. Territorial School Code of Conduct

- We were asked to provide more input on the proposed code of conduct.

- Schools will be providing monthly reports to the board on bullying

14. Roundtable from PAC

- i) NJM
 - a. They are continuing with:
 - i. Weekend activities every month.
 - ii. Snack program weekly
 - iii. More meal programs using Healthy Food money
 - iv. Family Fun activities
 - b. They are wondering about capital needs in the schools such as sinks and fountains.
- ii) SJF
 - a. Get active Grant is still available.
 - b. There is a TD grant for an Outdoor Classrooms.
 - c. Playground funding is available and all school principals are aware.
 - d. More information to be forwarded by Tina.
 - e. They got lots new members for the PAC from the Open House (10).
- iii) WMS
 - a. The Open House went well.
 - b. There seemed to be interest in the PAC.
- iv) MHS
 - a. Metro will cook for the first PAC meeting
 - b. There is a need for EA's for the middle group of kids who just need a little bit of assistance.
- v) JHS
 - a. JHS has been wondering about the drop in enrolment in the upper grades, particularly boys.
 - b. They would like to see the statistics.
- vi) RLN
 - a. Lots of people came to the first meeting.
 - b. They are starting to plan monthly events and the Christmas luncheon.

15. Other

- Information regarding the roles of the PST and EA's will be shared.
- Polar Eggs is delivering 90 dozen eggs to the schools for the food program.

16. Next meeting

- Thurs., October 16, 2015 @ 12:00 p.m.

École J. H. Sissons School
5700 51A Avenue X1A 1G7

Monthly Operations Report
September 2015

| Fire Drills | Time | Notes |
|----------------------------------|--------------------|---|
| September 21st September 22nd | 9:15 am 9:40 am | Bell sound only Veronica to pull the alarm, at 9:40, for our fire drill. The staff and students from vacated the building and assembled in the basketball court for Roll Call. The entire drill took 6 minutes from the time the alarm was pulled to the time that the last student was accounted for. |

Communication

| School Wide | Individual | Meetings | Newsletters |
|--------------------|-------------------|--|---|
| | | PAC meeting September 21st Brigitte, Rachell, Jay Buttler, Miki Ehrlich, Paul Davie, Barb Beaton, Diep Duong, Shawn McCann, Zoey Posynick, Tamlin Gilbert and five other parents. | September Newsletter sent home via parent email contact and posted on our Web site. |

School Events (Including Guest Speakers and Presenters)

| Date | Event | Curricular Links | Number of Students Involved | Aboriginal Perspective |
|-------------|--|------------------------------------|------------------------------------|--|
| Sept-11 | Big Buddy little buddy (Martine Bergeron, Jessica Gilbert) | Health, FLA, Social Studies | 38 | |
| Sept-14 | Grade One ACE Camp - Berry Picking in Dettah | Dene Kede, Health, Social Studies, | 50 | Students learning about on the land traditional Dene teachings |
| Sept-14 | Cooking Class (Martine Bergeron). | Health, Social Studies, Art | 17 | |

| | | | | |
|-------------------|---|------------------------------------|---------------|--|
| Sept-17 | School Assembly & Terry Fox Walk. | Phys Ed, Health, Social Studies | 282 | |
| Sept-25 | JHS Book Exchange. | FLA, ELA | 112 | |
| Sept-9 to Sept-30 | Running Club (Danie Boudreau, Jolyane Cool, Stéphanie Rondeau, Heidi Boudreau, Danika Jobin, Alex Richard) | Phys Ed, Health | 50 | |
| Sept-20 | City Terry Fox Run (Stéphanie Rondeau, Danie Boudreau, Cynthia Benoit, Cynthia Clark, Alex Richard, Julien Le Guen, Rachell Simmons, Heidi Boudreau). | Phys Ed, Health | 25 | |
| Sept-23 | Cultural bird camp. Open House (whole staff). Bake Sale (Stéphanie Rondeau). | Dene Kede, Health, Social Studies, | 42 80 4 | Students learning about on the land traditional Dene teachings |
| Sept-23 | Open House (whole staff). | | | |
| Sept-23 | Terry Fox bake sale @ Open House (Stéphanie Rondeau). | | | |
| Sept-30 | Picture Day | | 281 | |

Staff Meeting

| Date | Purpose |
|----------------|--|
| September 8th | Diabetes, computer user agreement and digital citizenship, SSP's, Terry Fox assembly, literacy activities |
| September 29th | Safety topics - Safely entering the school, Pre-K playground, lights in the classrooms, OH&S committee; Literacy Education items – new documents and sing out, Nov. visit from illustrator Dominique Pelletier, Take me Outside; other topics – class fundraisers, NWTTA elections |

Professional Development

| Date | Event | Staff Member(s) Involved | Aboriginal Perspective |
|---------------|----------------------------------|---|------------------------|
| August 24th | Administrator retreat | Brigitte Rivet, Rachell Simmons. | |
| September 2nd | Grade 1 team meeting | Danie Boudreau, Claudette Marquis, Martine Bergeron. | |
| September 3rd | Mentorship grade 1 | Claudette Marquis, Martine Bergeron. | |
| September 4th | Terry Fox Meeting – organization | Stéphanie Rondeau, Cynthia Clark, Julien Le Guen. | |
| September 6th | Literacy Meeting | Stéphanie Rondeau, Caroline Roux. | |
| September 9th | Literacy Meeting | Danie Boudreau, Martine Bergeron, Caroline Roux, Jolyane Cool, Stéphanie Rondeau, Julien Le Guen, Carol Burroughs, Rachell Simmons, Brigitte Rivet. | |

