

# MINUTES

Inuvik District Education Authority  
Regular Administrative Meeting  
September 20, 2016 ~ 7:00 p.m.

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Chairperson:	Lesa Semmler
Members Present:	Matthew Dares, Janelle Wainman, Paul Watters,
Members Excused:	Stephanie Crocker, Melissa McDonald, Janelle Cockney
Members Absent:	None
Recorder:	Camilla Verbonac (Executive Assistant to the Inuvik D.E.A.)
School Admin:	Deborah Reid (E3 Principal, Lorne Guy (E3S Vice Principal), Chauna MacNeil (E3E Vice Principal
E3 Student Rep:	None
BDEC:	None
Media:	None
Gallery:	Lorna Jones-Martin (NWTTA Rep.), Matthew Miller (NWTTA Rep.)

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*The following is a summary of the discussion that took place, the questions, answers and statements below are not quotes but they do accurately portray the discussion:*

**Legend:** Q = Question, A = Answer, S = Statement

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- 1.0 Call to Order**  
The Chair called the meeting to order at 7.20 p.m.
- 2.0 Adoption of Agenda**  
Moved by: Janelle Wainman Seconded by: Matthew Dares  
**Motion # 102:562** "To approve the agenda as read"  
Carried
- 3.0 Declarations of Conflict of Interest or Pecuniary Interest**  
None
- 4.0 Delegations, Presentations, Petitions**  
4.1 None
- 5.0 Public Question Period**  
None
- 6.0 Approval of IDEA Monthly Financial Reports**  
6.1 IDEA Financial Report - As at September 30, 2016 (on file)  
Deferred to the up-coming October Admin. meeting.
- 7.0 Committee Reports**  
7.1 E3E / E3S Monthly Principal Reports ~ Deborah Reid (on file)  
Presented, reviewed and discussed.  
Deborah Reid added the following to her report:
- BDEC requests the IDEA approve the following changes to the 2016-17 school year calendar: move the October 17<sup>th</sup>, half day In-service to the morning of October 20<sup>th</sup>. Thereby creating a full student day on October 17<sup>th</sup>. Change October 18 and 19 student days into BDEC In-service days. Thereby reducing the cumulative total of student days

from 180 to 178.

- The school tribute to Sandra Ipana will take place on October 12, 2016, (in the evening) Deborah Reid provided a review of the East Three school improvement plan for 2016-17
- S: Paul Watters ~ Attendance is important to both the success of our students and the funding received for our programs. As BDEC stated; if we increase our overall attendance by 10% it would get us another EA. And, through partnering with GTC and IRC we may be able to improve our attendance strategies.
- Q: How well attended is the alternative program?
- A: Deborah Reid ~ It is well attended. Actually, at the end of last year, it had a higher attendance percentage than some regular classes. This year we will try to incorporate some outcomes of Alberta's dash 4 courses to allow students to obtain diploma credits.
- S: Lesa Semmler ~ We need to make hiring substitutes an easier process for our school.
- Q: Does the school monitor staff absenteeism?
- A: Deborah Reid ~ Yes we do monitor it and staff moral etc.

**Action # Sept001**

Lesla Semmler to contact Chris Gilmour (BDEC Assistant Superintendent) to streamline casual hiring process between BDEC/East Three and GNWT HR

**Motion # 102:563**

Moved by: Janelle Wainman    Seconded by: Matthew Dares  
"To approve the following changes to the 2016-17 school year calendar: move the October 17<sup>th</sup>, half day In-service to the morning of October 20<sup>th</sup>. Thereby creating a full student day on October 17<sup>th</sup>. Change October 18 and 19 student days into BDEC In-service days. Thereby reducing the cumulative total of student days from 180 to 178"  
Carried

**Motion # 102:564**

Moved by: Janelle Wainman    Seconded by: Matthew Dares  
"To approve the purchase of all items required for the Sandra Ipana tribute from the 2016-17 IDEA Accumulated Surplus budget"  
Carried

**8.0**

**Old Business**

**8.1**

AGM Date Selection

**Motion # 102:565**

Moved by: Matthew Dares    Seconded by: Janelle Wainman  
"To approve payment of costs associated with the advertisement, purchase of food for the 2016 AGM scheduled for November 2, 2016 from the IDEA 2016/17 Accumulated Surplus fund."  
Carried

**8.2**

Motion to Approve Proposals Reviewed at the September 12, 2016 Meeting

**Motion # 102:566**

Moved by: Matthew Dares    Seconded by: Janelle Wainman  
"To approve all proposals reviewed at the September 12, 2016 IDEA Administrative meeting from the IDEA 2016/17 Elders in School fund and then the remainder from the IDEA 2016/17 Abor. Lang. & Cult. fund"  
Carried

**9.0**

**New Business**

**9.1**

None

**10.0**

**Correspondence**

**10.1**

None

**Action # Sept002**

Camilla Verbonac to add Matthew Miller to the up-coming IDEA October administrative meeting agenda under Presentations ~ review of the new NWTTA collective agreement

Lorna Jones-Martin and Matthew Miller excused themselves from the meeting at 8:31 p.m.

**11.0**

**In-Camera**

**11.1**

School Staffing

**Motion # 102:567**

Moved by: Matthew Dares    Seconded by: Janelle Wainman  
"To enter In-Camera at 8:32 p.m."  
Carried

**Motion # 102:568**

Moved by: Janelle Wainman    Seconded by: Matthew Dares  
"To leave In-Camera at 8:48 p.m."

Carried

12.0

**Date & Time of up-coming Meetings/Events**

- IDEA Regular Administrative Meeting: Tuesday, October 4, 2016 ~ 7:00 @ E3S - library

13.0

**Adjournment**

**Motion # 102:569**

Moved by: Janelle Wainman  
"To adjourn the meeting at 8:50p.m."

**ACTION ITEMS**

**Action # Mar002**

Deborah Reid to upload lunch program survey to Facebook, and school websites until April 22, 2016, to email parents, and to provide physical copies of the survey to parents and the upcoming parent-teacher interviews. **On-going**

**Action # Mar004**

Deborah Reid and Matthew Dares to prepare a proposal for ½ time position for ARI's Let's Talk Science program. **On-going**

**Action # Apr004**

Stephanie Crocker to input completed school lunch program surveys into Monkey **On-going**

**Action # May003**

Camilla Verbonac to include school reimbursement procedure for facility use surplus agenda item in next IDEA administrative meeting **On-going**

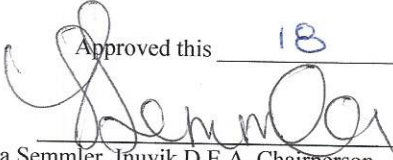
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Approved this 18 day of October, 2016

  
Lesla Semmler, Inuvik D.E.A. Chairperson

  
Camilla Verbonac, Executive Assistant

motion # 102:572