



KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY

Regular Board Meeting

Thursday, December 2, 2021, 9:00 am – 3:00 pm

Meeting Platform: ZOOM (V)

Attendees:

<p>Board Members:</p> <ol style="list-style-type: none"> 1. Chief Ivan Sawan, Chair, Loon River First Nation 2. Councilor Shayne Letendre, Loon River First Nation 3. Chief Billy Joe Laboucan, Lubicon Lake Band 4. Councilor Timothy Sawan, Vice Chair, Lubicon Lake Band 5. Councilor Jason Laboucan, Lubicon Lake Band 6. Chief Gladys Okemow, Peerless Trout First Nation 7. Councilor Corrine Alook, Peerless Trout First Nation 8. Councilor Judy Sinclair, Peerless Trout First Nation 9. Chief Albert Thunder, Whitefish Lake First Nation 10. Councilor James Nahachick, Whitefish Lake First Nation 11. Councilor Hughie Tallman, Whitefish Lake First Nation 12. Councilor Derek Auger, Woodland Cree First Nation 13. Councilor Frank Whitehead., Woodland Cree First Nation 	<p>KTCEA Staff:</p> <ol style="list-style-type: none"> 1. Dr. Daphne Mai'Stoina, Superintendent 2. Pearl Calahasen, Deputy Superintendent 3. Carmen Parent, Strategic Projects Specialist 4. Melbourne Disbrowe, Communications Coordinator 5. Yvonne Noskey, Director of Finance 6. Gilbert Okemow, Community Engagement Coordinator 7. Heather L'Hirondelle, Executive Assistant
<p>Absent / Regrets:</p> <ol style="list-style-type: none"> 1. Councilor Tyler Letendre, Loon River First Nation 2. Chief Isaac Laboucan Avirom, Woodland Cree First Nation 3. Kimberly Carifelle, Project Coordinator 	<p>KTC Leadership, Admin Staff & Other Guests:</p> <ol style="list-style-type: none"> 1. Al Rollins, KTC CEO 2. Jon Garcia, Auditor MNP 3. Katherina Richard, Auditor MNP

Regular Board Meeting Minutes

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| 1. Meeting Called to Order | 9:15 am Chair, Chief Ivan Sawan |
| 2. Opening Prayer | 9:18 am Chief Albert Thunder |
| 3. Introductions / Roll Call | Board Chair |
| 4. Approval of December 2, 2021 Agenda: | Board Chair |

- **2021-12-02 # 1:** Motion to approve the December 2, 2021 Agenda with the following additions:
 - 1) Update on the assessments as discussed at the previous meeting.
 - 2) Staff Christmas bonus update.
 - 3) HR topic – How are staff concerns addressed and information on the proper process to follow.
- Moved by Councilor Frank Whitehead. Seconded by Chief Albert Thunder. All in favor, motion carried.



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5. Reading of the Minutes:

Yvonne Noskey, Director of Finance

- **2021-12-02 # 2:** Motion to accept the Minutes of November 4 and November 26, 2021 Special Meeting Minutes as read by Yvonne Noskey.
- Moved by Councilor Derek Auger. Seconded by Councilor Timothy Sawan. All in favor, motion carried.

Business Arising:

- The Superintendent's Report includes the additional information and directives mentioned at the previous Board meeting.

6. Audit Review and Approval:

- Al Rollins provided clarification on the various Audits within the KTC and its affiliates on processes; some of which have been delayed due to Covid, the KTC Administration Audits have all now been completed. The KTC Nations requiring copies of any audits can contact Veronica Thunder or Al Rollins.
- Jon Garcia and Katherina Richard of MNP presented the Audit for the year ended August 31, 2021.
- The Chair clarified how the REA and continual negotiations with ISC may show potential increases and secure more funding. These areas include Operations and Maintenance, Transportation and Teacher housing.
- Board members mentioned the funding is not comparable to the actual needs of the KTCEA schools with the surplus and deficits shown in the statements.
- Board members recommended the finance information be broken down or itemized to further explain the importance of the funding allocations for the programs; and how it has benefited the school and community. A summary of what KCTEA has provided to the Nations since the start; finance and summary report for each Nation school. Are the educational needs of each community being met?
- A recommendation of having a Finance Literacy workshop with the Board; to provide more understanding of the processes budgeting and monthly reports.
- A system has been put in place with KTC regarding the reconciliation of the funds received for education; other recommendations from the Audit will be followed up and information provided to the Board.
- The KTCEA will be prepared to provide financial literacy sessions and organization development and operations summary for the past 4 years. Information will be provided on what has been spent in education services and summary report of the programs and initiatives.



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- **2021-12-02 # 3:** Motion to accept the KTCEA Audit for the year ending August 31, 2021 as presented by MNP.
- Moved by Councilor Frank Whitehead. Seconded by Chief Gladys Okemow. All in favor, motion carried.

