



**YELLOWKNIFE EDUCATION DISTRICT NO. 1
BOARD of TRUSTEES
AGENDA**

November 15, 2022 – 6:00 PM – Regular Meeting

Google Meet Link: meet.google.com/kyu-keqk-jar

- 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 October 11, 2022
- 8.0 Business Arising from the Minutes
- 9.0 Trustees' Statements
- 10.0 Unfinished Business
 - 10.1 Cell Phones in Schools
 - 10.2 Operating Plan/ Annual Report
 - 10.3 COVID-19 Update
- 11.0 New Business
 - 11.1 Visual Identity Guide
- 12.0 Reports
 - 12.1 Chairperson's Report
 - 12.2 Superintendent's Report
 - 12.2.1 Assistant Superintendent Reports
 - 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

continued...

12.6 Trustee PAC Meeting Reports

12.6.1 École İtł'ò

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 School

13.0 Announcements

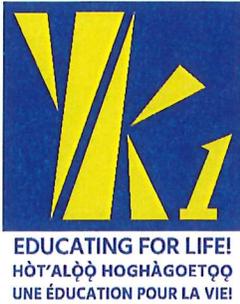
- November 2-6: Superintendent Aziz attends BCSSA
- November 4: No School – Junior Kindergarten (JK) to Grade 12
- November 4-6: Sup. Mariez & Coord. McConomy attending ACPI conference
- November 10: Board Orientation
- November 11: Remembrance Day, no school
- November 12: Board Orientation
- November 14-18: Schools holding "Rock Your Mocs" Days
- November 15, 12:00 PM: Board Committee of the Whole Meeting
- November 15, 6:00 PM: Board of Trustees Meeting
- November 15, 7:30 PM: MHS PAC Meeting
- November 15-17: NWT Superintendents Association-ECE Meeting
- November 22-25: District Finance Team in Training
- November 22-23: RLN Book Fair
- November 23: Wade Hammer Challenge Cup
- November 25: No School – JK – Grade 12
- November 26: Yellowknife Santa Clause Parade
- November 29&30: some YK1 Staff attend VTRA Training
- December 1&2: Trustees attend British Columbia School Trustee Association (BCSTA) Conference
- December 2-4: Junior Badminton Tournament

14.0 Date and Time of Next Meeting

- December 13, 2022, 12:00 PM: CoTW Meeting
- December 13, 2022, 6:00 PM: Regular Board Meeting

15.0 Chairperson's Closing Remarks

16.0 Adjournment



Yellowknife Education District No. 1 Board of Trustees Meeting MINUTES

October 11, 2022 @ 6:00PM

District Office Boardroom & Video Conference

- Trustees Present: Chairperson Terry Brookes, Vice Chairperson Doreen Cleary, Al McDonald, Carla Kinakin, David Wasylciw, Tina Drew, Trevor Sinclair (via video conference)
- Absent: none
- Regrets: Shirley Zouboules
- Administration Present: Jameel Aziz, Landon Kowalzik, Tram Do, Jean-Marie Mariez, Mike Gibbins (video conference), & Pat Thagard
- Guests present: none
- Meeting Chairperson: Chairperson Brookes

(Bulleted items are primarily responses to Trustee questions by Senior Administration)

1. Meeting called to order at 6:00PM. Seven Trustees were present, quorum was met.
2. Chairperson 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 last regular meeting of the current Board and Trustees whose term was ending were thanked for their service and hard work this past year.
4. Declaration of Conflict of Interest - none
5. **Motion #: 10-01-22/23**
I move to accept the agenda as amended to include removal of 11.8 Contract with Ndilo and Dettah and addition of 11.8 Enrollment Report.
 Moved by: Trustee McDonald; Seconded by: Trustee Wasylciw

Motion to Amend	Carried
Main Motion #: 10-01-22/23	Carried
6. **Motion #: 10-02-22/23**
I move to amend the agenda by removing 11.8 Contract with Ndilo and Dettah and the addition of 11.8 Enrollment Report
 Moved by: Trustee Wasylciw; Seconded by: Trustee Drew

Motion to Amend	Carried
------------------------	----------------
6. **Motion #: 10-03-22/23**
I move that the YK1 Board of Trustees approve the minutes of September 13, 2022 as amended to show Trustee Wasylciw had sent regrets for that meeting.
 Moved by: Trustee McDonald; Seconded by: Trustee Wasylciw

Motion to Amend	Carried
------------------------	----------------
7. Delegations and Presentations – none
8. Business Arising from the Minutes
 - The Board asked that draft minutes be posted as quickly as possible; Trustees will have 3 days to provide feedback.

- New sign has been ordered for École ȩt'ò; it will be twice the size of the current sign; cost of sign to be covered by builders.
- Senior Administration indicated HEPA filters have been ordered by the Government of the Northwest Territories (GNWT); the cost of HEPA filters will be covered by the Department of Education, Culture and Employment (ECE); the GNWT is reviewing what other options may be available.

9. Trustee Statements - *Trustee Statements are individual opinions and are not intended to represent the views of the Board. Trustee statements are not debatable and there will be no opportunity for rebuttal or questions.*

Statements by Trustee McDonald and Trustee Wasylciw - attached.

10. Unfinished Business

10.1 Operating Plan/Annual Report

- Inspection of NJM playground equipment completed by Maintenance; parts have been ordered or repairs have been done; NJM PAC very happy with quick response.
- Routine inspections of playground equipment are done regularly and repairs/replacements/additions are made as required; Maintenance staff is qualified to inspect and service equipment; the Board suggested an inspection of all playground equipment be scheduled every summer to ensure all repairs are completed before school starts.
- Funds for an additional teacher, approved by the Board was not used. The support of the Board to make the funds available if they were needed was greatly appreciated.
- Approval of the operating plan by the Board was questioned again; the document was shared with all Trustees last week by Senior Administration; this document is created using a template provided by the Minister of ECE to the Superintendent to complete with district staff; the Chairperson signs a submission cover letter on reports on behalf of Yellowknife Education District #1 (YK1), per requirements of legislation; Board requested:
 1. Provide a mid-year review on progress of plan;
 2. Chair to share operational plan (prepared earlier) with Board before it is submitted.
- When ECE has approved the plan it will be posted on the YK1 website.

10.2 COVID-19 Update

- Cleanliness, handwashing, staying home when feeling sick continue to be practiced.
- Senior Administration has noted an alarming number of staff off sick; Administration will be monitoring to see if there are any supports that can be provided to staff.
- Senior Administration indicated that all parts of student education have be impacted by COVID and are being monitored; Assistant Kowalzik indicated that student assessments will be completed by early November and data will be reviewed in November to determine what areas need attention.

11. New Business

11.1 Policy 29 Approval - attached

Motion #: 10-04-22/23

I move that the YK1 Board of Trustees approve Policy 29 as presented.

Moved by: Trustee Kinakin; Seconded by: Trustee Drew

Policy 29 was renewed to create a streamlined visual identity and to provide a guide for everyone in the district to follow.

Carried

11.2 Policy 8 Approval

Main Motion #: 10-05-22/23 - attached

I move that the YK1 Board of Trustees approve Policy 8 as presented.

Moved by: Trustee Kinakin; Seconded by: Trustee McDonald

Update was done to reflect current practice. Reference to public being able to attend was removed however, public is welcome to attend committee meetings. Committee meetings will continue to be put on the District calendar.

Motion to Amend #: 10-06-22/23

I move that the YK1 Board of Trustees to remove 6th word through to 10th word, inclusive, in the revision history of Policy 8.

Moved by: Trustee Wasylciw; Seconded by: Trustee Kinakin

Motion to Amend Carried
Main motion # 10-05-22/23 Carried

11.3 Board Work Plan – attached

Document provided by Trustee Wasylciw is meant to be a living document, that will be updated as required, to guide trustees in their work. Document **Tabled** for future consideration.

Meeting recessed by Chair at 7:24 – Meeting reconvened at 7:34

11.4 Policy 2: Role of the Board – housekeeping item

Motion #: 10-07-22/23

I move that Policy 2 be amended to change reference from 3-year to 4-year term.

Moved by: Trustee Wasylciw; Seconded by: Trustee McDonald

Carried

11.5 Policy 5: Board Bylaws – Organizational Meeting – process discussed

Motion #: 10-08-22/23

I move that the YK1 Board of Trustees adjust the date for the first Committee of the Whole (CoW), Organizational meeting and Board meeting to November 15, 2022 in order to allow November 8, 2022 to be used for swearing in and orientation of the new Board of Trustees.

Moved by: Trustee Wasylciw; Seconded by: Trustee Kinakin

Carried

Motion #: 10-09-22/23

I move that the YK1 Board of Trustees amend the Bylaw item regarding the Organizational Meeting information to clarify the process for new trustees. Amended section attached.

Moved by: Trustee Wasylciw; Seconded by: Trustee Drew

Carried

11.6 Annual Meeting

- Holding a public meeting to engage stakeholders is required per the *Education Act*; YCS held a public meeting, however, no members of the public attended; Senior Administration indicated that annual meetings are held by many boards but the meeting must be of value to stakeholders; Senior Administration suggested scheduling a meeting with a unique subject and/or education information in an effort to encourage parent attendance and offered to plan an annual meeting in the spring;
- This topic to remain on the agenda for the new Board of Trustees to consider.

11.7 Cell Phones in Schools

- It appears there are different cell phone policies in use in schools. Senior Administration will ask all schools to provide their cell phone policy for review.

11.8 Enrollment Report

- Senior Administration indicated preliminary information was available for September but it was not brought forward; Going forward Assistant Superintendent Kowalzik will provide this information in his Board Meeting report.

12. Reports

12.1 Chairperson Report – attached

- Discussions regarding election process are ongoing and new Board of Trustees will need to review and work on requesting changes to the *Local Authorities Elections Act*.
- Chairperson Brookes left education leaders meeting feeling positive but indicated that it is important to start discussions about suicide with younger students in an effort to reduce the number of suicides. Ministers Simpson and Green actively listened to what was being said; flexibility is needed to have impact; this was a concern when counselor positions in schools were ended. It was suggested that the new Board of Trustees bring this topic to a future leadership meeting and should decide what the Board wants to advocate for.

Trustee Sinclair rejoined the meeting at 8:43 PM

12.2 Superintendent Aziz Report – attached

- Trustees Cleary, McDonald, Kinakin and Sinclair were thanked for their service; their commitment to YK1 is greatly appreciated.
- Our staff is committed and open to all conversations;
- Student and staff mental health is a concern we are working to address;
- Students at École Sir John Franklin High School (SJF) to hold an all candidates' forum for the City election; Senior Administration will attend the event.