| | | | |
|-----------------------------------|--|---|--|
| September 10 th | NWTTA Regional Meeting | Danie Boudreau. | |
| September 10th - 11th | Supervisors Safety Course. | Brigitte Rivet. | |
| September 13th | ACPI Meeting. | Stéphanie Rondeau, Caroline Roux. | |
| September 15th | Mentorship Meeting grade 3 | Chrystel Souren, Stéphanie Rondeau. | |
| September 15th | Literacy Meeting. | Stéphanie Rondeau, Caroline Roux. | |
| September 16th | Mentorship Meeting grade 1 | Danie Boudreau, Claudette Marquis, Martine Bergeron. | |
| September 17th | Litaracy Meeting | Martine Bergeron, Caroline Roux. | |
| September 18th | Kindergarten French Curriculum meeting (ECE) morning | Jessica Chamberland, Carol Burroughs. | |
| September 18th | Grade 1 French Curriculum Meeting (ECE) afternoon | Danie Boudreau, Claudette Marquis, Martine Bergeron. | |
| September 21st | Mentorship | Carol Burroughs, Brigitte Rivet. | |
| September 22nd | Admin. Council Meeting. | Brigitte Rivet, Rachell Simmons. | |
| September 22nd | Book Exchange Meeting. | Carol Burroughs, Sylvie Hayotte-Rourke. | |
| September 23rd | Mentorship grade 1 | Claudette Marquis, Martine Bergeron. | |
| September 25th | Mentorship grade 4 | Julien Le Guen, Stéphanie Rondeau. | |
| September 25th | Kindergarten PLC. | Carol Burroughs, Brigitte Rivet | |
| September 26 th – 27th | NWTTA Meeting @ Explorer Hotel. | Danie Boudreau. | |
| September 27th | Literacy Meeting | Chrystel Souren. | |
| September 28th | Guided reading PD | Martine Bergeron, Caroline Roux, Jolyane Cool. | |
| September 28th | Literacy Meeting. | Stéphanie Rondeau, Caroline Roux, Julien Le Guen. | |
| September 28th | Mentorship Meeting Kindergarten | Carol Burroughs, Brigitte Rivet. | |
| September 30th | Team meeting Kindergarten morning | Jacqueline Béland, Jessica Chamberland, Carol Burroughs | |
| September 30th | Mentorship Meeting grade 1 afternoon | Claudette Marquis, Martine Bergeron | |



Principal's Report September

Strengths

- Student population is up- we had an influx of 14 pre-schoolers, 23 kindergarteners, and 41 other students throughout various grades.
- The transition with our new daily schedule with Daily Physical Activity and longer learning blocks of time has been very smooth and positive.
- Mildred Hall received anti-bullying award from ECE and visit from Deputy Minister David Stewart for presentation of the award.
- Open House on September 17th was well attended by families and staff. An estimated 200 people came out.
- Teachers attended various Professional Development opportunities throughout the month- Fountas and Pinnell Reading assessment, Wab Kinew, Leyton Schnellert SRL PD, and Carole Fullerton PD for math. All were interesting and beneficial to staff. Educational Assistants also attended SIVA training, reading strategies, math manipulative professional development.
- Literacy Week activities were well-received and enjoyed by all- Whole school read outside at the same time, wear words day, guest readers came into several classes, and big buddy and little buddies read together. We also kicked off the home reading program with a challenge- "Read in bed".
- We kicked off our PBIS big ideas with an assembly introducing SOAR- Share what you have, Ownership, Achievement, and Respect.
- The Earth Rangers visited our school and taught the students about several Canadian animals that are on the endangered list. They brought four guest animals which were a huge hit.
- Our community garden was a huge success and provided lots of potatoes, peas, lettuce and many other veggies for our school lunch program. Families were able to share in the wealth on Open House evening with a taste of fish chowder and musk ox stew with bannock.
- Our grade 2 class attended Duck camp out on the land. Due to a bear in the vicinity, the Berry camp for the Grade 1 was cancelled for safety reasons.

- PBIS leadership team met to discuss first steps and put a plan in place for tracking data.
- MHS received funding from Breakfast Club of Canada - \$3800.00 and money from Active After school- \$12,300.00
- Completed two fire drills.
- Eight grade 8 students began paging at the Legislative Assembly
- MHS Leadership team met to discuss Strategic Priorities and how we need to move forward.

Challenges:

- The tipi was broken into.
- Open insurance claim had us busily buying things in a very short timeframe.
- Fire alarm was pulled by pre-k student.
- Breakfast program and Lunch program are busy with high numbers which makes food and snack preparation very time consuming for staff. We see 20 students every day for breakfast and forty five for lunch. Two EA's run the kitchen on recess breaks because they are needed in the classroom during instructional time.

N. J. Macpherson School

MONTHLY SCHOOL OPERATION REPORT

September, 2015

Fire Alarm:

Fire Drills:

Date: Sept. 11th & 17th

Hour: 9:45 & 11am

Time to exit: 1:54 & 1:37

Lockdown Drills: Date:

Special Accomplishments/Events:

- 4 Thank you to Sarah Cleary leading us in a Feed The Fire ceremony. Congratulations to Katherine Joudrie who was selected as NJ's Student of the Week.
- 8 Welcome guest presenter Verna Crapeau. Verna is speaking to our grade 5 students about the origin of First Nations people.
- 9 Ozzie from the Racquet Club is here to teach the fundamentals of squash during phys. ed. Classes.
- 10 Assembly. Welcome Earth Rangers.
- 18 Our grade one students are out at ALC berry camp. In honor of Terry Fox and the upcoming Terry Fox Walk, NJ staff and students show their support by going for a walk around our neighborhood.
- 21 Our grade two students are out on the land at ALC bird camp.
- 25 Pizza sale.
- 28 Lifetouch is here to take student photo's.

Comments regarding School/Community Relations:

- 9 PAC Meeting.
- 16 NJ's Open House

PD Report/Training:

| | | |
|----|-------------------|--------------------------|
| 08 | NJM Staff | Staff Meeting |
| 16 | Sharon Oldford | PST Meeting |
| 05 | Natalie Kelln | PowerSchool |
| 19 | Randy Caines | F & P Reading Assessment |
| | Sharon Oldford | F & P Reading Assessment |
| | Melanie Switzer | F & P Reading Assessment |
| | Carrie Heldman | F & P Reading Assessment |
| | Marilyn Moran | F & P Reading Assessment |
| | Kim Lee | F & P Reading Assessment |
| | Shirley Zouboules | F & P Reading Assessment |

Safety concerns:

Range Lake North PAC Meeting

Sept. 15, 2015

Principal's Report

Academic Achievement

Fall PD Math and LA- Curriculum and Assessment

Fine Arts Program

Teachers now have time in their schedules to support each other in implementing goals from data collection and improve student achievement

The Earth Rangers came and visited our school on September 8th, talking to grade 3-8 classes on endangered species.

