



KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY

Regular Board Meeting

Thursday, September 10, 2020, 9:00 am – 4:00 pm

Doubletree Hotel by Hilton, West Edmonton, AB

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 Shayne Letendre, Loon River First Nation 4. Chief Billy Joe Laboucan, 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 Gilbert Okemow, Peerless Trout First Nation 9. Chief Albert Thunder, Whitefish Lake First Nation 10. Councilor Richard Laboucan, Whitefish Lake First Nation 11. Councilor Darren Auger , Whitefish Lake First Nation (Call-In) 12. Chief Isaac Laboucan Avirom, Woodland Cree First Nation 13. Councilor George Merrier, 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. Yvonne Noskey, Director of Finance 5. Adam Noskey, Intermediate Accountant 6. Avalene Noskey, Payroll Administrator 7. Caitlin Elm, Communications Manager 8. Melbourne Disbrowe, Communications Coordinator 9. Gord Atkinson, Director of Capital Services 10. Theresa Brown , Director of Student Services 11. Terry Lynn Cook, Director of Curriculum & Instruction 12. Melvina Thunder, Director of Human Resources 13. Melva White, Human Resources Manager
<p>Absent / Regrets:</p> <ol style="list-style-type: none"> 14. Councilor Timothy Sawan, Lubicon Lake Band 15. Councilor Derek Auger, Woodland Cree First Nation 16. Heather L'Hirondelle, Executive Assistant 17. Al Rollins, KTC Chief Executive Officer 	<p>KTC Admin Staff & Other Guests:</p> <ol style="list-style-type: none"> 14. Dan Smith, KTC Chief Operations Officer 15. Colin Kelly, Board Mentor (Call-In) 16. Councilor Frank Whitehead, Woodland Cree First Nation 17. Councilor Cody Letendre, Loon River First Nation

Regular Board Meeting Minutes

- | | |
|---|--------------------------|
| 1. Meeting Called to Order | 9:06 am Chair Ivan Sawan |
| 2. Opening Prayer | 9:16 am Gilbert Okemow |
| 3. Introductions / Roll Call | Board Chair |
| 4. Review of September 10, 2020 Agenda: | Board Chair |

- No changes or additions

- 2020-09-10 #1: Motion to approve the September 10, 2020 Agenda as presented.
- Moved by Chief Billy Joe Laboucan. Seconded by Frank Whitehead. All in favor, motion carried.

- | | |
|--|------------------------------------|
| 5. Reading of the Minutes from August 13, 2020 meeting | Yvonne Noskey, Director of Finance |
| • No changes or corrections | |

- 2020-09-10 #2: Motion to approve the Minutes of August 13, 2020 as read.
- Moved by Chief Albert Thunder. Seconded by George Merrier. All in favor, motion carried.



KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY

Regular Board Meeting

Thursday, September 10, 2020, 9:00 am – 4:00 pm

Doubletree Hotel by Hilton, West Edmonton, AB

- **Business Arising from the Minutes:**
 - None

6. Superintendent Update:

- Dr. Daphne Mai'Stoina presented the School Restart Plan updates to the Board.
 - Students from all KTCEA schools returned to school on September 8.
 - As a result of staff experiencing delays in receiving their COVID-19 tests results, on person learning for K-3 students will begin on September 10, 2020 at Little Buffalo and Atikameg schools.
 - In person learning has been delayed at Cadotte Lake school due to local concerns. A meeting with Chief and Council is taking place this week.
 - 162 Staff were tested at the Nations and Head Office. Additional testing will be done in the Fall, after Christmas and after the Spring Break.
 - We are putting a process in place for student sign-in or check-in. Learning packages and chrome books continue to be delivered to the students and websites and face book pages are being utilized.
 - Internet services will be provided to those families lacking connectivity; additional smart boards, desks and furniture has been installed.
 - The School Restart plan and parent handbook is publicly available on the website and Facebook.
 - More communication to follow to the communities on the School Restart plan and safety protocol information being made available.
 - The Restart Plan has been shared and presented with the KTC Nations and their Directors of Health, DEMS, and KTCCFS.
 - The KTC First Nation Leadership together with KTCEA Directors and Principals have met and discussed the restart plans for their individual schools.
 - Orientations have been completed in all the communities; PPE has been provided to the schools. Additional staff have been hired for cleaning and transportation services.
 - KTCEA is following all AHS protocols within the schools. The Health and Safety Coordinator will be conducting audits in the schools to ensure the protocols are being followed.
 - The Plan can be adapted at the local school level depending on what is happening at that particular KTC Nation.
- Student Services:
 - PLCs are continuing with the Sports Program reps and Coordinator.
 - An orientation PD on traditional games was done with Audrey Anderson.



KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY

Regular Board Meeting

Thursday, September 10, 2020, 9:00 am – 4:00 pm

Doubletree Hotel by Hilton, West Edmonton, AB

- The Career Counselor is hosting the PLC's for the High School teachers and working on ways of improving student attendance and retention; the drop out rate is high and more effective action is needed.
- Preliminary meeting has been setup with the province for mobile vision screening and testing for the students.
- RCSD funding will be available for Mental Health supports in September; in addition to the \$37K surplus going to this initiative (province-wide).

○ Human Resources:

- The HR Manager is now leading the ATEP program and actively seeking out universities for possible partnerships.
- The Alberta School Board Association has extended an invitation to the KTCEA to participate in the organization; for information sharing of the school boards across the province.

Capital Services Update:

- Gord Atkinson presented his report on the following items:
 - Housing renovations are nearing completion; all units have been cleaned and sanitized and teachers have moved in.
 - The tech department have purchased smart boards and document cameras for those schools in need. Additional Chrome books and internet services will be provided to the families for virtual learning. IT concerns in connectivity, phone glitches, cabling and camera installs are being corrected at those schools with these issues.
 - Food services will be providing hampers and a delivery process will be in place. This will include the new food menu and recipe books. The services have been revised to follow Covid safety protocols and staff will be taking additional training.
 - The Health and Safety Coordinator will be conducting audits in the schools on a weekly basis to ensure all action items are being followed; these include PPE, floor markings, furnace filters. Level 3 Trauma kits and 40,000 children's masks have been ordered and we are waiting on delivery. Covid specific cleaning & disinfecting has been done at the schools.
 - Loon River Trucking will be providing the maintenance services for the busses and fleet vehicles. The bus driver and monitors will be provided with sanitizing kits for their units.
 - The security and camera systems at all the schools will be standardized; all the school kitchen hoods range alarms and fire alarm inspections have been completed.
 - The Atikameg gym floor will be completed by the end of September.
 - The fire watch program at PTFN has started; staffing for these positions will be determined based on the need of the program.
 - Update on the new schools:
 - We have received the possession of the schools with keys received on September 9, 2020.



KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY

Regular Board Meeting

Thursday, September 10, 2020, 9:00 am – 4:00 pm

Doubletree Hotel by Hilton, West Edmonton, AB

- Yard work and fencing is still in the process of being completed.
- New furniture and equipment has arrived and training has been done on for the phones and audio/video systems.
- The new portable for Little Buffalo School will be delivered on the weekend, these are the offices for the inclusive education therapists coming in to work with the students.
- Teacherage renovations are ongoing with a cost of roughly \$30K depending on what needs to be done; all contractors hired have been at the local level.
- The School and Teacherage building assessment reports for Atikameg, Cadotte Lake and Clarence Jaycox Schools are near completion and will be distributed to the KTC Chiefs and Councils.

Superintendent's Update continued:

- Governance Policy Review:
 - The new draft policy manual focuses on the Boards role and governance and includes 17 major policies. Section 2 incorporates the role of Elders in KTCEA which is the only policy of its kind in the province.
 - The Draft Board Policy Sections 1 through 17 were reviewed and discussed by the Board and the next processes are:
 - Legal council to review
 - Board motion to approve the final draft of the Board Policy.
 - Translation of policy headings using the Cree Language and to include syllabics and orthography.
 - Chief Billy Joe Laboucan recommended including a policy on remediation and arbitration
 - Dan Smith noted the Articles of Incorporation includes a section on mediation and arbitration.
 - Chief Billy Joe Laboucan recommended expanding the section within Policy 9 under the Curriculum and Instruction program regarding Land Based Learning, that we capture our aim to be a world class leader and that we include a reference to learning streams, outcomes and ladder learning methods.
 - Chief Billy Joe Laboucan recommended including a reference within Curriculum and Instruction on student leadership.
 - Chief Albert Thunder commented on the Eligibility of Board members section of the manual and questioned whether “a person who is not an individual” should be included as being ineligible to be on the board.
 - Carmen Parent responded that this wording, while awkward was taken from the Articles of Incorporation and may be legally required. We will be consulting legal about this.
 - Superintendent stated the Policy Manual in its entirety will be reviewed by legal counsel prior to Board motion.



KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY

Regular Board Meeting

Thursday, September 10, 2020, 9:00 am – 4:00 pm

Doubletree Hotel by Hilton, West Edmonton, AB

- 2020-09-10 #3: Motion to move the draft policy forward to legal counsel for review and amendments; and to include the Cree language with syllabics and orthography.
- Moved by Chief Isaac Laboucan Avirom. Seconded by Chief Albert Thunder. All in favor, motion carried.

○ Board Work Plan Review:

- The plan was reviewed by the Board with amendments to be approved at the next meeting.
- Elder's will be included in the next meetings that are held near or within the KTC Nations; this will prohibit any exposure to Covid 19. It was recommended that we keep Elders from the same community at the same table in order to minimize risks.
- Board remuneration for the 2020-2021 fiscal year was discussed.
- Strategic planning sessions will be held in Kananaskis this fiscal year as a contract had been signed and payment is expected.
- Chief Gladys Okemow recommended board meetings to be held at the new schools for future meetings.
- Chief Billy Joe Laboucan requested a motion for the hiring of Marty Wildman for the Equine Therapy initiative and other horse riding / programs for students; 50% of costs to be paid from KTCEA and 50 % from the Lubicon Lake Band.
 - Superintendent explained the funding received from Jordan's Principle covered these previous costs and KTCEA is waiting on a response for additional JP funding. A cost breakdown for each community will be requested for the Horse therapy program.

- 2020-09-10 #4: Motion to approve the Board Work plan as presented.
- Moved by Chief Billy Joe Laboucan. Seconded by Tyler Letendre. All in favor, motion carried.

- 2020-09-10 #5: Motion to approve the Superintendent's Report as presented.
- Moved by Chief Isaac Laboucan Avirom. Seconded by Chief Albert Thunder. All in favor, motion carried.

Curriculum and Instruction Update:

- Director Terry Lynn Cook presented the C & I report to the Board.
- Staffing changes:
 - Cheryl McKinnon's title from Inclusive Education Lead Teacher to Community and At Home Learning Specialist.
 - Audrey Anderson's title from Land Based Learning Curriculum Specialist to Fine Arts Specialist.
- Examples of the PLC's (Professional Learning Community) for Grades 1-3 were presented to the Board.



KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY

Regular Board Meeting

Thursday, September 10, 2020, 9:00 am – 4:00 pm

Doubletree Hotel by Hilton, West Edmonton, AB

- A Common Consistent Curriculum will be implemented in the schools; all students across the KTC First Nation schools will receive the same instruction and materials. This guards against gaps in student learning.

- 2020-09-10 #4: Motion to approve the Curriculum and Instruction report as presented.
- Moved by Chief Albert Thunder. Seconded by Chief Gladys Okemow. All in favor, motion carried.

Financial Update:

- Director Yvonne Noskey presented the Financial Report to the Board.
 - 2019/2020 Budget
 - Teacherage rent was not deducted during the Covid period; collecting has started September 2020.
 - The Government of Canada announced \$112 million nationally to support a safe return to schools on reserve due to COVID. We have not yet been informed of the funding allocations. These are expected to be flowed through amendments to our existing agreement with ISC.
 - Surplus from the last fiscal year and other targeted funding has been used to cover the Covid costs.
 - A meeting with the Director General is scheduled for next week; these incurred costs will be a priority at the meeting.
 - Estimated costs for the Equine therapy program is \$6000 per month.
 - The RBC upload amount increase was requested and change of signatories for the Vice Chairperson.
 - Vice Chairperson Derek Auger was not in attendance; and the signature cards will be signed at the next meeting.

- 2020-09-10 #4: Motion to approve the Finance Report as presented and to increase the RBC upload amount.
- Moved by: Chief Isaac Laboucan Avirom. Seconded by: Chief Albert Thunder

Adjournment:

- 2020-09-10 #9: Motion to adjourn the meeting at 2:16 pm.
- Moved by [REDACTED]. Seconded by [REDACTED]. All in favor, motion carried.

- Closing Prayer

Chief Isaac Laboucan Avirom