- 95% of what is taking place in schools is what we want to be happening in our schools; work continues on the other 5%
- École Îtł'ò gym will be turned over to the school on Friday, October 14th; the construction companies will continue to work outside of school hours to complete work on deficiencies.
- The District Office is gathering information to determine what is causing the high level of absenteeism to determine what supports can be put in place.
- Superintendent will work with staff to write next operational plan; learning who players are to determine challenges and interplay between organizations is an important part of his job.
- Treats were sent to each school for staff on World Teacher Day
- A survey will be done next month for staff feedback; so far feedback has been positive and he is enjoying working with the Board and all staff

12.2.1 Assistant Superintendents Report

- Assistant Superintendent Zouboules is on annual leave therefore Assistant Superintendent Kowalzik presented both reports.
- Coming of Age event at SJF was very successful.
- Carol Fullerton was in Yellowknife recently and held a session on math with parents which was very well received; parents were happy for the opportunity to understand the differences.
- Indigenous language QR code project is receiving a lot of praise; next phase will see phonetic pronunciation added.
- Nicole George will work with Elders to understand local Indigenous culture before working with teachers to Indigenize French language lessons.
- Supervisor of Instruction Mariez spoke to presentation made to reduce waiting time and process for immigration to encourage immigration of French speaking teachers; the presentation was well received.
- Senior Administration organized a meeting with homeschool parents to answer questions and to find solutions for things they were finding challenging; Senior Administration and their staff are working on putting processes in place for the parents to submit expenses electronically; also, a computer and printer will be set up in District Office for homeschool parent use.
- Senior Administration are currently working on 14 evaluations across the District; it was noted that people seem slow to recover after not having the summer off last year.
- New Vice Principal Cohort model is working well.
- Update on use of federal menstrual product funding; RLN, WMS, MHS have product packages made up; WMS uses QR codes for students to advise they need more products; SJF is still working on their delivery process but they have always had products available – part of the issue is ordering enough and having someone to administer the products (additional funding for staffing from the Federal Government has been approved); JK to Grade 5 schools are not currently receiving any products but this will be reviewed.
- Schooling for youth in correctional facilities is strictly administered by the GNWT Department of Justice.
- District Office Senior Administration asked to review hiring of teachers as indeterminate rather than on 2-year term to improve retention; YK1 currently has 3 letters of authority – 2 giving ECE permission to teach Junior Kindergarten;
- YK1 is currently only missing 1 teacher (music at RLN); a recruitment plan is being worked on which will either be funded through current budget or possibly via a request to the Board to approve additional funding.
- Enrollment report will be given at every Board meeting going forward.
- YK1 is not the only jurisdiction having difficulty hiring staff, it is a challenge everywhere
- All but one Montessori educator is trained
- Our early childhood educators and educational assistants are members of NWTTA

12.2.2 Director of Corporate Services Report – attached

- City of Yellowknife facilities have not been used as much by YK1; Joint Use Agreement is being reviewed by YK1 Finance and a meeting scheduled with the City; due to a system change reports about facility usage prior to COVID-19 are more difficult to

access; long term contact at the City retired last fall and a replacement wasn't found until April which has also contributed to the delay in receiving information.

The chair noted that it was 10:00 PM and asked for a motion to extend the meeting.

Motion #: 10-10-22/23

I move that the YK1 Board of Trustees extend this Board meeting by 30 minutes in order to complete the items on the agenda.

Moved by: Trustee McDonald; Seconded by: Trustee Wasylciw

Carried

- YK1 is funded the same for bussing for all grades (JK to Grade 12 students)
- Sole sourcing information from July 1, 2022 will be discussed by Senior Administration then a report continuing from the last sole source report will be presented to the Board.

12.2.3 Supervisor of Facilities & Maintenance Report – attached

- A gate has been installed at NJM to help keep younger students on the playground.
- Part to get NJM generator up and running expected to arrive before winter break.
- Title for this position will be changed to a Director level title due to broader responsibilities required under the GNWT MOU for insurance.
- Board requested an update on status of current capital projects and future needs.

12.3 Trustee Reports - none

12.4 Standing Committee Reports

12.4.1 Finance – next meeting scheduled for October 13, 2022

12.4.2 Public Relations – next meeting to be held week of October 17, 2022

12.4.3 Policy – next meeting to be held before end of current Board's term.

12.4.4 Audit – audited financial statements have been approved

12.4.5 Committee of the Whole - nothing to report

12.5 Ad Hoc Committee Reports

12.5.1 Teacher-Board Advisory Committee (TBAC) – meeting scheduled for October 12, 2022

12.5.2 Facilities – no meeting scheduled as of yet

12.6 Trustee PAC Meeting Reports – reports submitted are attached

12.6.1 École It'ò - parents very happy with school; especially the new parking lot and the new bathroom stalls; PAC planning to start a Facebook account.

13. Announcements – as listed on Meeting Agenda

14. Date and Time of Next Meeting – November 15, 2022

15. Chairperson Closing Remarks

- Chair permitted Trustees Cleary and Kinakin to each express their thanks for all the support provided during their year on the Board.
- The new board has been acclaimed however the current board still has the responsibility to continue Trustee tasks until the end of the term.
- Outgoing Trustees were thanked for all their hard work and wished all the best.

16. Motion #: 10-11-22/23

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

Moved by: Trustee Drew; Seconded by: Trustee McDonald

Carried

The meeting adjourned at 10:30PM

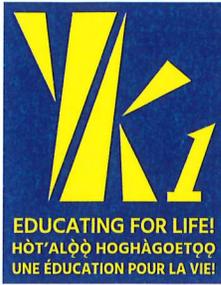
Patrizia Thagard, Secretary

Signed:

(after approval)

Chairperson

Director of Corporate Services



Chairperson's Report November 2022

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

Goal Setting

The Board met on Monday October 17th to continue with the development of draft goals for the Superintendent. The 'new' Board will need to review these and provide their comments so that this document can be finalized.

Grand Opening for École İtt'ö

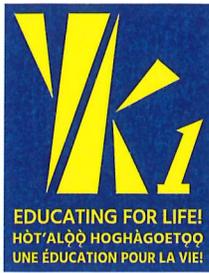
On Thursday October 27th there was a celebration of the formal opening of this new school. The Minister of ECE and other dignitaries and guests were there to celebrate the completion of this project. There was even a ribbon cutting ceremony. Great to see this event.

Education Leaders Meetings

The Education District Education Leaders group again met on Wednesday November 2nd to review the position they would like to present to the Ministers of ECE and HSS regarding the Child Youth Councilors (CYC) Program. The Ed Leaders are very concerned that no actions appear to be forthcoming from their last meeting with the Ministers of ECE and HSS. There is the suggestion that the individual Education Authorities retake the responsibility for this program, along with the funding for the program. This will be a large focus of our next meeting with the Minister of ECE in January.

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 *November 2022*

The past month has been very busy across YK1 for students, staff and families.

Shortly after the last meeting of the 2021/2022 Board of Trustees the Grand Opening of École İt'ò occurred. This was a great community event with political, community and industry representation to celebrate the completion of a project that had long been in the works.



Report cards have gone out for many students and will be out in coming days for the rest of Yellowknife Education District No. 1 (YK1). Our teachers have worked hard to ensure that an accurate snapshot of student progress and achievement has occurred, this will be followed by the usual Parent/Teacher (P/T) Conferences and ongoing opportunities to discuss each student.

The Northwest Territories Teachers' Association (NWTTA) Conference that had not been held during COVID occurred from November 19-21 with educators from across the NWT coming together to engage in group learning on a variety of topics. Amongst the highlights were some powerful thinking shared by Indigenous scholars and some focussed work and forecasting around the transition from Alberta (AB) curriculum to British Columbia (BC) curriculum. The Department of Education Culture and Employment (ECE) has publicly provided the schedule for the anticipated changes.

My work continues with many meetings with partner agencies across the NWT, including the NWT Superintendents Association (NWTSA), ECE, United Way NWT (UW NWT), The Korean Embassy of Ottawa and the Single Parent Program amongst many.

Last week I had the opportunity to engage in professional learning with other SD leaders from across BC and the Yukon at the BCSSA Conference. A myriad of topics were discussed and presented and I returned with some great thinking to engage in with staff.

I am very much looking forward to working with and learning with the 2022-2026 Board of Trustees and know that the focus will continue to be on service to students and families within our YK1 schools.



NWT JK-12 Curriculum Renewal

Timeline to implement BC's curriculum



The Government of the Northwest Territories (GNWT) has released its timeline and implementation plan for renewing the Northwest Territories (NWT) Junior Kindergarten to Grade 12 (JK-12) school curriculum.

Throughout public and stakeholder engagement on curriculum renewal, the GNWT heard that it should not rush the transition and implementation of the new curriculum. As such, the finalized timeline to shift to British Columbia's competencies-based curriculum will see a gradual transition.

Quick facts

- BC's curriculum will be adapted and implemented in the NWT by multi-grade divisions (JK/K, Grades 1-3; 4-6; 7-8; 9*; 10-12).
 - *Schools where Grade 9 is more closely aligned with Junior High School can choose for those students to be included in a 7-9 grouping; if Grade 9 is more closely tied to Senior High School, schools can opt for the multi-grade division of 9-12.
- Beginning in the 2023-24 school year, schools will have the option to "trial" one, some, or all subjects of the BC draft curriculum in certain grades.
- Grades 4-6 will be among the first groups to trial the draft curriculum as that age group is best able to take on new 'inquiry approaches' to learning, and their teachers are familiar with that approach. As such, shifting the instruction and curriculum at the same time will be most effective with that age group.
- The play-based NWT Junior Kindergarten/Kindergarten curriculum is a good fit with the BC curriculum; however, as part of the curriculum renewal process it will be reviewed to ensure a seamless transition for young children moving into our elementary schools. As such, these will be among the last grades to implement the draft curriculum.
- Grades 10-12 will implement the curriculum after the earlier grades, as the GNWT works to determine to what degree BC's high school curriculum will be adapted to the NWT.
- By August 1, 2026, the new draft curriculum will be in place in all grade levels and subject areas.
- The 2027-28 school year will be the final year of implementation, with the final curriculum implemented in all grades and subjects, and all of BC's assessment tools (exams, standardized testing) will be in place.

Changes by school year

In the 2022-23 school year:

- It will be the final year that NWT students take the Alberta Achievement Tests (AATs), as the territory phases out Alberta's curriculum and large-scale assessment tools, and phases-in BC's.

In the 2023-24 school year:

- Grades 4-6 will trial the draft BC curriculum.
- Grade 9 students in Grade 9- 12 cohort will trial draft curriculum.
- It will be the final year for the current Locally Developed Courses 5-credit system to align with BC's high school credit system (overall course hours will be minimally impacted).
- Schools will have the opportunity to conduct BC's Grade 4 Foundational Skills Assessment (FSA) and Grade 10 Literacy and Numeracy examinations in the 2023-24 school year; however, they will be optional.

In the 2024-25 school year:

- Grades 4-6 will implement the draft BC curriculum in all subjects.
- Grade 9 (in 9-12 cohort) will implement final curriculum.
- Grades 7-9 cohort will trial draft curriculum.
- Grade 10 will implement draft curriculum. This will be first class to fall under the new graduation requirements.
- Locally Developed Courses will be renewed on a 4-credit system.
- BC's assessment tools in Grade 4 Foundational Skills Assessment (FSA) and Grade 10 Literacy and Numeracy will be implemented.

In the 2025-26 school year:

- JK/K will trial draft curriculum.
- Grades 1-3 will trial draft curriculum.
- Grades 4-6 will implement finalized curriculum in all subjects.
- Grades 7-9 will implement draft curriculum in all subjects.
- Grade 10 will implement final curriculum.
- Grade 11 will implement draft curriculum.
- Schools will have the option to implement the Grade 7 FSA examination.
- This will be the last year of the Alberta Grade 12 Diploma Exams.

In the 2026-27 school year:

- JK/K will implement the draft curriculum.
- Grades 1-3 will implement the draft curriculum in all subjects.
- Grades 7-9 will implement the finalized curriculum in all subjects.
- Grade 11 will implement the final curriculum.
- Grade 12 will implement the draft curriculum.
- Grade 7 FSA and Grade 12 Literacy examinations will be implemented.

In the 2027-28 school year (final year):

- JK/K will implement the finalized curriculum.
- Grades 1-3 will implement the finalized curriculum in all subjects.
- Grade 12 will implement the final curriculum.
- All BC assessment tools (exams, standardized testing) will be in place.