Fountas and Pinnell - new reading assessment will be implemented this Fall

Performance Based Math Assessment will be piloted this year with the support of Carole Fullerton

Courteney and Jodi Lee-Lewis will attend a Math Conference this Fall in BC

Staples school orders program for students school supplies was delivered

Teachers Growth Plans, Long Range Plans and Course Outlines are due at the end of the month

Aboriginal Language and Culture

Wab Kinew

ACE Camps- Grade 1 Berry Camp & Grade 2 Bird Camp

Inclusive Schooling

EA inservice in the Fall on various topics and themes that help support their work in the classroom

Development of the RLN Instructional team and support of lead teachers

Healthy Living

RLN received \$15,000.00 from MACA through Ever After School Funding

- Jesse and Joelle Crosby participated in BOKS Training in Boston
- Kelsey Howard participated in DANC3PLAY Training in Vancouver

Cross Country running practices have started taking place for all grades. The NWT Cross Country Championships in Fort Providence are taking place on Friday, October 2, 2015

Volleyball practices will be starting soon with the Junior Spike It Tournament being held October 22-25th. This year teams will be focusing on the new rules of Triple Ball.

- RLNS Hoyas Gear has been ordered.

Three teachers became Positive Behaviour Support Coaches for RLNS this summer, Jackie Hawthorn, Kristan Thompson and Yasemin Heyck. This brings the number of coaches at RLNS to 5 people. RLN will present the work we have done at the PBIS Conference in Vancouver this Fall.

Open House on September 24th at 7 to 8 pm.

Lifetouch photos taking place on September 28th

Terry Fox bake sale and walk happening September 30th. Grade 3 students in Mrs. Hemstreet and Mr. Callas class will be organizing the bake sale.

Ecole Sir John Franklin High School

Monthly Report

For the month of September, 2015

ESJF Monthly Status Report for Sept.

Contacts:

| Total | Phone calls | E-mails/Notes | Meetings | Positive | Supportive | Other |
|--------------|--------------------|----------------------|-----------------|-----------------|-------------------|--------------|
| 995 | 853 | 74 | 68 | | | |

Classroom Events/Activities (also includes field trips/guest speakers):

| Date | Class | Activity | Aboriginal Perspective |
|-------------|------------------|---|-------------------------------|
| 03/09 | All students | Grade level assemblies | |
| 04/09 | Northern Studies | Guest speaker: Deneze Nakeko stories and feeding the fire | X |
| 11/09 | Northern Studies | Guest speaker: Sandra Nielsen geocaching | |
| 11/09 | HSP9 | Retreat to Long Lake | X |
| 18&25/09 | Northern Studies | Practicum- Maxine Lacorne | X |
| 29/05 | Northern Studies | Guest speaker: Verna | X |

Extra-Curricular Activities:

| Date | Group/Class | Activity | Aboriginal Perspective |
|-------------|--------------------|---|-------------------------------|
| Daily | Musical ensembles | Senior, junior bands, choir, jazz bands and combo | |
| Mon. & Wed. | Games Club | Chess, card games, etc. | |
| Weekly | Student Council | meetings | |
| Weekly | Drama supervision | Lunch hour supervision | |
| Ongoing | Public Health | Public health nurse | |
| Ongoing | Intramurals | At lunch | |
| Ongoing | Phys Ed | Fitness room supervision | |
| Ongoing | RCMP presence | School resource officer | |
| Ongoing | Library | Lunch hour supervision | |
| Ongoing | Counseling | Agreement with Social Services to work with the two school districts to provide suicide prevention counseling to students | |
| Ongoing | Website | Andrea Pellerin | |

| | | | |
|----------|---------------|---|---|
| Ongoing | Dreamcatchers | Dreamcatchers club | X |
| Ongoing | Archery | practices | |
| Ongoing | Gaming Club | Dungeons and Dragons | |
| Ongoing | Volleyball | practices | |
| Ongoing | SJET | Planning and fundraising meetings | |
| Sept. | Soccer | Outdoor soccer practices | |
| Sept. | Hockey | Practices for Challenge Cup | |
| Sept. | X Country | practices | |
| 10/09 | PAC | meeting | |
| 15/09 | Everyone | SJF Open house | |
| 18-20/09 | Soccer | Hay River Elks Soccer tournament | |
| 25/09 | Cross country | NWT cross country running championships | |
| 29/09 | Lifetouch | School photos | |
| | | | |

Professional Development:

| Date | Group/Class | Activity | Aboriginal Perspective |
|-------------|--|---------------------------|-------------------------------|
| 01/09 | All staff | meeting | |
| 15/09 | Dean MacInnis | Admin meeting at District | |
| 30/09 | Colleen Pura, Kate Powless, Paul Bennett | Northern Studies PD | X |

École William McDonald Middle School
Monthly Report
For the month of September 2015

EWMS Monthly Status Report for September 2015

Contacts:

| Total | Phone calls | E-mails/Notes | Meetings | Positive | Supportive | Other |
|-------|-------------|---------------|----------|----------|------------|-------|
| 565 | 390 | 175 | 11 | 350 | 214 | 1 |

Classroom Events/Activities (also includes field trips/guest speakers):

| Date | Class | Activity | Aboriginal Perspective |
|---------|--|--|------------------------|
| 4th | School Wide | Assembly and Team Building Assembly w/ Free Subway lunch | |
| 10th | School Wide | Earth Rangers Visit- Stewards of the land | X |
| 11th | School Wide | Student Council Elections | |
| Ongoing | Classroom Teachers- 4 of 9 presentations completed | Fire-prevention initiative from YKFD- | |
| | | | |

