

Employees' Newsletter

April 2015



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MESSAGE FROM DIRECTOR GENERAL ANNIE POPERT

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The Kativik School Board will celebrate Professional Appreciation Week from April 7 to 10. On this occasion, I want to convey the school board's gratitude for the hard work our amazing professionals perform on a daily basis. Thank you for your dedication and perseverance!

As you may be aware, the Council of Commissioners met in Tasiujaq from March 18 to 20. On page 5, you will find an article that summarizes some key points from that meeting. I encourage you to read it.

Finally, I also want to inform all employees that earlier this year, the Management Committee initiated the groundwork for a strategic planning exercise. This process will be continued over the next school year, in close cooperation with the Council of Commissioners.

I will keep you posted as our discussions progress!

HUMAN RESOURCES AND PAYROLL

Get informed about your Human Resources (HR) policies and directives!

As employees of the Kativik School Board (KSB), it is important that we stay informed about the policies and directives that apply to us.

If you want to know more about your benefits or other topics relevant to your work, please visit the [Policies and Directives](#) page of the KSB Website.

There, you will be able to read administrative directive or policy related to topics such as: social trips, summer hours, professional improvement funds, special leaves of absence, deferred salary leaves, vacation days and medical evacuations.

Why update your address with your current employer?

Fiscal year - where are my tax documents? A wrong address gets mail returned to the employer.

Future signing of a collective agreement – you may never receive a retroactive payment you are entitled to and the union will not know where to contact you.

Declaration of Dependents

A new school year will soon begin... If your personal situation has changed, June is the best time to update your declaration of dependents. This will ensure that you receive the benefits you are entitled to for the upcoming school year (northern allowance and food cargo). In the absence of an updated declaration of dependents, HR and Payroll will reinstate your file based on the information contained in your most recent declaration of dependents. Make sure your information is up to date!

Food transportation calculation demystified

The employee who benefits from food transportation is entitled, in proportion to the duration of his assignment, to the following number of kilograms:

- 727 kilograms a year per adult and per child aged 12 and older;
- 364 kilograms a year per child under 12 years of age.

50% of the weight allocated may be shipped via air cargo. The employee may choose his point of supply. However, the costs reimbursed shall not exceed the

shipping cost equivalent between Montreal and the place where the employee works in Nunavik.

Last pay period of the school year for teachers

Employees on part-time contracts and replacement contracts: your final pay will be a lump sum, paid on June 25, 2015.

Employees on full-time contract who have yet to obtain their teaching certification from the MELS: your final pay will be a lump sum paid on June 25, 2015.

Employees on full-time contract who have obtained their teaching certification from the MELS: your last pay will be divided into 4 payments to be made on June 25, July 9, July 23 and August 6, 2015.

The first pay period of the 2015-2016 school year will be on August 20, 2015.

HUMAN RESOURCES AND PAYROLL

What to do when you have to take a leave to provide care to or support your child who is critically ill?

For short-term situations, you may use clauses 5-14.07 (E4), 5-1.08 (S9) or 7-4.04 (P4) included in your collective agreement. These clauses allow you to be absent from work ten (10) days a year to assume certain family obligations. The days used for these absences are deducted from your annual sick leave bank up to six (6) days.

- If you have less than six (6) days left in your sick leave bank: you will be paid for the days left in your bank and the other days will be without pay.
- If you have six (6) days and more in your sick leave bank: you will be paid for the first six (6) days and the following four (4) days will be without pay.
- If you have to take a long-term leave in order to provide care to or support your child under 18 years of age who is critically ill or injured, you may receive, for a maximum of 35 weeks, employment insurance special benefits for parents of critically ill children.

To apply for employment insurance special benefits for parents of critically ill children, you must submit an online request to the Employment Insurance (EI) as soon as you stop working. If you submit your request more than four weeks after your last day of work, you could lose benefits.

To this end, please consult the Employment Insurance Website at the following address:

www.servicecanada.gc.ca

ADULT EDUCATION & VOCATIONAL TRAINING

As part of its distance education program, the Adult Education and Vocational Training department has set up a Nunavik-based team of teachers who are available to coach students registered in a distance education program. These teachers come from the regular sector and from the adult education sector. We would like to extend our heartfelt thanks to the regular sector's school administrations for their support and cooperation with this program. We would also like to thank all the teachers who make up our student support team in each of the Nunavik communities. Their names are mentioned below.

