

**1st Quarter Report for Education Department
April – June, 2011 Report**



Education Directors update: From the Desk of Laurie Jacques

Ahnee, Bohzoo, Community members. My position as Education Director started on April 26th 2011. I am happy to say that I am enjoying my time working back in the Mississauga First Nation Community in this capacity.

I have taken the time to get to know the great staff here and the programs currently in place. There are certainly lots of materials to learn in regards to Education, and a lot of information to get caught up on. The days go by fast and the weeks are flying by for me. I am thoroughly enjoying working in this capacity for the First Nation.

My first duty on the job was to review with the staff, their job duties and where they are currently in their positions. I enjoyed getting to sit with all the staff at this time and getting to know them again, it was an addition for me that I looked on favorably.

I have been working with the Education Committee members in our monthly meetings and the progress is slow, but we are managing to have the Education Policies and Procedures approved and implemented. I would like to have the full Education Policies implemented by April 2012. Should any community members wish to review or discuss the new policies and procedures, I would be happy to sit with you and talk about any questions or concerns you have. If you have any suggestions regarding these policies, I would be happy to review them with you at that time as well. To date, we have the Post-Secondary policies approved and have begun using these policies for the benefit of our students and program.

I have been reviewing budgets, reports, agreements and other important documents that are in my office and contacting all other funding agencies that I had worked with previously. It will be a while before I get to know everyone involved with the Education Departments and rest assured, I am working hard on this to get to know everyone involved.

To date, I have taken the DiBrina Sure Management Development Training. This was very good training for me to be working in this capacity. I have also taken the Priority Management "outlook" training which was beneficial at that time. I can now use calendars!!

We had a successful summer student program, thanks to MDC's General Manager and Administration. They worked hard at getting the funds to secure summer employment for the students. We had a total of 15 students in all departments around the First Nation. I wish to thank all the 15 students and Josh Boyer for a job well done!!

This is it for my up-date at this time. Please keep reading as most of the staff has included their own reports for the community

Smoke Signal and Trust Websites

Work on the webpage is continuous due to the submissions by the other departments want to post to the website. Maintenance for the web sites, mississauga.com and mississaugitrust.com is continuously being updated. Mississauga.com website is still under construction as all information from the Trustees has not been submitted yet. I will keep sending out reminders to the members until all information is submitted and update accordingly.

Website Statistics

The information is based from the data supplied by AWATS, our survey data provided by Hostmonster.com. Stats for the Mississauga Trust are not available for this first Quarter. They will be made available in the next reports to the trust.

	April	May	June
Unique Visitors	674	818	801
#of Visitors	1272	1686	1728
Pages Viewed	4350	5511	5657
Hits	24921	32505	31348



Adult Education – Stacey Schellekens

Administration/Accountability:

- Completed revised work plan and monthly report, including calendars
- The Adult Education Teacher has scheduled one Professional Development day a month in order to get caught up on other duties. Scheduled days are listed on calendar for the remainder of school year (follows ADSB calendar). April didn't have a PD day due to Easter weekend.
- Evaluation and assessment of student learning is ongoing.
- Adult Education teacher sat on Hiring Committee for Summer Student Peer Supervisor position.
- Evaluation and assessment of student learning is ongoing, Professional Development Day was on May 19, 2011
- INAC requested a Nominal Roll review for the 2009/2010 academic year, the Principal completed all required documentation and mailed in the review, spoke to INAC representative to ensure it was what was expected. She assured this writer that the information was sufficient.
- Followed up on the Psych educational assessments completed in April/May 2011 for two Adult Education students and input final reports (recommendations and findings) into student education plan in order to assist with student learning
- Evaluation and assessment of student learning is ongoing, Professional Development Day was on June 29, 2011 in order to gather all outstanding assignments and input marks onto excel sheets.
- Report to ONSIS (Ontario School Information Systems)
- Ensured OST (transcript) information is completed effectively in order to determine student achievement throughout the year.
- Smoke Signal Editorial, made revisions to Smoke Signal submission.