



# KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY

## Regular Board Meeting Minutes

Thursday, September 5, 2024 10:00 am – 4:00 pm

Meeting Platform: In-Person/Zoom

Central Office, Loon River First Nation

### Attendees:

<b>Board Members:</b> <ol style="list-style-type: none"><li>Chief Ivan Sawan, Loon River First Nation</li><li>Councillor Shayne Letendre, Vice Chair, Loon River First Nation</li><li>Councillor Cody Letendre, Loon River First Nation</li><li>Chief Billy Joe Laboucan, Lubicon Lake Band (Zoom)</li><li>Councillor Timothy Sawan, Lubicon Lake Band</li><li>Councillor Vera Laboucan, Lubicon Lake Band (Zoom)</li><li>Chief Gilbert Okemow, Peerless Trout First Nation (Zoom)</li><li>Councillor Corrine Alook, Chair, Peerless Trout First Nation (Zoom)</li><li>Councillor Julianne Noskiye, Peerless Trout First Nation (Zoom)</li><li>Councillor Darren Auger, Whitefish Lake First Nation</li><li>Councillor Clifford Laboucan, Whitefish Lake First Nation</li></ol>	<b>KTCEA Staff:</b> <ol style="list-style-type: none"><li>Dr. Daphne Mai'Stoina, Superintendent</li><li>Pearl Calahasen, Deputy Superintendent</li><li>Kimberly Carifelle, Associate Superintendent Corporate Services</li><li>Gwena Cunningham, Associate Superintendent Learning Services &amp; Academic Success</li><li>Gord Atkinson, Associate Superintendent Facilities &amp; Operations</li><li>Jay Calahasen, Communications Manager</li><li>Krystal Whitehead, Corporate Admin Support</li><li>Lindy Fors, Inclusive Education Manager</li><li>Adam Noskey, Finance Supervisor</li></ol>
<b>Absent / Regrets:</b> <ol style="list-style-type: none"><li>Rosalie Bisailon, Executive Assistant</li></ol>	<b>KTC Leadership, Admin Staff &amp; Other Guests:</b> <ol style="list-style-type: none"><li>Scott Hickling, CEO, KTC</li><li>Christopher Smeaton, Board Mentor</li></ol>

### 1. Call to Order

Chair, Darren Auger

- **Motion 2024-09-05 # 1: The September 5, 2024 Board meeting was called to order at 10:25 am.**
- **Moved by Councillor Clifford Laboucan, Seconded by Chief Ivan Sawan**
- **All in favour, motion carried.**

### 2. Board of Declaration - manâtsiwin (recording)

Jay Calahasen

### 3. Elections of Chair and Vice Chair

- 3.1. Dr. Daphne Mai'Stoina reviewed the procedures for elections of Chair and Vice Chair.
- 3.2. The nominations for Chair were opened.
- 3.3. Councillor Cody Letendre nominated Councillor Corrine Alook to the position of Chairperson, seconded by Chief Ivan Sawan. Councillor Corrine Alook accepted the nomination.

- **Motion 2024-09-05 # 2: The Board of Directors approved the election of Corrine Alook to the position of Chairperson for the 2024-2025 school year.**
- **Moved by Chief Ivan Sawan, Seconded by Councillor Cody Letendre**
- **All in favour, motion approved**



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- 3.4. The nominations for Vice-Chair were opened.
- 3.5. Councillor Darren Auger nominated Councillor Shayne Letendre to the position of Vice-Chairperson, seconded by Chief Ivan Sawan. Councillor Shayne Letendre accepted the nomination.

- **Motion 2024-09-05 # 3: The Board of Directors approved the election of Shayne Letendre to the position of Vice Chairperson for the 2024-2025 school year.**
- **Moved by Chief Gilbert Okemow, Seconded by Councillor Cody Letendre**
- **All in favour, motion approved**

### 4. Approval of Agenda

- 4.1. Correct minutes date to June 6, 2024.