The GNWT will continue to update the public as it progresses on implementing the renewed curriculum.

More information

Department of Education Culture and Employment | NWTCurriculum_Renewal@gov.nt.ca

NWT JK-12 Curriculum Renewal

Implementation Timeline

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Junior Kindergarten/ Kindergarten			Trial draft JK/K curriculum	Implement draft JK/K curriculum	Implement finalized JK/K curriculum
Grades 1-3			Trial draft curriculum	Implement draft curriculum – all subjects	Implement finalized curriculum – all subjects
Grades 4-6	*Trial draft curriculum	Implement draft curriculum – all subjects	Implement finalized curriculum – all subjects		
Grades 7-8 and Grade 9 ** Option A		Trial draft curriculum	Implement draft curriculum – all subjects	Implement finalized curriculum – all subjects	
Grade 9 Option B	Trial draft curriculum	Implement final Grade 9 curriculum			
Grades 10		Implement draft Grade 10 curriculum; first cohort using new graduation requirements	Implement final Grade 10 curriculum		
Grade 11			Implement draft Grade 11 curriculum	Implement final Grade 11 curriculum – all subjects	
Grade 12				Implement draft Grade 12 curriculum	Implement final Grade 12 curriculum – all subjects
Locally Developed Courses (LDC)	Last year for current LDC (5 credit system)	Renewed and New LDCs (4 Credit system)			
BC Assessment Tools	Optional - Grade 4 Foundational Skills Assessment (FSA) and Grade 10 Literacy and Numeracy exams	Implement new Grade 4 FSA and Grade 10 Literacy and Numeracy exams	Optional - Grade 7 FSA	Implement Grade 7 FSA and Grade 12 Literacy and Numeracy	All BC assessment tools are in place
Alberta Assessment Tools			Last year of Grade 12 Diploma Exams***		

* Trialing refers to schools having the choice to try one, some, or all subject areas of the draft curriculum.

** Schools where Grade 9 is more closely aligned with Junior High School can choose for those students to be included in a 7-9 grouping; if Grade 9 is more closely tied to Senior High School, schools can opt for the multi-grade division of 9-12.

*** Licence agreement with Alberta Education expires Aug. 31, 2026.

Board Report
November 15th, 2022

Assistant Superintendents' Report - Education Services Team

<p>Wellness</p> <p>Cultivate a culture of holistic wellness</p> <p><i>1.1 Recognize the importance of relationships in learning</i></p> <p><i>1.2 Foster and promote personal wellness</i></p> <p><i>1.3 Create healthy, safe and caring learning environments</i></p>	<p>Indigenous Language & Education</p> <p>Honour and celebrate Indigenous Language and Culture for all learners</p> <p><i>2.1 Create a welcoming environment for all learners</i></p> <p><i>2.2 Integrate an Indigenous approach to education</i></p> <p><i>2.3 Strengthen Indigenous Language instruction</i></p>	<p>Learning</p> <p>Ensure inclusive, equitable and authentic learning Experiences</p> <p><i>3.1 Engage learners through meaningful and innovative teaching and learning practices</i></p> <p><i>3.2 Strive for excellence</i></p> <p><i>3.3 Celebrate diversity of all learners</i></p>	<p>Community</p> <p>Foster critical understanding of local, national and global issues</p> <p><i>4.1 Inspire critical thinking through innovation and pursue sustainable practices</i></p> <p><i>4.2 Embrace diversity and encourage empathy to promote global citizenship</i></p> <p><i>4.3 Model and encourage ethical leadership and engage in opportunities for service learning</i></p>
<p>Safe & Caring Schools Sub-committee meetings for two days (face to face with other NWT regions and ECE)</p> <p>Leadership Council - Norm setting together - building our team and capacity</p> <p>NWTTA Educators Conference</p> <p>SIVA Training</p> <p>ECE Health Training for Staff:</p> <ul style="list-style-type: none"> - Fourth R - LGBTQ2S+ Training - Healthy Relationships Plus Program (HRPP) <p>YK1 Rainbow Connection met to</p>	<p>Monthly Language Challenge November</p>  <p>View November LanguageChallenge here.</p>  <p>Met with Sara Davidson to discuss and plan Indigenizing middle school literacy (grades 6-9), using storytelling (she will join us in person in March and May)</p> <p>Further development of</p>	<p>Nicole George worked with French immersion staff at Itlo and WMS. She is a new (to our district) consultant from UBC who specializes in Indigenizing French immersion programming. She will be working with French immersion teachers throughout the year. This session was held virtually due to illness. Next session will be January</p> <p>Rene Michaud offered three after-school online math workshops in October for some of our new and newer French immersion teachers at Itlo.</p> <p>Site based meetings held at each school with leadership teams - ILE programming, plans for</p>	<p>"Nerve-Lessons on leadership from two women who went first" book club - with Alberta Superintendents Association</p> <p>Met with Homebase YK and CBYF (communities Building Youth Futures) Coordinator to brainstorm ways to support students who are not attending highschool</p> <p>RISC acts as field guide for two fourth year nursing students at Aurora College. Project focus: Diabetes Care Management Plan and Educator Training</p>

discuss ways to connect families with community resources ([Northern Mosaic Network](#)), working toward a June celebration as a district, funding sources to support projects and presenting to the YK1 Board in the future

Self-Regulation Book Club
[Relationship, Responsibility and Regulation: Trauma-Invested Practices for Fostering Resilient Learners](#) by Kristin Van Marter Souers with Pete Hall. Organized by ECE with various YK1 staff (teachers, EAs) enrolled

Planning for a School Leadership Council Retreat for January

language resources (as requested by staff members and translated by Mary-Joan Lafferty) found here:

[Weather](#)



[Local Bodies of Water](#)



District ILE Committee met to discuss year long planning

Welcomed Drummer Johnathan Lafferty into NJ Macpherson School to run 2 days of workshops to teach all students how to drum dance



assessment and reporting and staff growth and evaluation

RILE attended PD run by ECE "New Indigenous Language Instructors" to strengthen knowledge of the programming, and be able to better support our Indigenous language instructors

Met with YCS to discuss approach to curriculum renewal implementation
Curriculum Renewal survey shared with teaching staff for feedback

Site-based school visits held to review ILE plans, Assessment & Reporting plans, update on growth and evaluation and check in regarding School Improvement Plans

Preparing for January Provincial Achievement Tests (Grade 9) and initial May/June PATs - with schools, Ed Services and IT

District Wide Education Assistant and Support Staff Professional Development, November 4: YK1, NDEA, DDEA. Over 100 staff members participated.



Welcomed Dene drummers to facilitate prayer and journey songs at the Ecole It'ò grand opening.
View video [here](#).

Working with INF and Clark Builders to remedy/complete technology needs at Ecole Itlo

On-going support for schools with servers, IT needs and training

iTech meetings - District/Region Leads meet which include ECE and TSC (GNWT Technology Services Centre)

Welcomed University of Calgary and University of Alberta Student Teachers for practicum placements - October - Winter Break

Aboriginal Sports Circle NWT facilitated workshops at WMS, to teach students how to play hand games

SJF began workshop #1 of a 6 week model to develop capable drummers and build capacity within our own Schools. This program aims to eventually be able to provide credits to drummers who are able to share their knowledge with students at other schools



Sharing language resources (QR codes) with City of Yellowknife - to be posted at the Library, City Hall and other City maintained sites. They will feature the YK1 logo

-Aurora college ECE students successfully completed round 2 of their Dene Kede placements with JK/K students at Range Lake North and Mildred Hall

Entered new partnership with Deaf and Hard of Hearing Consultant, Barb Neufeld



Visiting Consultants providing consultation and professional development:

- Robyn Combres, Behavioural Psychologist
- Terri Duncan and Ashley Ortynsky, Children's Autism Services of Edmonton
- Chelsey Weleschuk, Occupational Therapist, Capable Kids OT
- Merril Dean, Dean Educational and Psychological Consulting

Child Development Team Meetings - Stanton Territorial Health Authority
Competency Based Individual Education Plan (IEP) training with district PST team

Training staff on new technology at Ecole Jt'ò

Remembrance Day Ceremony attendance

Curriculum and Assessment Sub-committee meetings with representatives from across the NWT and ECE

Assistant Superintendent Kowalzik's Report
November 15, 2022

Evaluations

ECE recently shared the new Educator Standard template and will be looking for administrators and teachers to volunteer to pilot the new growth based teacher evaluation model starting in January. These new standards have been shared with principals, who in turn shared them with their staff. I will be piloting the new evaluation with one teacher and at least one other principal will also be piloting it. One of the things we will be looking at is how onerous it is to use the new evaluation tool as we want to ensure that we aren't creating more work for our admin or our teachers. Later this month, ECE will be hosting two information sessions for principals that will be, or are considering, piloting the new evaluation tool.

During the end of October and into early November we met with each of the schools to discuss upcoming initiatives and to check in on their evaluations. Based on these discussions some schools have updated their evaluation plans and are using more support from the district office. This includes an increase in the number of specific evaluations that are supported by Assistant Superintendent Kowalzik and an increase in the number of evaluations he will be performing. Supervisor of Instruction for French Programs, Jean-Marie Mariez has also been providing additional support to principals 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 12 new subs (as of November 8) and are actively processing several applications. One of the issues we are facing is that as we add new subs, other subs are leaving as they are finding other jobs, are being hired as EAs by us, or are simply only available for short periods of time. We are also actively trying to fill three teaching positions at this time. Two of these are new positions and the other is one that we have been trying to fill since last spring.

As part of our recruitment plan, we have registered for several education and/or career fairs at universities across the country and are looking at registering for a couple more. We will be actively recruiting both French and English staff starting in January, 2023. As a result, we are planning to add some predominately English universities that we have not typically made part of our direct recruitment efforts. We are also continuing to discuss ways encourage teachers to move to Yellowknife to teach and ways to help retain those teachers that we have already hired. This will be an ongoing process.

New Vice Principal Cohort

The new principal cohort's most recent meeting was the week of October 17. During the meeting the cohort discussed some of the successes they have experienced over the past three weeks and discussed some of the challenges faced over that same time period. The group then brainstormed ways to address each of the challenges that were raised. The cohort also discussed communication with the different stakeholders and went over protocols and shared tips and strategies for having difficult conversations. Based on discussions within the cohort, we have identified a need for a more concrete Principal/Assistant Principal Handbook that speaks more directly to the day to day responsibilities to complement our admin procedures which can be a bit more onerous to go through. As a result, I have started working on this handbook and will be working with administrators from across the district to create as useful as and as easy to access as possible.

Updates:

- 1) At the last board meeting, a request was made to see a more detailed report on how schools were the using the Menstrual Product Funding that was provided to the district. The more detailed report is provided below in appendix A.
- 2) At the last board meeting, a report was requested outlining the different policies, procedures, and practices at the different schools regarding the use of cell phones. The district does have an overarching AP (AP 145) on the use of personal electronic devices, which includes cell phones, but for the most part, schools are able to determine the best way in which to address cell phone use in their schools. Some schools have chosen to have a formal school procedure or policy, others leave it up to individual teachers, while others still have not had to put anything formally in place, but have basic expectations on not using them during the school day. The information from each school, and the district's AP is included below in appendix B.

Appendix A

How Schools are Using Menstrual Product Funds

Ecole William McDonald Middle School

We decided at our school to create a google form:

<https://docs.google.com/forms/d/e/1FAIpQLSefke3o6aWCKVoW15tj5xGVuoOzqberV1LDhLV5TWYzMsfFoA/viewform>

With this data, we could customize our packs for each girl's needs and ensure the products would actually get used.

