

The Kahnawà:ke Combined Schools Committee (KCSC)

The Kahnawà:ke Combined Schools Committee (KCSC) members in attendance for the September 17, 2018 KCSC monthly meeting were as follows:

1. Karonhiio Curotte, KSS Representative
(Departed early due to unexpected work commitment)
2. Kaylea Curotte, Kateri Representative
3. Diane Deer, 207 Longhouse Representative
4. Deidre Kahwinéhtha Diome, General Representative
5. Chelsea Lahache, Kateri Representative
6. Melissa McGregor, General Representative
7. Leo Parent, Karonhianónhnhha Representative
8. Shelley Rice, KSS Representative
9. Cheryl Zacharie, General Representative

KCSC Members absent:

1. Amelia McGregor, Mohawk Trail Longhouse
2. Kara Paul, General Representative
3. Kary Robertson, Karonhianónhnhha Representative

Also in attendance:

1. Robin Delaronde, Director of Education
 2. Jerilyn Horn, KCSC Administrative Assistant/Minute Taker
- *Louie John Diabo on Administrative Leave of Absence

- Meeting convened at 6:18pm.
- Agenda was unanimously approved with five (5) additions and/or changes.
- The August 27, 2018 meeting minutes were unanimously approved as provided in the meeting packages.

- Meeting adjourned at 9:44pm.
- Next Meeting - The next KCSC monthly meeting is Monday, October 15, 2018 from 5-9pm in the Video Conference Room at the Kahnawà:ke Education Center (KEC).

Monthly Update ~ September 2018

Director of Finance & Administration Update

(Lead: Robin Delaronde & Deidre Diome)

The Kahnawà:ke Education Center (KEC) cannot disclose any details regarding Louie John Diabo's Administrative Leave of Absence as it is an HR matter. The KCSC Standing Committee on Director Supervision has ensured that the Director of Education is receiving the appropriate support and guidance during Louie John's Leave of Absence. An action plan has been implemented.

KCR/Indigenous Canada 10-year Grant Presentation (Lead: Deidre Diome)

This presentation has been deferred until the first week of November 2018. Meeting facilitator: Winona Polson-Lahache

Resolution for the Appointment of Alana Atwin as a Cheque Signer

(Lead: Robin Delaronde)

Due to a shortage of cheque signers, the Director of Education requested an approval from the KCSC to add Alana Atwin, KEC Communications Officer as a cheque signer on the KEC bank accounts which are active at the Caisse Populaire, effective immediately. The KCSC unanimously approved this resolution.

Resolution to Remove Marie Lahache's Signing Authority (Lead: Robin Delaronde)

Marie Lahache fulfilled her contract and is no longer an employee of the Kahnawà:ke Education Center (KEC). Therefore, the Director of Education requested an approval from the KCSC to remove all signing authority from Marie Lahache, effective immediately. The KCSC unanimously approved this resolution.

Resolution for the Director of Education to Approve Purchase Order's up to \$15K

(Lead: Robin Delaronde)

There have been instances where purchase orders are over \$1,000.00 and up to \$15,000.00 for items within the approved fiscal year budget. With Louie John on a leave of absence at the moment, the Director of Education requested an approval from the KCSC to allow her to authorize purchase orders up to \$15,000.00 for the Kahnawà:ke Education Center (KEC) for sixty days from September 17, 2018. The KCSC unanimously approved this resolution.

Resolution for the 6-month Extension of Meaghan Lafleur as Office Manager/Special Projects Assistant (Lead: Robin Delaronde)

The KCSC unanimously approved this resolution.

Resolution for the 6-month Extension of Jason Calvert as Operations Manager (Lead: Robin Delaronde)

The KCSC unanimously approved this resolution.

Resolution for the 6-month Extension of Tekawenni:ne Robertson-White

(Lead: Robin Delaronde)

The KCSC unanimously approved this resolution.

Resolution for Director of Education to Oversee Functions of the Director of Finance & Administration during Administrative Leave of Absence

(Lead: Robin Delaronde) The KCSC unanimously approved this resolution.

Resolution for the Ratification of the Kahnawà:ke Education Responsibility Act (KERA) of June 25, 2018 (Lead: Deidre Diome)

The revised Kahnawà:ke Education Responsibility Act was presented to parents with children on the nominal roll for ratification at a KCSC duly-convened meeting on June 25, 2018. The document was unanimously approved on June 25, 2018 by the parents through a Yes-No Voting ballot system. Resolution #2018-0917-08 was unanimously approved by the KCSC.