Kangiagsualujuaq: Mark Brazeau (principal), Pamela Clarke (regular sector teacher, English), Heather Fitzpatrick (regular sector teacher, English); **Kuujuuaq:** Alain Rochefort (principal), Dave Bouffard (adult education teacher, English and French); **Kangirsuk:** Katrina Bellia (principal), Zach Alderton (regular sector teacher, English), Louise-Marie

Nkwaya (regular sector teacher, French); **Quaqtaq**: Douglas Stewart (principal), Collen Hogan (regular sector teacher, English, Aicha Moktari (regular sector teacher, French); **Kangiqsujaq**: Thomas Colter (principal), Ben Anderson (regular sector teacher, English), Annie-Claude Laniel (regular sector teacher, English); **Salluit**: Eva Quananack (adult education center director), Elena Vrabie (adult education teacher, English and French), Lynda Benjamin (adult education teacher, English and French); **Purvirnituaq**: Maata Putugu (principal); **Akulivik**: David Loiselle (principal), George Mensink (regular sector teacher, English and French); **Inukjuak**: Stéphane Bastien (adult education center director), Hélène Sabatie (adult education teacher, English and French), Mary Mazurek (adult education teacher, English and French); **Kuujuaaraapik**: Serge Molière (principal) Madeleine Kemp (adult education teacher, English and French).

Several **customized training projects** for Nunavik organizations have recently been approved by the Kativik Regional Employment and Training Committee (KRETC). Check out our **Facebook** page for the upcoming training activities!

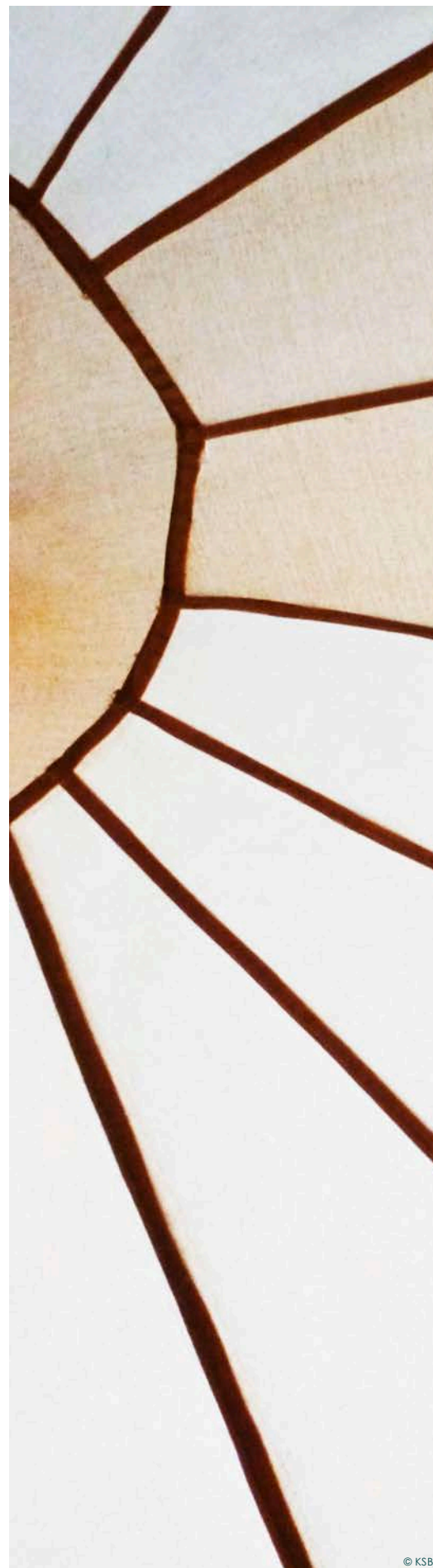
The administrators of our Adult Education Centers and the education counselors completed the “**manage your time and priorities**” training course, last March 11. We recommend it to all KSB administrators and professionals!

To find out more about our programs and activities, check out our **Facebook** page or contact John Commins by phone at: 514-482-8220 ext. 355 or 1-800-361-2244 ext. 355, or by e-mail at: adulteducation@kativik.qc.ca.

COMPLEMENTARY SERVICES

In February, Aftab Khan, a Behavior Technician from Inukjuak, visited Salluit to share his expertise during a training session he offered to Behavior Technicians at both the primary and secondary schools.

His assistance was greatly appreciated by everyone in Salluit. At Complementary Services, we are very happy to have someone with his level of expertise available to help other school personnel. Many thanks to you Khan!