Extra-Curricular Activities:

| Date | Group/Class | Activity | Aboriginal Perspective |
|--------------------|--------------------|---|------------------------|
| Ongoing | Intramurals | At lunch | |
| Fridays | Student Council | Meetings | |
| Tuesdays | Me to We | Meetings | |
| Ongoing | Volleyball | practices | |
| 18-20th | Outdoor soccer | Elks tournament in Hay River | |
| 22rd | Everyone | WMS Open House | |
| Sept 29 - Oct 2 | 8 Grade 8 students | Moose Hunt with Scott Willoughby | X |
| | | | |
| On-going | Counseling | Counselling services have had 56 visits over the course of the month. Of those meeting, 22 were for social issues and 34 were | |

| | | | |
|--|--|--|--|
| | | for emotional issues. 15 of the visits were walk in and 41 of the visits were by referral/appointment. We have had 4 issues regarding bullying and all issues were resolved respectfully and amicably. | |
|--|--|--|--|

Professional Development:

| Date | Group/Class | Activity | Aboriginal Perspective |
|-------------|------------------------------|---------------------------|-------------------------------|
| Aug 24-27th | Lynn Lalonde/Veronique Gibbs | EBS/PBIS Coaches Training | |
| 14th | Danielle Dentinger | Mentorship/French | |
| 24th | Danielle Dentinger | Mentorship | |
| 24-25th | Jeff Seabrook/Paul MacDonald | AAC Conference | |
| 28-Oct 2nd | Darren Wicks | Moose Hunt | X |
| | | | |
| | | | |



**Kaw Tay Whee School
The Community School of Dettah
Monthly Operations Report
September 2015**

Website: www.yk1.ktw.nt.ca Twitter: @ktw_school_yk1 Facebook: Kaw Tay Whee School

| Fire Drills/Lockdown Drills | Time | Notes |
|-----------------------------|-----------------|--|
| September 3, 2015 | 1min 30 seconds | *New blinds ordered for any remaining open window spaces, and covers were crafted for all windows in classroom doors |

Enrollment

| | |
|---------------------|----------------------------------|
| Junior Kindergarten | Kindergarten to Grade 8 Students |
| 3 | 33 |

School Staff

| Name | Position |
|------------------|----------------------------|
| Shirley Beaulieu | Custodian |
| Sally Drygeese | Williideh Language Teacher |
| Debbie Morrison | Educational Assistant |
| Shannon Hogan | Education Assistant |
| Laura Digness | JK-K Teacher |
| Dana Merrigan | 1-3 MAG Teacher |
| Hillary Tapper | 3-5 MAG Teacher |

| | |
|---------------|-------------------|
| Neil Penney | 6-8 MAG Teacher |
| Lea Lamoureux | Teacher-Principal |

Communication

| Phone Calls | School Wide Notes | Individual Notes | Meetings | Newsletters | Facebook Updates | Tweets |
|-------------|-------------------|------------------|----------|-------------|--|-----------|
| 60 | 4 | | | 1 | Ongoing weekly, with photos for special events | Regularly |

Partnerships/Contacts with Outside Agencies

| Date | Agency/Organization | Purpose | Aboriginal Perspective |
|--------------|---------------------|-------------------------------------|------------------------|
| September 9 | STHA- Public Health | Planning Meeting for Monthly Visits | |
| September 16 | STHA- Speech | Speech Assessments | |
| September 30 | GNWT- ECE | Minister of Education Visit | |

Activities and Event

| Date | Event | Curricular Links | Number of Students Involved | Aboriginal Perspective |
|-----------------------|--|------------------------------------|-----------------------------|------------------------|
| Everyday | Breakfast and Hot Lunch Program | Health, Math, ELA | 35 | * |
| Each Tuesday | Open Lab (Extra Curricular) | ICT | 25 | |
| September 2 | OTBN The Great Cake Bake | | 25 | |
| September 2 | Grades 6-8 Staples School Supply Trip | Math, ELA | 10 | |
| September 3 | Fish Camp (Making Dryfish with an Elder) | Dene Kede, Social Studies, Science | 35 | * |
| September 4 | Open House | Community Event | | |
| September 8,9, 22, 23 | Tipi Preparation Camp with an Elder | Dene Kede, Social | 25 | * |

| | | | | |
|--------------|--|-----------------------------|----|---|
| | | Studies, Math, ELA, Science | | |
| September 8 | OTBN- Lego Madness | Building Community | | |
| September 11 | Earth Rangers Presentation | Science, Social Studies | | |
| September 14 | OTBN – Awesome Outdoor Adventure | Building Community | | |
| September 21 | OTBN – Wonderful Willideh | Dene Kede | | * |
| September 25 | Gymnastics | Physical Education | 8 | |
| September 30 | Ecology North Visit- Introduction to vermicomposting | Science, health | 35 | |

Meetings

| Date | Purpose |
|--------------|--|
| September 17 | Planning and Reflection related to Assessment for Learning |

Professional Development

| Date | Event | Staff Member(s) Involved | Aboriginal Perspective |
|------------------|---|--------------------------|------------------------|
| September 17, 18 | Sandra Herbst Visit – for imbedded PD related to formative assessment | all | |



Yellowknife Education District No. 1

Assistant Superintendent's Report

Regular Meeting – October 13, 2015

Special events

- Attended all Open House activities.
- Attended a special award ceremony at MHS: School was presented with an award from the Minister of Education in recognition of the school's anti-bullying pledges and awareness campaign. The award was presented by MLA Robert Hawkins and Deputy Minister Stewart on behalf of the Minister Lafferty.
- Attended NWT Literacy Award ceremony at NUP: Caroline Roux received a Literacy Award from Minister Lafferty.
- Dettah/KTW DEA meeting September 10.

