



# Memorandum

**Date:** May 8, 2020  
**To:** Board of Education  
**From:** Finance and Audit Committee

**Action Item: Indigenous Education Program Preliminary Budget (2020-2021 Fiscal Year)**

**1.0 RELEVANT BOARD MOTION/DIRECTION**

None.

**2.0 BACKGROUND**

The Board of Education has structured several District committees to support the work of the Board. The Indigenous Education Council is one of the Board's District Committees (see Appendix A – Indigenous Education Council Terms of Reference).

In February/March of each calendar year, staff prepare a preliminary budget for targeted funding and present this draft proposal to the Indigenous Education Council to garner feedback. Once finalized by the Board of Education, this budget is then incorporated into the overall District budget for submission to the Ministry by June 30.

**3.0 INFORMATION STATEMENT**

*The following description of targeted funding is quoted from the BC Ministry of Education website.*

Targeted Indigenous Education funding requires the collaboration of Boards of Education and local Indigenous communities to develop and deliver Indigenous education programs and services that integrate academic achievement and Indigenous culture or language or both.

School age students of Indigenous ancestry participating in Indigenous Education programs and services offered by public schools are eligible for Indigenous Education funding. Adult students are not eligible.

Targeted funding provided to boards of education must be spent on the provision of Indigenous Education programs and services. The delivery and outcomes of these programs and services must be documented, preferably through Enhancement Agreements.

Funded Indigenous Education programs and services must be in addition to any other program and service which an Indigenous student is eligible.

Targeted Indigenous education funding must not be used:

- To replace other funded programs such as Special Education or English Language Learning;
- For the delivery of the provincial curriculum (including courses such as BC First Nations Studies and English First Peoples).

For the 2019/2020 school year, the Ministry of Education allocated \$1,450 for each student self-identifying as Indigenous. The Ministry of Education has increased this targeted funding for the 2020/2021 school year by \$50 to \$1,500 per student. With an anticipated enrolment of 2,900 Indigenous students (K-12), the District will receive approximately \$4,350,000 of targeted funding.

On March 10, 2020, staff met with the Indigenous Education Council at a special budget meeting to present the proposed 2020/2021 Preliminary Budget. Staff received some recommendations for consideration.

#### **4.0 ASSISTANT SECRETARY-TREASURER'S COMMENTS**

None.

#### **5.0 RECOMMENDATION**

**THAT: The Board of Education approve the proposed 2020/2021 Indigenous Education Program Preliminary Budget, as attached to the Agenda, and as presented at the May 13, 2020 Public Board Meeting.**

#### **6.0 APPENDICES**

- A. Indigenous Education Council Terms of Reference
- B. Proposed 2020/2021 Indigenous Education Program Preliminary Budget



## **INDIGENOUS EDUCATION COUNCIL**

### **CENTRAL OKANAGAN SCHOOL DISTRICT**

## **TERMS OF REFERENCE**

The Indigenous Education Council (IEC) of the Central Okanagan School District acknowledges and honours the traditional territory and history of the Okanagan (Syilx) People and Westbank First Nation as our host band. We also acknowledge the traditional teachings of all our Elders and the wisdom of their Indigenous culture.

### **PURPOSE**

The purpose of the Central Okanagan Indigenous Education Council is to support, enhance, and increase school success for all Indigenous students in the Central Okanagan School District.

### **STRUCTURE AND OPERATION OF THE COUNCIL**

The Council will represent Indigenous interests in the design, implementation, and assessment of programs and services that will improve the school experience and academic achievement of Indigenous students.

#### **The Council will:**

- Oversee and evaluate the implementation of the Enhancement Agreement.
- Work to determine programming and shared funding initiatives related to the Ministry of Education's Indigenous Targeted Funding Policy.
- Make recommendations, to the Board of Education, on any Ministry or locally initiated changes to curriculum or services that will affect Indigenous students.
- Review District and Ministry of Education policies related to Indigenous students
- Recommend to the Board of Education, changes to District policies.
- Ensure that Okanagan (Syilx) language, history, culture, traditions and protocols are recognized and incorporated in the school curriculum at all grade levels.
- Ensure that Indigenous language, history, culture, traditions, and contributions of Indigenous people to Canadian society are recognized and incorporated in the school curriculum at all grade levels.
- Ensure current topics affecting Indigenous peoples are presented in the curriculum from an Indigenous perspective.
- Review annually the Indigenous Education programs and services for all Indigenous students and make recommendations to the Board of Education.
- Review annually the Targeted Funding budget and make recommendations to the Board of Education.
- Ensure that Indigenous student data are collected and reported annually.
- Inform, communicate, and engage with Indigenous communities and parents on an ongoing basis.
- Ensure that the interests of all Indigenous students in the District are met regardless of residency.

