



KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY
Regular Board Meeting Minutes
Thursday, January 9, 2020
KTCEA Central Office, Red Earth Creek

Attendees:

<p>Board Members:</p> <ol style="list-style-type: none"> 1. Chief Ivan Sawan, Chair, Loon River First Nation 2. Councilor Tyler Letendre, Loon River First Nation 3. Councilor Timothy Sawan, Lubicon Lake Band 4. Councilor Jason Laboucan, Lubicon Lake Band 5. Chief Gladys Okemow, Peerless Trout First Nation 6. Councilor Gilbert Okemow, Peerless Trout First Nation 7. Chief Albert Thunder, Whitefish Lake First Nation 8. Councilor Darren Auger, Whitefish Lake First Nation 9. Councilor Richard Laboucan, Whitefish Lake First Nation 10. Chief Isaac Laboucan Avirom, Woodland Cree First Nation 11. Councilor George Merrier, Woodland Cree First Nation 12. Councilor Derek Auger, Woodland Cree First Nation 	<p>KTCEA & KTC Staff:</p> <ol style="list-style-type: none"> 1. Dr. Daphne Mai'Stoina, Superintendent 2. Pearl Calahasen, Deputy Superintendent 3. Yvonne Noskey, Director of Finance 4. Gord Atkinson, Director of Capital Services 5. Theresa Brown, Director of Student Services 6. Dan Smith, Senior Policy Advisor 7. Caitlin Elm, Communications Manager 8. Audrey Anderson, LBL Curriculum Coordinator 9. Carmen Parent, Strategic Projects Specialist 10. Heather L'Hirondelle, Executive Assistant
<p>Regrets:</p> <ol style="list-style-type: none"> 13. Chief Billy Joe Laboucan, Lubicon Lake Band 14. Councilor Shayne Letendre, Loon River First Nation 15. Councilor Corrine Alook, Peerless Trout First Nation 	<p>Consultants:</p> <ol style="list-style-type: none"> 11. Colin Kelly, Board Mentor

REGULAR BOARD MEETING MINUTES

1. Meeting Called to Order

January 9, 2020 10:23 am

2. Opening Prayer

Chief Albert Thunder

3. Introductions

4. Changes /Additions to the Agenda

- Change order of agenda items to begin with:
 - Appointment of Members
 - Subcommittee Selections
- Additions:
 - Security and Bus Monitors for Cadotte Lake School
 - Wheelchair accessibility required at the Little Buffalo School

- *2020-01-09 #1: Motion to approve the January 9, 2020 Agenda with Changes and Additions.*
- *Moved by Chief Albert Thunder. Seconded by Gilbert Okemow. All in favor, Motion carried.*



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• **Swearing in of new Board Member** (*Agenda #12*)

- Resignation of Board Member Frank Whitehead
- New Board Member George Merrier sworn in

Yvonne Noskey, Director of Finance

January 9, 2020 10:33 am

5. Reading of the Minutes

Daphne Mai'Stoina & Yvonne Noskey

- Board Training Minutes December 4, 2019
- Regular Board Meeting Minutes December 5, 2019
- Corrections to the Minutes:
 - None

- *2020-01-09 #2: Motion to approve the December 4 & 5th Board Meeting Minutes as presented.*
- *Moved by Chief Gladys Okemow. Seconded by Jason Laboucan. All in favor; Motion carried.*

Business Arising:

World Indigenous People's Conference on Education (WIPCE)

- Discussion on high school students participating in the conference as a student retention incentive.
- Safety concerns were expressed as this trip is during Australia's fire season (November 2020)
 - These items are addressed in the Superintendent's Report

Staff Retention

- Chief Isaac Laboucan Avirom questioned whether the staffing retention issues have been resolved.
 - Daphne noted the MES and ATEP retention initiatives have started and this will address some of these concerns and more recruitment drives are being planned.

Subcommittee Presentation: (*Agenda #11*)

- Board Mentor Colin Kelly provided the board with a review on the roles and responsibilities of subcommittees and the benefits of forming them.
- Subcommittees will divide the board's work into manageable tasks, with a tight focus on particular issues. They should be clear in their directives and scope of work.
- The board needs to provide the direction in the initiatives and the policies. A Terms of Reference will be developed and approved for each committee.
- Subcommittees have no authority to make motions; their purpose is to prepare information to present to the board.
- The Chair or Vice Chair may sit as ex-officio on all the subcommittees.
- Policy and Procedures must be followed when dealing with confidential information at the subcommittee level when personnel issues are being discussed; such as with a Personnel Committee.
- Policies are always changing and a review of the committee structure may be needed.