Work with schools

- Participated in hiring interviews for teaching staff at MHS school (Grade 8).
- Visited, along with Anita, MHS, WMS, RLN, JHS. The Admin and PST toured us through each classroom with the intent to observe student dynamics and with a focus on special needs students/requirements in each classroom.
- Worked with the Superintendent, Administrators, Coaches, and Ed Services to compile information for the Strat Plan Report for the Board.
- Worked with the Superintendent, District Office Staff and Schools to develop School Information Packages, Professional Growth Plans, and School Annual reports.
- Met with Steven Daniels (ECE) to discuss process/protocols for teacher applications for Diploma Exam marking in Alberta (Landon Kowalzik, ESJF, is planning to participate in the January marking of SS30).
- Participated in a conference call with ECE and other district to discuss a PowerSchool Improvement Management Plan to address current operational issues and to plan for the next implementation phase (upgrade to newer version 9).
- Coordinated meetings between Michael Ewen (ECE) and schools. Michael provided training on "GradeBook" to school teaching staff at NJM and JHS.

Professional Development

- Worked with Literacy Coaches to organize and provide *Fountas and Pinell "Benchmark Assessment System"* workshop at Mildred Hall School on Saturday, September 19. Representatives from all elementary and middle schools were present including admin, PSTs, Coaches, and lead teachers. The workshop was presented by Diane Stuart from Pearson Education. This assessment tool is being introduced as a replacement for the older, out of date, DRA assessments that have been used in the past.
- Met with Literacy Coaches to set up plans to work with teachers to implement the new BAS in the schools.
- Due to their expertise and interest, the following YK1 staff members have been asked by ECE to sit on ERI working groups for this school year. Our District has considerable expertise in a number of education related areas and it is good to see us recognized for our expertise. Serving on these working groups is valuable for our District as it provides us with some inside information on what is happening in ERI, allows us to network with ECE personnel and professionals from other Districts, and it allows us some input into decisions that are being made.



Yellowknife Education District No. 1
Assistant Superintendent's Report
Regular Meeting – October 13, 2015

- Leyton Schnellert is offering a course through UBC Okanagan beginning November 7. The course is being offered as either an undergraduate or graduate course and deals with the collection and use of data to improve instruction. To date, at least 10 teachers have expressed interest in taking the course.

| <u>Working Group</u> | <u>YK1 employee involved</u> |
|--|-------------------------------------|
| ALC Stewart | Mike Johnston, Tai Hamilton, Sheila |
| Resiliency Programming | Eileen Erasmus |
| Renewing the Approach to Inclusive Learning | Anita Griffore |
| Self-Regulation | Carrie Heldman, Jodie Lee Lewis |
| Healthy Foods for Learning | Katie Simmons |
| Safe and Caring Schools | Anita Griffore |
| Rethinking High School Pathways and Graduation | Arnold Krause, Ed Lippert |
| Northern Distance Learning | Martin Male |
| NWT Key Competencies (& Curriculum) | Brenda Johnson, Beth Stewart |
| Assessment, Evaluation, and Reporting | Shirley Zouboules |
| Wellness Information and Data | Ed Lippert |
| Accountability Framework | Tram Do |

Regular Meetings

- Weekly Ed Services meeting
- Weekly meeting with Coaches
- Admin Council meeting
- PAC chairs meeting

Other

- Reviewed and confirmed Homeschool Registrations prior to end of month (24 students currently on our homeschool list).
- Consulted with Public Health regarding report of whooping cough in WMS.



Yellowknife Education District No. 1
Assistant Superintendent's Report
Regular Meeting – October 13, 2015

French Programs

Supervisor of Instruction – French Programs
Jean-Marie Mariez

Some Highlights

Special events:

Caroline Roux, YK1 French Immersion Coach received the NWT Literacy Award 2015 from Mr. J. Lafferty, Minister of Education, Culture and Employment.

Meetings:

- Meetings with Intensive French Coach and French PST and Grade 4 to 8 French Math teachers.
 - Analyze of the YK1 Math French Test, Grade 6 AAT's French Math test and the follow-up.
- Meetings with French Literacy Coach
 - On-going meetings on various topics such as support to French staff and in particular new staff, FLA and Math Assessments, French Data, visit of Fort-Smith French Immersion staff at JHS (partnership) etc.
- Meeting with Intensive French Coach
 - On-going meetings on various topics such as support to new French staff.
- Meetings with school administrators on various topics.
- Meetings with some individual French teachers.
- Meetings with the YK1 35th French Immersion Anniversary Committee.
 - Planning events to conclude the Celebration.
 - Lip Dub will be launched on October 15 at ESJF, EJHS and EWMD.
 - YK1 French Immersion family event - December 3.
- Meetings with resources people to deliver three French electives courses at SJF beginning mid-October.
- Meetings with Ed Services Team
 - 2013-16 Strategic Plan outcomes follow-up.
- Meeting with ECE French Coordinator
 - Update on YK1 French programming.

Professional Development:

- Intensive French Coaches did observations in Grades 6-8 classes (IF/PIF) and follow-up discussions with teachers to determine next steps and best practices.
- Kindergarten, Grade 1 and Grade 4 French immersion teachers participated in FLA curriculum workshop organized by ECE.



Yellowknife Education District No. 1
Assistant Superintendent's Report
Regular Meeting – October 13, 2015

Others:

- Interviews and Hiring in collaboration with YK1 Human Resources Manager and EJHS Principal.
 - One new French immersion Pre-K Educational Assistant hired for EJHS.
- Intensive French National Steering Committee Meeting Conference Calls.
 - To prepare for national meeting to be held in Ottawa on October 15-16.
 - Website phase 3.
- Attend Open House: EJHS, EWMD, ESJF, RLNS and NJMS.
- Attend CPF AGM.
- Assist YK1 Preschool Coordinator with Preschool program.
- Other regular duties.