- Support and advocate for the hiring of Indigenous people within all District programs and services.
- Support and advocate ongoing research regarding Indigenous education issues.
- Promote Okanagan (Syilx) Protocol and Indigenous cultural awareness and understanding within all staff groups in the District.
- Provide direction to support the activities and initiatives of the District Indigenous Advisory Committee.

## **COUNCIL MEMBERSHIP**

Voting Council members will be the appointed representatives or alternates as follows:

- Three representatives from Westbank First Nation (WFN) – one from Chief and Council, two appointed by Chief and Council
- One representative from Okanagan Nation Alliance
- One representative from Okanagan Indian Band
- Two representatives from Kelowna Métis Association
- Two representatives from Ki-Low-Na Friendship Society
- One representative from Lake Country Native Association
- Two representatives from the Indigenous Parent and Family Education Council
- One Elder representative from the Okanagan Territory appointed by Westbank First Nation Chief and Council.
- Two Central Okanagan School District Trustees

## **REQUEST FOR MEMBERSHIP TO THE INDIGENOUS EDUCATION COUNCIL**

An application for representation by a First Nation Band or Indigenous organization as a voting member will be made to the Indigenous Education Council using the respective First Nation Band or organization process (First Nation Band Council/Organization Resolution). The Indigenous Education Council will forward a recommendation to the Board of Education.

## **SCHOOL DISTRICT STAFF**

To provide resources and support to the Council:

- Superintendent of Schools and/or designate
- District Principal of the Indigenous Education Program
- The Central Okanagan School District will appoint a person to the Indigenous Education Council to take attendance of Council members present and record and distribute minutes of the meeting

## **APPOINTMENT OF MEMBERS**

Members representing a First Nation band or Indigenous organization will be appointed by using the respective First Nation Band or organization process (First Nation Band Council/Organization Resolution).

## **LENGTH OF TERM**

Up to a three year renewable term, with a letter from the First Nation Band or respective organization, confirming the appointment or reappointment.

## **ROLES AND RESPONSIBILITIES OF MEMBERS**

The Members of the Indigenous Education Council shall work together in the spirit of cooperation ensuring a safe, respectful environment for all voices to be heard.

Council members are expected to attend Council meetings.

Council members are expected to reflect the interests, concerns and perspectives of the organization on whose behalf they are speaking. Where they are unable to do so for any reason (e.g. their organization has not discussed the issue), but wish to offer a personal or professional observation, they should make any such observation with the added comment that they are doing so not on behalf of the organization, but in their personal capacity. Representatives should advise their organizations about such issues.

It is also expected that the representatives will provide the means through which these interested organizations be kept informed about the affairs and decisions of the Council.

## **CHAIR AND VICE-CHAIR**

The Chairperson will be appointed by Westbank First Nation Council.

The Chairperson will be responsible for presiding at all meetings, maintaining order and must perform such other duties as may be assigned by the Council.

The Chairperson shall be responsible for making any Council recommendations and/or reporting to the Board of Education.

In the absence of the Chairperson, the Vice-Chairperson will act in the place of the Chairperson.

The Vice-Chairperson will be elected annually (June) by the Indigenous Education Council.

## **MEETINGS**

In general, the Council will follow the Four Vital Voices of Community Enowkinwixw: A Syilx (Okanagan) Protocol of Respect to make decisions.

The Indigenous Education Council will meet five times during the school year and may meet at such other times as necessary to carry out its responsibilities.

A quorum is required to hold a meeting of the Indigenous Education Council. A quorum means 50% plus one additional voting member in attendance.

The Indigenous Council will meet with the Indigenous Education Advisory Committee at least once in each calendar year to discuss budget, staffing, and updates/reports of the Indigenous Education Program.

The IEC members and the Board of Education will meet annually to enhance their relationship and shared responsibilities.

## **CONFLICT OF INTEREST**

### Disclosure

Every IEC member who is in any way directly or indirectly interested in any existing or proposed contract, transaction or arrangement with the Central Okanagan School District and the IEC, or who otherwise has a conflict of interest, will declare the interest fully at IEC meetings and shall leave the meeting until such time as the conflict matter has been dealt with.