- **Motion 2024-09-05 # 4 The Board approved the September 5, 2024 Board meeting agenda as amended.**
- **Moved by Chief Ivan Sawan, Seconded by Councillor Cody Letendre**
- **All in favour, motion carried.**

### 5. Approval of June 6, 2024 Minutes

- **Motion 2024-09-05 # 5: The Board of Directors approved the June 6, 2024 Board meeting minutes as presented.**
- **Moved by Chief Ivan Sawan, Seconded by Councillor Cody Letendre**
- **All in favour, motion carried.**

### 6. Business Arising from the Minutes

- 6.1. All followup items from the previous meeting are included in the agenda.

### Action Items

#### 7. 2024-2025 REA Budget Approval

- 7.1. Associate Superintendent Kim Carifelle gave an overview of the REA budget.
- 7.2. KTCEA received the funding in late August, it flows from ISC to KTC to KTCEA.
- 7.3. The funding dropped 1.5 % for the current school year and once nominal roll is received, ISC will figure out the percentage for next year.
- 7.4. Targeted dollars are at 11 million, the targeted budget is by criteria and is specific. As such, they are reported differently. Core funding is for school operations, salaries, benefits etc.
- 7.5. The housing deficit was questioned, it comes out of REA because it has to be offset somewhere.
- 7.6. The Board requested a report on all the different streams of funding KTCEA receives. This will be covered in the audit report.



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- **Motion 2024-09-05 # 6: The Board of Directors approves the 2024-2025 REA Budget as presented**
- **Moved by Councillor Darren Auger, Seconded by Councillor Tim Sawan**
- **All in favor, motion carried.**

### 8. 2024-2027 Strategic Plan Approval

- 8.1. Board Mentor Chris Smeaton presented the 2024-2027 Strategic Plan.
- 8.2. The plan includes three goals centered on promoting Cree language, culture, and improving literacy and numeracy to enhance high school graduation rates, with a focus on data-driven instruction.
- 8.3. There is an emphasis on gathering baseline data to assess student progress, utilizing literacy benchmarks like Fountas and Pinnell, and preparing for Provincial Achievement Tests (PATs) to evaluate academic standing against provincial levels.
- 8.4. Plans are in place to enhance parent involvement through the PAC's and budgeted honorariums for representatives, ensuring a bottom-up approach to support students' academic performance.
- 8.5. Chris Smeaton will collaborate with principals to develop accountability measures, focusing on instructional leadership, classroom visits, and creating a KTCEA Teaching Quality Standard to ensure effective teaching practices.
- 8.6. Amend 'Common Curriculum' to 'Common Consistent Curriculum'.

- **Motion 2024-09-05 # 7: The Board of Directors approved the 2024-2027 Strategic Plan as amended.**
- **Moved by Chief Ivan Sawan, Seconded by Councillor Cliff Laboucan.**
- **All in favor, motion carried.**

### 9. Board Committees

- 9.1. Dr. Daphne Mai'Stoina reviewed the previous committee structure. The new structure will ensure there is more representation.
- 9.2. The organization structure has three areas, Corporate Services, Learning Services & Academic Success, and Facilities & Operations. The Committees will follow the same structure.
- 9.3. First Nation Engagement Committee - Cree Language, Principal/School Meeting Updates, Communication, Parents.
- 9.4. Corporate Services Committee - Human Resources, Policies, Hiring, Finance - Budgeting.
- 9.5. Learning Services & Academic Success Committee - School Programming, Attendance, Central Office Initiatives, Student Services Updates, School Assessments, School Calendar.
- 9.6. Facilities & Operations Committee - Capital Planning, Transportation, O&M Updates, Food Services Updates, IT Updates.