Preschool Programs

Preschool Coordinator
Mira Dunn

Highlights

- Preschool Subsidies:
 - Provided list of parents who had submitted all required documents for subsidy applications to Principals and identified families who had not made payment or subsidy arrangements.
 - Worked with families to ensure subsidy requirements were met.
 - Received two referrals from YHSSA Child and Family Services regarding families seeking subsidies.
 - An effort was made to set up a meeting with the regional manager of ECE's Income Security Programs (responsible for GNWT childcare subsidy funding) to clarify the process for programs and families trying to access this funding. Response to emails has been slow, and no meeting has been set to date.
- Professional Development:
 - Meeting held at Range Lake North regarding participation of YK1's Preschool Team in the Early Childhood Education Council of Alberta's Annual Conference. This meeting provided an opportunity for head teachers from each program to get together. The teachers enjoyed seeing the classrooms at Rang Lake North, and future meetings will rotate between the schools.
 - Provided information and some training on filling and submitting required documents, attendance reporting, and staff wage top-up program.
- Staffing:
 - Enrollment at the MHS Preschool program exceeded expectations requiring the addition of one staff person to meet ratio requirements.
 - Programs identified problems with meeting required break coverage. Balancing regulatory requirements related to breaks with ratio and staff requirements is difficult. Programs are working very hard to address this with the support of the District Office staff.



Yellowknife Education District No. 1

Assistant Superintendent's Report

Regular Meeting – October 13, 2015

- Reporting:
 - ECE quarterly Attendance Reporting was due September 30. All programs have completed their reports.
 - Healthy Children's Initiative Interim Reporting is due on October 30 work on this report has started.
 - Staff wage top-up forms are due, and all staff have been provided with the forms and the program guidelines.
- Enrollment:
 - MHS: The program started with seven registered children and finished the period with 14. The program has added afterschool care in its effort to build program participation.
 - JHS: 32 children registered
 - RLN: 24 children registered.

Additional Comments:

Much information has been gathered from various places and people to determine best practices occurring in the district related to preschool programming. Going forward, standardizing these practices across programs would be very beneficial to the district and staff to prevent information loss during periods of staff turnover. Each program shines in their area of strength and staff seem very keen to collaborate with other programs.

Aboriginal Language and Culture

Aboriginal Education Coordinator
Scott Willoughby

The startup to the year was very busy as always:

- All of the Principals and Assistant Principals met in August for a ALC Professional Development session at B. Dene Adventures in Dettah.
- The entire District staff met for an ALC Professional Development day at Sir John Franklin. The over-arching questions was "What do we do next?" Insights were offered into this question by a keynote speech by Wab Kinew and by breakout conversations with local aboriginal young leaders. A number of recommendations emerged through these conversations
- The Aboriginal Culture Experience camps have started for another year. All of the Grade 1 students attended a Berry camp and all of the Grade 2 students attended a Bird camp at B. Dene adventures in Dettah. Despite a number of appearances by a bear the camps were a success
- Sheila Stewart, the Dene Kede Facilitator, has begun her school visits for another year. She has created a schedule in which she visits three schools a week on a rotating basis. This schedule is fair and equal.



Yellowknife Education District No. 1

Assistant Superintendent's Report

Regular Meeting – October 13, 2015

- The two District Aboriginal Community Support workers, Peyton Straker and Maxine Lacorne are both busy at Mildred Hall School and Sir John Franklin encouraging students to attend school and make positive choices.
- The ALC Coordinator has written a number of proposals requesting support to run programs such as Take a Kid Trapping and Take a Kid Harvesting.
- William McDonald, NJ Macpherson, Range Lake North and Mildred Hall each opened up the school years with drumming and a Feed the Fire Ceremony.
- The ALC Department completed the annual Fall Moose hunt. Three staff members, four elders and eight students from William McDonald school headed out on Great Slave Lake for four days. Although a moose was not harvested, the group hunted ducks, set a fish net, set rabbit snares and enjoyed a wonderful time out on the land.

Information Technology

Manager, Information Technology Services
Martin Male

- September IT Stats:
 - 374 IT Tickets Created
 - 324 IT Tickets Closed
 - 1289 Tech Messages Created
 - 47 IT Tickets waiting for response from submitter
 - 89 IT Tickets Open
- September Google Stats:
 - 2359 Active Users
 - 148,416 Emails sent and received
 - 74,038 Docs, sheets, slides, forms and drawings created to date
 - 196,129 Files uploaded to Google
 - 4.911 GB Photos Stored
 - 525.336 GB Drive Items Stored
 - 271.675 GB Email Stored

Professional Development

- Martin was a trainer for Google's EdTech team on September 18 for the Fort Vermillion School Division in High Level. Lead sessions on Chromebooks and using Read&Write for Google.
- Martin was a trainer for Google's EdTech team on September 25 for the Yellowknife Catholic Schools. Lead a session on Google Apps for Education administration.

Human Resources

- Jason - August 31 to September 21 - 3 weeks annual after the birth of his baby.
- Jason - Oct 19 - Nov 9 - 3 weeks annual for his wedding.
- Mike - November 12 - 20 - 6 days annual.
- Martin - September 17-18 and 25 - 3 days annual to work with Google EdTech team.



Yellowknife Education District No. 1

Assistant Superintendent's Report

Regular Meeting – October 13, 2015

- Planned - Jason - April 9, 2016 to August 16, 2016 - 16 weeks for parental leave.
- Planned - Martin - Sometime between November and February - 2-4 weeks for TKR surgery.

Information

- JHS closed their fixed lab as they needed the space for a classroom and have purchased two labs of Chromebooks to compensate. This will give us 660 Chromebooks being used by students.

Issues

- The cancellation of Teacher Technology PLCs will cause us to slip back in the development and integration of technology into the classrooms.
- Schools are slow at completing session on Digital Citizenship with their classes and getting the Computer Use Agreements out to students and parents.

Coaches Report

Beth Stewart, Brenda Johnson, Caroline Roux, Marilyn Malakoe

Coaches on-going work in our roles:

- Attend PLC sessions with teachers in our schools, reviewing student work, planning from data (formal and informal assessment information) to meet the needs of all learners.
- Co-plan and co-teach with teachers in our schools.
- Mentor new teachers.
- Assist, when requested by school and district administration, in collecting and interpreting data.
- Select, in consultation with school teams, the purchase of resources to support numeracy/literacy and Aboriginal education including the management of resources.
- To read professional resources to support the work we do with teachers.
- Work with district and school teams on CR4YR initiative.
- Communicate and report to District and School Administration.