We placed an order through a local Yellowknife business (Sutherlands Drugs) ordering enough supplies that each girl in the school received a three-month supply. We also provided reusable period underwear to provide extra comfort and security for young girls who may be new to their periods. These also offer security for girls who might not have the financial means to ensure products at all times. We also offered a chance for the girls to try the diva cup product, another sustainable product.

Our goal is to have out before the second week of October a fresh resupply to the girls from last year and to ensure that the form is filled out and fulfilled for the new grade 6 girls. When we ordered in the spring we ordered enough products to be able to do this with a short turnaround time.

Another thing we have been doing is creating a QR code for the female bathroom and on cards for the girls to take home. This code takes you straight to a product request for anyone needing new supplies.

Since the origins of this funding were to support Indigenous students we thought the best way to ensure that every student who needed it would feel safe and not embarrassed to access it was to have complete inclusion. People, especially girls when it comes to this topic can be shy and scared to ask for help. Opening up the conversation and including all girls in it, it allowed for an open dialogue and a willingness to ask for the products. No one feels like they are getting a handout as everyone is getting something.

We were able to accomplish this all while only spending \$13,337.00 (as of early October)

Mildred Hall School

Mildred Hall's funds have been spent so far on providing period packs to all of their grade 5-8 students who identified a need/desire for them.

These packs include:

- Pads of their choice (3-month supply at a time)
- tampons of their choice (3-month supply at a time)
- Liners of their choice (3-month supply at a time)
- diva cup if they wanted to try one
- Three pairs of period underwear
- a waterproof wet bag for each student
- a discreet bag with a zipper to hold supplies

We have also purchased some things to keep at school

- pads, tampons
- various sizes of underwear in case they are needed while at school
- various sizes of leggings in case they are needed while at school

Range Lake North School

Last June, the principal did a presentation to all girls in grades 5 - 8 about feminine products and 'period poverty'. Each student filled out a form indicating what products they wanted to use. We ordered each student a 'period gift pack' that included:

A large waterproof bag to put soiled clothing in

A smaller waterproof bag for products

3 pairs of 'period' panties

A variety of feminine products based on what each girl wanted

A fun prize

These gift packs were handed out before school got out. They also ordered a variety of products that are available to all students who need them during this school year. They will be putting another order in for new students this fall.

Ecole Sir John Franklin High School

Menstrual products are available for students that need them in different locations around the school. To help ensure that the amount of product needed for a school the size of Sir John could be ordered and regularly maintained, Sir John sought and received approval to hire a part time employee to handle the logistics around ordering and purchasing of a wide variety of menstrual products.

Appendix B YK1 Cell Phone Policies

YK1 Administrative Procedure 145

USE OF PERSONAL ELECTRONIC DEVICES (PEDs)

Background: The District recognizes the openness to new and future technologies, and their educated use to create opportunities for many constructive and positive uses that can aid the instructional process. Further, regulated use of some personal electronic devices in the school and community may contribute to the safety and security of students and staff. However, unregulated use of such devices may pose a risk to personal safety; may disrupt instruction; may invade personal privacy; and may compromise academic integrity.

Definition: Personal Electronic Devices include student or staff owned laptops, mobile phones, tablets, ereaders, USB storage devices, and any other electronic data or communication device.

Procedures

1. Personal Electronic Devices (PEDs) are not to be operated during regularly scheduled instructional time, or during any school sponsored activity, such as an assembly or talk by a guest speaker, unless such use is approved by the classroom teacher to facilitate learning activities.
 - 1.1 Normally PEDs are to be stored in silent mode during instructional and school sponsored activities.
2. PEDs are not to be taken into test or examination settings, unless students have been given permission to do so by the teacher administering the test or exam.
3. PEDs are not to be used in settings such as change rooms, washrooms, private counseling rooms, that have the potential to violate a person's reasonable expectation of privacy.
4. Students who bring PEDs to the school are expected to comply with all parts of Administrative Procedure 350 – Student Discipline. Students who consistently refuse to comply with the District's procedures for use of PEDs in the school setting may be subject to disciplinary measures detailed in the school's rules, as well as the steps outlined in Administrative Procedure 350 – Student Discipline.
5. The Superintendent requires principals, in consultation with appropriate stakeholders (including the Parent Advisory Committees/Groups), to formulate and implement procedures at the school site.
6. The Principal or designate may authorize a specific use of a PED during the school day.

7. In the event of an emergency, such as a lockdown or an evacuation, the Principal will develop and inform the school community of the acceptable use of PEDs in that emergency situation.

8. PEDs are valuable electronic devices. The security and storage of these items is the sole responsibility of the owner/user. The District assumes no responsibility for the safety, security, loss, repair, or replacement of PEDs.

All staff and students at YK1 are required to sign a computer use agreement that outlines appropriate use of technology.

Ecole William McDonald School

Cell Phones/ Electronics (including but not limited to phones, iPods, tablets, etc): Students are permitted to use their cell phones/electronics while on school grounds before school begins and after school. There will be no cell phone use during the regular school hours. Cell phones must remain in student lockers from 8:20-3:20 each day. Any student who uses a cell phone during class time must hand over the phone to the teacher and will be able to claim the phone at the end of the school day. Should there be repeated instances by the same student the phone will be submitted to the office and a parent/guardian will be required to claim the phone.

-information available on the website in the Parent handbook and discipline policy

Ecole Sir John Franklin High School

Sir John does not have a school wide policy or procedure on cell phones, rather each teacher has their own rules for the use of cell phones based on their own teaching philosophies, work environment and comfort level with technology. In general, students are not to have their phones out during lessons and need to have permission to use them during class. Some teachers encourage students to use their phones at specific times and for specific activities, like when doing kahoots or to help with organization and planning (calendar apps) but it is not required to have or use a cell phone. When technology is needed, students without a cell phone or who choose not to use theirs, can use a chromebook as there is a chromebook cart in or near every classroom in the school.

Mildred Hall School

MHS does not have a formal cell phone policy. Here is the information regarding cell phones that was shared with grade 6 to 8 parents:

Hello grade 6-8 parents,

We have had some challenges lately with cell phones at school. I have gone around to our grade 6/7 and 7/8 classes to have conversations about the appropriate use of cell phones and to review our school cell phone policy.

1. 8:25-3:25 cell phones are placed in their lockers or locked up in the teacher's desk/locked space (whenever they arrive at school)
2. If the phone is seen by an adult, the student is given one warning, and asked to put it away. If the phone is seen again, it is handed to the teacher to be placed in a locked drawer, and a phone call home is made. The student may have their phone back at the end of the day.
3. After two times of the phone being collected by the teacher, the third time the phone needs to be handed in to Mrs. Brace or Mr. Nichols, a phone call home is made, and the parent needs to come to the school to retrieve the phone.

We realize that cell phones are often used for parents to connect with their children, but we ask that you connect before and after school and that if there is a more urgent issue, you call the school. Our students are allowed to use the phone, and our office staff is happy to pass on a message if you need to call the school during the day.

We really appreciate your support with this concern.

Range Lake North School

Range Lake North includes their cell phone policy in their computer use agreement they use with students in grade 4 to 8.

TECHNOLOGY USE GUIDELINES for RLNS STUDENTS Grades 4 - 8

1. Cell Phone Use:

At RLN, we know that cell phones are used by many students. If you bring a phone to school, please follow these expectations:

I understand that:

- The cell phone cannot be used from 8:25 am – 3:15 pm
- The cell phone must remain in your backpack/locker and cannot be carried around during the day while you are in school or on the playground
- If you choose not to follow these guidelines, your phone will be taken by a staff member and will be returned to you at 3:15 in the office
- If you are caught with a phone twice, your parent will need to come and pick it up
- If there are repeated issues with cell phone use at school, a meeting with the student and parent will take place before any technology use at school is allowed (including laptops, iPads, tech lab equipment etc) Following this, you will need to give your phone to your teacher every morning and it will be returned to you at 3:15

→ Range Lake North School will not be responsible for any lost or damaged phones or other technology that students bring to school

2. **I will** use the technology available for school work and to learn.
3. **I will** be a good digital citizen when using school technology by:
 - a. Using good manners.
 - b. Using appropriate language.
 - c. Not looking at or using anyone else's work without permission.
4. **I will** show respect for all hardware and software that I use.
5. **I will not** install any software or knowingly use disks/drives with viruses on any equipment.
6. **I will** use only appropriate language when writing on the computer.
7. **I will** limit my use of the Internet to only appropriate learning activities.
8. **I will not** share personal information about myself or anyone else on the Internet. This includes name, address, phone number, photograph, etc.
9. **I understand** that my teacher or school principal can read the messages I send from the computer and that work stored on the computer is not private.
10. **I understand** that from time to time the equipment or Internet connection may not be working when I plan to use it.
11. **I will** share the technology and the network resources with fellow students.
12. **I will** keep my passwords private.
13. **I will** not use anything from the computer or Internet or send anything over the Internet that belongs to someone else without their permission.
14. **I will** ask for help if I do not know how to use any or part of the technology system.
15. **I will not** be involved in cyberbullying and I will report it to a teacher or my parents if I see it.
16. **I will** follow the rules of technology and network use at school even if I bring my own device to school.

TECHNOLOGY - Enforcement Outside of School

YK1 expects that the values we try to instill in every child are carried with them when they are not on school grounds. That said, violation of technology use outside of school is impossible for us to monitor. If, however, the school becomes aware of technology misuse in the form of harassment, bullying, or abuse of anyone through the use of email, text messaging, instant messaging, social media or while participating in an online community, the district reserves the right to take disciplinary action as outlined under the YK1 Technology Use Agreement. Students who knowingly participate in such activities are at risk of having their technology use privileges suspended, depending on the violation.

If you have any questions or concerns with regards to technology, please contact the principal of your child's school.

Please sign where appropriate and RETURN TO THE SCHOOL. Until the signed approval

is returned to the school the student will not be able to participate in activities that involve the use of technology (school or personal) in the school.

NJ Macpherson School

There are not many students with cell phones at NJ Macpherson and as such there has not been a need for a formal policy or procedure. The general rule however, is that cell phones, if brought to school, are to be kept in students' backpacks or lockers and only brought out after school or when given permission by their teacher. Most students still use the school phone if they need to call home.

ÉCOLE Ît'ò

STUDENT CELL PHONE PROCEDURE

RATIONALE

Some of our students come to school with cell phones.

The goal of this procedure is to balance parents' choice to provide a child with a cell phone, but also the school's obligation to provide an optimal learning environment for all students. It also helps to safeguard the privacy of staff, students and visitors to the school.

PROCEDURE

Staff at École Ît'ò understands that parents may choose to provide their children with cell phones for a variety of family reasons. In recognition of this choice, the following guidelines will be used to govern the use of cell phones at our school by students. They are as follows:

- Student cell phones must be turned off from 8:30 to 3:20. This period covers all in-school recess and lunch breaks. Students may have their phones on and may use them outside of the school building before or after school. However, all use of cell phones on our school grounds must conform to our school's code of conduct, and this policy.
- Student cell phones are to be out of sight from 8:30-3:20 regardless of whether a student is inside the school building, or on the school grounds.
- Students' use of a cell phone's features beyond text messaging and voice conversation must be with the prior approval of a member of the school's staff. For example, a student wishing to take a picture with their cell phone must first get approval from a member of the school's staff. This provision is included in our policy as a safeguard for the privacy of staff and other students.
 - Note: This is a general provision for any device that has sound, still photography or video-recording capabilities (whether or not it is a cell phone)

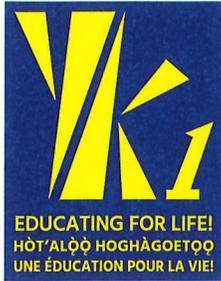
Disruptions to the classroom and school routines that result from students not following this policy may result in:

- The student being referred to the office for possible consequences. The scale of possible consequences will be in keeping with the school's Code of Conduct
- A student's repeated misuse of a cell phone at school will result in the phone's confiscation by an administrator. Confiscated phones will only be returned to the student's parent.