- **Motion 2024-09-05 #8: The Board of Directors approved the 2024-2025 Board Committees as presented.**
- **Moved by Councillor Darren Auger, Seconded by Councillor Cody Letendre**
- **All in favour, motion carried.**



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### Information Items

#### 10. Learning Services Update

- 10.1. Inclusive Education Manager Lindy Fors presented the 2024-2025 Learning Services & Academic Success Team Handbook which each school staff member received at KTCEA.
- 10.2. Each Specialist provided contact details, program information, and program resources for each area.
- 10.3. Highlights included Cree Language through the Elder's Speak App; CTS available programming; early learning resources; technology in the classrooms; Indigenous fine arts programming; graduation coaching; family liaisons; literacy assessments and supports; landbased learning; numeracy program supports; comprehensive school health framework support through wellness coaches and P.E.; Powerschool support to the schools; mental health services offered; clinical services available; IPP support; the online monitoring program Hapara; and EA certification through Edmonton Public.
- 10.4. The Inclusive Education Framework was presented to the Board of Directors. It was developed directly from the Elders and parents' values and focuses on students - first; welcoming, caring, safe classrooms; partnerships; understanding learner strengths and needs; and response to intervention.

#### 11. Facilities & Operations Update

##### **AP 352 Use of ATVs, Snowmobiles or Other Off-Highway Vehicles and AP 352A Agreement for the Use of Off Highway Vehicles on School Property**

- 11.1. Associate Superintendent Gord Atkinson reviewed AP 352 and AP 352A with the Board.
- 11.2. AP 352A is a release form for parents to sign so students can bring ATVs safely to school.
- 11.3. Questions arose regarding who will enforce safety measures, such as helmet use and insurance, which may be financially burdensome for families.
- 11.4. The use of ATVs is culturally significant in Northern Alberta in Indigenous communities, serving as a mode of transportation for hunting, necessitating a more accommodating approach.
- 11.5. A general waiver liability form, similar to those used for quad rallies, was asked to be implemented, and the Parent Advisory Council (PAC) should be involved in discussions to address safety and liability concerns stemming from recent worries about potential accidents.

##### **AP 659 Use of Personal Electronic Devices**

- 11.6. Personal use of devices was brought forward by the Board earlier in the year, the province has put out a Ministerial Order.
- 11.7. Key highlights include: staff are prohibited from using personal devices in ways that compromise student safety; KTCEA will only connect personal electronic devices (PEDs) to the network for educational purposes, and social media use is not allowed; if KTCEA assumes control of a device, it will be responsible for its safekeeping.
- 11.8. The timeline for release is the Superintendent will approve, then it will be emailed to the schools and placed on the website.
- 11.9. Principals and teachers are the ones that oversee the procedure, and Hapara monitors the websites.



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### 12. Deputy Superintendent Update

- 12.1. Deputy Superintendent Pearl Calahasen provided an overview of the school opening, noting a significant number of registrations and a high level of enthusiasm among the students.
- 12.2. Complaints addressed to date are 3, and they are dealt with immediately.
  - 12.2.1. If you know someone that has a complaint, or you have a complaint yourself, bring it to Daphne then she will bring it to Pearl to be addressed.
- 12.3. AP 176 Parent and Community Concerns and Complaints was covered, showing the process of how complaints are handled.

### 13. International Field Trips

- 13.1. Atikameg Principal Jackie Sander presented the international field trips, there is a house build in Mexico and a trip to Japan, both with EF Tours.
- 13.2. The cost per student is \$6500, adults \$7500. Cancellation insurance is included in the price, and each school has to fundraise for their own schools.
- 13.3. Gr. 9 - 12 students will attend. 6 students are going from Trout Lake, 6 from Loon Lake, and 12 from Little Buffalo.
- 13.4. It is tentatively scheduled for August 21, 2025, but the date might change.
- 13.5. Kids are asked why they should be picked to go, and they have to write an essay. To buy in and be serious they have to buy their own passports.
- 13.6. The Board approved the international field trips in principle in June, this is final approval.

### 14. Corporate Services Update

- 14.1. 2025-2026 Strategic Planning. Finalizing, publishing, and sharing it out.
- 14.2. Orientation with new Chairs with Board Mentor.
- 14.3. Save the date for Financial Literacy will be sent out to the Board, this will be regarding training on the financial agreements and terminology. This training will be provided annually going forward.
- 14.4. Human Resources update included recruitment and retention is still underway. We have one completing final practicum and will graduate from ATEP.
- 14.5. 95% teaching positions filled, 77% support staff filled; 7 positions needed for Facilities & Operations.