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COUNCIL OF COMMISSIONERS

Highlights from the Council of Commissioners

The Council of Commissioners met in Tasiujaq, from March 18 to 20. You will find below a summary of some of their decisions.

On February 26, 2015, Joseph Annahatak resigned from his position as Commissioner for Kangirsuk. He is now replaced by Sarah A. Grey, who was elected by acclamation. Sarah took her oath of office at the beginning of the meeting, on March 18, 2015.

Relocation of the Kativik School Board (KSB) Montreal office to Nunavik

Marcel Duplessis, the Relocation Coordinator, presented a historical overview of the Council of Commissioners' resolutions pertaining to the relocation of the Montreal office to Nunavik. The presentation revealed that relocation has been on the agenda of the Council of Commissioners since the creation of the School Board. It also provided background as to why and how a number of host Nunavik communities had been selected over the past 35 years. Following a comprehensive discussion, the Council of Commissioners adopted a resolution, which extends the mandate of the Relocation Coordinator, asking him to pursue his work on the basis of the resolutions CC449-97/98-18 and 19. These resolutions identify Kuujuaq and Kuujjuaraapik as host communities for the relocation of the School Board.

iSyllabic keyboard application

Recognizing that Inuit users need to type in Inuktitut syllabics on iPads, iPhones, and iPods, the First Language Curriculum Development team is finalizing an Inuktitut keyboard on iOS 8 and a drawing recognition application for syllabics.

The state-of-the-art App is fully compatible with iOS 8 (released in November 2014) and will be available from Apple's App Store before the end of the school year.

Joseph
Annahatak is
replaced by Sarah
A. Grey as
Commissioner for
Kangirsuk

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ADM-05

Some important changes have been made to the administrative directive on the recognition of employees. Amongst them, a first one concerns the definition of extended family members. It allows for the inclusion of additional family members when flowers are sent on behalf of the school board upon the death of an employee's relative.

A second change affects the number of years of service calculation, allowing for the interruption of accumulated years only in cases of leave of absence without salary for personal reasons or other, for 6 months or more.

Cultural Calendars

At the beginning of the 2014-2015 school year, a culturally responsive school calendar was introduced in schools of four Nunavik communities: Quaqtaq, Akulivik, Umiujaq and Kangiqsujaq.

This pilot project aims at enhancing cultural instruction for our students while also improving school attendance towards the end of the school year.

With the objectives of strengthening all the planning and pedagogical aspects of the cultural instruction in addition to ensuring a greater community ownership, the Council of Commissioners has approved that the pilot project be continued in the same four communities over the next school year.

Commissioners' meeting locations for 2015-2016: fall meeting in Kuujuaaraapik, end of the year meeting in Montreal, spring meeting in Kuujuaq, end of the school year meeting in Montreal. The exact dates of the meetings will be confirmed at the June 2015 Council of Commissioners' meeting.

Some important changes have been made to the administrative directive on the recognition of employees

WHAT'S UP IN OUR SCHOOLS?

Inukjuak

In April, a number of draws to win iPads will be organized for Secondary level students. All students will also be invited to enjoy Pizza lunches.

Innalik School continues to work on bullying awareness by selecting every month a different theme used by classes to create a project. At the end of the month, the projects are exhibited at the school. This initiative reinforces anti-bullying awareness while also bringing school cohesion through project work on common themes.

Our school safety patrols also continue, in cooperation with the SAAQ. Finally, a special activity is also being planned for the school staff in May.

Akulivik

Tukisiniarvik School is glad to announce that on March 18, its Breakfast Club started operating. Managed by volunteer school employees and community members, the Club serves some 65 breakfasts to students. Thanks to our dedicated school team that makes it happen on a daily basis!

From May 11 to 15, students will participate in a week of cultural instruction, which will involve land-based activities and camping for

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WHAT'S UP IN OUR SCHOOLS?

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the secondary level students as well as daytime excursions and indoor cultural activities for the elementary level students. That week will be the third on its kind this year, as part of the culturally responsive school calendar pilot project implemented at Tukisiniarvik School.

Puvirnituaq

Some 30 students at **Iguarsivik School** have been training since the fall to participate in "La course au secondaire", an event of the Grand défi Pierre Lavoie. The 24-hour relay run will cover 250 km between Quebec City and Montreal, from May 9 to 10. Good luck to all the participants!