The school will not be responsible for any stolen, lost, or damaged cell phones

In the event of an emergency during the school day, parents should call the school's main office at 867-873-3477 in order to speak with their child. Similarly, a child wishing to contact their parents by phone will be allowed to use a school phone with the permission of a member of the school's staff.

This was on the old website and will be uploaded to the new one.



Director of Corporate Services Report November 2022

Finance

As of October 31, 2022 our overall Budgeted Revenues and Expenditures will be below the Budgeted Deficit of \$841,804. Our Projected year end deficit will be less than \$800,000. We remain in an excellent financial position with a surplus of approximately \$3.4 million (8% of total budget).

We will organize a Budget and Financial Report orientation session with the trustees. During this session we will review the Budget for 2022/2023 and review the Financial Variance Report for the month ended October 31, 2022.

École ȩtł'ò Grand Opening

It has been a great experience to be part of the Steering Committee for the rebuild of École ȩtł'ò which spanned over 5 years.

Here are some of the members that I worked with that made large contributions to the project that I would like to thank:

- John MacDonald and Laura Gareau for approving the portables at William McDonald School . This not only allowed us to keep our JK and K students together but displayed to families the willingness of Government and the YK1 School Board to work together to minimize the displacement of students and to move forward with an Accommodation Plan that minimized disruptions to families during the rebuild.
- Sam Shannon for his Leadership and willingness to make modifications to the plans such as the CYCC room for our students.
- Barry Ward, Robin Ferguson, Ben Balmer, and Laurel Kostuk. All are members of the Steering Committee and were instrumental in planning and managing the rebuild.
- Barry Ward made many public presentations.

- Robin Ferguson worked and provided support with the Accommodation Plan as well as the entire planning for the project.
- Ben Balmer, showed great commitment to the building of this beautiful school.
- Jason Snaggs, Olin Lovely, and Sylvia Haener were instrumental in getting the rebuild of JHS on the Capital Plan and ultimately for the beauty of the new École It'ò.
- Marissa Martin, Trystan Woodside, and Charles Tolley ensured that YK1 had sufficient funding for projects such as parking and drop off during the rebuild. Safe and secure schools start with you.
- Jackie McKinnon's work and excellence on public communication and timelines with YK1's Mike Gibbons. Together you kept the public informed and up to date on all things École It'ò.
- Members of the Advisory Committee (Rachel Simmons, Graham Arts, Wendy Campeau, Tania Hercun). You made certain that the design of the school was conducive to the life of JK to grade 5 children and that everything from lockers to colour scheme would fit with the needs and wants of a modern 21st century school.

Health and Safety Committee

We had our first Occupational Health and Safety Committee meeting of the 2022/2023 school year on Monday, October 17. We will be organizing Supervisor Safety Training for all our new staff who are in a Supervisory role. We recommend that Trustees take the training as well. Mike Gibbins will communicate the training dates for staff and Trustees to sign up.

We are also setting up online Harassment training for staff.

We will also be reviewing the structure of our OHS committee and working with WSCC to ensure we are in compliance.

City of Yellowknife & YK1 & YCS Joint Use Agreement

We had a meeting with City of Yellowknife staff, Alecia Callahan, Carly Saunders, and Yellowknife Catholic Schools' Assistant Superintendent Mahesh Adhikary.

The City of Yellowknife's online booking system and accounting system does not differentiate the two Yellowknife school boards' gymnasium rental revenue, all gymnasium rental revenue for both School Boards is combined into one account.

Based on the rental hours provided by the City of Yellowknife for YK1, we have calculated an estimate of revenue. The hourly rates are an average estimate based on data provided by the City.

Information provided by the City of YK:

School use / City of Yellowknife usage – Joint use Agreement September 9, 2022

Please find below the total number of hours of booked space shared between the City of Yellowknife and the local school boards. Of course we can all agree that COVID played a significant factor in usage and recreation activities for both 2020 and 2021.

The community is very thankful for having the use of the school gyms and as you see below they are very well utilized. Some of the major users that we service in the school gyms are Special Olympics, Community Volleyball, Community Basketball and Community Soccer. All of these organizations serve all age groups and abilities.

2020

School use of City of YK Facilities

90.5 hours Public school bookings

*21.0 hours Home School bookings (50% YK1 homeschool students)

Community use of YK1 Schools

810.5 hours of Public School

2021

School use of City of YK Facilities

117.5 hours of Public School bookings

*94.50 hours of Home School bookings (50% YK1 homeschool students)

Community use of YK1 Schools

1743.50 hours of Public School

2022 Jan – June

School Use of City of YK Facilities

75.0 Public School bookings

*40.0 Home school bookings (50% YK1 homeschool students)

Community use of YK1 Schools

925.0 hours of Public School

520.5 hours of Catholic Schools

Yellowknife Education District No.1 and estimate City of Yellowknife Joint Use Revenue \ Expenditure Comparison	2020	2021	2022 Jan-Jun
City of Yellowknife Data provided:			
Hours:			
School gym rental hours	810.50	1,743.50	925.00
Homeschool usage of City Facilities hours (assume half YK1)	10.50	47.25	20.00
School Board usage of City Facilities hours	90.50	117.50	75.00
Estimate Average Hourly Rates:			
School gym average hourly rental rate	31.54	33.38	35.21
City facilities average hourly rental rate	88.00	94.28	100.55
City of Yellowknife estimate Revenue and Expenditure			
Estimate Revenues:			
Revenue School gym rentals	25,563	58,189	32,569
School Board usage uncollected fees of City Facilities:			
Homeschool usage of City Facilities (assume half YK1)	(924)	(4,454)	(2,011)
School Board usage of City Facilities	(7,964)	(11,077)	(7,541)
Expenditures (25% allocation to YK1):			
Software total (\$60,000)	(15,000)	(15,000)	(15,000)
Personnel total \$65,584)	(16,396)	(16,396)	(16,396)
Net gain (loss) to City of Yellowknife	\$ (14,721)	\$ 11,262	\$ (8,379)
<i>Rental rates for gymnasiums vary depending on which gymnasium and the renter</i>			
<i>Rental rates for City Facilities vary depending on the facility and user group</i>			
<i>School gym rentals for 2022/2023 do not allow private bookings</i>			

Director of Operations

Elvis Beaudoin is retiring at the end of November. We are having a celebration for Elvis on Friday November 18. Elvis' last working day will be November 30, 2022. Gerald Newhook will be Acting Manager of Facilities and Maintenance until we complete our search for a Director of Operations.

İtł'ò Project Expenses

Superintendent Aziz has been in discussion with the Manager of Capital Planning at the Department of Education, Culture and Employment, Charles Tolley regarding École İtł'ò project expenses paid by YK1.

As a result, The Department of Education has agreed to reimburse YK1 the costs for a bigger sign for the name of the school and other project costs that were paid by YK1. Some of the costs that we will be reimbursed for include:

- Purchase of Land (easement lot)
- School Name Sign with Bigger letters
- Surveyor costs for merging 4 Land Titles lots into one
- Information Technology Infrastructure costs

- Project Studio
- Food Room
- Teacher Lounge
- Classroom boot mats

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.

The Criteria for eligible expenses include:

- Substitute costs for staff sick with COVID
- Cleaning and sanitizing supplies
- Teacher materials and supplies
- Janitorial staff
- Furniture in public areas that can be sanitized

Procurement

GNWT Procurement policy requires that purchases for materials and supplies should be publicly posted for public tender for amounts over \$25,000, and for professional services over \$50,000. The Deputy Head (Superintendent) has the authority to sole source.

Per the Financial Administration Act:

TENDERS AND REQUESTS FOR PROPOSALS

8. (1) Subject to subsection (2), a contract authority shall issue a tender before entering into a contract unless the contract authority believes, on reasonable grounds, that
- (a) performance of the contract is urgently required and delay would be injurious to the public interest;
 - (b) only one party is available and capable of performing the contract; or
 - (c) the value of the contract will be less than
 - (i) \$100,000, in the case of a contract for architectural or engineering services,
 - (ii) \$50,000, in the case of a contract for professional services other than architectural or engineering services, or
 - (iii) \$25,000, in the case of any other type of contract.

Financial Administration Manual Policy – Interpretation Bulletin

Title:	Sole Source Authorization Form for Procurement of \$25,000 or Greater	705.03
Applicable FAM Policies:	705 – Procurement 710 – Contract Registry and Reporting	Updated: April 1, 2016
Applicability:	GNWT Departments and Public Agencies	

- ◆ This Authorization form must be completed prior to contract initiation and in accordance with departmental/agency signing authorities.
- ◆ The signed Authorization must be attached to the owner's contract file copy (in electronic or hard copy).

Name of Contractor:		
Contract Number: (SC/RS/PO)	Contract Value:	Contract Start Date:
Description of Good(s) or Service(s) Required:		

Identify criteria met: (in accordance with the Government Contract Regulations subsection 1(1), 4(1)(c) and subsection 8(1)):

- Performance of the contract is **urgently required** and delay would be injurious to the public interest.
(Typically, this means an emergency and the consequences of delay have significant cost implications. The inability to plan or organize ahead of time is insufficient justification for a sole-source contract.)
- **Only one party** is available and capable of performing the contract.
(Typically this suggests one or more of the following reasons. Indicate applicable reason and/or provide justification):
 - the work is quite unusual
 - a legal cooperative agreement exists with the contractor
 - geographic limits on the availability of materials and supplies used (e.g. construction/repair of roads)
 - to maintain security or order or to protect human, animal, or plant life or health
 - prototype, experiment or original development
 - statutory monopoly
 - an absence of competition (only one business available and capable)
 - compatibility, copyright and patent rights, or to maintain manufacturer's warranty)
- **Professional services** for \$25,000 and greater, but under \$50,000.
(Explanation as requested below is not necessary)
- **Architectural or Engineering** services for \$25,000 and greater, but under \$100,000.
(Explanation as requested below is not necessary)
- **Only one manufacturer of an Approved NWT Manufactured Product**
(Explanation as requested below is not necessary)