7. Superintendent's Report:

(Gilbert Okemow provided the translation in the Cree Language)

- The follow up items from the last meeting regarding 1. Food quality and 2. Board motion to explore an agreement for the Little Buffalo Camp have been completed. The Foods manager has been contacted to address the concern; and a draft agreement has been given to legal for review and will be provided to the Board. A formal agreement is needed for the culture camp as it provides an important part for KTCEA in the area of land based learning and equine therapy. Planning and strategy utilization of the camp will be discussed further.
- Board member Frank Whitehead shared his trapping knowledge and volunteered to teach these skills at the camp if needed; and noted the importance of traditional life skills teachings to the younger generations.
- School updates:
 - Atikameg, Cadotte, Kateri and Clarence Jaycox Schools remain open, with Elizabeth Quintal School open Dec 3 and Little Buffalo is closed until further notice. Outreach is open with students attending online.
- Student participation rates continue to be monitored and we notice fluctuations with closures. We are looking at summer student learning to help address the learning loss.
- Google Classroom training for the parents are being posted online; Cheryl McKinnon is assisting with this initiative.
- School Christmas events will vary from Nation to Nation with either hosting virtual or in-person concerts while adhering to the safety protocols. Some schools are having multiple showings at different times to allow for all parents to attend. Take home Covid Rapid tests will be made available for the attendees.
- The Outreach program has currently 17 students registered from four of the KTC Nations. Loon River and Woodland Cree First Nations are nearing completion with potential locations for the Outreach sites.
- School calendar changes include the confirmed teacher's convention dates for February 16-18, 2022.

- **2021-12-02 # 4:** Motion to accept the changes to the 2021-2022 School Calendar.
- Moved by Councilor Frank Whitehead. Seconded by Councilor Jason Laboucan. All in favor, motion carried.



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- The Capital services included the status of teacher housing units that are nearing completion and the work in progress. Boilers repairs at the schools and new furnaces have been purchased for some of the older units. Summer projects have been sent to ISC with a copy given to all Nations and principals.
- The IT laptops and Chrome books have been distributed as needed. There has been some delays in ordering due to the pandemic.
- The Foods Manager has been conducting audits at each school to ensure food quality assurance and menus are followed. Menu items are changing as some foods are becoming difficult to obtain. Inventory of food and inspections are also being conducted.
- KTCEA Vaccine incentives have been provided with giving \$100 for each vaccination; this is open to fulltime permanent KTCEA staff.
- KTCEA requested for a motion for the staff to have the Covid 19 Antigen Rapid Testing weekly and to be overseen by the Health and Safety Coordinator. Self administered rapid tests have been received and will be distributed to the schools for the parents.
- Board members had concerns of some staff not adhering to the measures and some dishonesty with the daily assessment form. Disciplinary procedures working together with the principal will be followed in those instances.
- Some staff may feel the need to attend work while having symptoms as they will not be compensated after using up all their leave available to them. KTCEA will look at other school districts and the Nations on how they are dealing with this issue. Human Resources together with Finance staff will look into addressing Covid related absences and information will be provided at the next meeting.
- Staff isolating and working from home will continue to be compensated.
- Board members recommended an increase in leave of absences during this pandemic; with the Covid funding received to be utilized to cover these costs. Staff should be encouraged to stay home when they are sick or have had a close contact.
- Board members requested individual KTC Nation meetings to occur with the Superintendent's office to discuss each of their school concerns and Covid protocols. Meetings will be scheduled in the coming days to review the current process and make changes as needed.

- **2021-12-02 # 6: The Board approves the Superintendent's Report as presented.**
- **Moved by Chief Albert Thunder. Seconded by Councilor Timothy Sawan. All in favor, motion carried.**

• Additions to the Agenda:

- KTCEA Organizational Review
 - The Chair has reached out to a firm to do the review, and working along with KTC to facilitate this. More information to follow in January 2022.
 - A review on governance and Board structure will be included. A recommendation to survey the student body on how they perceive KTCEA was mentioned as well.
 - The Articles of Association will also be reviewed with possible changes being needed.



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- Christmas Bonus of \$100 will be given to all staff.
- HR Process
 - Workplace harassment and bullying concerns need to be dealt with in a proper manner. HR has rolled out training on this to all the staff; two sessions have been completed.
 - Staff will be made more aware of the process policy and procedures to take when these concerns arise.
 - Student satisfaction surveys have been done and results are available, this information can be shared as requested.

- **Adjournment:**

- **2021-12-02 # 7:** Motion to adjourn the meeting of December 2, 2021.
- **Moved by Chief Albert Thunder. Seconded by Councilor Frank Whitehead. All in favor, motion carried.**

Closing Prayer: Chief Billy Joe Laboucan