In April, a professional photographer will be taking class pictures at **Ikaarvik School**. Parents will have the opportunity to buy the pictures should they wish so. Depending on the weather conditions, a cod fishing excursion is also planned for the end of April or beginning of May.

Salluit

From April 20 to 23, workshops on conflict resolution will be offered to employees of Ikusik School and Pigiurvik School, by KSB's Ombudspersons.

Kangiqsujaaq

In April and May, Arsaniq School celebrates "Fish" rewards. As a compassionate school, Arsaniq rewards the students who exemplify our core values with

laminated fish. Classes whose students receive the most fishes each month, are awarded a class reward, such as movie time with popcorn.

In late April, Arsaniq will welcome Don Taylor and his research team from McGill University. Don and his team have been conducting research for two decades and are now looking at the resilience and school perseverance of Inuit children in Nunavik. Arsaniq School and the community of Kangiqsujaaq are direct beneficiaries of this important research.

In May, Arsaniq School will hold its third week of cultural instruction. This year, as one of the four schools where a new culturally responsive school calendar is implemented, we concentrated our pedagogical days to accommodate 3 one-week periods of cultural instruction. These included camping, hunting, storytelling, fishing, food preparation, and more... out on the land.

Quaqtaq

As part of the culturally responsive school calendar pilot project, Isummasaqvik School will organize its third cultural instruction week, from May 4 through 8, 2015. This is the most important event for this project this year. It will include traditional activities related to fishing and will take place at Lac-Robert.

On Wednesday, April 22, the school will be organizing a Sugar Shack day that will include chansonniers (Douglas Stewart and Cameron Jolicoeur), snow carving and, for gourmets, a maple taffy tasting.

Last but not least, on May 1st, the school will organize a day of festive activities during which students will have the opportunity to enjoy Tacos!

Kangirsuk

As part of a student exchange project, students from Collège Jean-de-Brébeuf in Montreal visited Sautjuik School, in Kangirsuk. Late March, it was the turn of Secondary V students from Sautjuik School to be hosted by Collège Jean-de-Brébeuf. They were back in Nunavik just in time to enjoy the Easter break with their family!

Early May, Jane Middleton-Moz and Tiffany Hubbard will visit Kangirsuk, Salluit and Akulivik where they will share, with the school personnel, strategies to support students who experienced trauma. In each of these communities, an evening presentation on bullying will also be offered to interested residents. This event is organized by the Compassionate Schools project.

On April 28, Mary Cain will be offering self-awareness and emotion management workshops to Secondary students.

NEW EMPLOYEES

At the Payroll Department, **Shanice Gittens** was appointed to the position of Office Agent, replacing **Angela Megali** who is now Administrative Technician. Shanice is responsible for all the transactions concerning employees working in Ungava Bay communities (time sheets, absence reports, direct deposit, etc.). Angela's new duties include maintaining the employee files, responding to payroll inquiries, data gathering and more.

Pascal Sementilli recently joined the Material Resources Department as Building Technician. Pascal has extensive experience in the field and we are glad to welcome him!

The General Administration is also glad to announce the appointment of **Annie Novalinga** to the position of Executive Secretary. Her new position was previously held by **Martinne Mathelier** who has been appointed to the position of Administrative Assistant to Director General Annie Popert.

RETIREMENTS

Sarah Adlilak retired in March 2015, after 29 years of employment with the Kativik School Board. At the time of her retirement, she was working as a teacher at Kiluutaq School, in Umiujaq. She will be dearly missed!

Jeannine Desbiens retired in February 2015, after 31 years of service with the Kativik School Board. Jeannine worked in Montreal, where she headed the school board's resource centre. She also liaised with our schools' libraries, coordinating the acquisition of books in Inuktitut, French and English. We wish her all the best for this new chapter in her life!

DATES TO KEEP IN MIND

April 6 to 10, 2015: Professional Appreciation Week, all Kativik School Board institutions.

April 13 to 17, 2015: Teacher recruitment interviews with School Administrators, Montreal.

April 14 to 22, 2015: Teacher Training course EDEE 280 Geography, History and Citizenship, Kuujuaq. Instructor: Mary-Joanne Kauki; consulting instructors: Betsy Annahatak and Lisa Trimble.

April 20 to 23, 2015: Conflict resolution workshops facilitated by the school board Ombudspersons at Ikusik and Pigiurvik schools, Salluit.

June 26 to July 3, 2015: Teacher Training Summer session, Kuujuaapik.

KATIVIK SCHOOL BOARD

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EDITORIAL TEAM

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