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Roundtable Discussion on the subcommittee process and selection:

- Chief Isaac recommended a strategy on including community reps such as the Elders and Youth for their input to the committees.
- Chief Albert Thunder and Darren Auger agreed that the Elders and youth should be involved at some level; maybe inviting the youth council reps and elders to some of the meetings.
 - Daphne will speak to the principals regarding involving youth in the committees.
 - Recommendation made to have a student council at each Nation school.
 - The Elder’s Advisory Committee has provided support for the LBL and Cree app development and they will be involved as needed in the LBL Committee as well.
- The committees will provide a monthly report to the board. The initial meeting of the committees will be to review the Terms of Reference as approved by the board. The TOR will set the meeting schedules.
- Recommendation for the Sub Committee meetings to be hosted and circulated to each community.
- KTCEA Staff will be delegated to assist the Subcommittees at these meetings.
- Each Sub Committee will consist of five members appointed by the Board to represent each Nation.
- Communications committee will be assisted by all the communications staff, with the recommendation they be involved in the scheduling as well.

Subcommittees Appointed Representatives: (Agenda # 12)

Policy Committee 1. Jason Laboucan 2. Tyler Letendre 3. Chief Gladys Okemow 4. Derek Auger 5. Darren Auger	Attendance Committee 1. Timothy Sawan 2. Shayne Letendre 3. Gilbert Okemow 4. Derek Auger 5. Darren Auger
Finance Committee 1. Jason Laboucan 2. Tyler Letendre 3. Corrine Alook 4. Chief Isaac Laboucan Avirom 5. Chief Albert Thunder	Personnel Committee 1. Timothy Sawan 2. Shayne Letendre 3. Chief Gladys Okemow 4. George Merrier 5. Richard Laboucan
Land Based Learning Committee 1. Chief Billy Joe Laboucan 2. Tyler Letendre 3. Gilbert Okemow 4. Chief Isaac Laboucan Avirom 5. Richard Laboucan	Communications Committee 1. Chief Billy Joe Laboucan 2. Shayne Letendre 3. Corrine Alook 4. George Merrier 5. Chief Albert Thunder

- *2020-01-09 #3: Motion to accept the Sub- Committee appointments as chosen by the Board.*
- *Moved by Gilbert Okemow. Seconded by Darren Auger. All in favor; Motion carried.*



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Superintendents Report:

Daphne Mai'Stoina presented her report to the Board on the following topics:

December Activities:

- KTCEA Central Office Staff one-day retreat – December 6, 2019
- Loon River Community Meeting – December 9, 2019
- KTCEA School Staff Christmas Party – December 12, 2019
- KTCEA School Christmas Concerts - December 17 – 19, 2019
- KTCEA Administration staff hosted a visit from the Pikangikum Education Authority and the Matawa Tribal Council on Dec 11, 2019 at the Mihkowapikwaniy Camp. The REA process was presented by Daphne and Dan. The Specialist's also showcased their programs to the group.
- Curriculum Advisory Panel Stakeholder meeting on December 16, 2019. (CAP)
 - The Panel members are to provide advice on the direction of future provincial curriculum to the Minister of Education.
 - An invitation was extended from KTCEA to meet with the CAP Chair and members to share information and concerns that we consider important as they draft a new Ministerial Order on Student Learning.

January 2020 Activities:

- KTCEA met with PTFN Chief and Council to update on the current school situation and plans going forward – January 7, 2020
- KTCEA met with Brian Callaghan, consultant for the policy revamp – meeting was to establish schedule and finalize plan for KTCEA policy manual rewrite – January 8, 2020
- KTC Administration hosted a meeting between the Education Authority, Health and Child and Family Services on the following:
 - 'Think About it' - Education Curriculum Health/KTCEA (Selena)
 - Capacity Development Strategy Health (Selena)
 - Career Showcase ISETS/Health/KTCEA (Penny & Gwena)
 - Child 1st New Programs & Services Evaluation & Evaluation Advisory Committee – Health (Emily)
 - Community Wellness Prevention/Education Program & Service Collaboration (Kirsten)
 - Child 1st Programs & Services – Collaboration (Kirsten)
 - Introduction of new Communications & Human Resource Coordinator Positions KTC Admin (Al Rollins)
- Daphne explained the Senior Policy Advisor and Strategic Project Specialist's roles and responsibilities; they assist in the high end level planning and provide support to the Directors. They are currently involved in the following areas:
 - Strategic and Operational Planning, Student Engagement and Attendance Strategic Action Plan, Interim Human Resources Plan, and IT Plan.
 - Policy Development Coordination, Business Continuity Plan, Financial Management Plan, Records Management Plan, and Capital Plan