The IEC member may give a prepared statement regarding the conflict of interest, but shall leave the meeting for the decision-making process. The IEC reserves the right to recall the member to answer questions that would provide further clarification.

### Time of Declaration

A member will disclose any conflict of interest at the first possible meeting when the issue will be discussed.

### Effect of Declaration

If an IEC member has made a declaration of his or her conflict of interest and has refrained from discussion and decision-making, they are not accountable for the decision made by the IEC.

### Non-Disclosure

When there is a perception of a conflict of interest, another member may request an agenda item to ask the member to declare the conflict. The IEC will decide whether the member is in conflict, and record its decision.

## **CONFIDENTIALITY**

The following are not within the mandate of the Indigenous Education Council:

- Personnel matters
- Personal and confidential information on students, parents, teachers, other employees and members of the school community
- Performance or conduct of individual employees, students, parents and members of the school community
- Terms and conditions of employment contracts

As individual IEC members may have access to confidential information, IEC members will sign a Confidentiality Agreement.

## **REVIEWING AND AMENDING THE TERMS OF REFERENCE**

The Indigenous Education Council will review the Terms of Reference at least once every three (3) years or one year prior to the signing of an Enhancement Agreement and make recommendations to the Board of Education.

Expected Funding				
	FTE	Fund/FTE		
Targeted Funding	2,900	1,500	\$	4,350,000
Anticipated Previous Year Surplus				372,107
<b>Total Targeted Funding</b>				<b>4,722,107</b>
Budgeted Expenses				
Cultural & Language Expenses	FTE	Cost/FTE	Total	
Okanagan Lang/Culture Instructor	1.00	52,300	52,300	
Indigenous Cultural Presenter	3.00	52,300	156,900	
Cultural Program Coordinator	1.00	54,043	54,043	
Subtotal	5.00		263,243	263,243
Community Cultural Events(UBC Career Fair,siya,Lake Country Group)				5,700
Contract-Elders in Residence				60,000
Contract-Elders in Residence Coordinator				20,000
Cultural Program/Presentation and Supplies			50,300	
RECOVER FR CORE FUNDING - Cultural Program/Presentations			(10,300)	40,000
Curriculum Resources-OK Language				25,000
<b>Total Cultural &amp; Language Expenses</b>				<b>413,943</b>
General Staffing Expenses	FTE	Cost/FTE	Total	
Early Learning Support Teacher	2.00	100,076	200,152	
District Vice Principal	1.00	136,202	136,202	
Secondary School Tutors	5.40	100,076	540,410	
Clerical Support	1.00	48,754	48,754	
Clerical Support	0.50	45,228	22,614	
Advocates	51.00	52,300	2,790,293	
Youth Wellness Workers	4.00	69,818	279,272	
Subtotal	64.90		4,017,697	4,017,697
Benefits				
<b>Total General Staffing Expenses</b>				<b>4,017,697</b>
General Program Expenses				
Indigenous Parent and Family Education Council				12,000
Contract-Clinical Supervisor for Wellness Workers				30,000
Field Studies				20,000
General District Level Account				15,000
General Teaching Supplies				55,217
Graduation & Grad Retreat				40,000
Meeting Expenses				7,500
Mileage - Staff				20,000
Parent/Elder AEC Meeting Honorariums				2,500
Photocopying				2,000
Professional Development-Principal/ Support Staff				20,000
Student Awards				7,250
Student Leadership				10,000
Student Transportation				25,000
Telephone				4,000
Youth Wellness Workers Expenses				20,000
<b>Total General Program Expenses</b>				<b>290,467</b>
Expenses to be Recovered from CORE Funding	FTE	Cost/FTE	Total	
District Principal	1.00	158,097	159,426	159,426
Okanagan Language Teacher	2.00	100,076	200,152	200,152
Curriculum Resource Teacher	1.00	100,076	100,076	100,076
Subtotal	4.00		459,654	
Community Engagement Grant (MOE)			2,000	
Inservice Training & Resources (Equity in Action)			25,000	
Curriculum Development Committee			20,000	47,000
<b>Total Expenses to be Recovered from CORE Funding</b>				<b>506,654</b>
<b>Total Indigenous Program Expenses</b>				<b>5,228,761</b>
Expenses Recovered from CORE Funding				
Expenses per Above				(506,654)
<b>Total Expenses Recovered from CORE Funding</b>				<b>(506,654)</b>
<b>BALANCE REMAINING</b>				<b>0</b>