Specific to school start up September 2015:

- Attended “Response to Intervention” conference as part of a District Team (Ed, Anita, Caroline, Beth and Brenda).
- Organized and participated in the Fountas and Pinnell inservice on Saturday, September 19 for the new district reading assessment in English (Benchmark Assessment System, 1 & 2).
- Collaborated with respective school teams in providing support for classroom teachers with implementation of the new reading assessment.
- Supported classroom teachers in establishing classroom routines, accessing resources, as well as providing in and out of classroom support.



Yellowknife Education District No. 1

Assistant Superintendent's Report

Regular Meeting – October 13, 2015

- Collaborated with District staff in the organization of the District Fall PD Days with Carole Fullerton and Leyton Schnellert.
- Supported respective school leadership teams in forward planning for 2015/2016.

BACKGROUND – STOP BULLYING STAND UP PLEDGE CONTEST Sept 2015

To promote the need for safe schools and bullying prevention initiatives, in December 2013, the Department of Education, Culture and Employment provided information and resources focused on bullying prevention activities across the NWT, initiatives across Canada, and tips and tools for teachers and students on its corporate site.

Through the work being done on a territorial Safe Schools Plan and a need to focus awareness efforts on students across the NWT, in September 2014, the Department officially launched the Stop Bullying NWT site with two promotional contests, targeted at both students and schools. In addition to the contests, the website has tips for students, teachers and parents, as well as numerous resources. The site is currently being updated.

The individual/group student contest requested submissions of art (photography, digital art, drawings or cartoons) or videos, with prizes of an iPad, the student's art printed on a tshirt, iTunes gift cards (good for music, books, apps), and a copy of *To This Day*, a graphic book by Shane Koyczan, a 'slam poet' born in Yellowknife. The submissions will be used to continue bullying prevention awareness in the next part of the campaign. There were a number of submissions from Ecole St. Joseph School, and prizes were awarded in May 2015.

The school pledge contest focused on individual students working together and pledging to stop bullying:

I pledge to do my part to stop bullying in the Northwest Territories.

*I will treat others with respect. I will be a role model by not being
a bully. I will stand up and speak up for those who are bullied.*

The intention behind the school pledge contest encouraged students to pledge together to win sports equipment for the whole school; working together for a common goal. There were two sets of prizes: one set for a school with more than 150 students and one set for a school with fewer than 150 students. The prizes include a recognition plaque for the school; soccer balls with socks, shin pads and gloves; volleyballs and knee pads; basketballs; badminton kits; and an electric pump.

Hundreds of pledges were collected through the Stop Bullying NWT website, with Mildred Hall Elementary School winning in the 'more than 150 students' category, and Kaw Tay Whee School in Dettah winning in the 'fewer than 150 students' category. The sports equipment prize was awarded to Mildred Hall on September 16, and Kaw Tay Whee was awarded on September 30.



Yellowknife Education District No. 1

Director of Corporate Services Report

Board Meeting – October 13, 2015

Amended Budget

The budget is amended to reflect the change in the final funding contribution total from ECE's original draft funding contribution. The change is an increase in funding of \$109,253. This additional funding is allocated to district substitute budget to cover the higher than budget long term medical leave costs. The budget is amended to reflect these changes and the addition of two kindergarten teachers which were approved in September.

Financial

Attached is the consolidated variance report for the month ended September, 2015. For the majority of departments and schools, revenue and expenditures are in line with budget. There are some minor variances due to vacant positions not yet filled and some overtime and summer student costs.

Financial Meetings

I have had several meetings with principals regarding their budget and school finances. I am planning to continue meetings throughout the year on a monthly basis. The finance team will be going to schools next week to meet with school admin teachers to review financial reports and clarify processes and identify additional training needs for staff.

Joint Use Meeting

Met with Brian Kelln, from the City of Yellowknife regarding our joint use agreement. It was identified that our gym floors need to be refinished. Elvis is planning to coordinate with the City to get the gym floors finished.

First Student Bussing Contract

Met with Janet Toner at YCS to review and finalize the bussing contract with First Student. The contract term is three years with an increase of 3%.

Elections

Assist returning officers of the federal and territorial elections with the rental of our gyms for the upcoming elections. There is a small rental fee of \$300 per location and we will forward the funds to the schools.