Sole Source purchases over \$10,000

April to June 30, 2022:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Inv Date</u>
AVI-SPL CANADA LTD.	FRONT ROW JUNO AUDIO SYSTEM	\$13,863.64	May 13, 2022
BNR MECHANICAL AND DESIGN 2007	QU-0075 MHS SERVER ROOM AC	\$15,693.30	8-Jun-2022
DEAN EDUCATIONAL PSYCHOLOGICAL	PSYCH ASSESSMENTS	\$13,400.00	27-May-2022
DIAMOND GLASS	10 PLYGEM WINDOWS	\$11,374.65	29-Apr-2022
DIAMOND GLASS	SUPPLY & INSTALL STEEL DOOR	\$15,708.00	10-Jun-2022
DIAMOND GLASS	SUPPLY AND INSTALL GLASS PARTI	\$35,642.25	Apr 29, 2022
MICROSOFT STORE	SURFACE LAPTOPS/KEYBOARDS	\$32,520.04	May 10, 2022
MIND-FULL CONSULTING	PROFESSIONAL FEES & EXPENSES	\$11,448.82	May 12, 2022
NCI NORTHERN COMPUTER INC.	CHROMEBOOKS/LAPTOPS/LICENSES	\$45,585.75	6-May-2022
NCI NORTHERN COMPUTER INC.	CHROMEBOOKS/LAPTOPS/LICENSES	\$22,976.10	May 6, 2022
NCI NORTHERN COMPUTER INC.	CHROMEBOOKS/LAPTOPS/LICENSES	\$21,342.30	May 6, 2022
NCI NORTHERN COMPUTER INC.	CHROMEBOOKS/LAPTOPS/LICENSES	\$36,525.30	May 6, 2022
NCI NORTHERN COMPUTER INC.	CHROMEBOOKS/LAPTOPS/LICENSES	\$32,686.50	May 6, 2022
NCI NORTHERN COMPUTER INC.	LENOVO E15 LAPTOP	\$13,279.35	May 11, 2022
TINYEYE TECHNOLOGIES CORPORATION	SPEECH THERAPY SERVICES	\$13,858.00	30-Apr-2022
WESCLEAN YK	SCRUBBER MACHINE	\$12,180.00	Jun 6, 2022
WESCLEAN YK	LYSOL/GLOVES/HANDSAN	\$25,937.62	May 11, 2022

July 1 to November 15, 2022:

Vendor Name	Purchase/ Commitment	Date	Amount
NORTHERN INTEGRATION LTD.	INSTALL VIDEO SYSTEM AT NEW IT	09/02/2022	11,302
DAVID MACFARLANE / MACFARLINGUA LANGUAGE SERVICES LINGUISTIQUES	PD/Consultation/translation/assessments	Ongoing/When needed	30,000
Nicole Georges	PD on indigenization of curriculum	3 times in person / 10 virtual PD	15,000
Renee Michaud	PD and consultation on math	3 times in person / 10 virtual PD	12,000
Dean Educational and Psychological Consulting	Ed Psych Assessments	2022-2023 (PO created)	50,000
Children's Autism Services of Edmonton	Consultations with staff/families supporting students with ASD	2022-2023 (PO created)	25,000
B.Dene Adventures	Key Cultural Experience Camps	2022/2023	28,678
Susan Aglukark	Keynote speaker/professional development/books	08/01/2022	10,000
First Student Canada Transit	Busses	2022/2023	18,000
Faye Brownlie	Literacy Residencies	Total of 12 days throughout 2022-23. Virtual sessions	24,000
Carole Fullerton	Numeracy Residencies	Total of 12 residency days for collaborative teams. Parent Night in Sept. In person.	39,600
SHOP30.ca	Desktop CO2 Laser Cutter Rotary Riser Combo	10/06/2022	10,798



**Elvis Beaudoin, Supervisor of Facilities
Maintenance
P.O. Box 788
Yellowknife, NT X1A 2N6**

**Telephone: 1-867-873-4727
Fax: 1-867-873-9701
E-Mail: elvis.beaudoin@yk1.nt.ca**

Date October 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. We have a small leak in the main water line serving the top portion of the school. The leak is in a bad spot and several companies has turn down the job to repair. Has another plumbing company coming to look at it and hopefully repair it.

2. **N.J. Macpherson School**
 - a. Day to day work orders
 - b. Water pump on the emergency generator is leaking. Cummins Canada can't find a replacement part for it. Has a company in town looking for the replacement part.

3. **Mildred Hall School**
 - a. Day to day work orders
 - b. Pellet boiler keeps shutting down. Running our oil boiler now. The company who installed it is going to look at it now.

4. **Range Lake North School**
 - a. Day to day work orders
 - b. Still only have the new pellet boil running at RLN. Hopefully have the new day tanks ready to fill with fuel next week. Then we will have our oil boiler ready for back-up heat.

5. **École ITLO school**

- a. Day to day work orders
- b. One pellet boiler is up and running now. The other one has to be moved to meet code.
- c. Clark Builder has pass over some paint and supplies that was left over from the new school.
- d. Maintenance had some training on the new school. More to come when everything is complete.

6. École William McDonald Middle School

- a. Day to day work orders
- b. Had issues with one of our oil boilers. Seem like it was a problem with a part on the new oil tank.

7. Miscellaneous

- Spending lots of time with the new snow removal company.
- Clearing snow and sanding.
- Working on scope of work for all the capital projects. I was hoping YK1 would have hired the director of operation so he could be in the loop with the project were doing.

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

Sincerely,

Elvis Beaudoin
Manager of Facilities and Maintenance

		Board Activity											
		Meeting											
	Frequency	S	O	N	D	J	F	M	A	M	J	J	A
1.	Accountability: Student Learning & Wellness												
1.1	Hold Regular Board meetings	Board	Monthly	X	X	X	X	X	X	X	X	X	X
1.2	Receive Superintendent's Monthly Report	Board	Monthly	X	X	X	X	X	X	X	X	X	X
1.3	Receive Superintendent's Quarterly Education Report	Board	Quarterly		X								
1.4	Review District achievement results	Board	Annually	X									
1.5	Review school achievement results and initiate school/program reviews as necessary to ensure student success	COW	Annually	X									
1.6	Student/Staff Wellness: Within the Superintendent's Education Quarterly Report, review initiatives & planning to ensure Policy 28 Safe, Caring, & Respectful Working & Learning Environments, is being achieved.	Board	Quarterly		X								X
1.7	Hold Board Education meetings (presentations from schools/programs). To be held on opposite weeks from regular board meetings, scheduled throughout the year.	Board	Monthly	X	X	X	X	X	X	X	X	X	X
1.8	Develop outline of district priorities and goals based on past strategic plan outcomes and inform key outcome measures for new 4 Year Strategic Plan	BW	Midway in 1st year of term										
1.9	Engage with community and key stakeholder partners to focus district priorities and key action plan steps	Engagement Sessions	Later in 1st year of term						X				
1.10	Approve 4 Year Strategic Plan after consultations	Board	End of 1st year of term									X	
1.11	Review progress on 4 Year Strategic Plan	Board	Quarterly		X					X			X
1.12	Review draft school year calendar	Board	Annually						X				
1.13	Approve school year calendar	Board	Annually						X				
1.14	Approve any request International Field Trip requests	Board	Annually							X			
1.15	IT Department Report	Board	Annually	X									X
1.16	Student Services Department Report	Board	Annually						X				
1.17	HR Department Report	Board	Twice a year	X									X
1.18	Student Engagement, Attendance & Completion Report	Board	Quarterly		X					X			X
1.19	Winter Holiday Activities		Annually								X		
1.20	School Celebrations		Upon request										
2.	Engagement												
2.1	Survey key partners to determine if satisfied with involvement with YK1	COW	Annually										X
2.2	Determine Board PAC Representatives (as per Polic 3 Role of Trustee) (Organizational Meeting)	Org Mtg.	Annually, in election year November, otherwise June		X							X	
2.3	Review engagement requirements of Education Act & ensure have been met	Various	Year 1							X			
2.4	Review procedure, process & effectiveness of Parent Advisory Councils (Policy 16 Parent Advisory Councils)	COW	Annually							X			
2.5	Communications Department Report	Board	Annually	X									
2.6	Review results from annual district community (students, families, staff) survey	Board	Annually										X
2.7	Call for Sacred Feather nominations		Annually							X			
2.8	Announce winners of Sacred Feather Awards	Board	At school end of year ceremonies										X
2.9	Nominate individual teachers/administrators for NWT Teacher Hall of Fame as	Board	Annually						X				
2.10	Retirement and Long Service Awards event	Board	Annually								X		
2.11	Welcome Back Event	Board	Annually										X
3.	Community Assurance												

	Board Activity	Meeting	Frequency	S	O	N	D	J	F	M	A	M	J	J	A
3.1	Welcome Back (messages, events, etc.)	Board	Annually	X											
3.2	Review collaborative partnership work initiatives & discuss other areas for possible collaboration (housing, maintenance, etc.)	COW	Annually	X											
3.3	Report results clearly and openly to public	Board	Annually		X										
3.4	Review status of buildings and grounds	Board	Annually		X										
3.5	Review risk management practices	Board	Annually		X										
4.	Accountability: To Government of the Northwest Territories														
4.1	Review, approve and submit district Annual Report	Board	Annually	X											
4.2	Review, approve and submit district Operating Plan for next school year	Board	Annually											X	
5.	Accountability: Fiscal														
5.1	Review and complete budget process	COW	Annually				X	X	X						
5.2	Approve budget for following school year	Board	Annually						X						
5.3	Appointment of Auditors	Board	As required		X										
5.4	Approve Audited Financial Statements	Board	Annually		X										
5.5	Review of Quarterly Financial Statements (Nov/feb/Marr/Apr)	Board	Quarterly	X			X		X					X	
5.6	Review Draft Fall Budget	Board	Annually		X										
5.7	Approve Fall Budget	Board	Annually		X										
5.8	Approve transfers from reserves	Board	Annually		X										
5.9	Review Trustee Compensation & Expenses (based on Policy 5, Board By-Laws)	Board	Annually				X								
5.10	Discuss draft capital priorities	COW	Annually				X								
5.11	Approve Capital Plan (combined with Budget)	Board	Annually					X							
5.12	Review signing authorities & approve any changes	Board	Annually												X
5.13	Approve any Memorandum of Agreement	Board	As required												
5.14	Review Policy 2 Role of the Board - Fiscal Accountability to ensure meeting all requirements	COW	SP										X		
5.15	Approve Borrowing Resolution (if required)	Board	As required										X		
5.16	Receive Enrollment Report	Board	Monthly	X	X	X	X	X	X	X	X	X	X		
5.17	Maintenance Department Report	Board	Annually	X											
5.18	Review and Approve district school fees, if any	Board	Annually								X				
5.19	Review of funding allocation model (to prepare for budget)	COW	Annually			X									
5.20	Review of budget process	COW	Annually			X									
5.21	Projected enrollment numbers	COW	Annually				X								
5.22	Preliminary revenue figures	COW	Annually				X								
5.23	Draft expense figures	COW	Annually			X									
5.24	Budget Workshop with draft budget	BW	Annually					X							
5.25	Hold Ratepayers Meeting to review budget with public	Ratepayers Mtg	Annually						X						
5.26	Final budget	Board	Annually							X					
6.	Board/Superintendent Relations														
6.1	Review Superintendent performance evaluation process - hire facilitator	COW	Annually										X		
6.2	Conduct Supt performance evaluation (includes succession planning & setting goals for next year) Review Policy 10 Role of Superintendent and Policy 9 Board Delegation of Authority	COW	Annually												X
6.3	Complete regular discussions with Supt on performance	COW	Twice a year			X				X					
6.4	Approve evaluation & compensation for Supt	Board	Annually	X											
6.5	Review Board actions in ensuring good relations & interactions with Supt	COW	Annually												X

