



ABORIGINAL EDUCATION COUNCIL

CENTRAL OKANAGAN SCHOOL DISTRICT

TERMS OF REFERENCE

The Aboriginal Education Council (AEC) 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 Aboriginal culture.

PURPOSE

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

STRUCTURE AND OPERATION OF THE COUNCIL

The Council will represent Aboriginal interests in the design, implementation, and assessment of programs and services that will improve the school experience and academic achievement of Aboriginal 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 Aboriginal Targeted Funding Policy.
- Make recommendations, to the Board of Education, on any Ministry or locally initiated changes to curriculum or services that will affect Aboriginal students.
- Review District and Ministry of Education policies related to Aboriginal 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 Aboriginal language, history, culture, traditions, and contributions of Aboriginal people to Canadian society are recognized and incorporated in the school curriculum at all grade levels.
- Ensure current topics affecting Aboriginal peoples are presented in the curriculum from an Aboriginal perspective.
- Review annually the Aboriginal Education programs and services for all Aboriginal 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 Aboriginal student data are collected and reported annually.
- Inform, communicate, and engage with Aboriginal communities and parents on an ongoing basis.
- Ensure that the interests of all Aboriginal students in the District are met regardless of residency.

- Support and advocate for the hiring of Aboriginal people within all District programs and services.
- Support and advocate ongoing research regarding Aboriginal education issues.
- Promote Okanagan (Syilx) Protocol and Aboriginal cultural awareness and understanding within all staff groups in the District.
- Provide direction to support the activities and initiatives of the District Aboriginal 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 Aboriginal Parent and Family Education Council
- One Elder representative from the Okanagan Territory (who is an Okanagan speaker) appointed by Westbank First Nation Chief and Council.
- Two Central Okanagan School District Trustees

REQUEST FOR MEMBERSHIP TO THE ABORIGINAL EDUCATION COUNCIL

An application for representation by a First Nation Band or Aboriginal organization as a voting member will be made to the Aboriginal Education Council using the respective First Nation Band or organization process (First Nation Band Council/Organization Resolution). The Aboriginal 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 Aboriginal Education Program
- The Central Okanagan School District will appoint a person to the Aboriginal 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 Aboriginal 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 Aboriginal 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 Aboriginal 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 Aboriginal 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 Aboriginal Education Council. A quorum means 50% plus one additional voting member in attendance.

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

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

CONFLICT OF INTEREST

Disclosure

Every AEC 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 AEC, or who otherwise has a conflict of interest, will declare the interest fully at AEC meetings and shall leave the meeting until such time as the conflict matter has been dealt with.

The AEC member may give a prepared statement regarding the conflict of interest, but shall leave the meeting for the decision-making process. The AEC 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 AEC 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 AEC.

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 AEC will decide whether the member is in conflict, and record its decision.

CONFIDENTIALITY

The following are not within the mandate of the Aboriginal 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 AEC members may have access to confidential information, AEC members will sign a Confidentiality Agreement.

REVIEWING AND AMENDING THE TERMS OF REFERENCE

The Aboriginal 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.