### 15. Communications Update

- 15.1. The Facebook page has high engagement, particularly during emergencies like wildfires; efforts are being made to address communication gaps through a mailing list and in the S'more newsletter.
- 15.2. Artificial Intelligence (AI) is leveraged for content creation and imagery, which has been recognized at the CASE conference; a new website has attracted significant traffic, particularly related to career opportunities.
- 15.3. Regular elder visits and community BBQs foster engagement, with elders requesting posters and information to share within the community, and events planned with the Elders Advisory Committee.
- 15.4. A radio program is being developed, encouraging students to create local content, supported by a handbook for guidance; the Radio Coordinator will help implement this initiative.



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- 15.5. The redesigned Elder's Speak App serves as a bilingual tool for learning English and Cree, benefiting new teachers and non-Indigenous speakers, with improved backend control for content management.

### 16. Bison Property Management Presentation

- 16.1. Bison Property Management has played a key role in developing the capital plan for KTCEA, targeting modernization and new school builds for CJS and Whitefish. Services offered include facility and project management, data analysis & reporting, furnace cleaning, preventative maintenance, sustainability planning, capital & operational project management.
- 16.2. KTC has ventured into economic development., operating under a 51%-49% partnership with Bison that returns dividends annually.
- 16.3. KTCEA seeks support for discussions with the federal government to secure funding for large projects, Bison will assist with those discussions.
- 16.4. KTCEA faces challenges such as aging infrastructure, outdated building systems, lack of capital funding, and preventative maintenance.

### 17. Superintendent Update

#### Cadotte Lake Transition Update

- 17.1. 27 meetings have been held since March 5, 2024. 96 topic areas were identified for the transfer. Assets, communication, finance, HR/staffing, O&M, legal, policy changes, IT, student data, support to students, teacher digital resources, transportation, and security each had tasks assigned to them, with a lead, support, timeline, priority, and status of completion.
- 17.2. All tasks have been completed except the corporate work around the warehouse, policy and procedures, and the duplex installation (waiting for the ground to be cleared by Woodland).

#### Evaluation of the Superintendent/Org/Board

- 17.3. 14 recommendations have been worked on, they are ongoing and have been completed.
- 17.4. Wildcat consulting will be met with and the Board will need to start the process of conducting it themselves.
- 17.5. The Board needs to be evaluated as well. Once all the information is gathered we will distribute it. The Board Mentor will be involved on the Board evaluation side.

#### Indigenous Governance Model

- 17.6. The committee met July 4, 2024 and looked at the transition plan from corporate structures to Cree natural law.
- 17.7. Discussion points included challenges of colonization and education; disconnect in the education systems; cultural identity and language preservation; historical governance; academic integration of Indigenous knowledge; strategic goals; and next steps.

#### Board PD Opportunities

- 17.8. Dr. Daphne Mai'Stoina presented the Board PD opportunities to the Board which included The National Indian Education Association (NIEA), American Indian Science and Engineering Society (AISES), The World Indigenous Peoples' Conference on Education (WIPCE).
- 17.9. WIPCE will need permission from the Board as it's international.



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### 10 Year Framework

- 17.10. Kim read out the letter from the Minister of Education, Demetrios Nicolaides.
- 17.11. The 10 Year Agreement will expire February 2026 and planning is underway to renew.
- 17.12. Meetings with Alberta Education have occurred, they sent us resources and information on how to access and implement new curriculum. which needs to be put into the CCC.

### Quarterly Reporting

- 17.13. Dr. Daphne Mai'Stoina presented different reporting structures that can be drafted for the Board to summarize the events and tasks that the Leadership Team are completing.
- 17.14. Templates will be shared at the December Board meeting.

- **Motion 2024-09-05 # 9: The Board approves the Superintendent as presented on June 6, 2024 - No quorum.**

### 18. Comments and Announcement

### 19. Discussion Items

### 20. Closing Prayer

- 20.1. Councillor Darren Auger gave the closing prayer.

### 21. Adjournment: 4:18 pm