	Board Activity	Meeting	Frequency	S	O	N	D	J	F	M	A	M	J	J	A
7.	Board Development														
7.1	New Board Orientation (after each election)	COW	Once/term Over term		X										
7.2	Tour District Facilities (admin to plan)														
7.3	Fall Planning (FP) Weekend & Board Development	COW/BW	FP			X									
a	Policy 3 Role of Trustee; Policy 4 Trustee Code of Conduct	BW	Year 1					X							
b	Policy 28 Safe, Caring, & Respectful Working & Learning Environments	COW/BW	Annually					X							
c	School Councils Regulations, operations	COW	FP		X										
d	Orientation to each school	COW	FP		X										
e	Facilitating concerns of parents, others	COW	FP		X										
7.4	Review Policy 6 Role of Chair; Policy 7 Role of Vice-Chair (prior to Organizational ASBA New Trustee orientation (after each election))	Org Mtg Conference	Annually		X										
7.5	ASBA New Trustee orientation (after each election)		Once/term			X									
7.6	Spring Planning (SP) & Board Development:	COW/ BW	SP										X		
a	Complete Board Performance Assessment process	COW	SP												X
b	Review and update Board Work Plan	BW	SP										X		
c	Fiduciary & legal responsibilities	BW	SP										X		
d	Risk Management: "Risk Management and Good School Board Governance"	BW	SP										X		
e	Update on Bargaining, Collective Agreements	BW	As required										X		
f	Review Advocacy positions and plans	BW	SP										X		
g	Review policy process (review; writing; monitoring)	BW	SP Year 2+										X		
7.7	Develop and approve materials for board transition to new Trustees (inc. training/orientation plan & materials, Committee handover notes, etc)	COW	Later in 4th year of term											X	
8.	Policy														
8.1	Hold Organizational meeting (in June except after Election)	Org Mtg.	Annually			X									
8.2	Review Board Policies as per schedule	BW	Over Term										X		
8.3	Approval of Board policy changes and updates	Board	Over Term												
8.4	Policy 1 Board Mandate, Beliefs & Goals (part of fall planning workshop)	BW	Year 1		X										
8.5	Policy 8 Committees of the Board (Organizational Meeting)	Org Mtg.	Annually		X									X	
8.6	Policy 12 Hearings on Teacher Matters	BW	Year 2					X							
8.7	Policy 14 Student Discipline	BW	Year 2					X							
8.8	Policy 15 Appeals & Hearings Regarding Student Matters	BW	Year 2					X							
8.9	Policy 27 Student Engagement with the Board	BW	Year 1					X							
8.10	Policy 28 Safe, Caring, & Respectful Working & Learning Environments	BW	Year 1							X					
9.	Political Advocacy														
9.1	Develop and review plan for Board Advocacy including focus, key messages, and mechanisms	COW	Twice a year		X										X
9.2	Meet jointly with N'Dilo & Dettah DEAs	Board	Annually					X							
9.3	Annual joint meeting with YCS	Board	Annually					X							
9.4	Meet with key local partners (NGOs, other stakeholders, etc)	Board	As required												
9.5	Meet with Yellowknife MLAs as appropriate (at least twice per year)	Board	Planned basis		X			X							
9.5	Meeting with local Chiefs about shared priorities	Board	Planned basis								X				
9.6	Meet with Yellowknife City Councillors about shared priorities	Board	Planned basis		X										
9.6	Review agenda and materials for Chair's Education Leaders meeting	COW	Bi-annually		X								X		
9.7	Review ASBA resolutions, policies for Spring AGM	COW	Annually								X				
9.8	ASBA Spring Conference		Annually											X	
9.9	Review ASBA resolutions, policies for Fall AGM	COW	Annually		X										
9.10	ASBA Fall General Meeting		Annually			X									



Policy #29: Visual Identity

Purpose:

Yellowknife Education District No.1 is committed to expressing its identity consistently and clearly throughout the district to increase public recognition.

YK1 will have a board approved visual identity guideline document that will be used by staff throughout the district for all communications and marketing platforms (print, digital, social media, web-based, corporate advertising, building/vehicle signage etc).

These guidelines are intended to ensure integrity and consistency in all internal or external communications that properly reflect YK1's visual identity, vision, mission, priorities and values.

The guidelines will be reviewed and approved by the board as a part of the Strategic Plan development, to ensure the guidelines are still inline with the district's visual identity.

References/Related Documents:

- Education Act
- Administrative Procedures 146 Responsible Use of Electronic Social Media, 158 District Visual Identity, Visual Identity Guidelines

Revision History			
Revision	Revision Description	Approved Date	Review Date
1			
2			
3			
4			



**EDUCATING FOR LIFE!
HÒT'ALÒÈ HOGHÀGOETÒÒ
UNE ÉDUCATION POUR LA VIE!**

Yellowknife Education District No. 1:
**LOGO & BRAND
IDENTITY GUIDELINES**

SUMMARY

- 3. Background
- 5. District Brand Identity
- 6. Logo Specifics
- 7. Logo Variation
- 8. Clear Space
- 9. Colour Specifications
- 11. Logo Best Practices
- 12. Typography
- 13. Layout
- 16. Brand Use

BACKGROUND

About the Brand

Located in the heart of the city, Yellowknife Education District No.1 (YK1/ the District) is the largest education district in the Northwest Territories. Since 1939, YK1 has provided quality education to northern students and today the District continues to ensure all students receive the best possible educational programs, experiences and opportunities.

YK1 operates six schools and provides contract superintendency services to the nearby First Nations schools in Ndilo and Dettah. Conveniently located in neighbourhoods throughout the community, a YK1 school is close to home in all residential areas.

First elected in 1939, a provisional school board was charged with the task of providing a school and education for the children of local parents, most of whom were associated with the first gold mines in the area, and high school for children of outlying communities. YK1 was formally established on October 1, 1939 under *Section 33 of the School Ordinance, N.W.T.*

The current Government of the Northwest Territories (GNWT) emerged much later and provided for the continuation of the existing Yellowknife Education District as a Board of Education under the *Education Act*.

YK1 combines quality education, real-world experience and community connections to offer students the highest calibre of education possible. YK1 students learn in facilities that are equipped with cutting-edge technology and are taught by experienced, dedicated teachers. Being the home of Yellowknife's first school, YK1's rich history includes the distinction of being the largest and longest-operating school board in the Northwest Territories.

BACKGROUND

SCHOOLS:

École ɫtɨ'ò
N.J. Macpherson School
Range Lake North School
Mildred Hall School
École William McDonald Middle School
École Sir John Franklin High School
K'àlemi Dene School, Ndilo
Kaw Tay Whee School, Dettah

“We believe in and respect the diversity, identity and growth of all learners”

WELLNESS

Cultivate a culture of holistic wellness

- Recognize the importance of relationships in learning
- Foster and promote personal wellness
- Create healthy, safe and caring learning environments

LEARNING

Ensure inclusive, equitable and authentic learning experiences

- Engage learners through meaningful and innovative teaching
- Celebrate diversity of all learners

COMMUNITY

Foster critical understanding of local, national and global issues

- Inspire and pursue critical thinking through innovative and sustainable practices
- Embrace diversity and encourage empathy to promote global citizenship
- Model and encourage ethical leadership and engage in opportunities for service learning

INDIGENOUS LANGUAGE AND EDUCATION

Honour and celebrate Indigenous Language and Culture for all learners

- Create a welcoming environment for all learners
- Integrate an Indigenous approach to education
- Strengthen Indigenous Language instruction

DISTRICT BRAND IDENTITY

BRANDING

Brand identity plays a key part in Yellowknife Education District No. 1 identification to stakeholders and community partners. All communications and marketing platforms (print, digital, social media, web-based, corporate advertising, building/vehicle signage.) should consistently and properly reflect the corporate brand. These standards are intended to ensure brand integrity and consistency in all internal or external communications.

REFERENCING THE DISTRICT'S NAME

The official district name is **Yellowknife Education District No. 1**. When referencing the jurisdiction, use the full title on the first mention and the acronym "YK1" or the "District" can be used on subsequent mentions.

REFERENCING THE BOARD OF TRUSTEES NAME

The Board of Trustees of Yellowknife Education District No. 1 is the official name of the Board. When referencing, use the full title on the first mention: Board of Trustees of Yellowknife Education District No. 1. After the first reference, the "Board", may be used instead.

LOGO SPECIFICS

PRIMARY LOGO

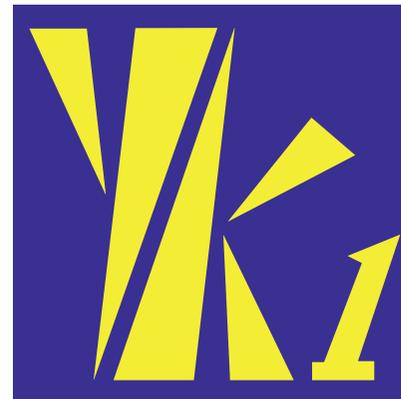
The tagline, Educating for Life, may be incorporated in the below manner. Either version of the logo with tagline will appear on District publications, stationery, signage, websites, etc.. All applications and use of the District logo with tagline requires review and approval by the District's Communications Department. Wherever possible, the logo should appear with the multilingual tagline.



LOGO WITHOUT TAGLINE

The logo without tagline is for use as an icon for social media purposes (Facebook, Instagram, Twitter etc). It is not meant to be used for print.

These logos in colour are primary and preferred logos for all Yellowknife Education District No. 1 use. They shall be used for corporate identification and promotional purposes. Either version of the logo will appear on District publications, stationery, signage, websites, etc. All applications and use of the District logo requires review and approval by the District's Communications Department.



LOGO VARIATION

Reverse colors

Reverse logos are designed to look best against a textured/photographic/video background.

PRIMARY LOGO

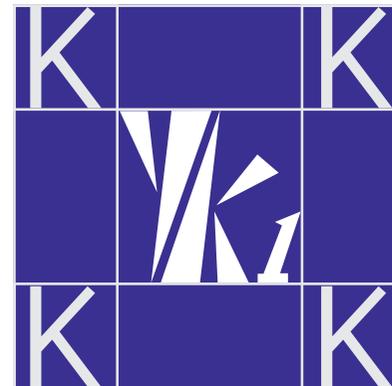
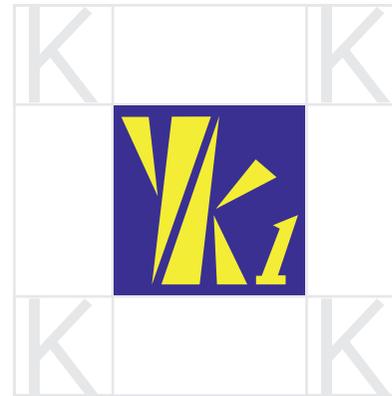
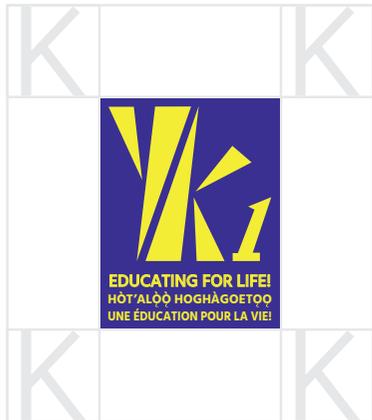
The reverse logo (white) should be used when applied to a dark background. Make sure to only use it on simple dark backgrounds where there is adequate contrast (not on a busy background pattern or photo). These standards apply to all applications and use of the District logo with multilingual tagline.

The black version of the logo should be applied only in lighter/white background and or light imagery. The recommended Black colour for print would be C60 M40 Y40 K100. It is recommended the used of primary logo for everything, the version in reverse or black should be used only if necessary.