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- Partnerships (Ex: MESC/Other First Nations, GoA Framework Agreement, REA with Indigenous Services Canada, University of Alberta)

- **Update on the two new schools:**

- The official opening with students is scheduled for September 2020.
- Furniture has now been delivered to both.
- KTCEA will be looking at using the facilities for events prior to the official opening.
- The interim acceptance date is February 2020.
- Transition planning is ongoing for both buildings.
- A renaming contest was held for the new school in Peerless Lake.

- **Upcoming events:**

- Youth and Career conference and Robotics Tournament will be held in March and May 2020.

- **Funding updates:**

- Alberta Education recently completed funding/assurance review with stakeholders and is providing options to Cabinet for potential funding framework changes.
- Should there be provincial funding changes, First Nations could be indirectly affected as ISC is now applying provincial funding framework to First Nation schools.
- KTCEA/MESC requested that Minister of Education communicate to the Federal Minister that funding framework changes should not negatively affect First Nations in Alberta.
- Dan Smith clarified the funding maybe affected at the FN's School as the REA follows the province, we only have a 1.5 % reduction as per the agreement. There is no rate of inflation considered in the agreement. KTCEA will not be affected very much and we will continually be checking on this.
- The funding is based on nominal roll with the student count at 1238; this count includes the K4-5 students who are considered as 0.5 FTE.

- **Staff Retention Project Update:**

- There are 32 staff members in the Master's In Education Leadership Cohort (MES) with 26 KTC members interested in the Aboriginal Teacher Education Program (ATEP)
- The Land Based Curriculum Coordinator Audrey Anderson is facilitating this project.

- **WIPCE Update:**

- There are 34 KTCEA staff planning to attend this education conference being held in Australia in November 2020. The budget for this trip will be from the next fiscal year and each staff member will be paying half of the costs prior to attending.
- Chief Isaac Laboucan Avirom noted that some board members may wish to attend this conference as well.
- Daphne requested approval for the KTCEA Staff to attend, and present at the WIPCE; and to also include Board Members interested in attending.



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- *2020-01-09 #4: Motion to approve KTCEA Staff to attend and present at the WIPCE conference and to have Board Members attend in November 2020 on a cost shared basis.*
- *Moved by Chief Albert Thunder. Seconded by Chief Isaac Laboucan Avirom. All in favor; Motion carried.*

Current staffing requirements:

- One teacher has resigned at Clarence Jaycox School and at Peerless Lake School - the Principals have adjusted staffing to accommodate these vacancies.
- One teacher has resigned at Atikameg School – interviews will be on January 10, 2020.

Student Services Update:

- Theresa Brown updated the board on the self-regulation programs PAX versus Zones of Regulations.
- A review of the effectiveness of the current program will be done this month; along with developing a survey. An update will be provided at the next board meeting.

KTCEA Elders Speak App Update:

- Audrey Anderson presented the update on the app to the board.
- The App is being promoted using posters and social media and will be posted to the website by the communications department.
- The App is free and available on both the Apple and Android platforms for download.
- There are 984 words and phrases from the KTC Elders.
- The official launch with board and Elders together with community will be scheduled in the near future; the planning will begin in February 2020. This is a historical event and recognition of this accomplishment and all those involved must be celebrated.
- Media outlets have been calling and requesting interviews regarding the app. Audrey, Dan and Caitlin will be assisting with a media release for the app.
- Audrey Anderson has been working with Lawrence Lamouche who is assisting in providing more pictures to the app. The majority of the app is Land Based Learning and this needs to be promoted as such and quickly.
- The Credits are listed in the App.
- The Culture Notes section of the app will be added as more information on this sections still being gathered. There is more editing to be done and this will continue as the app nears completion.



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KTCEA Literacy Mini- Summit: January 15 – 16, 2020

- Joyful Literacy is a method to teach (through play) the essential literacy skills. Dr. Janet Mort developed a play based intervention and trialed it in 2 BC Tribal schools for her PD. In 3 years the schools - with her explicit support had 94% of grade 2's reading at or above grade level.
- KTCEA is hosting the event with NRLC supporting in the organization of the event.