Resolution for the Ratification of the Constitution & By-Laws of June 25, 2018

(Lead: Deidre Diome)

The revised Constitution & By-Laws was presented to parents with children on the nominal roll for ratification at a KCSC duly-convened meeting on June 25, 2018. The document was unanimously approved on June 25, 2018 by the parents through a Yes-No Voting ballot system. Resolution #2018-0917-09 was unanimously approved by the KCSC.

KCSC Monthly Update ~ Sept 2018 ~ cont'd

Resolution for the Ratification of the Governance Procedural Manual of June 25, 2018 (Lead: Deidre Diome)
The newly developed Governance Manual was presented to parents with children on the nominal roll for ratification at a KCSC duly-convened meeting on June 25, 2018. The document was unanimously approved on June 25, 2018 by the parents through a Yes-No Voting ballot system. Resolution #2018-0917-10 was unanimously approved by the KCSC.

Post-Secondary Appeal (Lead: Robin Delaronde)

A KCSC decision regarding this request was deferred until more background information is received.

Director of Education Monthly Report (Lead: Robin Delaronde)

Since Louie John Diabo's September 10, 2018 Leave of Absence, the majority of the Director of Education's time has been focused on providing the supervision support needed to carry the Finance Department forward.

KCSC Updates

Kateri School (Lead: Chelsea Lahache & Kaylea Curotte)

The Chairperson recommended that a Governance and Operations Q & A feedback session be provided at the next In School Committee meeting. A KCSC member to be added to the agenda as well to explain the ratified KCSC Legislation. It was reported that an In-School Committee Chairperson is needed.

Karonhianónhna (Lead: Leo Parent & Kary Robertson)

Last In-School Committee meeting occurred 2-weeks ago. Open House set for Thursday, September 20, 2018 from 6-9pm.

The Chairperson recommended that a Governance and Operations Q & A feedback session be provided at the next In School Committee meeting. A KCSC member to be added to the agenda as well to explain the ratified KCSC Legislation.

KSS (Lead: Shelley Rice & Karonhiio Curotte)

Next In School Committee meeting set for Wednesday, September 19, 2018 from 6-9pm at KSS.

The Chairperson recommended that a Governance and Operations Q & A feedback session be provided at the next In School Committee meeting. A KCSC member to be added to the agenda as well to explain the ratified KCSC Legislation.

Karihwanonron Curriculum Request (Lead: Robin Delaronde)

Meeting date to be set. A file update required at the next monthly meeting.

Karihwanonron Feasibility Study (Lead: Robin Delaronde)

Robin to transfer mandate to the KCSC Standing Committee on Director Supervision. Jason Calvert, KEC Interim Operations Manager to provide support on this file.

KOR Feasibility Study/Partnership (Lead: Robin Delaronde)

A file update meeting to be scheduled after 3:15pm to ensure that Shelley Rice can attend as she is the KSS Lands representative.

KEC School Climate Policy (Lead: Deidre Diome)

No movement on this file to report at this time. To be addressed by the Strategic Planning Committee. Update deferred to the next KCSC monthly meeting.

FNEC General Assembly (Lead: Robin Delaronde)

Robin Delaronde and Karonhiio Curotte attended the September 13 -14, 2018 FNEC General Assembly in Quebec City, QC. Robin provided the KCSC an update for further discussion.

Draft Personnel Policy (Lead: Deidre Diome)

The KCSC will review the draft Personnel Policy together in 3-4 evening meetings beginning September 24, 2018. Both internal and external HR Consultants, legal counsel and the Director of Education will be involved in these meetings. KEC Staff were encouraged to provide feedback/concerns on the draft Personnel Policy via email and will be incorporated where possible while maintaining the integrity/legalities of the document.

HR Manager (Lead: Robin Delaronde)

The KEC to place a second posting seeking to fill the position of Human Resources Manager. Indeterminate Position with nine (9) month probation period. Tentative Start date: November 5, 2018. Job description available on KEC website, www.kecedu.ca. Deadline to apply Friday, October 12, 2018 at 4pm.

Attendance at KCSC Meetings (Lead: Deidre Diome)

The Chairperson reminded the table that in accordance with KCSC legislation, members each have the right and responsibility to regularly attend and participate in KCSC meetings. All KCSC members have the opportunity to contribute to the decision making process and must be present in order to exercise their rights and responsibilities as defined in our legislation.

KCSC Sub & Standing Committees (Lead: Deidre Diome) This item was deferred due to time constraints.

KEC Social Media Policy (Lead: Robin Delaronde)

Will be addressed by the KCSC when reviewing the draft Personnel Policy.