**Yellowknife Education District No. 1
Consolidated Variance Report
For the month ended September 2015**

| | Total Budget | YTD Budget | YTD Actual | Variance | |
|---------------------------------------|-------------------------|-----------------------|-----------------------|-----------------|----------------------|
| REVENUES | | | | | |
| GNWT Base Funding | 24,730,708 | 2,928,843 | 2,928,843 | 0 | |
| GNWT Other | 0 | 0 | 93,000 | 93,000 | MHS & JHS Playground |
| GNWT SSI | 123,000 | 41,122 | 41,122 | 0 | |
| GNWT & other French | 472,000 | 47,200 | 47,200 | 0 | |
| City of Yellowknife | 5,865,800 | 694,683 | 694,683 | -0 | |
| Interest Income | 102,000 | 25,500 | 25,000 | -500 | |
| Rental Revenue | 380,000 | 57,667 | 54,535 | -3,132 | |
| Superintendent Services | 57,000 | 5,700 | 5,250 | -450 | |
| Miscellaneous | 33,000 | 8,250 | 6,569 | -1,681 | |
| GNWT ALC Vote 4 | 60,000 | 7,106 | 7,106 | 0 | |
| Preschool | 468,364 | 46,836 | 52,142 | 5,306 | |
| Total Revenues | 32,291,872 | 3,862,907 | 3,955,450 | 92,543 | |
| EXPENDITURES | | | | | |
| Salaries & Benefits: | | | | | |
| School Programs: | | | | | |
| <i>Schools & District</i> | 17,747,031 | 1,675,350 | 1,675,238 | 112 | |
| <i>French</i> | 537,173 | 70,743 | 70,607 | 136 | |
| <i>Preschool</i> | 661,961 | 56,818 | 55,484 | 1,334 | |
| <i>Technology</i> | 363,662 | 87,647 | 84,833 | 2,814 | |
| Administration | 1,141,437 | 274,310 | 269,447 | 4,863 | |
| Board | 70,784 | 3,288 | 3,288 | 0 | |
| Inclusive Schooling | 5,565,145 | 445,549 | 431,456 | 14,093 | |
| Maintenance | 611,813 | 136,818 | 153,341 | -16,523 | |
| Aboriginal Language | 669,302 | 54,207 | 51,223 | 2,984 | |
| Total Salaries & Benefits | 27,368,308 | 2,804,730 | 2,794,917 | 9,813 | |
| O & M | | | | | |
| School Programs: | | | | | |
| <i>School Programs District</i> | 953,998 | 188,171 | 188,171 | | |
| <i>SSI</i> | 123,000 | 41,122 | 41,122 | | |
| <i>Joint Professional Development</i> | 40,000 | 610 | 610 | | |
| <i>MHS & playground</i> | 56,810 | 12,984 | 52,984 | -40,000 | Playground Equipment |
| <i>JHS & playground</i> | 58,764 | 7,242 | 57,242 | -50,000 | Playground Equipment |
| <i>NJM</i> | 63,744 | 13,481 | 13,481 | | |
| <i>RLN</i> | 80,864 | 19,014 | 19,014 | | |
| <i>WMS</i> | 49,686 | 10,514 | 10,514 | | |
| <i>SJF</i> | 223,671 | 67,112 | 67,112 | | |
| <i>French</i> | 213,343 | 21,391 | 21,391 | | |
| <i>Preschool</i> | 47,000 | 5,813 | 5,813 | | |
| <i>Technology</i> | 355,000 | 162,792 | 162,792 | | |
| <i>Outreach</i> | 72,673 | 10,451 | 10,451 | | |
| Inclusive Schooling | 152,500 | 7,835 | 7,835 | | |
| Nordic Arms | 197,500 | 65,201 | 65,201 | | |
| Operations & Maintenance | 2,633,000 | 457,237 | 457,237 | | |
| Administration | 173,000 | 45,915 | 45,915 | | |
| Board | 60,800 | 5,375 | 5,375 | | |
| Aboriginal Languages | 278,148 | 53,781 | 53,781 | | |
| Total O&M | 5,833,501 | 1,196,042 | 1,286,042 | -90,000 | |
| Total Expenditures | 33,201,809 | 4,000,772 | 4,080,959 | -80,187 | |
| Surplus (Deficit) | -909,937 | -137,865 | -125,509 | 12,356 | |

Educating for Life!



Educating for Life!
Hòt' aìdò Hoghàgoetòg
Une éducation pour la vie!

Yellowknife Education District No.1

2015/2016

Amended Budget

Statements of Revenue and Expenditures

(For the fiscal year ending June 30, 2016)

Board Meeting held Tuesday, September 8, 2015

For detailed information about YK1's programs visit

www.yk1.nt.ca

MISSION STATEMENT

Yellowknife Education District No. 1, in partnership with family and community, will provide all students with the education required for a life of learning.



2015/2016 Budget Amendment

Due to increased enrolment in kindergarten, the Board of Trustees approved the following amendments to the 2015/2016 budget:

- Addition of 1 kindergarten Teacher at NJ Macpherson School
- Addition of 1 kindergarten Teacher at JHS School

The department of Education, Culture, and Employments' final budget contributions are higher than the draft budget contributions by \$109, 253 due to increase in funding for utilities. This increase in revenue is allocated to the substitute cost budget under School Programs due to an increase in long term medical leaves identified in September.

Change in Revenue:

| | |
|----------------------------|-------------------------|
| Final ECE Contribution | 24,730,708 |
| Draft ECE Contribution | <u>24,621,455</u> |
| Increase in Revenue | <u>\$109,253</u> |

Change in Expenditures:

| | |
|-------------------------------------|-------------------------|
| Addition of 2 Kindergarten Teachers | 241,000 |
| Increase Substitute Costs | <u>109,253</u> |
| Increase in Expenditure | <u>\$350,253</u> |

Change in Deficit:

| | |
|-------------------------|---------------------------|
| Original Deficit | (668,958) |
| Increase in Revenue | 109,253 |
| Increase in Expenditure | <u>(350,253)</u> |
| Revised Deficit | <u>(\$909,958)</u> |



| Amended Budgeted Statement of Revenue and Expenditures | | | |
|---|-------------------|-------------------|-------------------|
| For the period July 1, 2015 to June 30, 2016 | | | |
| | Original | | Amended |
| REVENUE | Budget | Amendments | Budget |
| Government of the Northwest Territories | | | |
| Regular Contributions | 24,621,455 | 109,253 | 24,730,708 |
| Other Contributions | 123,000 | | 123,000 |
| Aboriginal Languages | 60,000 | | 60,000 |
| French Revenue | 472,000 | | 472,000 |
| | 25,276,455 | 109,253 | 25,385,708 |
| Property Tax requisitioned | 5,865,800 | | 5,865,800 |
| Education authority generated funds | | | - |
| Rental Income | 380,000 | | 380,000 |
| Investment Income | 102,000 | | 102,000 |
| Other | 474,576 | | 474,576 |
| | 956,576 | - | 956,576 |
| Total Revenue | 32,098,831 | 109,253 | 32,208,084 |
| | | | - |
| EXPENDITURES | | | |
| | | | - |
| School Programs | 21,205,340 | 350,253 | 21,555,593 |
| Inclusive Schooling | 5,717,655 | | 5,717,655 |
| Accommodation | 197,500 | | 197,500 |
| Operation and Maintenance | 3,243,824 | | 3,243,824 |
| Board Administration | 1,446,019 | | 1,446,019 |
| Aboriginal Languages | 957,451 | | 957,451 |
| Total Operating Expenditures | 32,767,789 | 350,253 | 33,118,042 |
| Excess (deficiency) of revenue over expenditures | (668,958) | (241,000) | (909,958) |