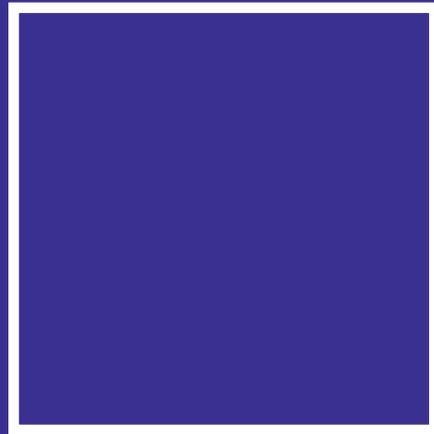
CLEAR SPACE

For ease of recognition, standards of size and proximity to other graphic elements, text or logos have been created. To preserve the integrity of the YK1 logo, always maintain a minimum clear space around it. This clear space protects the logo from competing graphic elements such as other logos, symbols, or text. The clear space around the logo should be equal to half the width of the symbol.



COLOUR SPECIFICATIONS

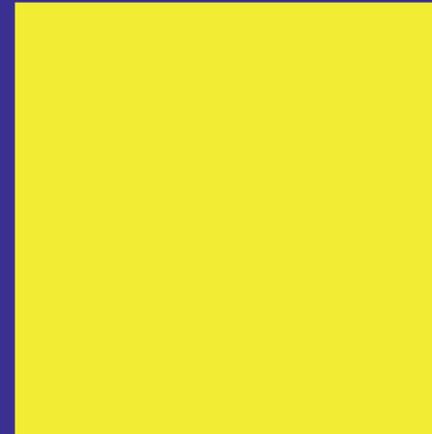
Primary Colours



CMYK 94; 99; 0; 1

RGB 43; 2; 169

HEX #2b02a9



CMYK 6; 0; 89; 0

RGB 255; 255; 51

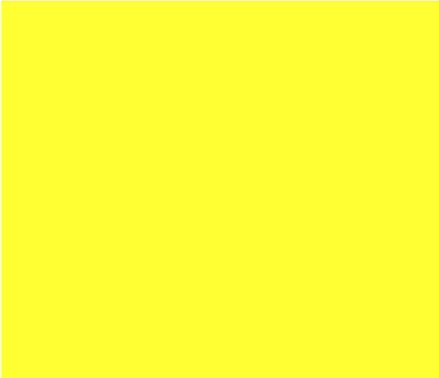
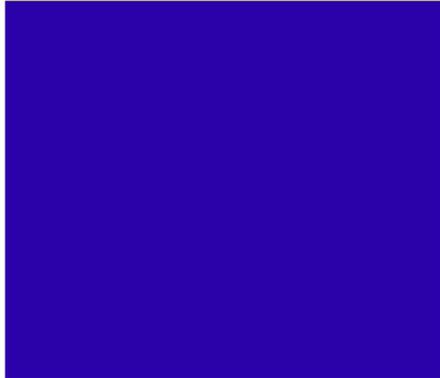
HEX #ffff33

COLOUR SPECIFICATIONS

Colour accessibility

COLOUR COMBINATION PASSES ACCESSIBILITY

Colour contrast between text and background is crucial on web pages. It affects some people's ability to perceive the information your brand is trying to convey. **This colour combination passes accessibility standards AAA.**

Text Color	Background Color
	
#FFFF33 RGB 255, 255, 51	#2B02A9 RGB 43, 2, 169

WCAG results



COLOUR COMBINATION DOES NOT PASS ACCESSIBILITY

This colour combination does not pass accessibility and should always be avoided in digital products.

Text Color	Background Color
	
#FFFF33 RGB 255, 255, 51	#FFFFFF RGB 255, 255, 255

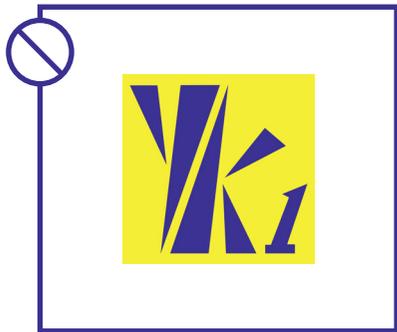
WCAG results



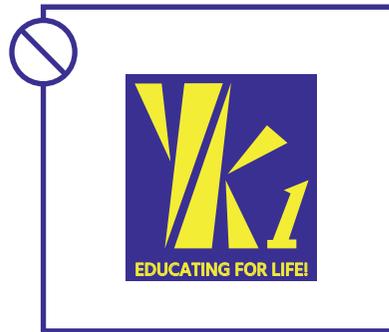
LOGO BEST PRACTICES

How to not use

Here are a few examples of things **that should not be done** when working with YK1's logo. Remember to always use the primary colour logo whenever possible. If you are not sure, just ask.



Do not alter its colour



Do not use a unilingual tagline with the YK1 logo



Do not squash or stretch it



Do not re-create the logo in another font



Do not change the arrangement of the symbol and wordmark



Do not add an outline or drop shadow

TYPOGRAPHY

The Typeface Family

Use of typography in this brand guideline specifies the font that can be used when designing for the brand. To be used for YK1 letterhead, YK1 Business Cards, YK1 Correspondence (Letters & Press Releases). They are the proper usage of type. Typography specs keep a brand's fonts consistent.

VERDANA

A B C

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890!@£\$%^&*()

LAYOUT

LETTERHEAD



Yellowknife Education District No 1

Phone (867) 766-5050
Fax (867) 873-5051
Email info@yk1.nt.ca

Lorem ipsum,

Nulparum repelessim nectiun derio. Nequis antur sunt hitempo rporepe dolor maximostrum et am quate cus volorpor andebis ra captur? Ist volorescis derupti busdae vellendant que sa quae nullest ut aborionsent renis alit il ipitae occabor moloreh endaerio bea quis aut quia quasped eatas endis volesedic tem fuga. Sequo maximusam dus, sed quam earum facillore, sundus ad et into magnis magna voloria inciusam fugiat.

Ad quia quis siti omnihil ipis excerum quas volupta ped mo ea dolende bitati incit dolut de non expla que ea dusda debis ped quuntotatis dolut et omni sed minvele stiatius, cone etur ad que simposape ma volutem nihit excerent as cuscitem raes adis ventemporum nihilluptas ad quiatem quas et, qui officilitem eum quis solorum laborer ovidell aborem verum sit evelessequas simus, quiam volore nobitem aut aut harum ad quatem rest lacest, tem endus. Is rest aspit etur aborum facietu ribus. Bus verspis ute que conse quist quis natur? Et dunt, voluptatur reperatium fugit magnit endel et, aut voluptibus min net aut et, ut landundi quiatu, omnim re qui quamusd anissit iatius, optae. Ut evellabore vel ist, ipsuntemquas ut fugitin tibustiatius ma doluptam quae oditectem deles aut volores dolupta ecullan istio. Da llit, id ma aut audicia atem id quam laboriscil ma quo issitae scimpos quid quaspedior acea quod molupiclis aceat.

Udit, tempora cum cor sed que nis simpos ant, ulloritae non rernatum dolupta turibus atem nonsequ untiam quae necte nimaxim aximil ipsapiet ant renihillaut qui nitiam, omnolo dellaut esciet occus min eriassitior rercipi dendae sed ullescit, quis inverneram, conse velland enimill oribus a et velique necum qui nonseni magnihitat.

Lorem ipsum

Jane Smith

Yellowknife Education District No 1
5402 50 Avenue Yellowknife, NT X1A 1E5
Phone (867) 766-5050 | **Fax** (867) 873-5051
Email info@yk1.nt.ca

Administration scolaire de district n° 1 de Yellowknife
5402 50ième avenue Yellowknife, TNO X1A 1E5
Phone (867) 766-5050 | **Fax** (867) 873-5051
Email info@yk1.nt.ca

ENVELOPE LAYOUT

FRONT

Yellowknife Education District No 1
P.O. Box 7885402 50 Avenue Yellowknife, NT X1A 1E5

Administration scolaire dedistrict n° 1 de Yellowknife
C.P. 788 5402 50ième avenue Yellowknife, TNO X1A 1E5

BACK



LAYOUT

BUSINESS CARD

ENGLISH

John Doe
Communications Officer
District Office

☎ 867-766-5050
✉ john.doe@yk1.nt.ca
🌐 www.yk1.nt.ca
📍 Yellowknife Education District No 1
P.O. Box 788
5402 50 Avenue
Yellowknife, NT X1A 2N6



FRENCH

John Doe
Chargé des communications
Bureau central

☎ 867-766-5050
✉ john.doe@yk1.nt.ca
🌐 www.yk1.nt.ca
📍 Administration scolaire de district
n°1 de Yellowknife
C.P. 788
5402 50ième avenue
Yellowknife, TNO X1A 2N6



LAYOUT

EMAIL SIGNATURE



John Doe

Communications Officer
Yellowknife Education District No. 1
Phone:(867) 766-5050 | Fax:(867) 873-5051
Website: www.yk1.nt.ca

District Office
5402 50 Avenue I PO Box 788
Yellowknife, NT I X1A 2N6

I respectfully acknowledge that I live and work on Chief Drygeese Territory in the Akaitcho region, the traditional territory of the Yellowknives Dene First Nation.

This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please delete it immediately and notify us by telephone. Thank you.

BRAND USE

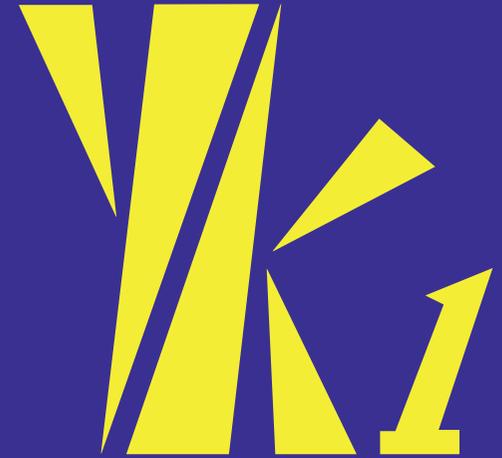
Stationery



BRAND USE

Promotional





**EDUCATING FOR LIFE!
HÒT'ALÒÒ HOGHÀGOETÒÒ
UNE ÉDUCATION POUR LA VIE!**

Yellowknife Education District No. 1
5402 50 Avenue | P.O Box 788
Yellowknife, NT X1A 2N6
(867) 766-5050 | yk1@yk1.nt.ca | www.yk1.nt.ca

- Trustee notes:
 - Reviewed speaking notes from the Oct board meeting.
 - Thanked the PAC for all their continued work for the school and for being so welcoming. They have been an inspiration to me.
- Principal's Report:
 - Has met with Superintendent Aziz a few times now and is happy with his direction.
 - Report Card Writing day Nov 4th
 - Parent teacher invites will happen in person this year with the option to do virtually or over the phone by request.
 - Completing classroom reviews of each student.
 - Stressed the importance of getting to know each kid and admires many of the students who have had troublingly experiences and still come to school with a smile. Very proud of the sense of community that the school creates
 - Staff and EA's attended the NWT Teachers conference.
 - Highlight was the talk on Anti-Racism and Oppression. Looking into more classes on this for staff.
 - Legacy School for the Gord Downie & Chanie Wenjack Fund.
 - Nov will have their annual walk and fundraiser
 - Fire Fridays will start up again soon.
 - Some classes are heading to SJF to watch a production.
- PAC Chair:
 - Family Fun Night will be in May
 - Teacher's appreciation day on Nov 23rd
 - Discussion around Dec Vendor Tables
 - Old trees on property need cutting and the school will look into the requirements to remove them.
 - Thank you to volunteers and teachers at Spike It!
 - Thank you to the school for providing orange shirts to all students
 - Scheduled Meetings:
 - Nov 24th
 - Will skip Dec Meeting

YK1 Trustee
Carla Kinakin