- *2020-01-09 #5: Motion to accept the Superintendent's Report as presented.*
- *Moved by Chief Gladys Okemow. Seconded by Chief Albert Thunder. All in favor; Motion carried.*

Revised Board Work Plan:

- The Board Work Plan has changed only in moving the items around the calendar. Email invites for the rest of the year's schedule will be sent out.
- The costs in the plan have not changed.

- *2020-01-09 #6: Motion to accept and approve the revised Board Work Plan as presented.*
- *Moved by Gilbert Okemow. Seconded by Richard Laboucan. All in favor; Motion carried.*

Scheduling changes request:

- A request was made to change the April 1, 2020 board meeting location to Edmonton to allow for those board members who will be attending the Native Provincials being held on April 2 – 5, 2020.

- *2020-01-09 #7: Motion to approve the April 1, 2020 KTCEA Regular Board meeting be held in Edmonton.*
- *Moved by Chief Gladys Okemow. Seconded by Jason Laboucan. All in favor; Motion carried.*

Director of Finance presentation:

Yvonne Noskey and Kim Carifelle

- The Director of Finance presented the January 2020 Finance Report to the Board.
- Jordan's Principal funding provides support for school age children for Occupational Therapist, Physical Therapist and Mental Health supports. Health has also applied for children 0 – 6 years.
- The deficit in the Housing Budget is due to upgrading of outdated units; high cost utilities for the outdated units as they are not energy efficient; and the Federal requirements were not being met with the housing inspections.
- Capital Services are in the process of having feasibility studies for all the schools and housing units and part of a comprehensive Capital and O&M Plan.



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- Overall, KTCEA is on target with the spending according to the Budget.

- *2020-01-09 #8: Motion to accept the Director of Finance Monthly report as presented.*
- *Moved by Jason Laboucan. Seconded by Chief Isaac Laboucan Avirom. All in favor; Motion carried.*

Community Concerns and Recommendations:

- Security issues at the Cadotte Lake School with the motion sensors going off and the Principal having to address the issues during the late evenings. The times need to be reset to prevent this problem.
 - Gord will be addressing the security issue at Cadotte Lake School.
- Stray dogs in and around the school are becoming a safety concern which needs to be addressed.
 - Gord mentioned the fencing will be fixed around the school and he will be getting more information from the schools regarding this.
- There is bullying occurring on the busses, and bus monitors are needed to alleviate this ongoing issue.
 - Daphne mentioned the discipline policy needs to be reviewed; and she will be meeting with the Gord and Ryk on these matters. The costs for the bus monitors have been identified in the recently approved budget.
 - There are cameras installed on the new busses; the older units would be able to utilize bus monitors in the interim to address the bullying issue.
- Recommendation to use the local security company for after hour service for the Cadotte Lake School and teacherages.
- Recommendation to review the Capital Services budget to verify the flexibility allowed relating to Bussing alternatives; some parents are requesting student transportation to other KTCEA schools. Example: Marten Lake students attending Cadotte Lake School versus Little Buffalo; and Cadotte Lake students attending Little Buffalo School.
 - Previous requests have been approved to provide parents with a conveyance allowance of \$20 per day to transport their children to the school of their choice.
 - Policies need to be developed to address the issue of which school the students may attend based on their geographical locations. Other school districts follow the closest school rule for their students. The transportation policy will be looked at to address this issue.
- School Christmas concert dates to be scheduled on different dates to allow for full participation of the Board and Administration staff with the events being held in during the day. Board members would like these dates added to next years the School Calendar.



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- Chief Isaac Laboucan Avirom mentioned the need for alternative drinks for lactose intolerant children.
 - Gord will address this to the Food Services Manager
- Timothy Sawan requested modifications to the bathroom at Little Buffalo school to allow for wheelchair access.
 - Gord will be addressing this issue.
- Chief Ivan Sawan requested better communication is needed in the area of bussing. Students at Clarence Jaycox School have been dropped off when parents are not home, even though the parents had contacted the school of the change. The parent has been waiting for a response on this matter since December. There needs to be better communication in this area of transportation, before any serious safety issues arise.
 - Pearl Calahasen will be in contact with the parent to address this issue.
- **Meeting Adjourned at 2:48 pm.**

- *2020-01-09 #9: Motion to adjourn the meeting at 2:48 pm*
- *Moved by Chief Isaac Laboucan Avirom. Seconded by Gilbert Okemow. All in favor; Motion carried.*

- **Closing Prayer – Gilbert Okemow**